

## PAAVAI COLLEGE OF ENGINEERING

(Approved by AICTE | Affiliated to Anna University)  
Paavai Nagar, NH – 44, Pachal, Namakkal – 637 018, Tamil Nadu  
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**Exam Cell**

Document ID:	2022 - 23 / PCE / EXAM / 001	Document Name:	Circular
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**Date: 13.08.2022**

### **CIRCULAR**

The Exam Cell meeting will be held on 18.08.2022 at 11:30 AM in Brilliant Hall. All the members are requested to attend the meeting.

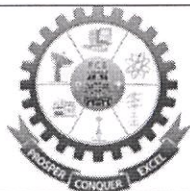
#### **Agenda:**

1. Evaluation of the simplified exam procedures implemented.
2. Discussion on providing additional support and training for invigilators.
3. Planning for enhancing transparency of the exam evaluation process.

  
**Principal**

#### **Copy to**

- All HODs
- The Members
- Notice Board
- IQAC Cell



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Minutes

### Minutes of Exam Cell Meeting

Date: 18.08.2022

The Exam Cell meeting was conducted on 18th August 2022, Thursday at 11:30 AM, in the Brilliant Hall. The Chairperson Dr. C. Suresh Kumar welcomed all the members of Exam Cell.

The following points were discussed in the meeting:

1. Updates
  - a. The simplified procedures were evaluated and found to be effective.
  - b. Automation of seating arrangements and reduction of paperwork were highlighted as success.
2. Training
  - a. Additional training and support for invigilators on using new digital tools were planned.

### EXAM COMMITTEE MEMBERS

S. No.	Name	Designation	Position	Signature
1	Dr.C.Suresh Kumar	Principal	Chairperson	
2	Mrs.D.Uma	Professor/SCIENCE	Convener	
3	Mrs.G.Kiruthuka	Assistant Professor/MCA	Co - Convener	
4	Mr.R.Sridhar	Assistant Professor/AI&DS	Member	
5	Mr.J.Kumaravel	Assistant Professor/AUTO	Member	
6	Mrs.S.Brundha	Assistant Professor/BME	Member	
7	Mr.D.Prem Anand	Assistant Professor/CSE	Member	

Principal