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College Code: 1241

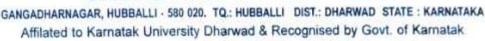
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SHRI SHARANA NOOLIYA CHANDAYYA Dr. B. R. AMBEDKAR SMARAKA A.K.K. EDUCATION SOCIETY'S ARTS & COMMERCE COLLEGE



Founder & President : Late Shri K. G. GOKAK M.A., LL.B. (Spl)

E-mail: ssncdrbrambedkar@gmail.com

Website: www.ssncdrbraakkdegreecollege.in

Ref. No.

| Date | | | | |
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CIRCULAR

07-08-2017

EXAMINATION COMMITTEE

The Examination Committee will be conducting its first meeting. It will be held on 08-08-2017 at 3:30 pm in the Library Hall and all the committee members are requested to attend the meeting.

AGENDA

- Discussion on completion of syllabus as required for the conduct of I Internal Test.
- About the schedule of I & II Internal tests for the Academic Year (Odd Semester).
- About preparation of Question papers & regarding Evaluation of the test papers.
- Submission of Internal test Question papers & Evaluation marks statement to the Exam Committee.
- About distributing the Evaluated Internal test answer sheets back to the students for improvement in the subject.

Secretary

Exam Committee

To: A copy to the office of the Institution.



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ಶ್ರೀ ಶರಣ ನೂಲಯ ಚಂದಯ್ಯ ಡಾ॥ ಜ. ಆರ್. ಅಂಬೇಡ್ತರ್ ಸ್ಮಾರಕ ಎ.ಕೆ.ಕೆ. ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಯ ಕಲಾ ಹಾಗೂ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ

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E-mail: ssncdrbrambedkar@gmail.com

Website: www.ssncdrbraakkdegreecollege.in

Ref. No.

| Date | |
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MINUTES OF MEETING

The first meeting of the Examination Committee (Odd Semester) was held on 08-08-2017 at 3:30 pm in the Library Hall.

Shri.V.B.Veeragond, Convener of the Examination committee welcomed all the members of Examination Committee and requested the Principal to offer opening remarks.

Shri.M.D.Mattimani, Principal welcomed the members and requested the Convener to proceed with the agenda.

| AGENDA | DECISION TAKEN |
|---|---|
| Discussion on completion of syllabus as required for the conduct of I Internal Test. | Verification of the syllabus completed of all the subjects that is to be informed to the students for the linternal test. Lesson plan and work diary of the teachers cross-checked. |
| About the schedule of I & II Internal tests for the Academic Year (Odd Semester). | Internal test Schedule decided. I Internal test: will Commence from 22-08-2017 II Internal test: will Commence from 10-10-2017 to 12-10-2017 |
| About preparation & submission of Internal test Question papers, Evaluation marks statements to the Exam Committee. | Submission of Subject-wise Question Papers to the Exam Committee one week before the commencement of Internal tests. |
| About distributing the Evaluated Internal test answer sheets back to the students for improvement in the subject. | After discussion the committee decided to show the evaluated test papers to the students. The objective behind was to make students understand their mistakes done in the test papers so that they can perform better in the upcoming exams |



Exam Committee

R. Amberday Smaraka

LIST OF MEMBERS PRESENT IN THE MEETING:

1. Shri ManjunathMattimani -Chairman

-Secretary 2. Shri V.B. Veeragond

3. Dr.SavitaKotabagi - Member

4. Dr. Sheela Bhaskar - Member

- Member & Smt.Swapna Jadhav

- Member 6. Shri K.Kotresh

7. Shri PulakeshiKamannnavar - Asst Prof, Deptof History - @ Deptof History

- Asst Prof, Dept of Geography
- Lecturer, Deptof Pol-Science 8. Shri.D.S.Hegade

9. Shri.PraveenChapparmani

- Lecturer, Dept of Commerce 10.Shri.S.N.Malipatil

- F.D.A July 11. Shri H.Y.Bhajantri

S. S. H. -A.K.K. Education Society's Arts and Commerce College Gangadharnagar, HUBBALLI-20.

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College Code: 1241

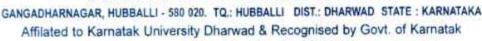
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CIRCULAR

26-10-2017

EXAMINATION COMMITTEE

A meeting by the Examination Committee will be held today (26-10-2017) at 2:30 pm in the Principal cabin. The committee members are requested to attend the meeting.

AGENDA

- Scrutiny of the exam time-table sent by the University.
- · Discussion about the rules and regulations to be strictly followed by the students.
- About distribution of exam work like maintaining of exam registers, visitor's book, question paper number record, maintaining the safety of Question papers received from the University etc.
- Allotment of Supervision duty for the Semester exams.
- Assigning the duty to check seating arrangements during the exam days.

Secretary

Exam Committee

To: A copy to the office of the Institution.

S. S. N. C. Dr. A.K.K. Education Society's Arts and Commerce College Gangadharnagar, HUBBALLI-20.



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Ref. No.

| Date : |
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MINUTES OF MEETING

A meeting by the Examination Committee was held on 26-10-2017 at 2:30 pm in the Principal cabin. The following points were discussed in the meeting and certain decisions were taken.

Shri.M.D.Mattimani, Principal welcomed the members of the Examination Committee and requested the secretary of the committee to proceed with the agenda.

| AGENDA | DECISION TAKEN |
|---|--|
| Scrutiny of the exam time-table sent by the University. | The sem exams would begin from 02-11-2017. The time-table sent/circulated by the Kamatak University Dharwad was scrutinized and an internal college time-table was prepared. |
| Discussion about the rules and regulations to be strictly followed by the students. | Rules to be followed during the Examination time were read during the meeting and the staff would abide by the rules. The register numbers of the students to be checked, their hall tickets and ID cards to be checked and then allowed for the exams. |
| About distribution of exam work like maintaining of exam registers, visitor's book, question paper number record, maintaining the safety of Question papers received from the University etc. | The work related to semester exams was allotted between the members of the committee. The office staff was informed of their role during the examinations. |
| Allotment of Supervision duty for the Semester exams. | The allotment of Invigilation duty was done and the order copy of the duty assigned was issued to the staff. |
| Assigning the duty to check seating arrangements during the exam days. | The list of seating arrangements for examinations was prepared by the committee with the co-ordination of the office staff. |

Exam Committee

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| Date | | |

CIRCULAR

11-01-2018

EXAMINATION COMMITTEE

The Examination Committee will be conducting its first meeting. It will be held on 12-01-2018 at 3:00 pm in the Library Hall and all the committee members are requested to attend the meeting.

AGENDA

- Discussion on completion of syllabus as required for the conduct of I Internal Test.
- About the schedule of I & II Internal tests for the Academic Year (Even Semester).
- About preparation of Question papers & regarding Evaluation of the test papers.
- Submission of Internal test Question papers & Evaluation marks statement to the Exam Committee.
- About distributing the Evaluated Internal test answer sheets back to the students for improvement in the subject.

Secretary

Exam Committee

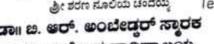
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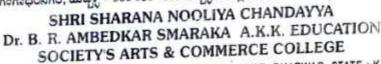
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Website: www.ssncdrbraakkdegreecollege.in

Ref. No.

Date :_

MINUTES OF MEETING

The first meeting of the Examination Committee (Even Semester) was held on 12-01-2018 at 3:00 pm in the Library Hall.

Shri.V.B.Veeragond, Convener of the Examination committee welcomed all the members of Examination Committee and requested the Principal to offer opening remarks.

Shri.M.D.Mattimani, Principal welcomed the members and requested the Convener to proceed with the agenda.

| proceed with the agenda. | DECISION TAKEN |
|---|---|
| AGENDA Discussion on completion of syllabus as required for the conduct of 1 Internal Test. | Lesson plan and work diary of the teachers cross- checked. Verification of the syllabus completed of all the subjects that is to be informed to the students for the laternal test. |
| About the schedule of I & II Internal tests for the Academic Year (Even Semester). | Internal test Schedule decided. I Internal test: will Commence from 01-02-2018 to 03-02-2018 II Internal test: will Commence from 22-03-2018 to 24-03-2018 |
| About preparation & submission of Internal test Question papers, Evaluation marks statements to the Exam Committee. | Submission of Subject-wise Question Papers to the Exam Committee two days before the commencement of the Internal tests. |
| About distributing the Evaluated Internal test inswer sheets back to the students for improvement in the subject. | After discussion the committee decided to show the evaluated test papers to the students so that they can perform better in the upcoming exams. |

Exam Committee

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CIRCULAR

29-03-2018

EXAMINATION COMMITTEE

A meeting by the Examination Committee will be held on 31-03-2018 at 2:30 pm in the Principal cabin. The committee members are requested to attend the meeting.

AGENDA

- Scrutiny of the exam time-table sent by the University.
- Discussion about the rules and regulations to be strictly followed by the students.
- About distribution of exam work like maintaining of exam registers, visitor's book, question paper number record, maintaining the safety of Question papers received from the University.... etc.
- · Allotment of Supervision duty for the Semester exams.
- Assigning the duty to check seating arrangements during the exam days.

Secretary

Exam Committee

To: A copy to the office of the Institution.

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MINUTES OF MEETING

A meeting by the Examination Committee was held on 31-03-2018 at 2:30 pm in the Principal cabin. The following points were discussed in the meeting and certain decisions were taken.

Shri.M.D.Mattimani, Principal welcomed the members of the Examination Committee and requested the secretary of the committee to proceed with the agenda.

| AGENDA | DECISION TAKEN | | |
|--|--|--|--|
| Scrutiny of the exam time-table sent by the University. | The Semester exams would begin from 07-04-2018. The time-table sent/circulated by the Karnatak University Dharwad was scrutinized and an internal college time-table was prepared. | | |
| Discussion about the rules and regulations to be strictly followed by the students. | Rules to be followed during the Examination time were read during the meeting and the staff would abide by the rules. The register numbers of the students to be checked, their hall tickets and ID cards to be checked and then allowed for the exams. | | |
| About distribution of exam work like maintaining of exam registers, visitor's book, question paper number record, maintaining the safety of Question papers received from the University etc. | The work related to semester exams was allotted between the members of the committee. The office staff was informed of their role during the examinations. | | |
| Allotment of Supervision duty for the Semester exams. | The allotment of Invigilation duty was done and the order copy of the duty assigned was issued to the staff. | | |
| Assigning the duty to check seating arrangements during the exam days. | The list of seating arrangements for examinations was prepared by the committee with the co-ordination of the office staff. | | |

Secretary

Exam Committee

A S. S. A. A. Openio.

Principal

LIST OF MEMBERS PRESENT IN THE MEETING:

1. Shri ManjunathMattimani

-Chairman

2. Shri V.B. Veeragond -Secretary

3. Dr.SavitaKotabagi- Member

4. Dr. Sheela Bhaskar

- Member

5. Smt.SwapnaJadhav

- Member

6. Shri K.Kotresh

- Member &

Shri PulakeshiKamannnavar- Asst Prof. Deptof History – 8 pt.

8. Shri.D.S.Hegade

- Asst Prof, Dept of Geography

9. Shri.PraveenChapparmani - Lecturer, Deptof Pol-Science

10.Shri.S.N.Malipatil - Lecturer, Dept of Commerce

11. Shri H.Y.Bhajantri- F.D.A

S. S. N. C. Dr. B. R. Ambedkar Smaraka A.K.K. Education Society's

Arts and Commerce College

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