

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



ANNUAL REPORT

Controller of Examinations

2019-2020

ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS)

ANNUAL REPORT OF COE OFFICE 2019- 2020

MONTH	WEEK	WORK
April	01-04-2019 to 22-04-2019	Conduct of End Semester Examinations
		Evaluation Of End Semester Answer Papers
May	18-05-2019	Standing Committee Meeting for Publication of Results of Even Semester Exam
	20-05-2019	Publication Of Results on The College Website
	07-06-2019	Issue Of Applications for Supplementary Exams
June - July	19-06-2019	Conduct Of Supplementary Exams
	17-06-2018 to 18-06-2019	Issue Of Applications for Photocopies of Answer Script
	02-07-2018 to 03-07-2018	Issue Of Forms and Fee Collection for Revaluation
		Issue Notification For Conduct Exams For M.Phil
	03-07-2019 to 04-07-2019	Revaluation Of Papers
	Third Week	Online Registration of Electives
	25-6-2019	Standing Committee Meeting to Declare the Supplementary Results
		Submission Of Panel of Question Paper Setters to Principal
	Fourth Week	Printing Of Marks Statements
	Second Week	Issue Of Statement of Marks
	Second Week	Revaluation Result Declaration
		Obtaining Consent of External Examiners And Question Papers Collection
	Second Week	Printing of Consolidated Statement of Marks, Course Completion Certificate and Final Semester Mark Sheets
	15-07-2019	Collection of I CA Question Papers from the Departments
	Third Week	Issue Consolidated Statement of Marks, Course Completion Certificate and Final Semester Mark Sheets
	26-07-2019	Distribution of I CA Question Papers from Departments
	Fourth Week	Forwarding Results to the University
	August	First Week
Second Week		Syllabi Checking by Departments
31-08-2019		M.Phil Dissertation Last Date
		Collection Of Fees for Late Submission
23-9-2019 to 01-11-2019		Question Paper Scrutiny for End Semester Exams Begins
September	31-08-2019	Opening of Online Fee Collection Portal for End Semester Examinations
	31-08-2019	Issue of Application Forms for Students with Backlogs
		Upload of Fees Notification on College Website
	09-09-2019	Closing Of Online Fee Collection Portal
	Third Week	Examination Fee Payment with Fine For Defaulters
	09-09-2019	Collection of II CA Question Papers From Departments
	Fourth Week	Forwarding Draft Time Table To Departments
	10-10-2019	Collecting Internal Examiners Lists From Department
16-09-2019	Collection of Practical Exam Schedule and Approval	

	25-09-2019 to 15-10-2019	Conduct of M.Phil Viva Voce Exams
	20-09-2019	Distribution of II CA Question Papers
		M.Phil Submission (With Extension)
	Fourth Week	Collection Of Part IV of UG And PG Extra Disciplinary-Elective Question Papers
October	First Week	Completion Of Question Paper Scrutiny for End Semester Exams
	11-10-2019 to 29-11-2019	Conduct Of Practical Exams
	17-10-2019	Last Date to post Part IV attendance
	18-10-2019 to 23-10-2019	Conduct of Part IV Exams
	22-10-2019	Publication Of Time Table
	Second Week	Forwarding List Of Internal Examiners To Departments In Charge Of Conduction And Valuation
	Third Week	Publication Of Hall Tickets
	Fourth Week	Room Arrangements For Exams
	24-10-2019	Orientation On Conduct Of Exams For Faculty
	24-10-2019	CA Marks Submission by Departments
October-November	30-10-2019 to 15-11-2019	Conduct Of End Semester Theory Examinations
		Valuation Of End Semester Exam Papers
December - January	First Week	Conduct Of Odd Semester Exams For MBA and MCA
		Valuation of MBA and MCA Papers
	04-01-2020	Standing Committee Meeting For The Publication Of The Results Of Odd Semester Exam.
	06-01-2020	Publication Of Results on The College Website
	Third Week	Part IV Registration
	20-02-2020	Collection Of First CA Question Papers
		Marks Statements Printing
	07-01-2020 – 08-01-2020	Issue Of Applications for Photocopies of Answer Script
	23-01-2020 - 24-01-2020	Issue Of Forms and Fee Collection For Revaluation
	28-01-2020 to 30-01-2020	Revaluation Of Papers
	Third Week	Publication Of Results of Revaluation
		Distribution Of Marks Sheets
February	03-02-2020	Opening Of Online Fee Collection Portal for End Semester Examinations
	20-02-2020	Collection II CA Question Papers From Departments
	03-02-2020	Issue Of Application Forms for Previous Batches
	06-02-2020	Upload Fees Notification on College Website
	11-02-2020	Closing Of Online Fee Collection Portal
	14-02-2020	Examination Fee Payment with Fine For Defaulters
	Fourth Week	Forward Draft Time Table To Departments
	13-03-2020	List Of Internal Examiners To Be Sent To The Coe's Office
March	09-03-2020 to 19-03-2020	Conduct Of Practical Exam
	Second Week	Proof-Reading Of Draft Question Papers
	Postponed due to pandemic	Final Version Of The Time Table To Be Sent To The Department With Dates For Checking

Shifted to Departments for Conduction	Call For Part IV UG And PG Question Papers From Departments
Postponed due to pandemic	Publication Of Final Time Table On College Website And Notice Board
Cancelled due to pandemic	Forwarding Internal Examiners List To Conduction And Valuation Departments
Cancelled due to pandemic	Room Arrangement For End Semester Exams
Shifted Online to Departments	Conduct Of Part IV Exams UG And PG
Cancelled due to pandemic	Orientation On Exams for Faculty
Cancelled due to pandemic	Publication Of Hall Tickets For Download
Throughout Academic Year	Certificate And Verification Services
	ACADEMIC COUNCIL AND GOVERNING BODY MEETINGS-AGENDA SETTING



Controller of Examinations
Ethiraj College for Women
(Autonomous)
Ethiraj Salai, Chennai-600 008

CONTROLLER OF EXAMINATIONS



The Office of the Controller of Examinations has been working towards excellence and transparency in the evaluation process of the college since the granting of Autonomy in 1999. During the current academic year, the office of the COE has been working with its customary dedication and sincerity in performing its mandated duties in an efficient and orderly manner.

The fully automated office, equipped with the relevant software and exam management system is enriched with a committed and dedicated staff force, that caters to the needs of the nearly 8000 members of the student body, and teachers. The Office is headed by the Controller of Examinations, Dr. R K Maya (Department of History, Tourism and Travel Management) and assisted by the Additional Controller of Examinations, Dr. Jeyanthi (Department of Bank Management) from the Self-Supporting stream.

The new academic year commenced with an

Orientation programme for the freshers wherein the then COE briefed the students on the examination pattern and the do's and don'ts to be observed during examinations. The next major responsibility was the conduction of the Academic Council Meeting on the 05th of December 2019 which saw the ratification of the Outcome-Based Education pattern of Syllabus passed by the various Boards of Study. Prior to the conduct of the End-Semester examinations, the faculty officiating as Hall Superintendents/Evaluators were addressed in the staff meeting and provided hand-outs about their role and responsibilities during the conduct of examinations.

The End Semester examinations were held in November 2019. The responsibility of the Conduction of the exams for the academic year was taken up by the Department of History, Tourism and Travel Management with Dr. T. Kausalya Kumari, as Chief Superintendent. The responsibility of conducting the Valuation Camp



Conduction Team



Valuation Team

was taken up by the Department of Zoology, headed by Tmt. Anandhi and her team.

Apart from the routine work relating to examinations and the preparation and publication of the results of

the candidates, the office has also been in charge of conducting the meetings of Statutory Bodies like the Governing Body and Finance Committee meetings as required by the regulations.

Aided (UG) - APRIL 2019

Examination Results of the 2016 – 2019 Batch Students

S.No	Department	No. Appeared	No. Passed	%	I Class Exemplary	I Class Distinction	I Class	II Class	III Class
1	English	66	65	98	-		43	20	2
2	Economics	187	177	95	-	21	57	68	31
3	History	58	52	90	-	10	13	15	14
4	T.T.M.	70	65	93	-	6	33	24	2
5	Chemistry	45	41	91	1	15	23	2	-
6	PB & PB	37	37	100	-	7	23	7	-
7	Physics	41	40	98	1	24	15	-	-
8	Mathematics	67	65	97	19	26	17	3	-
9	N & D	46	46	100	-	11	30	5	-
10	Advanced Zoology	92	86	93	-	29	47	10	-
11	Commerce	65	64	98	-	24	38	2	-
12	B.Com. C.S.	69	69	100	-	17	45	6	1

Aided (PG) - APRIL 2019

Examination Results of the 2017 – 2019 Batch Students

S.No	Department	No. Appeared	No. Passed	%	I Class Exemplary	I Class Distinction	I Class	II Class
1	Tamil	5	5	100	-	1	4	-
2	English	38	38	100	-	-	38	-
3	Economics	25	23	92	-	2	18	3
4	History	12	12	100	-	1	10	1
5	Zoology	16	16	100	-	14	2	-
6	Chemistry	12	12	100	-	10	2	-
7	Commerce	21	20	95	-	3	13	4
8	Business Economics	21	20	95	-	3	14	3

M.Phil 2017 - 2018 (Aug 2018)

S.No	Department	No. Appeared	No. Passed	%
1	Tamil	6	6	100
2	English	11	11	100
3	Economics	7	7	100
4	History	1	1	100
5	Commerce	4	4	100
6	Mathematics	6	6	100
7	Corporate	4	4	100
8	Food & Nutrition	1	1	100
9	Physics	2	2	100
10	Computer Science	10	10	100

Self-Supporting (UG) - APRIL 2019
Examination Results of the 2016 – 2019 Batch Students

S.No	Department	No. Appeared	No. Passed	%	I Class Exemplary	I Class Distinction	I Class	II Class	III Class
1	English	64	62	97	-	-	42	19	1
2	English and Communication Skills	66	63	95	-	1	26	30	6
3	Business Economics	60	51	85	-	4	22	23	2
4	Mathematics	61	60	98	1	27	28	4	-
5	Computer Science	99	98	99	-	28	56	14	-
6	Biochemistry	42	42	100	-	14	24	4	-
7	Microbiology	49	49	100	-	11	31	7	-
8	Psychology	45	44	98	-	5	27	11	1
9	Clinical Nutrition and Dietetics	26	25	96	-	10	13	2	-
10	Visual Communication	46	41	89	-	1	31	9	-
11	Mathematics with Computer Applications	56	53	95	1	19	30	3	-
12	Commerce	155	149	96	-	44	87	16	2
13	B.Com C.S.	135	135	100	-	35	87	13	-
14	B.Com BM	133	125	94	-	17	75	30	3
15	B.Com (Hons)	37	36	97	-	24	12	-	-
16	B.Com A & F	26	26	100	-	9	15	2	-
16	Business Administration	64	61	95	-	3	34	23	1
17	BCA	50	50	100	-	11	37	2	-

Self-Supporting (PG) - APRIL 2019
Examination Results of the 2017 – 2019 Batch Students

S.No	Department	No. Appeared	No. Passed	%	I Class Exemplary	I Class Distinction	I Class	II Class
1	Commerce	39	29	74	-	4	19	6
2	HRDE	19	19	100	-	4	15	-
3	PB & PB	19	19	100	-	14	5	-
4	Mathematics	40	38	95	1	24	12	1
5	M.Com.C.S.	16	16	100	-	3	13	-
6	Food & Nutrition	8	8	100	-	-	8	-
7	Physics	13	13	100	-	7	6	-
8	Biochemistry	24	24	100	-	14	10	-
9	Applied Microbiology	21	18	86	-	10	8	-
10	MBA	39	38	97	-	5	32	1
11	MCA (2015-2018)	42	41	98	-	16	25	-
12	M.Com. BI	36	35	97	-	2	27	6
13	M.A Journalism	19	19	100	-	2	17	-