

ACADEMIC MONITORING CELL

2018-19

4-09-2018

Tuesday

Meeting of Academic Monitoring Cell
Conducted on 4th September 2018, Tuesday
at 2pm


Venue: Panupali Cabin

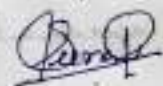
Agenda:-

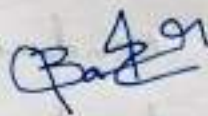
First Internal Examination for Third
Semester BA / Bcom / Bsc / BBA


Members Attended:


1. Dr. C. P. Muhammed Kutty


2. Aijfa P P 

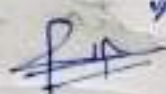
3. Seena P 

4. Abdul Basheer P 

5. Fazeela M P 

6. Thasheera K K 

7. Shumfurbeen K 

8. Shammul Faris 

Decisions:

→ Internal Exam Coordination

Mr. Anifa - P.P (Biochem Dept)

Mr. Abdul Basheer - P (English Dept)

→ Other members

Sharaafudeen K.K (Commerce)

Salmanul Fari's (BBA)

Abdul Salam (Chemistry)

Thasneen K.K (Biochemistry)

Fareeda (English)

Basil Faisy (Arabic)

→ First Internal Examination for Third Sem will be conducted from Oct 9 Tuesday to Oct 17, Wednesday

→ Time Schedule - AN - 2:30 PM to 3:30 PM


→ Question paper - for one hour, 30 marks

→ Question paper to be submitted to the coordinator on 17th September

→ Impersonity in setting question paper should be maintained

Mark list should be published in the Notice board within 10 days after completion of the examination and it should be duly signed by the Head and Tutor.

- Time table - to be published on Notice board on 18th September
- Retest may be conducted for genuine reasons.
- Seating arrangement will also be published on Notice board.



Co ordinator
ACADEMIC MONITORING CELL
Markaz Arts and Science College
Athavanad

15-10-2018

Monday

Meeting of Academic Monitoring Cell conducted on 15th October 2018, Monday at Principals Cabin (11:30 am)

Agenda:- Internal Examination (Second)

Fifth Semester BA/BSc / Bcom / BBA

Members Attended :-

1. Dr. C.P. Muhammed Kutty
2. Axifa. P.P. 
3. Abdul Bashur. P 
4. Seena. P 
5. Muhammed Taseel. A 
6. Faseela. M.P. 
7. Sharafudheen K 
8. Vijeesh. S.V. 
9. Jaseed. P.P. 

Decisions :-

1. The Coordinators of the Internal Examinations

are:-

- 1) Mrs Arifa P.P (Biochemistry Department)
- 2) Mr Abdul Basheer P (English Department)

→ Second Internal Examination for fifth semester Bcom/BBA will be conducted on October 24 to Oct 26

→ Exam for Bsc/BA will be conducted on Nov 5 to Nov 7.

→ Other members:-

1. Fazeela (English Department)
2. Mohammed Jaseel (Microbiology Dept)
3. Jaseela P.P (Computer Applications)
4. Vyeesha S.V (Malayalam)
5. Sharafudheen K (Commerce)
6. Salmanul Fari's (BBA)

→ Examination will be conducted in two

Sessions. FN 10:30 - 12:30 PM

AN 1:30 - 3:30 PM

→ Questions paper to be submitted to the Coordinator on 18th October (for BBA, Bcom) and on 22nd October (for BA/Bsc)

→ Questions should be out of 60 marks.

- Mark list should be published in the notice board within 10 days after completion of examination and it should be duly signed by the Head and Tutor.

- Retest may be conducted to those students only on genuine grounds by consultation with Head and Tutor.

- Time table will be published on the notice board on 17th October.



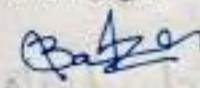


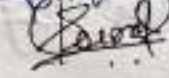





Co ordinator
ACADEMIC MONITORING CELL
Markaz Arts and Science College
Alhavanad

Academic Monitoring Cell meeting
Conducted on 6th November 2018 at
12:30 pm.

Venue : Room No : 7

Agenda : Second internal examination
for First sem and Third
Sem BA / Bsc / Bcom / BBA.

Members attended :-

1. Dr. C. P. Muhammed Kutty
2. Abdul Basheer. P 
3. Azifa. P. P 
4. Junaisa. K. P 
5. Seena. P. P 
6. Jaseeda. P. P 
7. Selmanul Fais 
8. Mohammed Tazul 
9. Faseela. M. P 
10. Sharafuddeen. K 

Decisions :

1. Coordinators of the exam :-
Mrs. Arifa. P.P. (Biochemistry)
Mr. Abdul Basheer P (English)

→ Other members :-

1. Faseela (English)
2. Mohammed Jaseel (Microbiology)
3. Jaseeda. P.P. (CA)
4. Vyeesha S.V (Malayalam)
5. Sharafudheen K (Commerce)
6. Salmanul faris (BBA)

→ Second Internal Examination for first & third sem should be conducted on the following dates:-

- For first sem BBA / Bcom / BA / Bsc - November 14-16
- Third Sem Bcom / BBA - November 22-24
- Third Sem BA / Bsc - Dec 3 to 5

→ Exams will be for one hour and 30 marks.

- Question paper should be prepared and handed over to the coordinators on :-

- First Sem GP - on 9th Nov Friday
- Third Sem GP - on 14th Nov, wed

→ No. of copies to be written on back side of the question paper. Concerned teacher should ~~sign~~ sign also.

→ Exam will be conducted as two sessions

FN : 9:45 am to 10:45 am

AN : 1:30 pm to 2:30 pm

→ Time table will be published on the notice board on Nov 7 wednesday.

→ Retest can be conducted for genuine reasons

→ Marksheet should be published on notice board within 10 days after completion of examination and it should be duly signed by the Head and Tutor.



Jan 15 2019
Tuesday

Meeting of Academic monitoring cell conducted
on January 15, Tuesday at 12:30 pm.
Venue: Principal's Cabin

Agenda :- Internal Examination even semester
and sem, 4th sem & 6th sem BA/BSc/BCom/
BBA.

Attended Members :-

1. Dr. C.P. Muhammed katty.
2. Anifa.P.P 
3. Abdul Basheer.P 
4. Faseela.M.P 
5. Muhammed Iqbal.A 
6. Sharafudeen
7. Vijeesh S.V. 
8. Ishmaul fins 

Decisions :-

1. Coordinators of the exam
Mrs. Anifa.P.P
Mr. Abdul Basheer.P

Other members :-

1. Fazeela (English)
2. Mohammed Baseel (Microbiology)
3. Jaseeda P.P (CA)
4. Vijeetha S.V (Malayalam)
5. Sharafudheen K (Commerce)
6. Salimul Faris (BBA)

- First internal examination for the second, fourth and sixth Sem to be conducted from Jan 21 to Jan 31
- Seating arrangements should be properly done
Publish seating arrangements on the notice board
- Exam will be for one and half hours, 40 marks
- Teachers should prepare question paper and hand over to the coordinator on or before January 21, Monday.
- Number of copies to be written on backside of the question paper (The name of teacher too)
- Exams will be conducted as two sessions
TN: 10 am to 11:30
AN: 1:30 pm to 3 pm
- Time table will be published on 17th Jan, Thursday
On Notice board.
- Retest can be conducted for genuine reasons.

→ Marklist should be published with in 10 d
after completion of examination and it should
duly signed by the Head and Tutor .

A handwritten signature in black ink, appearing to be 'J. S.', written in a cursive style.

Co ordinator
ACADEMIC MONITORING CELL
Markaz Arts and Science College
Athavanad


Academic monitoring cell meeting conducted on 6-3-2019, Wednesday at Principal's Cabin at 2:30pm


Agenda :-


Second Internal examination for even sem
(2nd, 4th, 6th Sem BBA/Bcom/BA/BSc)


Attended Members :-

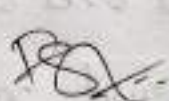
1. Dr. C.P. Muhammed Kutty


2. Azifa P.P 


3. Muhammed Iqbal A 

4. Sharrafudeen Kadi 

5. Vijeesh S V - 

6. Faseela M.P 

7. Saimul Feroz 

8. Basil Feroz 

Decisions :-

1. The other members of the Internal exam committee are :-

1. Faseela (English Dept)

2. Mohammed Jazeel (Microbiology)
3. Jaseeda . P P (CA)
4. Vjeesha S.V (Malayalam)
5. Shorrafudheen K (Commerce)
6. Salmanul Faxis (BBA)

→ Second Internal for even sem should be commenced on March ~~6~~^{13, 14}, ~~7~~^{13, 14} and ~~8~~¹⁴ and ~~15~~¹⁵ as two sessions

FN : 9:45 to 11:45 am

AN : 1:30 to 3:30 pm

- Question paper should be prepared for 2 hours
60 marks.
- Time table will be published on the Notice board
- Question paper hand over date - 8th March
- Number of copies and name of teacher who prepared question paper should be written on back of question paper.
- No Retest allowed. However for genuine reason, head of the Department can take proper decision.
- Marklist should be published within one week after completion of examination.

and it should be duly signed by the
Head and Tutor.


Co-ordinator
ACADEMIC MONITORING CELL
Markaz Arts and Science College
Athavanad