



NEW HORIZON COLLEGE OF ENGINEERING

Autonomous College Permanently Affiliated to VTU, Approved by AICTE & UGC
Accredited by NAAC with 'A' Grade, Accredited by NBA

EXAMINATION COMMITTEE MEMBER

2025-26

The following members constitute the EXAMINATION COMMITTEE CELL

Sl.No	NAME	DESIGNATION	POSITION
1	Dr. Manjunatha	Principal	Chairman
2	Dr. Anandhi R J	Dean Academics	Member
3	Dr. Revathi V	Professor	Member
4	Dr. J Karthiyayini	Associate Professor	Member
5	Ms. Sreeja S P	Sr. Assistant Professor	Member
6	Mr. Shiva Prakash S	Sr. Assistant Professor	Member
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary

Note: All HoDs of various Departments are Ex-officio Members of Examination Committee


CONTROLLER OF EXAMINATIONS
New Horizon College of Engineering (Autonomous)
Ring Road, Kadubisanahalli, Bellandur Post,
Near Marathalli, Bengaluru - 560 103

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS EXAMINATION COMMITTEE Minutes of Meeting

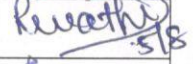
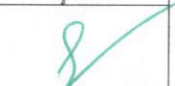
NHCE/COE/2025-26/ODD/001

Date : 05/08/2025

Venue : Office of the Controller of Examination

Time : 3:30 pm

MEMBERS PRESENT

Sl.No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

Agenda 1 : Review of result analysis for Even Semester 2024-25

The following points were discussed,

- The principal congratulated the team on completing the final semesters of the UG A.Y 2024-25 Examinations and Supplementary Examinations Successfully.
- The Team analyzed the result analysis for Even Semester 2024-25 placed by the member Secretary.
- The members unanimously approved the result analysis for Even Semester 2024-25.
- The list of eligible students prepared as per the guidelines of VTU, was verified and approved.

Agenda 2 : Preparations for Odd sem SEE 2025-26 Examination.

The following aspects related to Odd sem SEE examination 2025-26 were discussed

- The Calendar of Events of examination department was discussed.
- The tentative dates for preparing SEE Time table, sending appointment letters to the eligible Paper Setters, Conducting BOE meeting, and declaration of SEE results were discussed.

Since there was no other matter for discussion the meeting concluded at 3.30 pm with the member secretary thanking the members present for the meeting.

Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS EXAMINATION COMMITTEE Minutes of Meeting

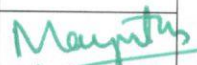
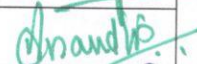
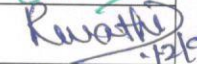
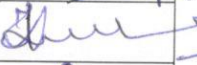
NHCE/COE/2025-26/ODD/002

Date : 12/09/2025

Venue : Office of the Controller of Examination

Time : 3:30 pm

MEMBERS PRESENT

Sl.No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

Agenda 1 : Review of result analysis for Even Semester 2024-25

The following points were discussed,

- The principal congratulated the team on completing the final semesters of the PG A.Y 2024-25 Examinations and Supplementary Examinations Successfully.
- The Team analyzed the result analysis for Even Semester 2024-25 placed by the member Secretary.
- The members unanimously approved the result analysis for Even Semester 2024-25.
- The list of eligible students prepared as per the guidelines of VTU, was verified and approved.

Agenda 2 : Preparations for Odd sem SEE 2025-26 Examination.

The following aspects related to Odd sem SEE examination 2025-26 were discussed

- The Calendar of Events of examination department was discussed.
- The tentative dates for preparing SEE Time table, sending appointment letters to the eligible Paper Setters, Conducting BOE meeting, and declaration of SEE results were discussed.

Since there was no other matter for discussion the meeting concluded at 3.30 pm with the member secretary thanking the members present for the meeting.

Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting

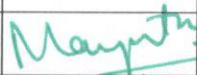
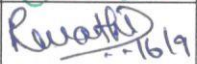
NHCE/COE/2025-26/ODD/003

Date : 16/09/2025

Venue : Office of the Controller of Examination

Time : 3.00 pm

MEMBERS PRESENT

Sl. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

Agenda: Selection of Paper setters for UG.

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

The following points were discussed:

- The Panel of Question Paper setters received from the departments were verified and eligible examiners were selected by the Committee.
- Documents to be sent to the paper setters were also discussed.

The above points were discussed and the meeting concluded at 4.00 pm. The member Secretary thanked the members who had attended the meeting.


Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting

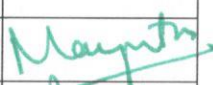
NHCE/COE/2025-26/ODD/004

Date : 08/10/2025

Venue : Office of the Controller of Examination

Time : 3.00 pm

MEMBERS PRESENT

Sl. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

Agenda: Selection of Paper setters for PG.

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

The following points were discussed:

- The Panel of Question Paper setters for PG received from the departments were verified and eligible examiners were selected by Committee.
- Documents to be sent to the paper setters were also discussed.

The above points were discussed and the meeting concluded at 4.00 pm. The member Secretary thanked the members who had attended the meeting.

Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting

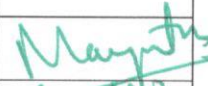
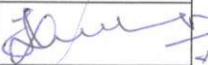
NHCE/COE/2025-26/ODD/005

Date : 25/11/2025

Venue : Office of the Controller of Examination

Time : 3.00 pm

MEMBERS PRESENT

Sl. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	 25/11
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

Agenda: Selection of Paper setters for UG

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

The following points were discussed:

- Controller of Examination brought forward the ODD sem SEE timetable for UG prepared as per the discussion of the previous Committee meeting. The same was approved in the meeting and timetable was displayed on all department notice boards and NHCE website.

The above points were discussed and the meeting concluded at 4.00 pm. The member Secretary thanked the members who had attended the meeting.


Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – Deputy COE & Deputy Chief Superintendents (DCS)

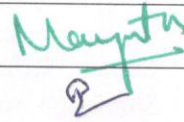
NHCE/COE/2025-26/ODD/006

* Date : 11/12/2025

Venue : Office of the Controller of Examination

Time : 3.30 pm

MEMBERS PRESENT

Sl. No	NAME	DEPARTMENT	Position	SIGNATURE
1	Dr. Manjunatha	Principal	Chairman	
2	Prof. Sreeja	Sr. Asst. Professor	Member	
3	Prof. Umamaheswaran S	Professor	Member	
4	Prof. Madhu Mohana Raju A B	Associate Professor	Member	
5	Prof. Prashanth K S	Professor	Member	
6	Prof. Jisha P K	Associate Professor	Member	
7	Prof. Padma Priya D D	Sr. Assistant Professor	Member	
8	Prof. Ramanamma Parepalli	Sr. Assistant Professor	Member	
9	Prof. Ishani Mishra	Associate Professor	Member	
10	Prof. Asha Rani Borah	Sr. Asst. Professor	Member	
11	Prof. Jayanthi Muthuswamy	Associate Professor	Member	
12	Prof. Sujin Jose A	Associate Professor	Member	
13	Prof. Smitha B S	Sr. Asst. Professor	Member	
14	Prof. Vinoth Kumar K	Professor	Member	
15	Prof. Agalya V	Professor	Member	
16	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

AGENDA :

1. To discuss the Roles and Responsibilities of the Deputy Chief Superintendents (DCS).
2. To finalize duty weeks of individual DCS based on their vacation matrix.

The member secretary welcomed the members and requested the Chairman to address the gathering and to discuss the agenda of the meeting.

The following points were discussed:

- The Examination process under autonomy was explained to the members who attended the meeting. The Roles & Responsibilities of the members were discussed and assigned to the members as follows:
 - It is the duty of the Deputy Chief Superintendents to take the onus of the entire examination process in consultation with the Controller of Examinations.
 - The duty matrix of the DCS is enclosed herewith.

RESPONSIBILITIES OF THE DEPUTY CHIEF SUPERINTENDENT [DCS]

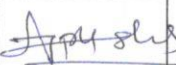
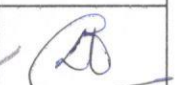
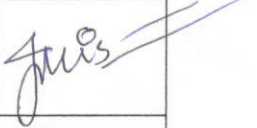
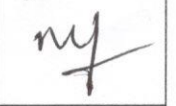
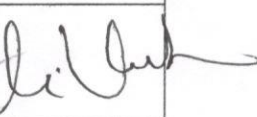
The DCS

- Shall report to the Chief Coordinator of the SEE at the control room 45 minutes before the SEE commences.
- Shall assist the Chief Coordinator in arranging the question papers block wise (branch wise/course wise) as per the seating allotment.
- Shall oversee the distribution of blank answer booklets, additional books such as data handbooks, tables, charts, graph sheets drawing sheets etc. The DCS shall deliver the packets of question papers to the rooms concerned.
- Shall ensure that the Room Superintendents are supplied with all necessary requirements for the smooth and fair conduction of examination.
- Shall remain at the block allotted to him during the entire period of examination and shall not leave the block allotted to him without prior permission of the Chief Coordinator.
- Shall sign on all the B-Forms at the end of 30 minutes of start of the examination and see that one set of B-Forms are received at the Control Room for preparation of A-Forms.
- In case of any absenteeism the DCS shall ensure that the USN No. and Name of the Student is rounded off with Red Ink by the Room Superintendents (Invigilator).
- Shall ascertain that the room superintendents have made the mandatory announcements in the respective examination halls such as "All the students shall check their pockets, in and around their seats and see that no sheets/chits of paper are found and in case if they find such material, they shall remove the same and throw out in the dustbin by bringing it to the notice of the room superintendent. The students shall note that they are not permitted to use the programmable calculators and other electronic gadgets including mobile phones, memory chips etc., in the examination hall and any violation of the same will be considered as case of malpractice and will report for necessary disciplinary action".
- Shall see that the candidates with valid admission ticket and identity card only are allowed to take the examination. If any candidate has lost admission ticket the same shall be reported to the Chief Coordinator/COE.
- Shall cooperate with the appointed squad for overseeing the conduct of the examinations in a fair manner.
- At the end of the examination, the DCS shall receive the answer booklets from the respective Room Superintendents and pack them as per the A-Form and instruction from the Chief Coordinator/COE with the assistance of the relieving superintendents. The DCS shall see that each of the packets is super scribed with the following information: Semester, Course Code, Course Title, Date & Time and total Number of Scripts.
- In the event of any discrepancy, like misplacement of the booklet, absence of the candidate's signature, USN, Invigilator's signature, errors in B-Form, A-Form etc., the DCS shall be held responsible.
- Deputy Chief Superintendent shall ensure that the examination is conducted in an amicable atmosphere and shall personally be held responsible in case of answer book loss.

Controller of Examinations

New Horizon College of Engineering
DCS Duty list for ODD Sem Examination-2025-26

Meeting held on 11.12.2025

Sl. no	Staff Name	Dept	Designation	Mobile No	Signature
1	Umamaheswaran S	AIML	Professor	89032 26319	
2	A B Madhu Mohana Raju	AS	Associate Professor	9441035789	
3	Jisha P K	AS	Associate Professor	9900192687	
4	Padma Priya D D	AS	Sr. Assistant Professor	9449271414	
5	Prashanth K S	AS	Professor	9986248364	
6	Asha Rani Borah	CSE-2	Sr. Assistant Professor	9986010118	
7	Ishani Mishra	ECE	Associate Professor	9740097978	
8	Jayanthi M	ECE	Associate Professor	974055774	
9	Ramanamma Parepalli	ECE	Sr. Assistant Professor	9538001783	
10	Smitha B S	ME	Sr. Assistant Professor	9880882146	
11	Sujin Jose A	ME	Associate Professor		
12	Agalya V	R & D	Professor & Associate Head R&D	6369053454	
13	Vinoth Kumar K	R & D	Professor & Associate Head R&D	9944808092	

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – Squad Committee

NHCE/COE/2025-26/ODD/007

Date : 11/12/2025

Venue : Office of the Controller of Examination

Time : 4.00 pm

Agenda: Meeting Schedule for the Squad committee for Odd semester 2025-26.

MEMBERS PRESENT

SI No.	Staff Name	Department	Designation
1	Dr. Manjunatha	Principal	
2	Jimsha K Mathew	AIML	Associate Professor
3	Sreejith S	AIML	Associate Professor
4	Ramachandra Naik	AS	Associate Professor
5	Subashini K	AS	Associate Professor
6	Suma T	As	Sr. Assistant Professor
7	Vandana Ahuja	AS	Sr. Assistant Professor
8	Suganya R	CDS	Associate Professor
9	Soja Rani Sumangala	CSE-1	Sr. Assistant Professor
10	K Pramilarani	CSE-2	Associate Professor
11	Gowtham Raj R	ME	Assistant Professor
12	Hemanth Raju T	ME	Associate professor
13	Ravi Kumar M	ME	Sr. Assistant Professor
14	Sudarshan T A	ME	Sr. Assistant Professor
15	Veeresha G	ME	Sr. Assistant Professor
16	Dr. Vijilius Helena Raj	COE & Member Secretary	

AGENDA:

1. To discuss the Roles and Responsibilities of Squad members.
2. To finalize the duty weeks of individual squad members based on their availability.

The member secretary welcomed the members present and requested Principal Dr.Manjunatha to convene the meeting.

The following points were discussed:

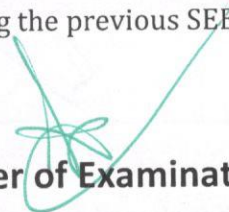
- The Roles and Responsibilities of the members were discussed and assigned to the members as follows:
 - It was decided that the team shall function for the UG/PG SEE – December 2025, January, February, March 2026, Make-up Examinations.
 - The duty matrix of the squad members is enclosed herewith.

RESPONSIBILITIES OF SQUAD

The squad team shall

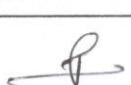
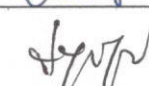
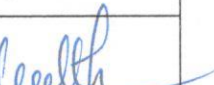
- Conduct themselves with utmost caution, courtesy and respect, without causing any kind of commotion which shall disturb the students attending the examination.
- Shall initiate action to curb malpractice like copying, possession of incriminatory materials related to the examinations.
- Report the cases of malpractice detected to the COE immediately through the DCS/Chief coordinator, for further action. The squad shall make use of the required stationery/formats placed at the control room for the said purpose.
- Report simultaneously, the instances of grave malpractice such as mass copying et., to the COE and the chief superintendent.
- The chairman of the squad team shall record their findings including satisfactory or otherwise remarks in the squad book placed with the coordinator at the control room. Each member of the squad shall affix their signature, in the attendance register placed at the control room, in each session of the examination.
- The malpractice case shall be booked with the prior intimation to the chief superintendent.
- When once a candidate is booked under malpractice, the chief coordinator shall serve a memo to the concerned candidate instructing him/her to attend the MPC meeting, as fixed by the Controller of Examinations and a copy of the memo to Dean student affair. A copy of this memo shall be sent along with other relevant papers to the Controller of Examinations. This act shall strictly ensure that the candidate is aware of the MPC meeting schedule.
- The squad shall seek any clarifications or guidance and/or assistance from the COE whenever needed.

Also, Controller of Examinations appreciated the squad team for the tremendous work done during the previous SEE examinations.


Controller of Examinations

New Horizon College of Engineering
SQUAD list for the ODD Sem Examination-2025-26

Meeting held on 11.12.2025

Sl. no	Staff Name	Dept	Designation	Mobile No	Signature
1	Jimsha K Mathew	AIML	Associate Professor	9061594240	
2	Sreejith S	AIML	Associate Professor	8547919798	
3	Ramachandra Naik	AS	Associate Professor	7204408041	
4	Subashini K	AS	Associate Professor	9611336446	
5	Suma T	AS	Sr. Assistant Professor	9591602475	
6	Vandana Ahuja	AS	Sr. Assistant Professor	9980619825	
7	Suganya R	CDS	Associate Professor	9036909112	
8	Soja Rani Sumangala	CSE-1	Sr. Assistant Professor	9482598037	
9	K Pramilarani	CSE-2	Associate Professor	8971471249	
10	Gowtham Raj R	ME	Assistant Professor	9611014099	
11	Hemanth Raju T	ME	Associate Professor	9743860428	
12	Ravi Kumar M	ME	Sr. Assistant Professor	8123483603	
13	Sudarshan T A	ME	Sr. Assistant Professor	9900623901	
14	Veerasha G	ME	Sr. Assistant Professor	9980803175	

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – New Joinees

NHCE/COE/2025-26/ODD/008

Date : 11/12/2025

Venue : Office of the Controller of Examination

Time : 3.00 pm

Agenda: Induction program for the new joinees - Odd semester 2025-26

Controller of Examinations welcomed all the newly inducted faculty members to the NHCE family.

Controller of Examinations briefed the faculty members regarding the upcoming SEE examinations invigilation duties and the process involved during the examinations. Also, strict instructions on possessing of forbidden materials such as written slips, mobile phones, electronic gadgets etc. during exam invigilation duty.

MEMBERS PRESENT

Sl No.	Staff Name	Department	Designation
1	Apeksha N H	AIML	Assistant Professor
2	Manojkumar	AIML	Assistant Professor
3	Pasurla Sushma	AIML	Assistant Professor
4	Maninder Kaur	AIML	Assistant Professor
5	Sindhuja R	AIML	Sr. Assistant Professor
6	Sivasankari S S	AIML	Sr. Assistant Professor
7	Kajal Janardhanan	AS	Student Counsellor
8	Nidhi Waman Parate	AS	Student Counsellor
9	Akshitha K	AS	Assistant Professor
10	Nuthan K V	CSE - DS	Assistant Professor
11	Anju K	CSE - DS	Assistant Professor
12	Swati Sehgal	CSE - DS	Assistant Professor
13	Sandhya B Shettnavar	CSE - DS	Assistant Professor
14	Aswathy J S	CSE - DS	Assistant Professor
15	Hitaishi HK	CSE-1	Assistant Professor
16	Kavitha K N	CSE-1	Sr. Assistant Professor
17	Mradula	CSE-2	Sr. Assistant Professor
18	Pravallika Medidha	CSE-2	Assistant Professor
19	Sukhmanpreet Kaur	CSE-2	Assistant Professor
20	Sayani Baisya	CSE-2	Assistant Professor
21	Vijayashree H P	CSE-2	Sr. Assistant Professor
22	Garima Joshi	CSE-2	Assistant Professor
23	Sandesh Dharmaraj Manocharya	CSE-2	Sr. Assistant Professor

24	Padmavathi Chanakya Ainapure	CSE-2	Assistant Professor
25	Akondi Narayana Kiran	ECE	Sr. Assistant Professor
26	Omkar Krishna Kanetkar	ECE	Assistant Professor
27	Padmaja Kuruba	ECE	Sr. Assistant Professor
28	Sampa Das	ECE	Sr. Assistant Professor
29	Harish Raghavendra Hanchinal	ECE	Sr. Assistant Professor
30	Aruna S	ECE	Assistant Professor
31	Mukti Yadav	ECE	Assistant Professor
32	S Sreelekshmi	EEE	Life Skills Trainer
33	Sujoy Das	EEE	Sr. Assistant Professor
34	Veena Mahantesh Hunagund	EEE	Assistant Professor
35	Boobalan S	EEE	Assistant Professor
36	Vinodkumar M Hosamani	EEE	Sr. Assistant Professor
37	Pinky Paul	EEE	Life Skills Trainer
38	Sweet Subhashree	ISE	Sr. Assistant Professor
39	Rose Mary Chacko	ISE	Assistant Professor
40	Bhakti Shashikant Kamate	ISE	Assistant Professor
41	Vanthana G	ISE	Assistant Professor
42	Chandana Myneni	ISE	Assistant Professor
43	Neelima Ravindran K	MBA	Assistant Professor
44	Ananth Pai M	ME	Assistant Professor
45	Rameswari	ME	Assistant Professor
46	Mohan Kumar G R	ME	Assistant Professor

Controller of Examinations

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting

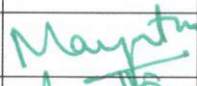
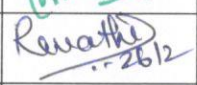
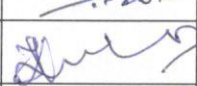
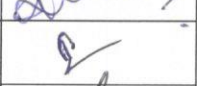
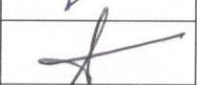
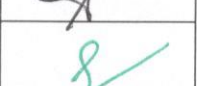
NHCE/COE/2025-26/EVEN/009

Date : 26/02/2026

Venue : Office of the Controller of Examination

Time : 3.00 pm

MEMBERS PRESENT

Sl. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

Agenda: Selection of Paper setters for UG.

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

The following points were discussed:

- The Panel of Question Paper setters for UG received from the departments were verified and eligible examiners were selected by Committee.
- Documents to be sent to the paper setters were also discussed.

The above points were discussed and the meeting concluded at 4.00 pm. The member Secretary thanked the members who had attended the meeting.

Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE
Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS
EXAMINATION COMMITTEE
Minutes of Meeting

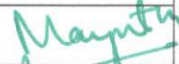
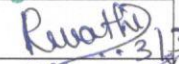
NHCE/COE/2025-26/EVEN/010

Date : 03/03/2026

Venue : Office of the Controller of Examination

Time : 3:30 pm

MEMBERS PRESENT

Sl.No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.Manjunatha	Principal	Chairman	
2	Dr. Anandhi R J	Dean Academics	Member	
3	Dr. Revathi V	Professor	Member	
4	Dr. J Karthiyayini	Associate Professor	Member	
5	Ms. Sreeja S P	Sr. Asst. Professor	Member	
6	Mr. Shiva Prakash	Sr. Asst. Professor	Member	
7	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

The Member Secretary welcomed the members and requested the Chairman to address the gathering and to discuss the Agenda of the meeting.

Agenda 1 : Review of result analysis for Odd Semester 2025-26

The following points were discussed,

- The principal congratulated the team on completing the Odd semesters of the UG A.Y 2025-25 Examinations Successfully.
- The Team analyzed the result analysis for Odd Semester 2025-26 placed by the member Secretary.
- The members unanimously approved the result analysis for Odd Semester 2025-26.
- The list of eligible students prepared as per the guidelines of VTU, was verified and approved.

Agenda 2 : Preparations for Even sem SEE 2025-26 Examination.

The following aspects related to Even sem SEE examination 2025-26 were discussed

- The Calendar of Events of examination department was discussed.
- The tentative dates for preparing SEE Time table, sending appointment letters to the eligible Paper Setters, Conducting BOE meeting, and declaration of SEE results were discussed.

Since there was no other matter for discussion the meeting concluded at 4.30 pm with the member secretary thanking the members present for the meeting.

Member Secretary
Examination Committee

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – Deputy COE & Deputy Chief Superintendents (DCS)

NHCE/COE/2025-26/EVEN/013

Date : 29/04/2026

Venue : Office of the Controller of Examination

Time : 3.30 pm

MEMBERS PRESENT

Sl. No	NAME	DEPARTMENT	Position	SIGNATURE
1	Dr. Manjunatha	Principal	Chairman	
2	Prof. Sreeja	Sr. Asst. Professor	Member	
3	Prof. Umamaheswaran S	Professor	Member	
4	Prof. Prashanth K S	Professor	Member	
5	Prof. Jisha P K	Associate Professor	Member	
6	Prof. A B Madhu Mohana Raju	Associate Professor	Member	
7	Prof. Padma Priya D D	Sr. Assistant Professor	Member	
8	Prof. Suganya R	Associate Professor	Member	
9	Prof. Narayana Swamy Ramaiah	Professor	Member	
10	Prof. Kavitha T	Professor	Member	
11	Prof. Asha Rani Borah	Sr. Asst. Professor	Member	
12	Prof. Jayanthi Muthuswamy	Associate Professor	Member	
13	Prof. Ramanamma Parepalli	Sr. Assistant Professor	Member	
14	Prof. A B Gurulakshmi	Professor & Associate Head -QA	Member	
15	Prof. Smitha B S	Sr. Asst. Professor	Member	
16	Prof. Sujin Jose A	Associate Professor	Member	
17	Prof. Vinoth Kumar K	Professor & Associate Head-R&D	Member	
18	Prof. Agalya V	Professor & Associate Head-R&D	Member	
19	Dr. Vijilius Helena Raj	Professor & Controller of Examination	Member Secretary	

AGENDA :

1. To discuss the Roles and Responsibilities of the Deputy Chief Superintendents (DCS).
2. To finalize duty weeks of individual DCS based on their vacation matrix.

The member secretary welcomed the members and requested the Chairman to address the gathering and to discuss the agenda of the meeting.

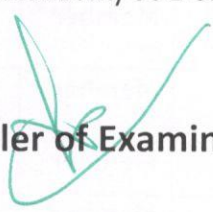
The following points were discussed:

- The Examination process under autonomy was explained to the members who attended the meeting. The Roles & Responsibilities of the members were discussed and assigned to the members as follows:
 - It is the duty of the Deputy Chief Superintendents to take the onus of the entire examination process in consultation with the Controller of Examinations.
 - The duty matrix of the DCS is enclosed herewith.

RESPONSIBILITIES OF THE DEPUTY CHIEF SUPERINTENDENT [DCS]

The DCS

- Shall report to the Examination venue at least 15 minutes prior to the commencement of the examination.
- Shall ensure that all examination halls are clean, properly arranged and ready before admitting students.
- Ensure that students are permitted into the examination hall only after proper verification by the invigilators.
- Instruct Invigilators to close the door before the distribution of question papers.
- Ensure the timely and proper distribution of question papers and answer booklets.
- In case of any discrepancy or issue related to question papers, immediately inform the COE.
- Act as a Squad member and conduct rounds across examination halls at regular intervals (at least once every 30 minutes).
- Monitor invigilators and ensure strict compliance with examination procedures and guidelines.
- Address student-related issues such as question paper discrepancies, late entry or emergencies in a timely manner.
- Assist in the prevention, identification and reporting of malpractice (MPC) cases, if any.
- In the event of any MPC case in your assigned rooms, ensure that all required documentation is completed accurately and promptly.
- Ensure discipline and smooth conduct of examinations across all halls.
- Supervise the collection, counting, and verification of answer scripts after the examination.
- Ensure proper packing, labelling and secure handover of answer booklets to the Chief Superintendent/COE Office.



Controller of Examinations

Dear Sir/Madam,

Subject: Duties and Responsibilities of Deputy Chief Superintendent (DCS) – Examination

You have been appointed as the **Deputy Chief Superintendent (DCS)** for the forthcoming examinations. In this regard, you are requested to carry out the following duties and responsibilities to ensure the smooth and fair conduct of the examinations:

1. Report to the examination venue **at least 15 minutes prior** to the commencement of the examination.
2. Ensure that all examination halls are **clean, properly arranged, and ready** before admitting students.
3. Ensure that students are permitted into the examination hall **only after proper verification** by the invigilators.
4. Instruct invigilators to **close the doors before the distribution of question papers**.
5. Ensure the **timely and proper distribution** of question papers and answer booklets.
6. In case of any discrepancy or issue related to question papers, **immediately inform the COE**.
7. **Act as a Squad member** and conduct rounds across examination halls at regular intervals (at least once every 30 minutes).
8. Monitor invigilators and ensure **strict compliance with examination procedures and guidelines**.
9. Address student-related issues such as **question paper discrepancies, late entry, or emergencies** in a timely manner.
10. Assist in the **prevention, identification, and reporting of malpractice (MPC) cases**, if any.
11. **In the event of any MPC case in your assigned rooms, ensure that all required documentation is completed accurately and promptly.**
12. Ensure **discipline and smooth conduct** of examinations across all halls.
13. Supervise the **collection, counting, and verification of answer scripts** after the examination.
14. Ensure proper **packing, labelling, and secure handover** of answer booklets to the Chief Superintendent/COE Office.

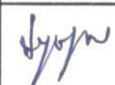
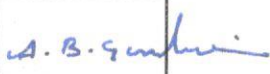
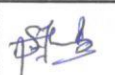
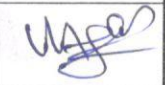
Your cooperation and commitment are essential for the successful conduct of the examinations. You are requested to adhere strictly to the above instructions.

Regards,

Controller of Examinations

New Horizon College of Engineering
OFFICE OF THE CONTROLLER OF EXAMINATIONS

DCS Meeting EVEN Sem Examination-2025-26 (29.04.2026)

Sl. no	Staff Name	Dept	Designation	Mobile No	Signature
1	Umamaheswaran S	AIM	Professor	8903226319	
2	Prashanth K S	AS	Professor	9986268364	
3	Jisha P K	AS	Associate Professor	9900192687	
4	A B Madhu Mohana Raju	AS	Associate Professor	9441035789	
5	Padma Priya D D	AS	Sr. Assistant Professor	A B S E A T	—
6	Suganya R	CDS	Associate Professor	9036909112	
7	Narayana Swamy Ramaiah	CSE	Professor	9886424319	
8	Kavitha T	CSE	Professor	9884591122	
9	Asha Rani Borah	CSE	Sr. Assistant Professor	9986010118	
10	Jayanthi M	ECE	Associate Professor	9740557704	
11	Ramanamma Parepalli	ECE	Sr. Assistant Professor	9538001783	
12	A B Gurulakshmi	ECE	Professor & Associate Head - QA	8870317249	
13	Smitha B S	ME	Sr. Assistant Professor	9880882146	
14	Sujin Jose A	ME	Associate Professor	8973919442	
15	Vinoth Kumar K	R&D	Professor & Associate Head - R&D	9944808092	
16	Agalya V	R&D	Professor & Associate Head - R&D	6369053454	

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – Squad Committee

NHCE/COE/2025-26/EVEN/014

Date : 29/04/2026

Venue : Office of the Controller of Examination

Time : 4.00 pm

Agenda: Meeting Schedule for the Squad committee for Even semester 2025-26.

MEMBERS PRESENT

Sl No.	Staff Name	Department	Designation
1	Dr. Manjunatha		Principal
2	Subashini K	AS	Associate Professor
3	Bhavya P	AS	Associate Professor
4	Ramachandra Naik	AS	Associate Professor
5	Suma T	AS	Sr. Assistant Professor
6	Vandana Ahuja	AS	Sr. Assistant Professor
7	Jimsha K Mathew	AIML	Associate Professor
8	Sreejith S	AIML	Associate Professor
9	J Joshua Daniel Raj	CDS	Associate Professor
10	Soja Rani Sumangala	CSE	Associate Professor
11	K Pramilarani	CSE	Associate Professor
12	Santosh Kumar B	CSE	Associate Professor
13	Rahul B	CSE	Sr. Assistant Professor
14	Lipsa Dash	ECE	Sr. Assistant Professor
15	Monika Gupta	ECE	Associate Professor
16	Gundlapalle Rajesh	ECE	Associate Professor
17	Mamta Savadatti	ECE	Sr. Assistant Professor
18	Divya K V	ISE	Associate Professor
19	D Kalaivani	ISE	Associate Professor
20	Shalini S N	MBA	Sr. Assistant Professor
21	Rajat B Hubballi	MBA	Assistant Professor

22	Rakesh Chandrashekar	ME	Sr. Assistant Professor & Associate Head Student Welfare
23	Srinath M K	ME	Associate Professor
24	Hemanth Raju T	ME	Associate Professor
25	Ravi Kumar M	ME	Sr. Assistant Professor
26	Veeresha G	ME	Sr. Assistant Professor
27	Gowtham Raj R	ME	Assistant Professor
28	Dr. Vijilius Helena Raj	COE	COE & Member Secretary

AGENDA:

1. To discuss the Roles and Responsibilities of Squad members.
2. To finalize the duty weeks of individual squad members based on their availability.

The member secretary welcomed the members present and requested Principal Dr.Manjunatha to convene the meeting.

The following points were discussed:

- The Roles and Responsibilities of the members were discussed and assigned to the members as follows:
 - It was decided that the team shall function for the UG/PG SEE – May, June, July 2026, Make-up Examinations and supplementary examinations.
 - The duty matrix of the squad members is enclosed herewith.

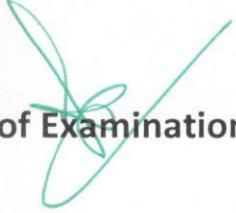
RESPONSIBILITIES OF SQUAD

- The Chief coordinator in consultation with Principal/COE shall appoint Flying Squads according to the need to ensure proper conduct of examinations and to curb malpractice at the examination.
- The squad team shall conduct themselves with utmost caution, courtesy and respect, without causing any kind of commotion which shall disturb the students attending the examination.
- The squad shall provide their identity and inform the Room Superintendent about the purpose of their visit to the examination hall.
- They shall initiate action to curb malpractice like copying; possession of incriminatory materials related to the examinations.
- The squad shall report simultaneously the instances of grave malpractice such as mass copying et., to the COE and the Chief Superintendent.
- The chairman of the squad team shall record their findings including satisfactory/otherwise remarks in the Squad Book placed with the coordinator at the control room. Each member of the squad shall affix their signature in the attendance register placed at the control room, in each session of the examination.
- The malpractice case shall be booked with the prior intimation to the Chief Superintendent.
- Once a candidate is booked under malpractice, the Chief Coordinator shall serve a memo to the concerned candidate instructing him/her to attend the MPC meeting,

as fixed by the Controller of Examinations. A copy of this memo shall be sent along with other relevant papers to the Controller of Examinations. This act shall strictly ensure that the candidate is aware of the MPC meeting schedule.

- Report the cases of malpractice detected to the COE immediately through the DCS/Chief Coordinator, for further action. The squad shall make use of the required stationery/formats placed at the control room for the said purpose.
- The squad shall seek any clarifications, guidance or assistance from the COE whenever need.

Also, Controller of Examinations appreciated the squad team for the tremendous work done during the previous SEE examinations.



Controller of Examinations

Dear Sir/Madam,

Subject: Duties and Responsibilities of Squad – Examination

You have been appointed as the **Squad** for the forthcoming examinations. In this regard, you are requested to carry out the following duties and responsibilities to ensure the smooth and fair conduct of the examinations:

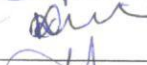
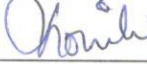
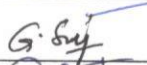
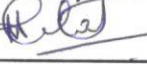
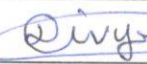
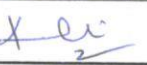
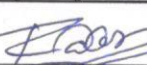
1. The Chief coordinator in consultation with Principal/COE shall appoint Flying Squads according to the need to ensure proper conduct of examinations and to curb malpractice at the examination.
2. The squad team shall conduct themselves with utmost caution, courtesy and respect, without causing any kind of commotion which shall disturb the students attending the examination.
3. The squad shall provide their identity and inform the Room Superintendent about the purpose of their visit to the examination hall.
4. They shall initiate action to curb malpractice like copying; possession of incriminatory materials related to the examinations.
5. The squad shall report simultaneously, the instances of grave malpractice such as mass copying etc., to the COE and the Chief Superintendent.
6. The Chairman of the squad team shall record their findings including satisfactory/or otherwise remarks in the Squad Book placed with the coordinator at the control room. Each member of the squad shall affix their signature, in the attendance register placed at the control room, in each session of the examination.
7. The Malpractice case shall be booked with the prior intimation to the chief superintendent.
8. When once a candidate is booked under malpractice, the Chief Coordinator shall serve a memo to the concerned candidate instructing him/her to attend the MPC meeting, as fixed by the Controller of Examinations. A copy of this memo shall be sent along with other relevant papers to the Controller of Examinations. This act shall strictly ensure that the candidate is aware of the MPC meeting schedule.'
9. Report the cases of malpractice detected to the COE immediately through the DCS/Chief Coordinator, for further action. The squad shall make use of the required stationary/formats placed at the control room for the said purpose.
10. The squad shall seek any clarifications, guidance or assistance from the COE whenever needed.

Your cooperation and commitment are essential for the successful conduct of the examinations. You are requested to adhere strictly to the above instructions.

Regards,


Controller of Examinations

New Horizon College of Engineering
OFFICE OF THE CONTROLLER OF EXAMINATIONS
SQUAD Meeting EVEN Sem Examination-2025-26 (29.04.2026)

Sl. no	Staff Name	Dept	Designation	Mobile No	Signature
1	Subashini K	AS	Associate Professor	9661336446	
2	Bhavya P	AS	Associate Professor	9740944567	
3	Ramachandra Naik	AS	Associate Professor	7204408041	
4	Suma T	AS	Sr. Assistant Professor	9591602475	
5	Vandana Ahuja	AS	Sr. Assistant Professor	9980619825	
6	Sreejith S	AIM	Associate Professor	8547919798	
7	Jimsha K Mathew	AIM	Associate Professor	9061594240	
8	J Joshua Daniel Raj	CDS	Associate Professor	9019347627	
9	Soja Rani Sumangala	CSE	Associate Professor	9482598037	
10	K Pramilarani	CSE	Associate Professor	8971471249	
11	Santosh Kumar B	CSE	Associate Professor	9342995348	
12	Rahul B	CSE	Sr. Assistant Professor	9741626536	
13	Lipsa Dash	ECE	Sr. Assistant Professor	8095532669	
14	Monika Gupta	ECE	Associate Professor	8861407888	
15	Gundlapalle Rajesh	ECE	Associate Professor	8919002384	
16	Mamta Savadatti	ECE	Sr. Assistant Professor	8861661175	
17	Divya K V	ISE	Associate Professor	9449035154	
18	D Kalaivani	ISE	Associate Professor	9449261505	
19	Shalini S N	MBA	Sr. Assistant Professor	8197748239	
20	Rajat B Hubballi	MBA	Assistant Professor	9538820880	
21	Rakesh Chandrashekar	ME	Sr. Assistant Professor & Associate Head Student Welfare	7259663907	
22	Srinath M K	ME	Associate Professor	9986155082	
23	Hemanth Raju T	ME	Associate Professor	9743860428	
24	Ravi Kumar M	ME	Sr. Assistant Professor	8123483403	
25	Veerasha G	ME	Sr. Assistant Professor	9980803175	
26	Gowtham Raj R	ME	Assistant Professor	ABSENT	—

NEW HORIZON COLLEGE OF ENGINEERING, BANGALORE

Autonomous college affiliated VTU, Accredited by NAAC with 'A' Grade & NBA

OFFICE OF THE CONTROLLER OF EXAMINATIONS

EXAMINATION COMMITTEE

Minutes of Meeting – New Joinees

NHCE/COE/2025-26/EVEN/015

Date : 05/06/2026

Venue : Office of the Controller of Examination

Time : 3.00 pm

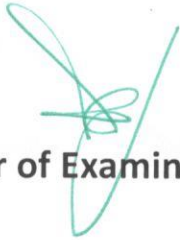
Agenda: Induction program for the new joinees - Odd semester 2025-26

Controller of Examinations welcomed all the newly inducted faculty members to the NHCE family.

Controller of Examinations briefed the faculty members regarding the upcoming SEE examinations invigilation duties and the process involved during the examinations. Also, strict instructions on possessing of forbidden materials such as written slips, mobile phones, electronic gadgets etc. during exam invigilation duty.

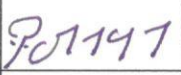
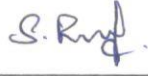
MEMBERS PRESENT

SI No.	Staff Name	Department	Designation
1	Kiran Mohan M S	AIML	Assistant Professor
2	Puja Negi	AIML	Assistant Professor
3	Manjunatha R K	AS	Assistant Professor
4	Shanmugapriya Ganesan	CDS	Professor
5	Harshith C M	CDS	Research Scholar
6	Srividhya Ganesan	CSE	Sr. Assistant Professor
7	Vattipulusu Lakshmi Durga	CSE	Sr. Assistant Professor
8	Meenakshi Sundaram P	EEE	Sr. Assistant Professor
9	Ramya S	EEE	Assistant Professor
10	Kartheek Vankadara	EEE	Assistant Professor
11	Shiwani Sangwan	ISE	Assistant Professor
12	Sreoshi Dasgupta	MBA	Associate Professor
13	Ashwitha N	MCA	Assistant Professor


Controller of Examinations

New Horizon College of Engineering
OFFICE OF THE CONTROLLER OF EXAMINATIONS

Faculty Meeting EVEN Sem Examination-2025-26 (05.05.2026)

Sl. no	Staff Name	Dept	Designation	Mobile No	Signature
1	Kiran Mohan M S	AIM	Assistant Professor	9400364747	
2	Puja Negi	AIM	Assistant Professor	9100385250	
3	Manjunatha R K	AS	Assistant Professor	7022942808	
4	SHANMUGAPRIYA GANESAN	CDS	Professor	9657600473	
5	Harshith C M	CDS	Research Scholar	8618349809	
6	Srividhya Ganesan	CSE	Sr. Assistant Professor	9566507553	
7	Vattipulusu Lakshmi Durga	CSE	Sr. Assistant Professor	8143758199	
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13	Ashwitha N	MCA	Assistant Professor	9945524823	