Date: 22.8.2024

CIRCULAR

The Exam Cell meeting will be held on 26.08.2024 at 11:30 AM in Brilliant Hall. All the members are requested to attend the meeting.
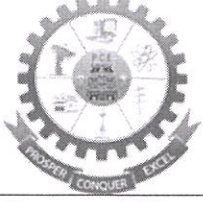
Agenda:

1. Review of the current examination procedures and policies.
2. Review of the previous year's exams to identify recurring issues.
3. Any other points to be discussed with permission of the Chair.

Principal

Copy to

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

Minutes of Exam Cell Meeting

Date: 26.08.2024

The Exam Cell meeting was conducted on 26.08.2024 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. The current exam procedures were reviewed, with a focus on improving communication between invigilators and EC members.
2. The checklist from the previous year was successfully implemented, reducing issues in exam procedures.

EXAM CELL MEMBERS

S. No.	Name	Designation	Position	Signature
1	Dr.C.Suresh Kumar	Principal	Chairperson	
2	Mr.D.Saravanan	Professor /EEE	Convener	
3	Mr. R.Murugesan	Associate Professor / CSE	Co - Convener	
4	Mr.N.Sasikumar	Associate Professor / BME	Member	
5	Mrs.R.Saranya	Assistant Professor /CSE	Member	
6	Mrs.K.Divya	Assistant Professor / CYS	Member	
7	Mr.E.S.Palanivel	Assistant Professor / MECH	Member	

Principal