

GOVERNMENT ARTS COLLEGE FOR WOMEN (AUTONOMOUS)

PUDUKKOTTAI – 622 001

**(Affiliated to Bharathidasan University & Nationally Reaccredited
with B⁺⁺ Grade)**

CONTROLLER OF EXAMINATIONS



ANNUAL REPORT FOR THE YEAR 2018 - 2019

INTRODUCTION

The Office of Controller of Examinations is functioning in our college from the academic year 2004-05 onwards. For the academic year 2018 – 2019, Dr. B.Buveneswari., was the Principal and Chief Controller of Examinations. The Controller of Examinations was Dr.S.Yasodha , Associate Professor of Computer Science. The Assistant Controller of Examinations Mrs.K.Vijaya, Assistant Professor of Tamil. The primary responsibility is to plan and conduct all the examinations in a fair, transparent and systematic manner as per the academic calendar prepared at the beginning of every academic year.

The examination procedures are in accordance with the guidelines of the Examination Manual which is in accordance with the Bharathidasan University and is in conformity with the UGC guidelines from time to time. The examination processes is done by setting of question papers, registration for examinations, evaluation processes, preparation and publication of examination results and printing of consolidated mark sheets.

The Office of Controller of Examinations supports the students to deal with examination-related grievances. The office of examinations is committed to ensure efficient and effective functioning of its office for the benefit of the stake holders.

QUESTION PAPER PATTERN

UG, PG & M.Phil

Section	No. of Questions	Marks	Total
A	10	2	20
B (Either Or Pattern)	5	5	25
C (Open Choice - 3 out of 5)	3	10	30
TOTAL			75

Theory Examinations - Evaluation

UG : External valuation for all the papers.

PG & M.Phil: Single External valuation for all the papers, except Guide paper for M.Phil.

Practical Examinations : **UG & PG** One Internal Examiner and one External Examiner.

Result Passing Board : Moderation Norms are framed in the result passing board on genuine reasoning.

Question Paper Setting:

1. Theory : Panel of examiners will be collected from various colleges and Universities for all disciplines. Weightage will be given to the experienced faculty members for Question paper setting.

2. Practical : For UG & PG, Practical Question papers will be set by the internal Examiner.

SCRUTINY OF QUESTION PAPERS

The Question Papers of the End Semester Examinations are scrutinized by external examiners appointed by the COE from a panel approved by the Board of Studies and Academic Council.

UG EVALUATION PATTERN

Details	Theory		Practical		Aggregate
	Maximum	Minimum	Maximum	Minimum	
Continuous Internal Assessment	25	10	40	16	40
Semester Examination	75	30	60	24	

CONTINUOUS INTERNAL ASSESSMENT – THEORY PAPER(UG)

Pattern	Mark	CIA Mark
Mid Semester Examination	40	Reduced to 5
End Semester Examination	40	Reduced to 5
Model Examination	75	Reduced to 10
Assignment	5	5
TOTAL		25

CONTINUOUS INTERNAL ASSESSMENT - COMMON PAPERS FOR UG

Pattern	Mark	CIA Mark
Model Examination	75	Reduced to 25
TOTAL		25

PRACTICAL FOR UG

CIA		Semester Examination	
Model Examination	10	External Examination	60
Performance in the class	20		
Record	5		
Viva	5		
Total	40	Total	60

PROJECT *

Evaluation Type	Mark
Project Evaluation	75
Viva-Voce	25
Total	100

(*FOR TOURISM AND TRAVEL MANAGEMENT ONLY)

PG EVALUATION PATTERN

Pattern	Theory		Practical		Aggregate
	Maximum	Minimum	Maximum	Minimum	
Continuous Internal Assessment	25	13	40	20	50
Semester Examination	75	38	60	30	

CONTINUOUS INTERNAL ASSESSMENT THEORY

Pattern	Mark	CIA Mark
Mid Semester Examination	40	Reduced to 5
End Semester Examination	40	Reduced to 5
Model Examination	75	Reduced to 5
Assignment	5	5
Seminar	5	5
TOTAL		25

PRACTICAL

CIA		SEMESTER EXAMINATION	
MODEL EXAMINATION	10	VIVA	10
PERFORMANCE IN THE CLASS RECORD	20	EXTERNAL EXAMINATION	50
VIVA	5		
TOTAL	40	TOTAL	60

PROJECT

Pattern	Mark
Project Evaluation	75
Viva-Voce	25
TOTAL	100

M.Phil EVALUATION PATTERN

Pattern	Maximum Marks	Passing Minimum	Aggregate
Continuous Assessment Internal	25	13	50
Semester Examination	75	38	

CONTINUOUS INTERNAL ASSESSMENT THEORY

PATTERN	MARKS
Best 2 tests out of 3	10
Attendance	05
Assignment	05
Seminar	05
TOTAL	25

DISSERTATION

Evaluation Type	Marks
Thesis	150
Viva - voce	50
TOTAL	200

The CIA marks are published in the departments and the signature of the students is Obtained. Sufficient time is given to the students to represent their grievances. The grievances are redressed by the HODs before the submission of marks to the Office of Controller of Examinations

BLUE PRINT OF CBCS

UG COURSES

Study components	Number of Courses	Credits per Course	Total Credits
Part – I			
Tamil	2+2=4	3	12
Part – II			
English	2+2=4	3	12
Part – III			
Core Subjects	13-15	4-6	65
Allied Subjects	6	3	18
Elective / Project	3	5	15
Part IV			
1. Non Major Elective I & II – for those who studied Tamil under Part I (a) Basic Tamil I & II for other language students (b) Special Tamil I & II for those who studied Tamil upto 10 th or +2 but opt for other languages in degree programme	1+1=2	2	4
2. Skill based subjects (Elective)			
3. Environmental Studies	3	2	6
4. Value Education	1	2	2
5. Soft Skill	1	2	2
	1	2	2
Part V			
Gender Studies	1	1	1
Extension activities	1	1	1
		Total	140

BLUE PRINT OF CBCS

PG COURSES

	No. of Courses	Credit for Courses	Total Credits
Core Course	14	4-5	66
Project	1	4	4
Elective	5	4	20
TOTAL	20		90

M.Phil COURSES

	No. of Courses	Credits per Courses	Total Credits
Core Course	3	4	12
Guide Paper	1	4	4
Project	1	8	8
TOTAL	05		24

PROJECT EVALUATION METHOD

S.No.	Details	UG	PG
1	Project Report		
	a) Plan of the project	20	20
	b) Executing of the plan / collection of data / organisation of materials / Fabrication instruments – Experimental study / hypothesis testing etc, and presentation of the report	45	45
	c) Individual initiative	15	15
	TOTAL	80	80
2	Viva -Voce	20	20
	TOTAL	100	100

Absentees for Internal Tests:

Students who absent themselves for more than one CIA tests can apply for retests through staff in charge and Head of the Department. However, if a student is not able to write the Internal Tests because of her participation in an important event related to Games/Sports, etc. representing the College/University, the student has to get the prior permission of the Principal through proper channel.

Conduct of semester examination

- In addition to continuous evaluation component, the end semester examination, which will be a written-type examination for 3 hours duration(**extra time of one hour for disabled students** as per University letter Ref: Letter No: 7059/K1/2009-2, Dated :06.08.2009), would also form an integral component of the evaluation.
- All those students who have been enlisted with required number of days of attendance are eligible to appear for the Semester Examinations irrespective of whether they have passed in the CIA or not. Students have to provide information in respect of the arrear papers they are applying for in the class wise form, provided for the purpose. Based on this, the

examination fee details are verified. Hall tickets will be issued only for those who have paid the fees

- Payment of Examination fees is made in Person.
- Examination timetable is generated by the COE Staff and it is distributed to all the departments.
- The students must bring the Hall Ticket and their College ID card for every session of the Semester Examinations for verification. If the students fail to bring the hall ticket, a penalty of Rs 100/ will be paid along with a request letter for getting duplicate hall ticket.
- Seating allotment for students is made by the concerned staff members who are conducting the Semester Examinations for the particular year. It would be pasted in the notice board for students reference.
- Students can bring into the Examination Hall only ordinary Scientific / Engineering calculators. They can use mathematical, statistical or any other Table, (if required) provided by the College during the Semester Examinations. Students are not allowed to bring programmable calculators / mobile phones or any other electronic communication devices or unwanted materials into the examination hall. Bringing in such things would be considered as malpractice.

EVALUATION PROCESS- SEMESTER EXAMINATIONS

All the Papers are valued by external examiners of the respective subjects. A chief examiner is appointed for every 6 examiners. Central Valuation is undertaken by a senior staff member as the Camp officer.

Mark entry has been done by entering the register number along with the marks for each subject individually. Verification is done jointly by the Examiner and Chief Examiner.

EXAMINATION COMMITTEE

Designation	2018-2019
Principal	Dr.B.Buveneswari
Controller of Examinations	Dr.S.Yasodha Asso.Prof of Computer Science
Deputy Controller of Examinations	Mrs.K.Vijaya Asst.Prof of Tamil
Member	1. Dr.K.Renukadevi Asso.prof of Physics 2. Mrs.N.S.Sumathi Asso.prof of Economics 3.Dr.Kalaganesan Asso.prof of Commerce

RESULTS-PASSING BOARD

Designation	2018-2019
Principal	Dr.B.Buvaneswari
Controller of Examinations	Dr.S.Yasodha Asso.Prof of Computer Science
Deputy Controller of Examinations	Mrs.K.Vijaya Asst.Prof of Tamil
All Heads of Departments	13 HODs

EXAMINATIONS FEES

November -2018

Last date for the payment of fees without penalty : 06.09.18

Last date for the payment of fees with penalty : 17.09.18

Last date for the submission of application forms to COE office : 17.09.18

April -2019

Last date for the payment of fees without penalty : 14.02.19

Last date for the payment of fees with penalty : 21.02.19

Last date for the submission of application forms to COE office : 21.02.19

SEMESTER EXAMINATIONS

Particulars	Odd Semester November2018		Even Semester April 2019	
	From	To	From	To
Semester Examinations Theory for UG &PG (Regular & Arrear)	3.12.2018	11.12.2018	12.04.2019	06.05.2019

RESULTS

Particulars	Odd semester November2018	Even Semester April 2019
Publication of semester results for UG & PG	03.01.2019	03.06.2019

RESULT

Year / Batch	Course	Students Appeared	Students Passed	Percentage of Pass
UG 2016- 2019	Tamil	59	59	100
	English	57	57	100
	Economics	103	103	100
	History	158	158	100
	TTM	35	35	100
	B.Com	103	100	97
	B.B.A	47	47	100
	Mathematics	102	99	97
	Physics	66	65	98
	Chemistry	68	64	94
	Zoology	48	46	95
	Computer Science	66	66	100
Botany	32	32	100	

Year / Batch	Course	Students Appeared	Students Passed	Percentage of Pass
PG 2017- 2019	Tamil	33	33	100
	English	34	33	99
	Economics	23	23	100
	History	32	32	100
	M.Com	30	30	100
	Mathematics	32	32	100
	Physics	20	20	100
	Chemistry	22	19	97
	Zoology	16	16	100
	Computer Science	27	27	100

GRADUATION DETAIL



GRADING OF THE COURSES

Marks Range	Grade Point	Corresponding Grade	Classification of Final Result
90 and above	10	O	Outstanding
80 and above but below 90	9	A+	Excellent
70 and above but below 80	8	A	Very Good
60 and above but below 70	7	B+	Good
50 and above but below 60	6	B	Above Average
40 and above but below 50	5	C	Average
below 40	0	R.A.	Re-Appearance

$$GPA = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i} \quad \text{WAM (Weighted Average Marks)} = \frac{\sum_{i=1}^n C_i M_i}{\sum_{i=1}^n C_i}$$

Where 'C_i' is the Credit earned for the Course i; 'G_i' is the Grade Point obtained by the student for the Course i; 'M_i' is the Marks obtained for the course i and 'n' is the number of Courses passed in that semester. The Performance of the Candidate in the Current Semester courses and the performance from the first semester to the current semester are indicated as CURRENT SEMESTER and CUMULATIVE PERFORMANCE respectively.

FINAL RESULT

CGPA	Corresponding Grade	Classification of Final Result
9.00 and above	O	Outstanding*
8.00 to 8.99	A+	Excellent*
7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
4.00 to 4.99	C	Average
below 4.00	R.A.	Re-Appearance

NOTE :-

- | | |
|---|---|
| <ul style="list-style-type: none"> WAM – WEIGHTED AVERAGE MARKS SEM – SEMESTER C.I.A – CONTINUOUS INTERNAL ASSESSMENT S.E – SEMESTER EXAMINATION GPA – GRADE POINT AVERAGE MONTH – A - APRIL, N - NOVEMBER, J - JUNE, JU - JULY MRK. SEC – MARKS SECURED CGPA – CUMULATIVE GRADE POINT AVERAGE LG – LETTER GRADE | <ul style="list-style-type: none"> AA – ABSENT P – PASS T – THEORY PR – PRACTICAL |
|---|---|

* The Candidates who have passed in the first appearance and within the prescribed duration of the UG Programme are eligible. CGPA = GPA of all the Courses starting from the first semester to the current semester.

DECLARATION:

A Candidate is declared to have completed the Under Graduate Programme successfully only when the cumulative credits earned is a minimum of 140.



GRADING OF THE COURSES

Marks Range	Grade Point	Corresponding Grade	Classification of Final Result
90 and above	10	O	Outstanding
80 and above but below 90	9	A+	Excellent
70 and above but below 80	8	A	Very Good
60 and above but below 70	7	B+	Good
50 and above but below 60	6	B	Above Average
below 50	N.A.	R.A.	Re-Appearance

$$GPA = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i} \quad \text{WAM (Weighted Average Marks)} = \frac{\sum_{i=1}^n C_i M_i}{\sum_{i=1}^n C_i}$$

Where 'C_i' is the Credit earned for the Course i; 'G_i' is the Grade Point obtained by the student for the Course i; 'M_i' is the Marks obtained for the course i and 'n' is the number of Courses passed in that semester. The Performance of the Candidate in the Current Semester courses and the performance from the first semester to the current semester are indicated as CURRENT SEMESTER and CUMULATIVE PERFORMANCE respectively.

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7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
below 5.00	R.A.	Re-Appearance

* The Candidates who have passed in the first appearance and within the prescribed duration of the PG Programme are eligible.

NOTE :-

- | | |
|---|---|
| <ul style="list-style-type: none"> WAM – WEIGHTED AVERAGE MARKS SEM – SEMESTER C.I.A – CONTINUOUS INTERNAL ASSESSMENT S.E – SEMESTER EXAMINATION GPA – GRADE POINT AVERAGE LG – LETTER GRADE MONTH – A - APRIL, N - NOVEMBER, J - JUNE, JU - JULY CGPA – CUMULATIVE GRADE POINT AVERAGE MRK. SEC – MARKS SECURED | <ul style="list-style-type: none"> AA – ABSENT P – PASS T – THEORY PR – PRACTICAL |
|---|---|

STATEMENT OF MARKS

Semester Mark statements and Cumulative Mark statements are issued with the following security features: Invisible logo, Gold foil logo, Word twist, Micro line and Copy text.

ACADEMIC COUNCIL MEETING - 28.02.2018

1. Chair person	: Dr.S.Umarani Principal GACW(A), Pudukkottai
2. Special Invite	: Dr.J.A.Arul chellakumar, Director CCCD Bharathidasan University, Trichirappalli.
3. University Nominees	1. Dr.A.Makaboobjan professor , Dept of physical education, Bharathidasan University, Trichirappalli. 2. Dr.S.Arumugam professor, Dept of physics Bharathidasan University Trichirappalli. 3. Dr.A.Palanisamy professor of Head of dept of physical education, Bharathidasan University, Trichirappalli.
4. Expert from outside the college in different areas Educationist	: Dr.Umamaheshwari , Principal of GACW(A), Pudukkottai.
Law	: Mr.K.Balasundaram, Advocate, Madras High court Madurai Branch, Madurai.
Industrialist	: Mrs.M.Raja Maheshwari, Jeyam Industries north, Pudukkottai, Thanjavur.
Medicine	: Dr.K.Mala, Govt Doctor, Pudukkottai
5. All HOD's Tamil English Economics History & TTM Commerce & BBA Mathematics Physics Chemistry Computer science Zoology Botany Common papers	: Dr.Mrs.S.Amudha : Mrs.K.Yasodhadevi : Mrs.N.S.Sumathi : Dr.Mrs.K.Radhabai : Dr.Mrs.B.Buvaneswari : Mrs.R.Rohini : Dr.Mrs.K.Renukadevi : Dr.V.Sughanaya : Mrs.S.Gnanajothi : Dr.A.Nagasathya : Dr.A.Nural Shifa : N.S.Sumathi
6. Seniority of service in the college	
1. Dr.S.yasodha Asst prof in computer science. 2. Dr.kala Ganesan Asst prof in commerce 3. Dr.M.Shanthi Asst prof in Tamil 4. Dr.S.Pushpalatha Ass prof of Economics	
7.Member Secretary	: Dr.Buvaneswari, Head of Asso prof of commerce, GACW (A) Pudukkottai.

BOARD OF STUDIES

S.No	Department	2018
1	Tamil	29.01.2018
2	English	25.01.2018
3	Economics	29.01.2018
4	History	24.01.2018
5	TTM	25.01.2018
6	Commerce	25.01.2018
7	BBA	29.01.2018
8	Maths	29.01.2018
9	Physics	29.01.2018
10	Chemistry	29.01.2018
11	Comp. Science	29.01.2018
12	Botany	29.01.2018
13	Zoology	29.01.2018

NEW INITIATIVE

1. Hall Tickets were issued with scanned photos of the students



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