



Sri G.V.G. Visalakshi College For Women, Udumalpet- 642128

Autonomous and Affiliated to Bharathiar University, Coimbatore

Accredited at \mathcal{A}^+ grade by NAAC (Fourth cycle)

An ISO 9001:2015 Certified Institution

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

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Annual Report for the AY 2020– 2021 (Covid-19 Pandemic Period)

1. The Academic calendar was prepared scheduling the dates for the year long activities of the office of the controller of examinations such as preparation of Continuous Internal Assessment Test schedules, submission of question paper for Continuous Internal Assessment Tests, Online Test schedules, Examination Fee collection, candidates attendance details, End Semester practical Examinations, End Semester theory Examinations, central valuation, publication of results, issue of mark sheets etc...
2. The Examination committee was constituted with convener and a team of faculty members with the discussions with Principal to conduct the I and II Continuous Internal Assessment tests and End Semester Theory Examinations along with the supplementary examination (Online/Offline) of the previous academic year 2019-2020 semester examinations.
3. The supplementary End Semester Examinations were conducted for 6 UG and 3 PG final year students who represented college sports activities during the regular examinations.
4. Supplementary result passing board meeting was conducted on 01.02.2021 with Dr. K. Srinivasan as University nominee, Principal, Controller of Examinations, Deputy Controller of examinations and with all the Heads of the Departments.
5. Five students from this college /other college rejoined for various programmes for earning their UG degree.
6. The bio-data forms were distributed to I UG, I PG, PGDCA, Certificate and Diploma in Childcare and Creche Management and Certificate Course in Communicative English students. The duly filled in forms along with a copy of the 12th mark sheet and photo was received. The data were uploaded by allotting the register number-programme wise.
7. Approval was received from the Parent University by submitting the application forms with the prescribed fee for the students who had chosen Hindi, French and Malayalam as Part I course under language category.
8. Boards of studies were conducted on 14.08.2020 for (part I) Tamil Literature and 20.08.2020 for (part II) English Literature and 08.09.2020 for B.A and M.A Economics and 15.10.2020 for B.Sc Chemistry and 17.10.2020 for Zoology and 01.09.2020 for B.Com and 06.08.2020 for Business administration and the curriculum for all programmers were updated based on Outcome Based Education approach. The assessment under Outcome Based Education has

been planned considering the concepts of Bloom's Taxonomy. Scheme of examinations for semesters I to VI, revised syllabi, the breakup components of Continuous Internal Assessment, question paper pattern for I to IV semesters for the students admitted from the academic year 2017 – 2018, 2019-2020 and 2020-2021 onwards for UG, PG, were approved in the Boards of study.

9. The Syllabi finalized in the Boards of study were received from all the departments along with the copy of minutes of the meeting and a record of the same is maintained.
10. The revised syllabi based on Outcome Based Education pattern received from all departments were organized Programme-wise and prepared in the form of a book to be placed in the Academic Council.
11. The meeting of the standing committee on academic affairs was conducted on 24.11.2020 and the revised syllabi were approved.
12. The 27th Academic council meeting was conducted on 30.11.2020. The resolutions carried out in the standing committee were placed for ratification along with the revised syllabi and were duly approved in the Academic Council.
13. The data regarding the details of each programme such as, course information, marks distribution and exam fee details were uploaded for each semester for the candidates.
14. After giving the course link, the nominal roll for End Semester Examination was generated.
15. The Time table for Continuous Internal Assessment tests - Theory and Practical, Online test, End Semester Practical Examination and End Semester Theory Examination were prepared and were put up on the notice board and CAMU portal for students purpose.
16. Date and time schedule for examinations fee collection was intimated to the departments through written communication and fee was collected on the notified dates.
17. Bio-data forms of panel of Professors from other colleges and Universities were obtained for question paper setting and valuation of End Semester Examinations. Bank of panel of examiners was updated.
18. Two Continuous Internal Assessment Tests and online tests were conducted as per the academic calendar.
19. Letters of appointment for question paper setting were sent to subject experts of all the programmes.
20. Duly filled Continuous Internal Assessment OMR sheets were received after completion of marks entry on the last working day of the semester from the departments.

21. The list of students who have to pay condonation fee for attendance compliance on genuine reasons was issued to the departments for student's intimation.
22. The End semester Examinations for UG, PG, PGDCA, Certificate and Diploma course in Childcare and Creche Management and Certificate course in Communicative English were conducted (online/offline).
23. The students participating in NCC/Games/ NSS activities/academic activities outside the college representing the college during Continuous Internal Assessment Tests and End Semester Examinations were given due advantage and a separate time schedule for the examinations were given as per the Institutional regulations.
24. The Central valuation was conducted for 7 to 10 days with internal examiners both online/offline. Board of valuation for each programme with chief examiner was constituted and the valuation was conducted. Single valuation was followed for PG programmes.
25. The Results passing board meeting was conducted on 01.02.2021 for Odd Semester End Semester Examinations December 2020 of AY 2020-2021 for II UG, III UG and II PG programmes and 10.04.2021 for Odd Semester End Semester Examinations February 2021 of AY 2020-2021 for I UG and I PG programmes and Even Semester End Semester Examinations of April /May 2021 was conducted on 31.07.2021 for the AY 2020-2021. Results were published on the college website.
26. Mark sheets were issued after carrying out a complete scrutiny of the data.
27. A report of results including the class obtained was sent to the Bharathiar University for UG, PG programmes, Certificate and Diploma Course in Childcare and crèche Management and Certificate course in Communicative English.
28. Remunerations for the question paper setting for the conduct of End Semester Examinations, practical examinations and theory valuations were disbursed duly to all the examiners and the examination committee which worked for the purpose.
29. The complete detail of pass percentage of students in both the odd and even semester examinations is generated.
30. The University statement regarding the securing of degree by the outgoing candidates securing a clean pass in the final year/ final semester examinations of their degree programme for the academic year 2020 – 2021 is also generated.

Controller of Examinations