



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107

2 Examination Committee

Sl.No	Name of the Faculty	Designation	Department	Member
1	Dr. V.S.K. Venkatachalapathy	Director cum Principal	Administration	Ex-Officio
2	Dr. S. Jayakumar	CoE	-	Member Secretary
3	Dr. T. Coumaressin	Dy. CoE	MECH	Member
4	Dr. A. G. Ganesh Kumaran	Dy. CoE	MECH	Member
5	Mr. R. Ragupathy	Asst. Professor	EEE	Member
6	Mr. V.M. Navaneethakrishnan	Asst. Professor	ECE	Member
7	Mr. B. Thiyagarajan	Asst. Professor	CSE	Member
8	Mr. G. Prabu	Asst. Professor	IT	Member
9	Mrs. T. Sudha	Asst. Professor	ICE	Member
10	Mr. P. Sathia Prathap	Asst. Professor	MECH	Member
11	Mrs. A. Kalyani	Asst. Professor	CIVIL	Member
12	Mr. M. Vadivelan	Asst. Professor	BME	Member
13	Mrs. K. Devika	Asst. Professor	CSBS	Member
14	Mr. S. Prakash	Asst. Professor	MCTR	Member
15	Mr. K. Pragash	Asst. Professor	AIDS	Member
16	Mrs. M. Indhumathi	Asst. Professor	CCE	Member
17	Dr. J. Thanigai Vimal	Asso. Professor	FT	Member
18	Mr. R. Ramakrishnan	Asso. Professor	MCA	Member
19	Dr. R. Sivakumar	Asso. Professor	MBA	Member
20	Mr. G. Venkatramanan	Asst. Professor	B.Arch	Member
21	Mr. K. Oudayakumar	Asst. Professor	SH	Member

Composition of Committee

The Principal as the Chairman, Ex-officio ;

The Controller of Examinations, shall be the Member-Secretary, he will be nominated by the Principal and hold the post during the pleasure of the latter.

Term: The term of the Examination Committee shall be two years.

Meetings: The Examination Committee (EC) shall meet at least twice during the academic year and at other times as and when necessary.

Functions of the Committee

- To ensure proper performance of the various duties in conducting examinations viz. paper setting, time table preparation, assessment and declaration of results.
- To recommend examination reforms and shall implement them after approval of academic council.
- To recommend to the Principal / EC with or without modification, the name of suitable persons for appointment of Examiners / Question Paper Setters prepared by the BoS and Vetted by the Controller of Examinations. However to avoid the process of getting delay the Controller of Examinations can get the list of Examiners, Question setters, Moderators approved by the Principal and place before the EC for consideration.
- To prepare the detailed time table of examinations as per the schedule approved by Academic Council.
- To arrange for strict vigilance during the conduct of examination so as to avoid use of unfair means by the students, faculty, and invigilators.
- To consider all cases of unfair practices in examination and put forth it to the Complaint Redressal Committee (CRC) for necessary action to be initiated.
- To implement the appropriate disciplinary action recommended by the CRC in the concerned unfair matter.
- The various formats shall be prepared by EC for maintaining records and monitoring all examination related activities.
- The EC shall perform such duties and responsibilities that are assigned by Academic Council of the institute from time to time.

COE shall be assisted by the Department Exam Coordinators (DEC) for carrying out the following activities during examinations.

- Paper Setting and Printing
- Examinations (Theory)
- Examinations (Practical, Project/Dissertation, seminar, online examination)
- Assessment of answer books
- Preparation and declaration of provisional grades
- Preparation and declaration of final results
- To examine and recommend the Examination fee structure to the EC after getting the concurrence of FC.
- To consider the proposal(s) of the Controller of Examinations for purchase of any equipment necessary for day to day functioning of examination section or infrastructural development of the Autonomous Examination Section. However, such proposal must be approved by the Purchase Committee.

- To examine and recommend the new and modified rate of remuneration for examination related work to the FC for consideration and post facto approval by the EC.
- To prepare the modalities for entrance tests for admission and to conduct such tests and prepare the merit list for admission



Director cum Principal
Dr.V.S.K.Venkatachalapathy

No.	Name of the Member	Designation	Department	Remarks
1	Dr. V. S. Venkatachalapathy	Principal		
2	Dr. V. S. Venkatachalapathy	Asst. Professor		
3	Dr. A. S. Gopal Kumar	Asst. Professor	EEE	Member
4	Mr. R. Rajagopal	Asst. Professor	EEE	Member
5	Mr. V. S. Venkatachalapathy	Asst. Professor	EEE	Member
6	Mr. H. Rajagopal	Asst. Professor	EEE	Member
7	Mr. G. Prabh	Asst. Professor	EEE	Member
8	Mr. T. Sridhar	Asst. Professor	EEE	Member
9	Mr. P. Sathya Prasad	Asst. Professor	EEE	Member
10	Mr. A. Raju	Asst. Professor	EEE	Member
11	Mr. M. Sathya Prasad	Asst. Professor	EEE	Member
12	Mrs. K. Devika	Asst. Professor	EEE	Member
13	Mr. S. Prasad	Asst. Professor	EEE	Member
14	Mr. K. Raju	Asst. Professor	EEE	Member
15	Mrs. M. Indira Devi	Asst. Professor	EEE	Member
16	Dr. J. Prasad Venkat	Asst. Professor	EEE	Member
17	Mr. R. Rajagopal	Asst. Professor	EEE	Member
18	Dr. K. Prasad	Asst. Professor	EEE	Member
19	Dr. G. Venkatesan	Asst. Professor	EEE	Member
20	Mr. K. Sathya Prasad	Asst. Professor	EEE	Member