



**St JOSEPH'S COLLEGE (AUTONOMOUS)  
TIRUCHIRAPPALLI – 620 002**

SJCPNNo.088/2021-22

6.1.2022

**NOTICE TO THE FACULTY**

The Administrators' Meeting was held on 6<sup>th</sup> January 2022 with reference to the Tamilnadu Government Press release No. 026 (dated 5.1.2022), and the following decisions were arrived at:

- All End-Semester Tests stand cancelled.
- The faculty need not value the scripts of the End-Semester Tests conducted so far.
- The marks so far scored by the students for 70 as part of CIA will be converted to 100.
- CIA Publication is scheduled on 17<sup>th</sup> January 2022 on Google Classroom.
- Conversion of CIA Marks will be carried out by the O/o Controller of Examinations.
- Course in-charges can download the Converted Mark Statements from the CIA Portal from 10<sup>th</sup> January 2022.
- Moderation of Marks will be carried out only for students who score 35 and above and 45 and above in UG and PG courses respectively.  
UG courses – 35 & above to be converted to 40  
PG courses – 45 & above to be converted to 50
- Moderation will be carried out ONLY by the Head of the Departments.
- The hard copy of the Finalised Moderated Statement should be submitted to the O/o CoE on 12.01.2022 (signed by the Course in-charge and acknowledged by the Head of the Department). Checklist has been already issued to the Head of the Departments by the O/o CoE.
- Display of the moderated mark statements (available on 17.01.2022) must be displayed by the respective course-in charges on Google Classrooms on 17<sup>th</sup> January 2022 on the day of CIA publication.
- Online Semester Examinations for Self-Paced Courses and Comprehensive Examinations scheduled on 12<sup>th</sup> January 2022 will be rescheduled.
- The departments can reschedule activities related to Project *viva voce*, Implementation Training *viva-voce*, etc., and inform the same to the students.
- Faculty members are asked to sign the attendance register every day before 9.30 a.m. until further notice from the Government.
- The faculty are asked to engage in preparation of e-content, research work, writing of research articles, etc.

  
(Rev. Dr M Arockiasamy Xavier SJ)  
Principal