



Hindusthan College of Engineering and Technology
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Valley Campus, Pollachi Highway, Coimbatore – 641032

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Lr.No.: HICET / OCoE / Examination Committee / 2024 – 25 /1

04.07.2024

CIRCULAR

The 1st Examination Committee meeting for the Academic Year 2024 – 25 will be held on 08.07.2024 at 3:00 pm in the Office of the Controller of Examinations.

All the members are requested to attend.

Agenda:

- Student Grievances in April May 2024
- Results & Revaluation Results of April May 2024
- Honour graduates details
- Any other relevant matters


Convener & Member Secretary

Controller of Examinations

Hindusthan College of Engineering and Technology

Copy to: Thakurkumandapam, Coimbatore - 641 032.


Chairman

PRINCIPAL

Hindusthan College Of Engineering & Technology

COIMBATORE - 641 032.

1. Dean Academics & Members of Examination Committee





Hindusthan College of Engineering and Technology
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Valley Campus, Pollachi Highway, Coimbatore – 641032

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE MEETING

Ref.No.: HICET / OCoE / Examination Committee / 2024-25 / 1

ATTENDANCE

Date :08.07.2024

Time :3:00 pm

Venue :oCoE / HiCET

The Chairman		Signature
Dr J Jaya	The Principal / HICET	
The Convener & Member Secretary		
Dr. S. DeepaShri	Controller of Examinations / HICET	
Members		
Dr. P N Magudeswaran	Dean - Academics	
Dr K.Karthikeyan	Director, MBA	
Dr. K. Akil	Head of the Department / Civil Engineering	
Dr C.Sabarinathan	Head of the Department / Automobile Engineering	
Dr S. Shankar	Head of the Department / Computer Science Engineering	
Dr K. P. Uma	Head of the Department / Science and Humanities	
Dr P Geetha	Deputy Controller of Examinations/ HiCET	
Mrs N. Yamuna	Assistant Controller of Examinations/ HiCET	
Mr KhajaNajumudeen	Assistant Controller of Examinations/ HiCET	
External member		
Dr Bala Subramaniam	Controller of Examination / HITech	- AB -





Hindusthan College of Engineering and Technology
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Valley Campus, Pollachi Highway, Coimbatore – 641032

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 10.07.2024

MINUTES OF THE EXAMINATION COMMITTEE MEETING

Ref No.: HICET / OCoE / Examination Committee / 2024-25 / 01

Time : 3:00 pm

Venue: OCoE / HICET

Dr Jaya J, Principal, Chaired the Meeting and welcomed all the Members to the 1st Examination Committee Meeting in the AY 2024 – 2025 After a brief introduction, the agenda items listed were taken up for discussion and the following resolutions were passed.

The following points were discussed in the meeting.

The Member Secretary read out 5th Minutes of the meeting of AY 2023- 2024 held on 04.04.2024

The House Confirmed the minutes held on 04.04.2024

Agenda 1: Results of even Semester April /May 2024 Examinations

The Convener stated that the end semester examinations for the even semester in the academic year 2023 – 2024 were successfully completed and the results were passed with the approval of RPB members including our Anna University Representative Dr Om Kumar.M, in two RPB meetings.

Agenda 2: Revaluations on April/ May 2024 examinations:

A total of 25 students applied for photocopies of their answer sheets, out of which 12 proceeded to apply for revaluation. Following the revaluation process, the results of 6 students were modified, including changes in grades.

Agenda 3: Malpractices on April/ May 2023 Examinations

A total of 5 malpractice cases were booked and subsequently called for an enquiry. Upon investigation, the students were found guilty, and punishments were imposed as per the norms of Anna University.





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proven guilty, the punishments were specified as per our Anna University norms

Agenda 4: Conduct of CIA & ESE Semester Examinations – Nov Dec 2024.

The convener presented the detailed schedule of CIA tests for NOV DEC 2024 and the strategic plan of ESE preparation works to board. The board agreed to commence the CIA examinations from August fourth week of 2024.

Agenda 5: Graduate list for April May 2024

A total number of 1396 students from the current final year of UG PG programs, became eligible for award of April / May 2024 degree including B.E/B.Tech Honours of 67 students. The committee accepted to forward the University report for award of provisional and degree.

The meeting came to end at 4:15 pm.


Convener & Member Secretary
Controller of Examinations
Hindusthan College of Engineering and Technology
Othakkalmandapam, Coimbatore - 641 032.


Chairman
PRINCIPAL
Hindusthan College Of Engineering & Technology;
COIMBATORE - 641 032.





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Lr.No.: HICET / OCoE / Examination Committee / 2024-25 /2

30.08.2024

CIRCULAR

The 2nd Examination Committee meeting for the Academic Year 2024 – 25 will be held on 04.09:2024 at 10:30 am in the Office of the Controller of Examinations.

All the members are requested to attend.

Agenda:

- Pre-Examination Processes for ESE Nov/Dec 2024
- Plan to Organize Aadhar Enrollment Camp
- Any other relevant matters

Convenor & Member Secretary

Free/30/08/2024
Controller of Examinations
Hindusthan College of Engineering and Technology
Othakkalmandapam, Coimbatore - 641 032.

Copy to:

[Signature]
Chairman

PRINCIPAL

Hindusthan College Of Engineering & Technol.,
COIMBATORE - 641 032.

1. Dean Academics & Members of Examination Committee





Hindusthan College of Engineering and Technology
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Valley Campus, Pollachi Highway, Coimbatore – 641032

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Examination Committee / HICET

The Chairman	
Dr J Jaya	The Principal / HICET
The Convener & Member Secretary	
Dr. S. Deepa Shri	Controller of Examinations / HICET
Members	
Dr. P N Magudeswaran	Dean - Academics
Dr. Kaarthiekheyan V	Head of the Department / MBA
Dr. K. Akil	Head of the Department / Civil Engineering
Dr. C.Sabarathan	Head of the Department / Automobile Engineering
Dr. S. Shankar	Head of the Department / Computer Science Engineering
Dr. K.P.Uma	Head of the Department / Science and Humanities
Dr. P Geetha	Deputy Controller of Examinations/ HiCET
Mrs N. Yamuna	Assistant Controller of Examinations/ HiCET
Mr KhajaNajumudeen	Assistant Controller of Examinations/ HiCET
External member	
Dr. Bala Subramaniam	Controller of Examination / HITech





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE MEETING


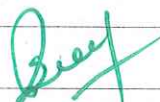
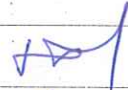




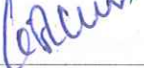
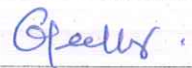
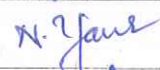
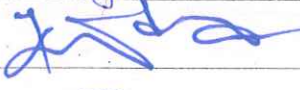

Ref.No.: HICET / OCoE / Examination Committee / 2024-25 / 2

ATTENDANCE

Date : 04.09.2024

Time : 10:00 am

Venue : oCoE / HiCET

The Chairman		Signature
Dr J Jaya	The Principal / HICET	
The Convener & Member Secretary		
Dr. S. DeepaShri	Controller of Examinations / HICET	
Members		
Dr. P N Magudeswaran	Dean - Academics	
Dr Kaarthikeyan V	Head of the Department / MBA	
Dr. K. Akil	Head of the Department / Civil Engineering	
Dr C.Sabarinathan	Head of the Department / Automobile Engineering	
Dr S. Shankar	Head of the Department / Computer Science Engineering	
Dr K. P. Uma	Head of the Department / Science and Humanities	
Dr P Geetha	Deputy Controller of Examinations/ HiCET	
Mrs N. Yamuna	Assistant Controller of Examinations/ HiCET	
Mr KhajaNajumudeen	Assistant Controller of Examinations/ HiCET	
External member		
Dr Bala Subramaniam	Controller of Examination / HiTech	





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 04.09.2024

MINUTES OF THE EXAMINATION COMMITTEE MEETING

Ref No.: HICET / OCoE / Examination Committee / 2024-25 / 02

Time : 10:30 am

Venue: OCoE / HiCET

Dr Jaya J, Principal, Chaired the Meeting and welcomed all the Members to the 2nd Examination Committee Meeting in the AY 2024 – 2025. After a brief introduction, the agenda items listed were taken up for discussion and the following resolutions were passed.

The following points were discussed in the meeting.

The Member Secretary read out Minutes of the meeting of AY 2024-2025 held on 08.07.2024

The House Confirmed the minutes held on 08.07.2024.

Agenda: Pre-Examination Processes for ESE Nov/Dec 2024

1. Plan to Prepare ESE Schedule

The committee discussed and approved the plan to prepare a comprehensive schedule for the End Semester Examinations (Nov/Dec 2024). The tentative timetable will be finalized and circulated to all departments by the Office of the Controller of Examinations.

2. Plan to Conduct Practical Examinations.

The Office of the Controller of Examinations (OCoE) informed the committee that schedules for practical examinations have been prepared in consultation with the departments. Laboratory infrastructure, internal and external examiner arrangements, and necessary consumables are being verified to ensure smooth conduct of practical exams.

3. Plan to Finalize Examiners for Question Paper Setting and Evaluation

The OCoE plans to collect and review examiner profiles from respective departments and finalize the list of internal and external examiners. Formal appointments will be issued upon approval.





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4. Plan to Organize Aadhar Enrollment Camp

To facilitate the creation of ABC IDs as per UGC norms, the committee approved the plan to organize an on-campus Aadhar enrollment and update camp. This will support students who have not linked their Aadhar details with the Academic Bank of Credits portal.

The committee appreciated the proactive steps planned by the Office of the Controller of Examinations (OCoE) and emphasized timely execution of each process. The meeting concluded at 11.15 AM.


Convener & Member Secretary

Controller of Examinations
Hindusthan College of Engineering and Technology
Othakkalmandapam, Coimbatore - 641 032.




Chairman
PRINCIPAL

Hindusthan College Of Engineering & Technology,
COIMBATORE - 641 032.



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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Lr.No.: HICET / OCoE / Examination Committee / 2024-25 /3

24.01.2025

CIRCULAR

The 3rd Examination Committee meeting for the Academic Year 2024 – 25 will be held on 29.01.2025 at 10:30 am in the Office of the Controller of Examinations.

All the members are requested to attend.

Agenda:

1. Review of Conduct of ESE Nov/Dec 2024
2. Profile of New RPB Member.
3. Malpractice Committee Report and Action Taken.


Convener & Member Secretary
Controller of Examinations
Hindusthan College of Engineering and Technology
Copy to: Almandapam, Coimbatore - 641 032.


Chairman
PRINCIPAL
Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032

1. Dean Academics & Members of Examination Committee





Hindusthan College of Engineering and Technology
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Examination Committee / HICET

The Chairman	
Dr J Jaya	The Principal / HICET
The Convener & Member Secretary	
Dr. S. Deepa Shri	Controller of Examinations / HICET
Members	
Dr. P N Magudeswaran	Dean - Academics
Dr. Kaarthikheyan V	Head of the Department / MBA
Dr. K. Akil	Head of the Department / Civil Engineering
Dr. C.Sabarinathan	Head of the Department / Automobile Engineering
Dr. S. Shankar	Head of the Department / Computer Science Engineering
Dr. K.P.Uma	Head of the Department / Science and Humanities
Dr. P Geetha	Deputy Controller of Examinations/ HiCET
Mrs N. Yamuna	Assistant Controller of Examinations/ HiCET
Mr KhajaNajumudeen	Assistant Controller of Examinations/ HiCET
External member	
Dr. Bala Subramaniam	Controller of Examination / HITech



OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE MEETING


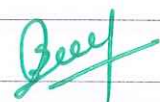
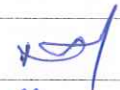





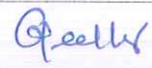
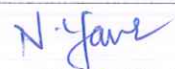
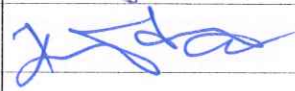

Ref.No.: HICET / OCoE / Examination Committee / 2024-25 / 3

ATTENDANCE

Date : 29.01.2025

Time : 10:30 am

Venue : oCoE / HiCET

The Chairman		Signature
Dr J Jaya	The Principal / HICET	
The Convener & Member Secretary		
Dr. S. DeepaShri	Controller of Examinations / HICET	
Members		
Dr. P N Magudeswaran	Dean - Academics	
Dr Kaarthikeyan V	Head of the Department / MBA	
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Dr P Geetha	Deputy Controller of Examinations/ HICET	
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Dr Bala Subramaniam	Controller of Examination / HiTech	



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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 29.01.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

Ref No.: HICET / OCoE / Examination Committee / 2024-25 / 03

Time : 10:30 am

Venue: OCoE / HICET

Dr Jaya J, Principal, Chaired the Meeting and welcomed all the Members to the 3rd Examination Committee Meeting in the AY 2024 – 2025. After a brief introduction, the agenda items listed were taken up for discussion and the following resolutions were passed.

The following points were discussed in the meeting.

The Member Secretary read out Minutes of the meeting of AY 2024-2025 held on 04.09.2024

The House Confirmed the minutes held on 04.09.2024.

Agenda 1: Review of ESE Nov/Dec 2024 Conduct

The committee reviewed the successful conduct of the End Semester Examinations (ESE) for Nov/Dec 2024. The Office of the Controller of Examinations reported that the theory and practical exams were conducted as per the approved schedule without any major disruptions. Feedback from departments and invigilators indicated that examination protocols were followed diligently.

Agenda 2: Profile Submission of RPB Member

The Convener presented the profile of the nominated Result Passing Board (RPB) Member Dr N.Senthilkumar Anna University for the forthcoming result processing. The member's academic credentials and experience were reviewed. The committee authorized the controller of examinations to initiate the official communication to the respective member.

Agenda 3: Malpractice Committee – Actions and Recommendations

The oCoE submitted a report on the cases of malpractice identified during the ESE. The Malpractice Committee reviewed each case and submitted its recommendations. The committee discussed the recommendations and resolved to take the following actions:

- Issue of show cause notices to students involved.





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- Provision for personal hearings where applicable.
- Implementation of penalties as per examination regulations.
- Documentation of cases for record and future reference.

The committee also emphasized the importance of strengthening preventive measures for future exams, including more surveillance coverage and stricter hall monitoring.

The committee appreciated the efforts of the oCoE in conducting the ESE efficiently and addressing post-exam processes systematically. The meeting concluded at 11:30 a.m.

29/01/2025
Convener & Member Secretary

Controller of Examinations
Hindusthan College of Engineering and Technology
Pollachi Highway, Coimbatore - 641 032

[Signature]
Chairman
PRINCIPAL
Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Lr.No.: HICET / OCoE / Examination Committee / 2024-25 /4

03.03.2025

CIRCULAR

The 4th Examination Committee meeting for the Academic Year 2024 – 25 will be held on 07.03.2025 at 10:30 am in the Office of the Controller of Examinations.

All the members are requested to attend.

Agenda:

1. Planning for End Semester Examinations (ESE) – April/May 2025
2. Ratification of Revaluation Results – Nov/Dec 2024
3. Malpractice Committee Report and Action Taken.


Convener & Member Secretary

Controller of Examinations

Hindusthan College of Engineering and Technology

Copy to: Kaimandapam, Coimbatore - 641 032.


Chairman

PRINCIPAL

Hindusthan College Of Engineering & Technol.

COIMBATORE - 641 032

1. Dean Academics & Members of Examination Committee





Hindusthan College of Engineering and Technology
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Examination Committee / HICET

The Chairman	
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The Convener & Member Secretary	
Dr. S. Deepa Shri	Controller of Examinations / HICET
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External member	
Dr. Bala Subramaniam	Controller of Examination / HITech





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE MEETING





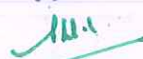
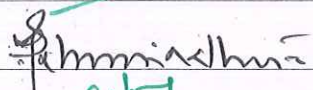
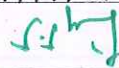
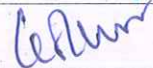
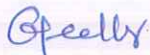
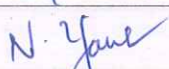


Ref.No.: HICET / OCoE / Examination Committee / 2024-25 / 4

ATTENDANCE

Date : 07.03.2025

Time : 10.30 am

Venue : oCoE / HiCET

The Chairman		Signature
Dr J Jaya	The Principal / HICET	
The Convener & Member Secretary		
Dr. S. DeepaShri	Controller of Examinations / HICET	
Members		
Dr. P N Magudeswaran	Dean - Academics	
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 07.03.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

Ref No.: HICET / OCoE / Examination Committee / 2024-25 / 05

Time : 10:30 am

Venue: OCoE / HICET

Dr Jaya J, Principal, Chaired the Meeting and welcomed all the Members to the 5th Examination Committee Meeting in the AY 2024 – 2025. After a brief introduction, the agenda items listed were taken up for discussion and the following resolutions were passed.

The following points were discussed in the meeting.

The Member Secretary read out Minutes of the meeting of AY 2024-2025 held on 29.01.2025

The House Confirmed the minutes held on 29.01.2025

Agenda 1: Preparation of ESE Schedule – Apr/May 2025

The Office of the Controller of Examinations (OCoE) proposed the tentative schedule for theory and practical examinations. After reviewing the academic calendar, the committee approved the following commencement dates:

- Practical Examinations: First week of May 2025
- Theory Examinations: Third week of May 2025
-

Agenda 2: Finalisation of Question Paper Setters and Examiners

The OCoE informed that the process of collecting and verifying profiles of internal and external examiners is underway. The committee recommended prompt finalization of examiners and issuing appointment orders to ensure the timely receipt of question papers and assignment of evaluators.

Agenda 3: ABC ID Creation and Aadhar Facilitation

To comply with UGC guidelines, the committee noted that the creation of Academic Bank of Credit (ABC) IDs is mandatory for all students. An Aadhar Enrollment and Update Camp will be organized during the second week of March 2025, enabling students to update or generate their Aadhar for ABC ID registration.





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Agenda 4: Ratification of Revaluation Results – Nov/Dec 2024

The Office of the Controller of Examinations presented the consolidated revaluation results for the End Semester Examinations conducted in Nov/Dec 2024. The committee verified the evaluation change records and confirmed that the revaluation process was conducted transparently in accordance with institutional guidelines.

The committee ratified the revaluation results and approved the updated marks for official declaration and result update.

The committee appreciated the systematic efforts undertaken by the Office of the Controller of Examinations and emphasized the need for timely execution of all pre-examination activities. The meeting concluded at 11:30 a.m.


Convener & Member Secretary

Controller of Examinations
Hindusthan College of Engineering and Technology
Othakkalmandapam, Coimbatore - 641 032


Chairman
PRINCIPAL

Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Lr.No.: HICET / OCoE / Examination Committee / 2024-25 /5

30.05.2025

CIRCULAR

The 5th Examination Committee meeting for the Academic Year 2024 – 25 will be held on 04.06.2025 at 3:00 pm in the Office of the Controller of Examinations.

All the members are requested to attend.

Agenda:

1. Conduct of Result Passing Board (RPB)
2. Recommendation for the award of degree to Anna University

Convener & Member Secretary

Controller of Examinations

Hindusthan College of Engineering and Technology

Copy to: Pollamandrapam, Coimbatore - 641032.

Chairman

PRINCIPAL

Hindusthan College Of Engineering & Technology,

COIMBATORE - 641032

1. Dean Academics & Members of Examination Committee





Hindusthan College of Engineering and Technology
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Valley Campus, Pollachi Highway, Coimbatore – 641032

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Examination Committee / HICET

The Chairman	
Dr J Jaya	The Principal / HICET
The Convener & Member Secretary	
Dr. S. Deepa Shri	Controller of Examinations / HICET
Members	
Dr. P N Magudeswaran	Dean - Academics
Dr. Kaarthiekheyam V	Head of the Department / MBA
Dr. K. Akil	Head of the Department / Civil Engineering
Dr. C.Sabarinathan	Head of the Department / Automobile Engineering
Dr. S. Shankar	Head of the Department / Computer Science Engineering
Dr. K.P.Uma	Head of the Department / Science and Humanities
Dr. P Geetha	Deputy Controller of Examinations/ HiCET
Mrs N. Yamuna	Assistant Controller of Examinations/ HiCET
Mr KhajaNajumudeen	Assistant Controller of Examinations/ HiCET
External member	
Dr. Bala Subramaniam	Controller of Examination / HITech





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE MEETING



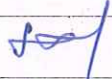




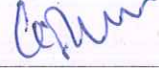

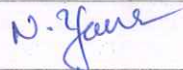
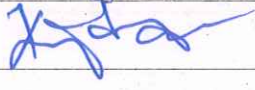

Ref.No.: HICET / OCoE / Examination Committee / 2024-25 / 5

ATTENDANCE

Date : 04.06.2025

Time : 3:00 pm

Venue : oCoE / HiCET

The Chairman		Signature
Dr J Jaya	The Principal / HICET	
The Convener & Member Secretary		
Dr. S. DeepaShri	Controller of Examinations / HICET	
Members		
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 04.06.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

Ref No.: HICET / OCoE / Examination Committee / 2024-25 / 05

Time : 10:30 am

Venue: OCoE / HICET

Dr Jaya J, Principal, Chaired the Meeting and welcomed all the Members to the 5th Examination Committee Meeting in the AY 2024 – 2025. After a brief introduction, the agenda items listed were taken up for discussion and the following resolutions were passed.

The following points were discussed in the meeting.

The Member Secretary read out Minutes of the meeting of AY 2024-2025 held on 07.03.2025

The House Confirmed the minutes held on 07.03.2025

Agenda 1: Conduct of Result Passing Board (RPB) – Approval Sought

The Convenor proposed to conduct the Result Passing Board (RPB) for ratification of the final semester results and award of degrees for UG Programmes. The committee reviewed the plan and granted approval to convene the RPB with the nominated university representative, academic heads, and approved RPB member. The required documentation will be submitted prior to the scheduled meeting date.

Agenda 2: Submission of University Report for Degree Award

The Convenor presented the final report of graduating students, The committee approved the submission of the report to the University for the Award of degrees. It was also agreed that supporting documentation would be forwarded to facilitate timely inclusion in the university convocation list.

The meeting concluded at 4:15 pm with appreciation for the smooth execution of the examination and result-related activities.

Convenor & Member Secretary

Controller of Examinations

Hindusthan College of Engineering and Technology
Valley Campus, Coimbatore - 641 032



Chairman

PRINCIPAL

Hindusthan College Of Engineering & Technology
COIMBATORE - 641 032