

Kovai Kalaimagal College of Arts and Science

(Autonomous)

Office of the Controller of Examinations

Annual Report (2019-2020)

- The Examination Committee prepared and finalized the Examination Calendar for the academic year 2019-2020 and published the same in the College website.
- Received the new course B.A English Literature approval from the Bharathiar University
- Curriculum Development Cell meeting was conducted on 19.04.2019 and 11.11.2019 for initiating the syllabus revision and the minutes and recommendations are forwarded to the concerned Boards of Studies.
- Sixth and Seventh Board of Studies meeting for various Boards were conducted on 24.04.2019 and 15.11.2019 for finalizing the syllabus, scheme of the examination, distribution of continuous internal assessment marks, question paper pattern and panel of examiners and submitted to Academic Council for approval.
- The Sixth and Seventh Academic council meeting were conducted on 12.06.2019 and 29.01.2020 and approved Syllabus, Scheme and Regulation. CoE office received the approved syllabus from the Chairman of various Boards.
- The Sixth and Seventh Finance Committee meeting was conducted on 15.07.2019 and 10.02.2020 to approve the revised fee structure, remunerations, budget, income and expenditure of the autonomous section.
- The Sixth and Seventh Governing Body meeting was conducted for on 17.07.2019 and 21.02.2020 and approved the minutes of the meeting of all statutory and non statutory bodies and other academic activities.
- Received the name list of 209 students of UG and 13 students PG students along with personal and academic details which are uploaded in the CMS software along with the photo.
- Received the Panel of Examiners for all the Boards from the respective Board Chairman.
- Examiners are confirmed through phone to set the question papers, and detail was communicated through mail for setting question papers during month of Nov / Dec 2019

and April / May 2020. The question papers were received through CoE – confidential mail in the month of September/October 2019 and February/March 2020.

- Question Paper Scrutiny Board meeting was conducted twice in the academic year to finalize all the question papers.
- The student nominal roll and examination application / galley was sent to concerned departments through office.
- The Examination fee notification was published and uploaded in the software for the odd semester on 30.08.2019 and even semester on 30.01.2020.
- The schedule for CIA I & II, Model Examinations and End Assessment Theory / Practical Examinations were prepared and displayed in the notice boards and soft copy sent to all HoDs through mail for circulation to the students well in advance.
- Payments were received through online or direct to accounts office and received Examination applications or galley from the Heads of the Departments.
- Received attendance proforma and internal marks statement from the HoDs.
- Students can directly download their Hall tickets from the software three days before commencement of the examinations.
- End Assessment Practical / Theory Examinations for the odd semester was conducted on 21.10.2019 / 04.11.2019 for all UG & PG courses and even semester on 21.09.2020 for III year UG & II year PG courses.
- The question paper feedback was collected from the subject in-charge and securitized with the Board chairman for comments.
- Central valuation was conducted separately for all programmes by both internal and external examiners and results were finalized and submitted to Results Passing Board.
- Result Passing Board Meeting was conducted with the results End Assessment Examinations for the odd semester on 05.12.2019 and even semester on 15.10.2020. The University Representative Dr.J.Angaryarkanni, Professor & Head, Department of Microbial Biotechnology, Bharathiar University, approved the results and published the results in our college website on the same day of result passing board.

- **Result Analysis**

- **Odd Semester Nov / Dec 2019**

- **Under Graduate:**

- No.of Students appeared : 552
 - No.of Students passed : 511
 - Pass Percentage : 92.57%

- **Post Graduate:**

- No.of Students appeared : 23
 - No.of Students passed : 23
 - Pass Percentage : 100 %

- **Even Semester Apr / May 2020**

- **Under Graduate:**

- No.of Students appeared : 559
 - No.of Students passed : 527
 - Pass Percentage : 94.28%

- **Post Graduate:**

- No.of Students appeared : 22
 - No.of Students passed : 22
 - Pass Percentage : 100 %

- Revaluation / Copy of Answer Booklet / retotaling requests were updated and informed the students through office and HoDs.
- Supplementary Examinations were conducted on 02.11.2020 for even semester and central valuation conducted immediately and result passing board meeting was conducted on 04.11.2020 and the University representative approved the supplementary results and hence published the results in our college website on the same day of result passing board.
- Marks sheets were issued to department in the month of January / August for odd semester & even semester.
- University report was prepared as per the prescribed format and sent the results to Bharathiar University for issue of provisional certificate.
- Received 278 Provisional Certificates for the 2017 - 2020 batch of Students from Bharathiar University and dispatched to concerned HoDs through office and distributed to the students.

- Remuneration for the question paper setting, Scrutiny, End Assessment practical and Theory Examinations and central valuation claim were settled through RTGS/ NEFT.
- 5000 statement of grade sheets were printed with high security features.
- The 21st graduation day ceremony was conducted on 20.7.2019. Prof. Dr Kanagaspathi, from Member , Shipping Corporation of India , Mumbai, Syndicate Member , Bharathiar University , Coimbatore was the chief guest. He distributed the Degree Certificate for 240 UG and PG graduates who passed out during the academic year 2015-2018 and delivered the convocation address.