



Key Indicator – 2.5 Evaluation Process and Reforms

2.5.2 Percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years.

Relevant Document for Complaints/Grievances

Minutes of the Examination Committee	
2023 - 2024	<u>CLICK HERE</u>
2022 - 2023	<u>CLICK HERE</u>
2021 - 2022	<u>CLICK HERE</u>
2020 - 2021	<u>CLICK HERE</u>
2019 - 2020	<u>CLICK HERE</u>



Minutes of the Examination Committee 2023 – 2024

Cauvery College for Women (Autonomous), Trichy -620018.
Examination Committee Meeting
Circular Notification – 27.03.2024

S.No	Name of the Member	Signature of the Member
1	Dr. V. Sujatha (Principal)	V. Sujatha
2	Dr. S. Ramalakshmi (Vice-Principal)	S. Ramalakshmi
3	Ms. V. Ramya (Controller of Examinations)	Ms. V. Ramya 27/3/24
4	Dr. N. Sivapriya (Deputy Controller of Examinations)	N. Sivapriya 27/3/24
5	Dr. Sintha Janita Prakash (Dean of Science & IQAC Coordinator)	Sintha Prakash 27/3/24
6	Dr. M. Parveen (Head, Department of IT)	M. Parveen 27/3/2024
7	Dr. S. Premalatha (Head, Department of Mathematics)	S. Premalatha
8	Dr. J. Sangeetha (Associate Professor of IT)	J. Sangeetha 27/3/24
9	Dr. P. Kavitha (Associate Professor of Commerce)	P. Kavitha 27/3/24
10	Dr. P. Urmila (Head, Department of English)	P. Urmila
11	Ms. S. Poomi (Librarian)	S. Poomi 27/3/24
12	Ms. K. Chithra (Chief Clerk)	K. Chithra



Cauvery College for Women (Autonomous), Trichy -620018.

Examination Committee Meeting

Circular No.: 10

Handwritten: 87-3-24

Date : 27.03.2024

To : Members of Examination Committee.

Sub : Examination Committee Meeting on 28.03.2024 at 10.30 a.m.

This is to inform that all the Members of the Examination Committee to be present in **Rameswari Nallusamy Meeting Hall** on 28th March 2024 for the periodical meeting of the Academic Year 2023 - 2024. The meeting will begin at 10.30 a.m.

Agenda

1. Continuous Internal Assessment
2. Conduct of April 2024 End Semester Examination- Theory & Practical.
3. Seating arrangement
4. Generic Elective Course for PG & NME/GEC/SEC/SBE select courses for UG – Online mode.
5. Central Valuation Schedule & Process.
6. Result declaration.
7. Course Outcome CO Attainment and Mapping.
8. Creation of ABC ID (Academic Bank of Credits).
9. Publication of Records in NAD (National Academic Depository).



Discussion

- ◆ Continuous Internal Assessment - I (Knowledge level based) was successfully conducted between 15th February and 22nd February 2024.
- ◆ Continuous Internal Assessment - II & ESE practical examinations were conducted between 12th March and 20th March 2024.
- ◆ End Semester Examinations (Even) of the Academic Year 2023 -2024 is conducted from 27th March 2024 to 10th April 2024 for all Under Graduates and Post Graduates.
- ◆ Generic Elective Course for PG & NME/GEC/SEC/SBE for select department will conduct in Online mode.
- ◆ Seating arrangement for the students during Examination is scheduled in B & D Block.
- ◆ A separate team is allotted for Conduct of Examination.
- ◆ Central Valuation dates for April 2024 ESE are scheduled from 30th March 2024 and Qualified Examiners would be invited from reputed Institutions and internal members are appointed as Examiners for NME/GEC/SEC/SBE, Part I & Part II Courses - 50% Internal Examiners would be employed.
- ◆ Course Outcome attainment will be calculated for both Internal and External Marks for the Academic year 2023 - 2024 for I PG & I UG.
- ◆ 5185 Mark sheets had been uploaded in NAD portal .
- ◆ 3366 ABC ID created and 617 Students' credit data has been uploaded in ABC Portal.



Cauvery College for Women (Autonomous), Trichy -620018.
Examination Committee Meeting Attendance 28.03.2024

S.No.	Name of the Member	Signature of the Member
1	Dr. V. Sujatha (Principal)	V. Sujatha 28/3/24
2	Dr. S. Ramalakshmi (Vice-Principal)	S. Ramalakshmi 28/3/24
3	Ms. V. Ramya (Controller of Examinations)	V. Ramya 28/3/24
4	Dr. N. Sivapriya (Deputy Controller of Examinations)	N. Sivapriya 28/3/24
5	Dr. V. Srinitha Janita Prakash (Dean of Science & IQAC Coordinator)	V. Srinitha Janita Prakash 28/3/24
6	Dr. M. Parveen (Head, Department of IT)	M. Parveen 28/3/24
7	Dr. S. Premalatha (Head, Department of Mathematics)	S. Premalatha 28/3/24
8	Dr. J. Sangeetha (Associate Professor of IT)	J. Sangeetha 28/3/24
9	Dr. P. Kavitha (Associate Professor of Commerce)	P. Kavitha 28/3/24
10	Dr. P. Urmila (Head, Department of English)	P. Urmila 28/3/24
11	Ms. S. Ponnai (Head, Librarian)	S. Ponnai 28/3/24
12	Ms. K. Chitra (Chief Clerk)	K. Chitra 28/3/24



2023-2024

Cauvery College for Women (Autonomous), Trichy -620018.

Examination Committee Meeting

Circular No.: 09

ve
8-9-23

Date :- 08.09.2023

To :- Members of Examination Committee.

Sub :- Examination Committee Meeting on 09.09.2023 at 11.00 a.m.

This is to inform all the Members of the Examination Committee to be present in **Rameswari Nallusamy Meeting Hall** on 09th September 2023 for the periodical meeting of the Academic Year 2023 - 2024. The meeting will begin sharp at 11.00 a.m.

Agenda

1. Continuous Internal Assessment
2. Conduct of End Semester Examination September 2023 - Theory & Practical.
3. Seating arrangement
4. Select Generic Elective Course for PG & NME /SBE select courses for UG – Online mode.
5. Central Valuation Schedule & Process.
6. Result declaration.
7. Course Outcome CO Attainment and Mapping.
8. Creation of ABC ID (Academic Bank of Credits).
9. Publication of Records in NAD (National Academic Depository)



Discussion

- ❖ Continuous Internal Assessment - I (Knowledge level based) was successfully conducted between 21st August and 30th August 2023.
- ❖ Continuous Internal Assessment - II has been scheduled from March 22nd to April 4th 2023.
- ❖ Even Semester Practical Examinations will be conducted in Offline mode as per the schedule. (10.03.2023 to 25.03.2023).
- ❖ End Semester Examinations (Even) of the Academic Year 2022 - 2023 is to be conducted offline from 20th October 2023 to 16th November 2023 for all Under Graduates and Post Graduates.
- ❖ Generic Elective Course for II PG & UG – NME & SBE for select department will conducted in Online mode.
- ❖ Seating arrangement for the students during Examination is scheduled in B & D Block.
- ❖ A separate team is allotted for conduct of Examination.
- ❖ Odd End Semester Central Valuation dates are scheduled from 14th November 2023 and Qualified Examiners would be invited from reputed Institutions and internal members are appointed as Examiners for NME, SBE.Part I & Part II Courses - 50% Internal Examiners would be employed.
- ❖ Course Outcome attainment will be calculated for both Internal and External Marks from the Academic year 2022 – 2023 for I PG & I UG.



V. Vijal
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Tamilnadu.



Minutes of the Examination Committee 2022 – 2023

2022 - 2023.

Examination Committee Meeting - 21.10.2022.

Time : 1.30pm.
Venue : Rameswari Nallusamy Hall.

S.No.	Name of the Members	Signature of the Mem
1	Dr. V. Sujatha	V. Sujatha
2	Dr. S. Ramalathmi	S. Ramalathmi
3	Dr. V. Srinthi Janita Prakash	Srinthi Prakash
4	Ms. V. Ramya	Ramya 21/10/2022
5	Dr. N. Sivapriya	N. Sivapriya 21/10/22
6	Dr. S. Premalatha	S. Premalatha
7	Dr. M. Parveen	M. Parveen
8	Dr. J. Sangeetha	J. Sangeetha
9	Dr. P. Kamitha	P. Kamitha
10	Dr. P. Urmila	P. Urmila
11	Ms. S. Poomi	S. Poomi
12	Ms. K. Chitha	K. Chitha



2022 - 2023

Examination Committee Meeting - 21.10.2022

Date :- 21.10.2022
Day :- Monday
Time :- 1.30 pm
Venue :- Rameswari Nallusamy

Agenda :-

- * Continuous Internal Assessment
- * Conduct of November 2022 kind semester Examination - Theory & Practical
- * Seating arrangement - Hall ticket - Internals - online
- * Competitive Examination for PG of NME/SBE Select Courses for UG - Online mode
- * Central Valuation schedule & Process
- * Result declaration
- * Course outcome Attainment and Mapping

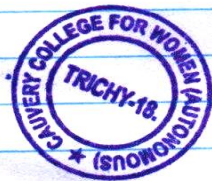
Discussion :-

- * Continuous Internal Assessment - i was successfully conducted between 22nd Aug. & 30th Aug. 2022
- * Continuous Internal Assessment - ii is scheduled from 12th Oct to 21st October 2022
- * Odd Semester Practical Examinations - were conducted in Offline mode. (24.09.22-30.9.22)
- * Kind semester Examination (COAD) of the Academic Year 2022-2023 is to be conducted Offline from 7th Nov 2022 - 28th Nov 2022. for all UG & PG Graduates
- * Seating arrangement - Hall ticket, Internal - online (website). for the students
- * Competitive Examination Paper for ii, PG & UG. NME & SBE for select departments



will be conducted in online mode.

- * A separate team is allotted for conduct of examination.
- * 000 End Semester serial valuation dates are scheduled from 11.11.2022, and Qualified Examiners would be invited from reputed Institutions of Internal members are appointed as Examiners for NME & SBE.
- * Part I & Part II Courses - 50% Internal Examiners would be employed.
- * Course outcome attainment will be calculated for both Internal & External marks from the Academic year - 2022-2023 for I PG & I UG.
- * Ability Enhancement Compulsory Course [AECC] Part IX → Universal Human Values, Environmental Studies, Innovation & Entrepreneurship, Professional Skills - activity based — Internal valuation



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Tamilnadu.



2022-2023

Cauvery College for Women (Autonomous), Trichy -6200
Examination Committee Meeting held on 11.04.2023

S.NO	NAME OF THE MEMBERS	SIGNATURE
01	Dr.V. Sujatha	
02	Dr.S.Ramalakshmi	 11/4/23
03	MS.V.Ramya	 11/4/23
04	Dr.N.Sivapriya	 11/4/23
05	Dr.Sindhu Janitha Prakash	
06	Dr.M.Parveen	
07	Dr.S.Premalatha	
08	Dr.J. Sangeetha	
09	Dr.P.Kavitha	
10	Dr.P.Urmila	
11	Ms.Pommi	
12	MS. Chitra	



Cauvery College for Women (Autonomous), Trichy -620018.

Examination Committee Meeting

Circular No.: 08

Date :- 08.04.2023

To :- Members of Examination Committee.

Sub :- Examination Committee Meeting on 11.04.2023 at 01.30 p.m.

This is to inform all the Members of the Examination Committee to be present in **Rameshwari Nallusamy** Meeting Hall on 11th April 2023 for the periodical meeting of the Academic Year 2022 - 2023. The meeting will begin sharp at 01.30 p.m.

Agenda

1. Continuous Internal Assessment
2. Conduct of April 2023 End Semester Examination- Theory & Practical.
3. Seating arrangement
4. Competitive Examination for PG & NME /SBE select courses for UG – Online mode.
5. Central Valuation Schedule & Process.
6. Result declaration.
7. Course Outcome CO Attainment and Mapping.



Discussion

- ◆ Continuous Internal Assessment - I was successfully conducted between 15th February and 22nd February 2023.
- ◆ Continuous Internal Assessment - II has been scheduled from -4th April 2023 .
- ◆ Even Semester Practical Examinations to be conducted in Off line mode .
- ◆ End Semester Examinations (Even) of the Academic Year 2022 - 2023 is to be conducted offline from 19th April 2023 - May 2nd 2023 for all Under Graduates and Post Graduates.
- ◆ Seating arrangement for the students during Examination is scheduled in B&D Block.
- ◆ Competitive Examination course Paper for II PG and UG- NME & SBE for select departments will be conducted in online mode.
- ◆ A separate team is allotted for conduct of Examination.
- ◆ Even End semester Central Valuation dates are scheduled from 21st April 2023 and Qualified Examiners would be invited from reputed Institutions and internal members are appointed as Examiners for NME & SBE .
- ◆ Part I & Part II Courses - 50% Internal Examiners would be employed.
- ◆ Course Outcome attainment will be calculated for both Internal and External Marks from the Academic year 2022 – 2023 for I PG & I UG.




Principal
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Tiruchirappalli - 620 018.
TamilNadu.



Minutes of the Examination Committee 2021 - 2022

2021 - 2022		
S. NO	Name of the Members	Signature of the Members
1.	Dr. V. Sujatha .	V. Sujatha
2.	Dr. S. Ramalakshmi	S. Ramalakshmi
3.	Dr. V. Srinthi Janita Prasad	Srinthi Prasad
4.	Ms. V. Ramya .	V. Ramya
5.	Dr. N. Sivapriya .	N. Sivapriya
6.	Dr. S. Premalatha .	S. Premalatha
7.	Dr. M. Parveen .	M. Parveen
8.	Dr. J. Sangellatha .	J. Sangellatha
9.	Dr. P. Kavitha .	P. Kavitha
10.	Dr. P. Urmila .	P. Urmila
11.	Ms. S. Poomi .	S. Poomi
12.	Ms. K. Chitra .	K. Chitra



2021 - 2022

Minutes of the Meeting - Examination Committee.

Date: 10-11-2021
Day: - Wednesday
Time: 10:30 am
Venue: Rameswari Hall

Agenda :-

- * Conduct of End Semester Examination - Theory & Practical
- * Seating Arrangement for the students during Exam
- * Competitive Examination for PG & NHE / SBE Select Courses for UG - online Mode Examination.
- * Central Valuation Schedule & Process.
- * Precautionary Measures - COVID'19.

Discussion:-

- > Odd Semester Practical Examinations to be conducted in Offline mode
- > End Semester Examination (odd) of the Academic Year 2021-2022 is to be conducted offline from 15.12.2021 to 01.12.2021 for UG II, III & PG II. Year students & from 05.01.2022 to 11.01.2022 for 1 year UG & PG students.
- > Seating arrangement for the students during examination is scheduled in D & E block.
- > Core Course XI - Competitive Examination Paper for II PG & UG NHE & SBE for select departments, will be conducted in online mode.
- > A separate team is allotted for conduct of examination.
- > Internal components are fixed - 25 marks. (Seminar - 5 marks + Assignment - 5 marks + CIA 1 & 2 + CIA 3 - 5 marks + Library - 5 marks)
- > Odd End Semester Central Valuation dates are scheduled from 18.12.2021 & Qualified examiners



are invited from reputed Institutions.

- Due precautionary measures for Covid-19 should be taken.
- Care off during the Conduct of Examinations/Valuations.
- Special End Semester Examinations to be conducted for NCC & NSS participants.



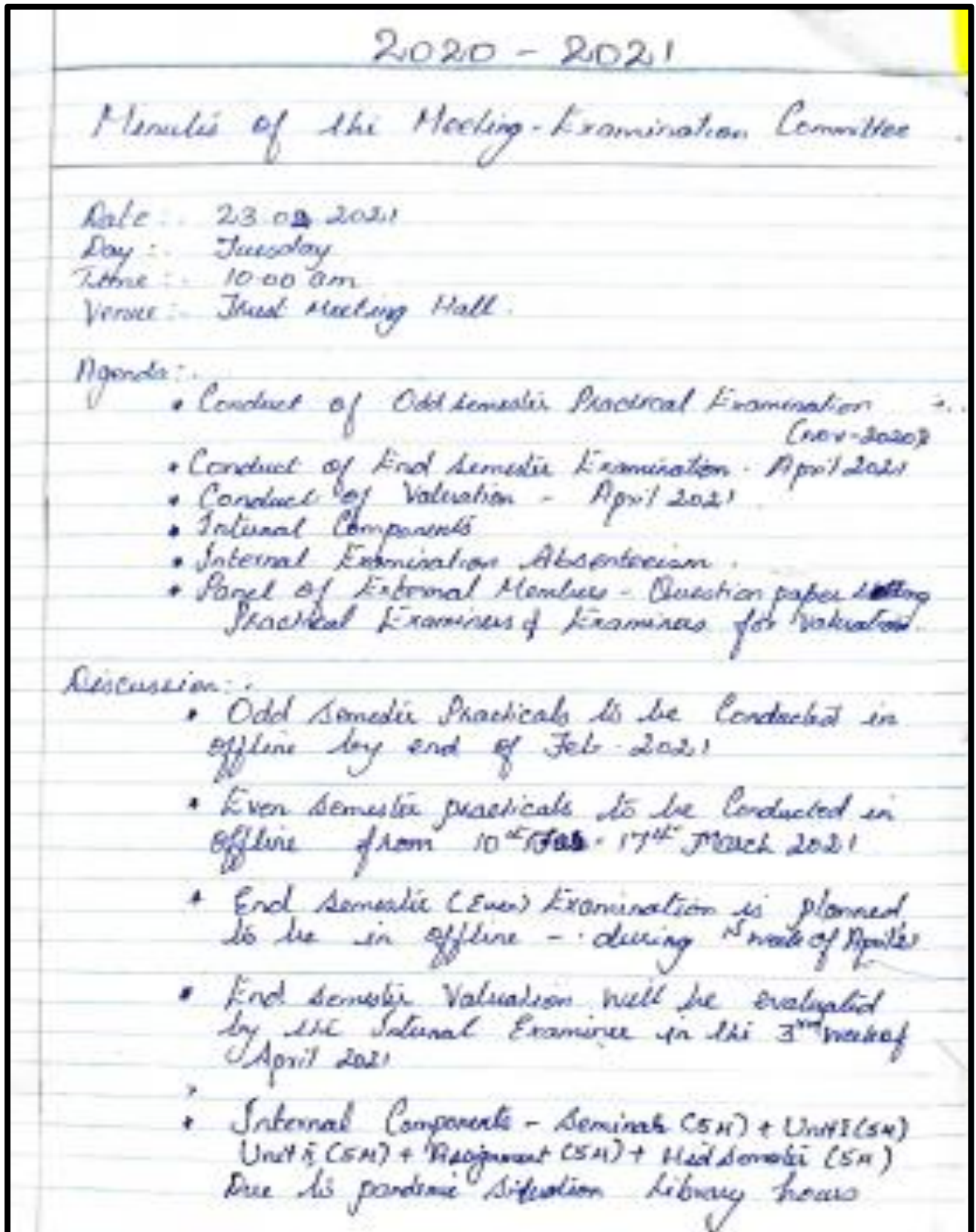
V. Vijayalakshmi
Principal
Cauvery College For Women
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Annamalai Nagar,
Tiruchirappalli - 620 018,
Tamilnadu.



Minutes of the Examination Committee 2020 – 2021

2020-2021

Sno.	Name of the Staff.	Signature.
1.	Dr. V. Sajalitha .	V. Sajalitha
2.	Dr. S. Ramalakshmi	S. Ramalakshmi
3.	Dr. V. Sindhya Janita Prakash	Sindhya
4.	Ms. V. Ramya .	V. Ramya
5.	Ms. N. Sivapriya.	N. Sivapriya
6.	Dr. S. Premalatha .	S. Premalatha
7.	Dr. H. Abirami	H. Abirami
8.	Dr. M. Parveen .	M. Parveen
9.	Dr. P. Kavitha .	P. Kavitha
10.	Dr. P. Urmila .	P. Urmila
11.	Ms. S. Ponnai Chitrany	S. Ponnai Chitrany
12.	Ms. P. Malathy (off.)	P. Malathy





Considered for Internal Components is replaced by Unit Test II.

• Absenteeism for the Internal Examination is not encouraged.

• New Panel of Examiners for Question paper setting of Conduct of practical Examination Examiners of Examiners for Valuation are collected from reputed Institution through Page Form by the Controller of Examination.



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Minutes of the Examination Committee 2019 – 2020

Examination Committee.

List of Members.

S.No.	Name of the Committee Members.
1.	Dr. V. Sujatha, Principal
2.	Dr. S. Ramalakshmi, Vice Principal.
3.	Dr. Srinivasthita Prakash, Vice Principal.
4.	Ms. V. Romya, Controller of Examination.
5.	Ms. N. Sivapriya, Deputy, Controller of Examination.
6.	Dr. S. Premalatha, Head, Dept. of Mathematics.
7.	Dr. H. Abrami, Deputy Head, Dept of Bio-Technology.
8.	Dr. M. Paveer, Head, Department of Information Technology.
9.	Dr. P. Kavitha, Associate Professor, Dept of Commerce
10.	Dr. P. Umila, Head (PG) - Dept. of English.
11.	Ms. , Poomi, Librarian, Resource Center.
12.	Ms. P. Malathy, Chief Clerk, Office.

J. S. S.



Agenda (27.07.'19)

- * Plan of Schedule for End Semester Examination - Theory and Practical.
- * Norms for Continuous Internal Assessment.
- * Question Bank.
- * Examination Fee, Filling of Application Form, Release of Time Table.
- * Evaluation.
- * Details for Improvement in Continuous Internal Assessment.
- * Purchase Committee.



[Signature]
Principal
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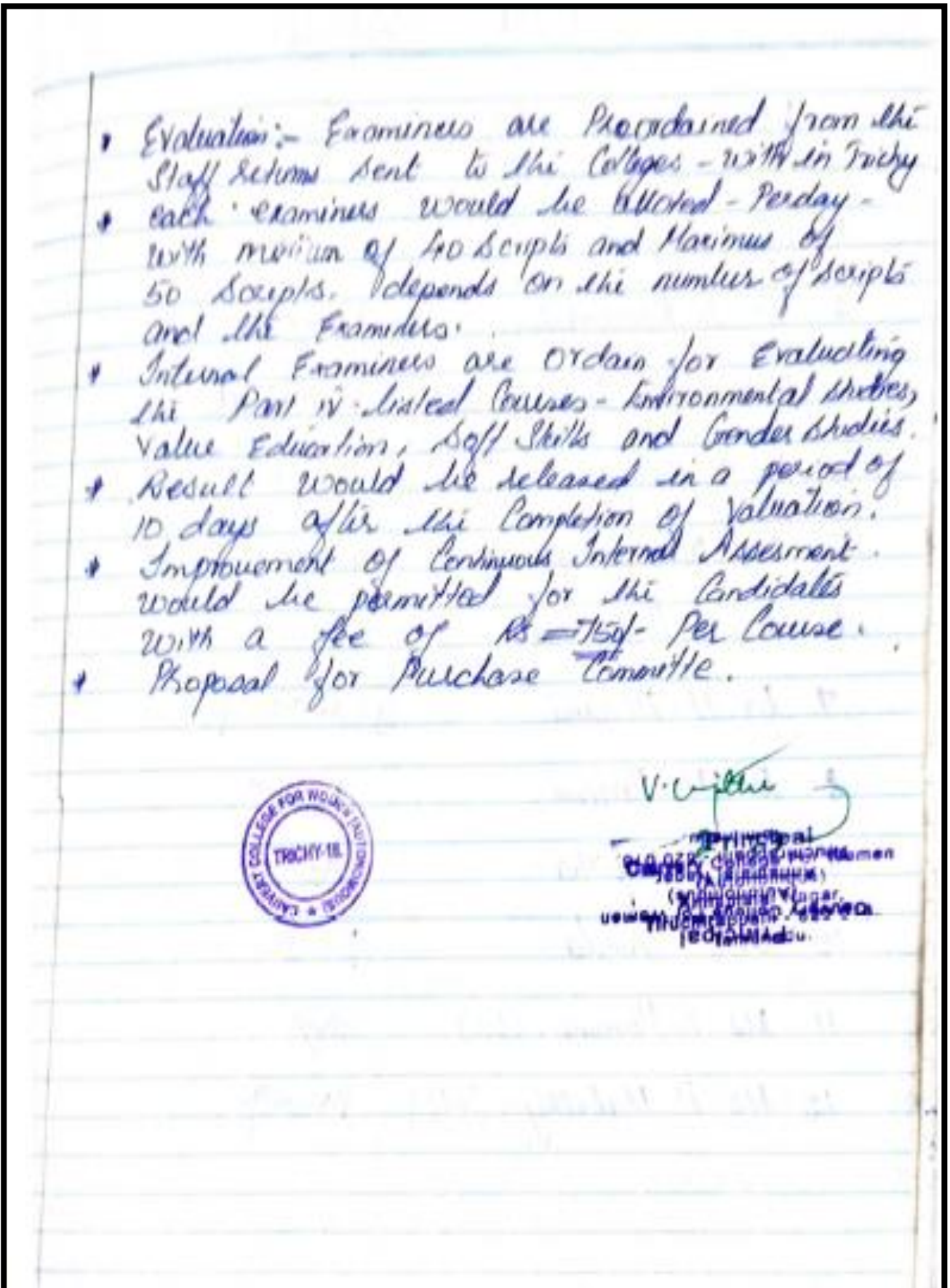
2019 - 2020

Minutes of the Meeting - (27.07.2019)

- * Schedule for End Semester Examination was discussed and finalized. The Theory Exam will be conducted in month of November from NOV 1st 2019 to NOV 7th 2019. for UG & PG
- * The Practical Exams will be conducted in Parvathi University Practical Exams.
- * Question Paper setters ought to follow the Blooms Taxonomy - Outcome Based Pattern.
- * Question Paper setters are appointed from the list collected from other University and Colleges out of Trichy
- * Norms for Continuous Internal Assessment was discussed and resolved - 25 Marks for Internals and 75 marks for Externals. The 25 marks of Internal is allocated as follows - 10 marks of 2 Test [mid semester (5) + Model (5)] + 5M - Seminar, 5 - Assignment, 5M for library attendance.
- * Question Bank Strategy was deliberated - Each UG Course should have 400 heterogeneous. Question - Under Section A - 40 question per Unit = 4000 Section B - 20 question, of Section C - 20 question [PG Courses - 150 questions Section A, 40 question. Section B, 20 question for Section C] with the level of.

k ₁ - A	}	UG	k ₁ & k ₂ - A
k ₂ - B			k ₃ & k ₄ - B
k ₃ - C.			k ₅ & k ₆ - C.
- * Dates were determined for filling of the Application forms, Payment of Examination fee of Hall Ticket issues which are as follows.

Application Form -	
Payment of Exam fees -	
Hall Ticket issues -	28 th October.



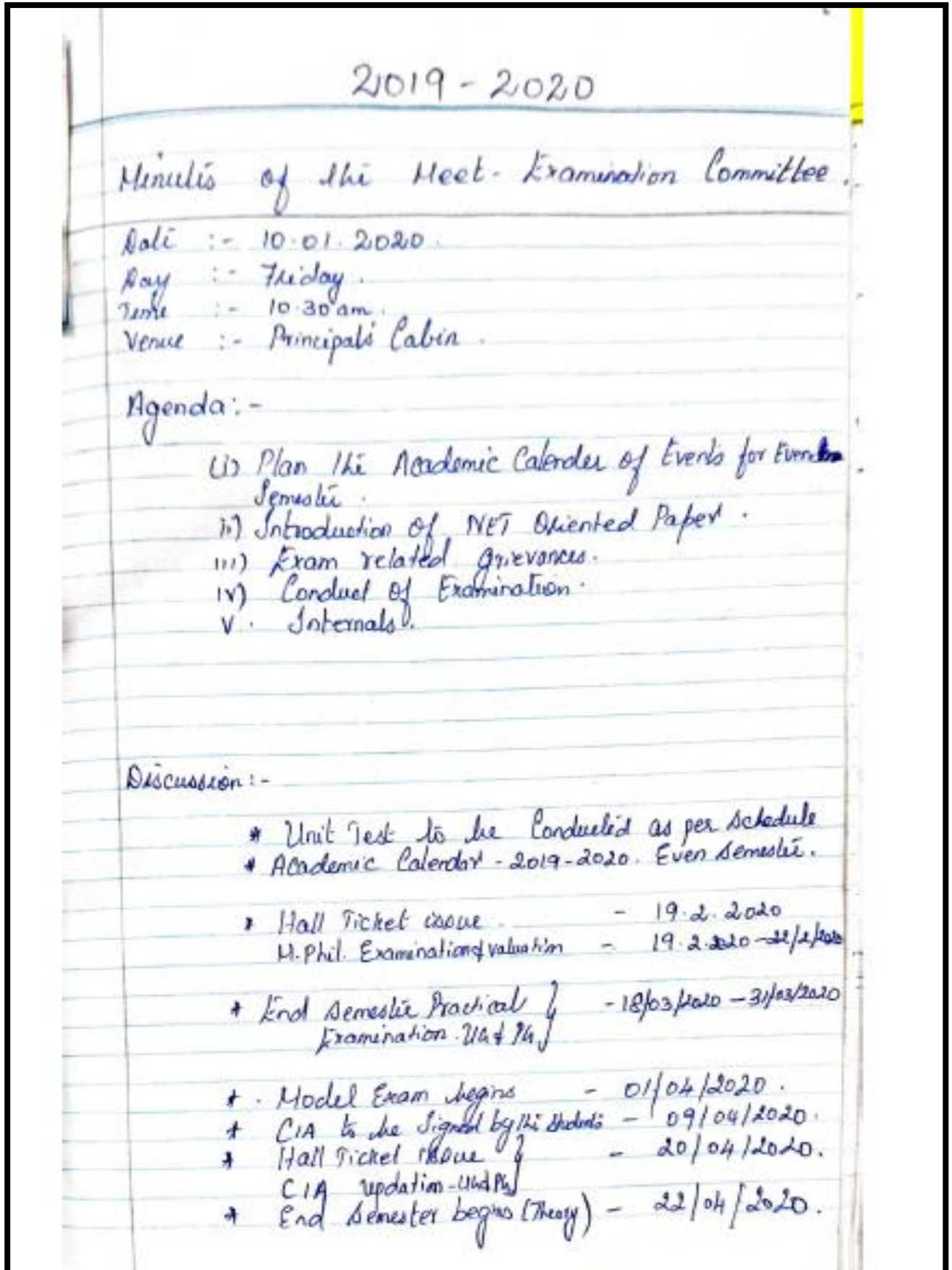
V. V. V. V.

Principal
Cauvery College for Women
Tiruchirappalli
Tamil Nadu



2019 - 2020

Name of the member	Signature
1. Dr V. Sujatha,	v. sujatha
2. Dr S Ramakrishni.	S Ramakrishni
3. Dr. V. Srinthi Janika Prakash.	***
4. Ms. V. Romya.	Romya
5. Ms. N. Sivapriya.	N Sivapriya
6. Dr. S. Premalatha.	S. Premalatha
7. Dr. H. Abirami	***
8. Dr. M. Parveen.	Parveen
9. Dr. P. Kavitha.	P. Kavitha
10. Dr. P. Urmila.	P. Urmila
11. Ms. S. Poomi	S. Poomi
12. Ms. P. Malathy.	P. Malathy
* Inducentia.	





* Valuation begins - 27.04.2020
* Publication of Results - 11.05.2020
* Competitive Examination based Paper (NET) are introduced in autonomous stream for all the PG Programmes in the 3rd Semester.
* Examination related grievances to be recorded.
If there is any problem in the question paper, students have the provision of filing their grievances in a prescribed form available with the Chief Superintendent and the filled-in form must be submitted within 2 hours of completion of the examination. The grievances are forwarded to the respective Head of the Department and she would seek the opinion/ comments of the subject teacher. The Head of the Department will give her comments on the teacher's response to the grievances. If the HoD is not available for any reason, then the next senior teacher of the department would take up this responsibility. The Chief Superintendent will forward the grievances to the CoE section.
* Qualified Members to be appointed for Question Paper setting, Valuation and Practical Examinations



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Principal
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2019 - 2020	
Name of the Staff	Signature
1. Dr. V. Sujatha	V. Sujatha
2. Dr. S. Ramakrishni	S. Ramakrishni
3. Dr. V. Srinthu Janita Prakash	Srinthu Prakash
4. Ms. V. Ramya	Ramya
5. Ms. N. Sivapriya	N. Sivapriya
6. Dr. S. Premalatha	S. Premalatha
7. Dr. H. Abirami	H. Abirami
8. Dr. H. Parveen	Parveen
9. Dr. P. Kavitha	P. Kavitha
10. Dr. P. Urmila	P. Urmila
11. Ms. S. Poomi. (Lib)	S. Poomi
12. Ms. P. Malathy. (off)	P. Malathy