

# KOVAI KALAIMAGAL COLLEGE OF ARTS AND SCIENCE

(An Autonomous Institute, Affiliated to Bharathiar University, Coimbatore)

Re-accredited with "A" Grade by NAAC

Narasipuram, Coimbatore - 641 109

19.06.2019

Minutes of the meeting of the Examination Committee held on 19.06.2019, Wednesday at 02.30 pm in the Principal's office.

The following members were present:

1. Dr.N.Mala, Principal - Chairman
2. Dr.D.Muthuraj, Advisor
3. Dr.M.Sengaliappan, Dean, CS
4. Dr.V.Vijayalakshmi, Dean, Commerce
5. Dr.S.Mazhalai Silambu, Head, Tamil
6. Mrs.T.Suriyaprabha, Head, English
7. Mrs.M.Muthukani, Head, Mathematics with CA
8. Mr.P.Ponsekar, CoE

After formal welcome of the members by the Principal, the items of the agenda were taken up for discussion and the following resolutions were unanimously passed.

It is unanimously resolved to schedule the various activities related to the conduct of the End Assessment Examinations to be conducted during Nov / Dec 2019 as follows.

| Date       | Particulars   |
|------------|---|
| 19.06.2019 | Exam Committee Meeting  |
| 20.06.2019 | Submission of list of students who have to study Basic Tamil  |
| 24.06.2019 | Submission of list of Elective subject  |
| 25.06.2019 | Submission of SR3 & SR4   |
| 15.07.2019 | Submission of list of extra credit courses along with syllabus in pdf form  |
| 15.07.2019 | Submission of syllabus in pdf form for current and arrear subjects  |
| 15.07.2019 | Submission of list of students admitted in the 2 <sup>nd</sup> year under Lateral Entry / Re-admission / Transferred scheme |
| 24.07.2019 | Submission of model question papers (I & II Year – OBE) & 3 <sup>rd</sup> Year  |
| 14.08.2019 | Submission of nominal roll both hard and soft copy along with photos for First Year   |
| 14.08.2019 | Submission of list of students opted for other languages  |
| 03.09.2019 | Issue of Exam Applications  |
| 18.09.2019 | Payment of Examination fee without fine   |
| 18.09.2019 | Submission of tentative schedule for practical exam along with the list of internal examiners and skilled assistants        |
| 30.09.2019 | Payment of Examination fee with fine @ Rs.10 per working day  |
| 04.10.2019 | Returning of all exam applications to CoE Office by Office Superintendent   |
| 14.10.2019 | Release of EAE – Theory Examination Schedule  |
| 18.10.2019 | Submission of Attendance proforma for all UG & PG classes.  |
| 19.10.2019 | Release of EAE – Practical Examination Schedule along with Examiners list by CoE  |
| 19.10.2019 | Issue of Stationery items for Practical Examinations  |



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| 21.10.2019 | End Assessment Examinations Practical for all UG & PG classes.   |
| 29.10.2019 | Issue of Hall Tickets and Stationery Items from CoE Office       |
| 30.10.2019 | Submission of Internal marks for all UG & PG classes.            |
| 31.10.2019 | Submission of list of internal examiners for theory exams for PG |
| 01.11.2019 | End Assessment Examinations Theory for all UG & PG Classes.      |
| 23.11.2019 | Valuation of answer scripts for All Classes                      |
| 06.12.2019 | Meeting of the Result Passing Board                              |
| 06.12.2019 | Publication of Results   |

As there were no other items to be discussed the meeting came to an end with a vote of thanks proposed by Mr.P.Ponsekar, CoE, KKCAS.

*P. P. P. P. P.*  
 Controller of Examinations

**Copy to:**

1. All the members of Examination Committee
2. KKCAS office

*V. Vinayalakshmi*  
 20/6/19.

*Mr. Kumar*  
 21/6/19

*Dr. Narayana*  
 21/6/19.

*T. R. R.*  
 21/6/19

*N. Vasanth*  
 21/6/19

*Dr. S. S. S.*  
 21.6.19  
 (MAZHARAI SIVAMBA)

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04.11.2019

Minutes of the meeting of the Examination Committee held on 04.11.2019, Monday at 10.00 am in the Principal's office.

The following members were present:

1. Dr.N.Mala, Principal - Chairman *N. Mala 4.11.19*
2. Dr.D.Muthuraj, Advisor
3. Dr.M.Sengaliappan, Dean, CS *M. Sengaliappan*
4. Dr.V.Vijayalakshmi, Dean, Commerce *V. Vijayalakshmi*
5. Dr.S.Mazhalai Silambu, Head, Tamil *S. Mazhalai Silambu*
6. Mrs.T.Suriyaprabha, Head, English, *T. Suriyaprabha 4.11.19*
7. Mrs.M.Muthukani, Head, Mathematics (CA) *M. Muthukani 4/11*
8. Mr.P.Ponsekar, CoE, Convener

After formal welcome of the members by the Principal, the items of the agenda were taken up for discussion and the following resolutions were unanimously passed.

It is unanimously resolved to schedule the various activities related to the conduct of the Valuation and Result Passing Board Meeting of End Assessment Examinations November 2019 as follows.

| Scheduled Date | Particulars   |
|----------------|---|
| 12.11.2019     | Board of Non Major Electives and Value Based Education                        |
| 18.11.2019     | Board of Tamil and English  |
| 19.11.2019     | Board of Computer Science (UG / PG), BCA & Information Technology(UG&PG)      |
| 19.11.2019     | Board of Extra Credit Course ( Tamil , English , Maths)                       |
| 20.11.2019     | Board of Mathematics with (CA) , BBA (CA) and M.Com IB                        |
| 21.11.2019     | Board of Extra Credit Course ( CS / BCA / IT)                                 |
| 21.11.2019     | Board of Commerce (UG), Commerce (CA) (UG / PG) and Commerce (PA)             |
| 22.11.2019     |   |
| 22.11.2019     | Board of Extra Credit Course ( BBA CA & Commerce / Commerce CA / Commerce PA) |
| 06.12.2019     | Meeting of Result Passing Board   |

As there were no other items to be discussed the meeting came to an end with a vote of thanks proposed by Mr.P.Ponsekar, CoE, KKCAS.



*N. Mala*  
4.11.19  
PRINCIPAL

Copy to:

1. All the members of Examination Committee
2. KKCAS office *M 4.11.19*