



SADHUBELLA EDUCATION SOCIETY'S
(Minority Institute)
J. WATUMULL SADHUBELLA GIRLS COLLEGE,
Near Government Dispensary, Ulhasnagar-421001

ONLINE EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 14TH OCTOBER, 2020

The meeting of Online Examination Committee was held on 14th October, 2020 at 3.00 pm in Room No. 1.


Ms. Neetu Purswani welcomed all the committee members. She read the minutes of the last meeting and the same were confirmed. The meeting started as per the items listed in the agenda: -

- She submitted the record of the students, who are not in a position to appear for online examination due to technical problems.
- After going through the record and telephonic discussion with Examination Committee Chairperson, Ms. Supriya Salvee, the Principal directed committee members to prepare the schedule for additional examination and the same be communicated to all students.
- IT Coordinator was directed by the Principal to complete the Auto Proctoring of all subjects in time as per schedule.
- He further directed all members to check the notification for submission of marks on University portal to enable the office to complete the process in time.

Since there was no other matter, meeting ended with vote of thanks by Ms. Sophy Mathew.


Ms. Supriya Salvee
Secretary




Prin. Dr. Vasant P. Mali
Chairperson

PRINCIPAL
J. Watumull Sadhubella Girls College
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ONLINE EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 25TH SEPTEMBER, 2020

The meeting of Online Examination Committee members was held on 25th September, 2020 at 1.00 pm in the college library.

Secretary, Ms. Supriya Salvee welcomed all the committee members. The minutes of the last meeting were read and confirmed. Committee members brought to the kind notice of the Principal; the difficulties faced by the students during the mock test on mUniPariksha software. After discussion, it was decided by all the members not to continue for the said software.

Principal directed all the staff members to inquire immediately from the other neighboring colleges about the software used for online examination. After inquiry it was brought to the notice of the Principal that Auto Proctoring software was used by other neighboring colleges to conduct online examination without any difficulty. Principal directed the committee members to inquire about the same and subscribe for the package as per the need of the college.

It was resolved that

1. Online exams would be conducted using Google forms along with Auto-Proctor.
2. Teachers would be trained immediately to prepare question papers using Google form.
3. Auto-Proctoring would be done by the Examination Committee.
4. Links for the Examination would be sent on the students' email-ids.
5. Mock test would be conducted for students to avoid the difficulties during the online examination.

Since there was no other matter, the meeting ended with vote of thanks by Mr. Rajesh Kumar Singh.

S. Salvee
Ms. Supriya Salvee
Secretary



V. Mali
Prin. Dr. Vasant P. Mali
Chairperson

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ONLINE EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 21ST SEPTEMBER, 2020

The meeting of Online Examination Committee along with the college teaching staff was held on 21st September, 2020 at 12.30pm in Room No. 1.

Ms. Supriya Salvee, Secretary, Online Examination Committee welcomed all the staff members. The minutes of the last meeting were read and confirmed. She requested subject teacher to remain present in college to clarify the queries, if any arise at the time of examination.

Further Principal directed Ms. Neetu Purswani, Ms. Smita Chawak and Ms. Sharmila Karve to remain present in college half an hour before the start of examination and help the students in resolving technical issues faced, if any, during the examination.

All the subject teachers were further directed to go through the response sheet and list out the names of the absent students and submit the same to the Chairperson, Online Examination Committee on the same day. Subject teachers were further directed to upload the marks on the University portal after getting the notification for the same from college office.

All above instructions were to be followed for all online examinations.

As there was no matter, the meeting ended with vote of thanks to all by Ms. Sophy Mattew.

S. Salvee
Ms. Supriya Salvee
Secretary



V. Mali
Prin. Dr. Vasant P. Mali
Chairperson

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ONLINE EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 19TH SEPTEMBER, 2020

The meeting of Online Examination Committee members was held on 19th September, 2020 at 6.00pm through Zoom Cloud App.

Ms. Supriya Salvee, Chairperson, Examination Committee welcomed all members. The meeting started as per the items mentioned in the agenda. The above-mentioned circular from University of Mumbai pertaining to online examination and the points discussed at the cluster meeting were brought to notice of all committee members. After discussion, it was finalized that: -

- College online examination will be conducted through mUniPariksha software as decided unanimously in the cluster meeting.
- Principal Dr. Vasant. P. Mali directed the Chairperson, Examination Committee to conduct the training for all staff members about the above-mentioned software.
- He further directed Online Examination Committee members to conduct the training session for the students to enable them to get familiar with the software.
- He further directed the committee members to arrange the mock test for the students so that they should get acquainted with the practical use of software.
- Project submissions and viva-voce were to be conducted online as per University directives.

Since there was no other matter, the meeting ended with vote of thanks by Ms. Sharmila Karve.

S. Salvee

Ms. Supriya Salvee
Secretary



V. Mali

Prin. Dr. Vasant P. Mali
Chairperson

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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 9TH SEPTEMBER, 2020

Online meeting of the Examination Committee was called on 9th September, 2020 in order to discuss the Mumbai University circular dated 8th September, 2020 regarding final year/semester exams 2020. Accordingly, it was resolved that

1. New members Dr. D. T. Kalbande and Ms. Sophy Mathew will be included in the committee.
2. The Examination Committee will be referred to as Online Examination Committee.
3. The survey on availability of resources for appearing at the online examination be conducted using google form.
4. A meeting on ZOOM app be arranged for the students to explain about the survey and the online examination immediately on 11th September, 2020.
5. Online exam will be conducted using software in consultation with the cluster colleges.
6. A meeting on ZOOM app be arranged for the teachers to train them for preparing question papers in the selected software.
7. Mock test would be conducted for the students to make them familiar with the examination software.

S. Salvee

Chairperson

Ms. Supriya Salvee



V. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 24TH MAY, 2020

25th May, 2020

Online meeting of the Examination Committee was called on 24th May, 2020 at 12.00 noon using WhatsApp calling.

The was called in order to discuss the Mumbai University circular dated 22nd May, 2020 regarding summer exams 2020. Following the circular, it was resolved that

1. Results of F. Y. and S. Y. students will be processed as per directions given.
2. As and when required, staff will be present in college for finalisation of the results.

S. Salvee

Chairperson

Ms. Supriya Salvee



V. P. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 4TH APRIL, 2020

6th April, 2020

Online meeting of the Examination Committee was called on 4th April, 2020 using WhatsApp. The meeting was called to decide about the F. Y. and S. Y. examinations scheduled from mid April, 2020. Taking into consideration the lockdown declared by the Government, it was decided to postpone the examinations until further notifications/clarifications from the Government.

S. Salvee
Chairperson

Ms. Supriya Salvee



V. Mali
Principal

Dr. Vasant P. Mali

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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 14TH JANUARY, 2020

16th January, 2020

Meeting of Examination Committee was held on 14th January, 2020 at 11.00 am in the Principal's Chamber.

Minutes of previous meeting were read and confirmed.

It was resolved that

1. Internal Examination for Semester II/IV/VI (BMS/BBI) will be held from 13th to 15th February 2020.
2. Internal Examination for Semester II/IV (M. Com) will be held in April, first week.
3. T. Y. B. Com. practical Exam for Semester VI subject Computer Systems and Applications will be scheduled before Semester VI theory exam.
4. ATKT examinations will be scheduled from 2nd March, 2020.
5. Semester II and IV examination will be held from 3rd April, 2020.
6. Guides will be allotted for project work in BMS/BBI/M. Com. By the Coordinators Ms. Smita Chawak and Ms. Sharmila Karve. They will upload the marks on the University portal as per schedule received from the University
7. Subject teachers would be appointed as the paper-setters and examiners for their respective subjects.
8. Moderators will be called from adjoining colleges for moderation.

9. Convocation Ceremony is to be held on 20th January, 2020 and Mr. Datta Ghuge, Deputy Registrar, University of Mumbai, and Dr. John D'mello are to be invited as Chief Guest.
10. Any other matter with the permission of the chair.

S. Salve

Chairperson

Ms. Supriya Salve



V. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 23RD DECEMBER, 2019

24th December, 2019

Meeting of Examination Committee was held on 23rd December, 2019 at 1.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The semester end examinations for semester-I were held from 20th November, 2019.
2. The semester end examinations for semester III were held from 21st to 30th September, 2019. Results were declared on 4th November, 2019.
3. The ATKT Exams for Semester II/IV were held from 17th October, 2019.
4. Internal Examinations for Semester I/III/V for (BMS/BBI) were held from 13th to 18th September, 2019.
5. Internal Examinations for Semester I/III for (M. Com) were held from 18th to 22nd October, 2019.
6. Only M.com students had a project/viva-voce paper and the same had been conducted smoothly following all instructions by the University.
7. Junior supervisors had been appointed from among the teaching staff and had done a vigilant job.
8. Ms. Neetu Purswani / Mr. Rajeshkumar Singh acted as Senior supervisor/s for the various exams conducted in the college.

9. Assessment and moderation had been completed. Moderators had been invited from neighboring colleges for moderation.
10. Semester I result was being processed.
11. Semester end examinations results for Semester III were declared on 4th November, 2019.
12. Previous year, final semester exam result analysis had been done. The result was stunning with passing percentage being T. Y. B. Com. 93.1, T. Y. BMS 100, T.Y. BBI 93.33, M. Com 100. These were best ever record of the college in a long time and everybody congratulated Principal Dr. Vasant Mali for this achievement.
13. CAP center for OSM could not be established and hence teachers had been directed to attend for OSM work at other centers.

It was resolved that: -

1. The result will be declared before 5th January, 2020.
2. Revaluation forms would be accepted up to 10 days from declaration of results after payment of fees.

As there was no other matter, the meeting concluded with a thanks giving note by Mr. Rajeshkumar Singh.

S. Salve
Chairperson
Ms. Supriya Salve



V. Mali
Principal
Dr. Vasant P. Mali
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EXAMINATION COMMITTEE

2019-20

MINUTES OF MEETING HELD ON 19TH AUGUST, 2019

19th August, 2019

Meeting of Examination Committee was held on 19th August, 2019 at 10.00 am in the Principal's Chamber.

Minutes of previous meeting were read and confirmed.

Chairperson, Ms. Supriya Salvee, read the circular with reference: Exam/Results/152/2019.

Accordingly, it was resolved that: -

1. Examination fees were to be collected from the students before the examination.
2. The semester end examinations for semester I will be held from 18th November, 2019.
3. The semester end examinations for semester III will be held from 21st September, 2019.
4. The ATKT Exams for Semester II/IV will be held from 12th October, 2019.
5. Internal Examination for Semester I/III/V for (BMS/BBI) will be held from 9th to 13th September, 2019.
6. Internal Examination for Semester I/III for (M. Com) will be held in October, 2019.
7. Practical Exam for Semester V subject Computer Systems and Applications (T. Y. B. Com.) will be scheduled before Semester V theory exam.
8. Project guide for BMS/BBI/M. Com final year students would be allotted by the respective coordinators. Marks for same will be uploaded by the guides on the University portal.
9. Semester V Examination and semester VI will be conducted as and when scheduled by the University.

10. The subject teachers are to be appointed as the paper-setters and examiners for their respective subjects.
11. Teaching staff from cluster colleges would be called for moderation and revaluation.
12. The college teaching staff would be appointed as junior supervisors for various exams. In case of shortage/non-availability of teaching staff, non-teaching staff of the college/ staff from sister concern/ PG students will be appointed.
13. Ms. Neetu Purswani / Mr. Rajeshkumar Singh would be appointed as Senior supervisor/s.
14. Dr. Kalbande, Ms. Muskan Hinduja and Ms. Nanki Sahita will work as IT Coordinators.
15. The Unfair Means Committee had been established and the same would resolve any such matters reported to it.
16. The understudy will allot duties to class IV employees during the examination for various exam related work/duties. They would also be instructed to check all electrical fixtures and get repairs done if necessary.
17. IT coordinators would check the conditions of computers, printers, internet services and ensure the same are in available in good working condition during the examinations.
18. Inventory check is to be conducted by Ms. Archana Verma, Understudy, so as to make it possible to purchase required materials for conduct of examination.
19. Result processing will be continued at Inficare Solutions Pvt. Ltd.
20. Result analysis for final year 2018-19 will be completed by 30th September, 2019.
21. For this academic year, the examination budget was estimated at Rs. 40000/-.
22. Convocation Ceremony will be organised in January/February once schedule is received from the University.
23. Any other matter: CAP center for OSM had not yet been set up in college due to technical reasons and the college was trying its best to do so.

S. Salvee
Chairperson
Ms. Supriya Salvee



V. Mali
Principal
Dr. Vasant P. Mali
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EXAMINATION COMMITTEE

2018-19

MINUTES OF MEETING HELD ON 24th MAY, 2019

26th May, 2019

Meeting of Examination Committee was held on 24th May, 2019 at 1.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. Internal Examination were scheduled as decided: Semester II/IV/VI (BMS/BBI) from 23rd to 26th February, 2019 and Semester II/IV (M. Com).
2. As per schedule received from the University, Semester II/IV/VI exams at UG level and Semester II/IV exams were held in March/April/May 2019.
3. ATKT Examinations too had been held as per University schedule.
4. Examinations had been conducted smoothly with total cooperation from teaching and non-teaching staff.
5. Assessment had been completed in time.
6. Moderators had been called for moderation, from neighboring colleges.
7. Unfair Means Committee was dealing with the reported copy cases.

Results processing was through and result finalization was under way for the semester end examinations for Semester II and IV.

It was resolved that: -

- a. The result will be displayed by end of May, 2019.
- b. CAP-OSM center would be set up in the college.

Any other matter : - The Convocation Ceremony was held on 20th February, 2019. Dr. Ashok Mahajan, Principal, Pragati College was the Chief Guest for the occasion and gave an inspiring speech to the audience.

As there was no other matter, the meeting concluded with a thanks giving note by Mrs. Smita Chawak.

S. Salve

Chairperson

Ms. Supriya Salve



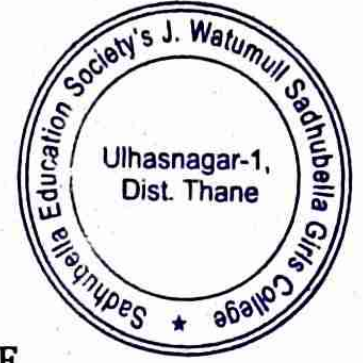
V. P. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2018-19

MINUTES OF MEETING HELD ON 1st FEBRUARY, 2019

4th February, 2019

Meeting of the Examination Committee was held on 1st February, 2019 at 12.30 pm in the Principal's Cabin.

Minutes of previous meeting were read and confirmed.

It was resolved that: -

1. Internal Examination for Semester II/IV/VI (BMS/BBI) from 23rd February, 2019 and M.Com 28th March, 2019.
2. Semester end examinations and ATKT will be conducted as per schedule received from the University.
3. BMS/BBI/M. Com students will be allotted guides for there projects by the respective coordinator and viva-voce will be conducted according to the University Schedule. Marks will be uploaded on the University portal by the guides in the time limit given by the University/college.
4. If applications are received from students of CBSGS then subject teachers will be appointed as paper setters.
5. Seating arrangements for the students will be made in the college class rooms.
6. Junior supervisors would be appointed from among the college teaching staff.
7. Non-teaching staff of the college/staff from sister concern/ PG students will be appointed as junior supervisors if there occurs a of shortage of teaching staff.
8. Mr. R. H. Suryarao / Ms. Neetu Purswani will be appointed as Senior supervisor/s.
9. Subject teachers will be appointed as examiners.

10. Moderators will be called from colleges in adjoining areas.

As there was no other matter to be discussed, the meeting concluded with a thank you note by Ms.Sharmila Karve.

S. Salve

Chairperson

Ms. Supriya Salve



V. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2018-19

MINUTES OF MEETING HELD ON 15TH DECEMBER, 2018

16th December, 2018

Meeting of Examination Committee was held on 15th December, 2018 at 2.00 pm in the staff room.

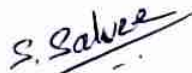
Minutes of previous meeting were read and confirmed.

It was observed that: -


1. Internal Examination for Semester I/III/V (BMS/BBI) were held from 20th September, 2018.
2. Internal Examination for Semester I and III for M. Com were held from 19th to 23rd October, 2018.
3. Semester I/II/III/IV (Regular/ATKT) examinations were conducted in October/November as per schedule received by the University. The seating arrangement for the students was made in the college classrooms.
4. Project and viva-voce were to be conducted for M.Com and University schedule was to be followed.
5. Semester V and VI examinations, for third year, were conducted by the college as per schedule received from the University. Similarly M.Com examinations (Regular and ATKT) were also held as per University Schedule. The college was an examination center and seating arrangement was made in the college classrooms.
6. Teachers had been directed to be present for assessment of Semester V and VI at the allotted CAP center. Similarly, for M. Com part I and II.

7. Assessment of Ability Enhancement Courses (AEC) had been done at the college level as per circular (October, 2018) received from Examination Section, University of Mumbai.
8. Assessment of papers for lower-level examinations was done in the college itself. Also, Moderators had been called from neighboring colleges for moderation and same had been completed.
9. Results processing was through and result had been finalized for the semester end examinations for Semester I and III as well as the ATKT examinations. Results were declared on 5th December, 2018.
10. Result analysis was done for previous year, final semester exam had been done. The results were at an all-time low and was a matter of big concern. T. Y. B. Com.: 50.96, T. Y. BMS: 62.50, T. Y. BBI: 71.43, M. Com: 68.00
11. Any other matter: It was informed by the Chairperson, Ms. Supriya Salvee, that the request of Ms. Pooja Yadav (student of T. Y. B. Com ,2017-18) to recheck her internal marks had been considered and corrections sent to the University with a fine of Rs. 500/- per paper. Fine had been paid by concerned teachers.

As there was no other matter, the meeting concluded with a thanks giving note by Mrs. Smita Chawak.


Chairperson
Ms. Supriya Salvee




Principal
Dr. Vasant P. Mali
PRINCIPAL
J. Watumull Sadhubella Girls College
Uthasnagar-421 001



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EXAMINATION COMMITTEE

2018-19

MINUTES OF MEETING HELD ON 20TH AUGUST, 2018

23rd August, 2018

Meeting of Examination Committee was held on 20th August, 2018 at 11.30 am in the Principal's Chamber.

Reconstitution of Examination Committee:

Ms. Supriya Salvee (Chairperson).

Mr. RajeshKumar Dashrath Singh (Member)

Mrs. Smita Chawak (Member)

Mrs. Sharmila Karve (Member)

Mrs. Archana Verma (Understudy)

Minutes of previous meeting were read and confirmed.

It was noted that as University of Mumbai was following the Choice Based Credit System (CBCS) from 2016-17. As such:

- A. There would be no Internal examinations for F. Y. / S. Y. / T. Y. B. Com students of the current year and henceforth.
- B. Internal Examinations are to be scheduled for F. Y. / S. Y. / T. Y. BMS/BBI and M. Com part-I and part-II students.
- C. University of Mumbai will schedule all semester end examinations.



It was resolved that

1. Internal Examination for Semester I/III/V (BMS/BBI) will be held from 20th September, 2018 and M. Com from 15th October, 2018
2. Semester I/II/III/IV examinations will be conducted as per schedule received by the University and the students will appear for the examination at the college itself.
3. Semester V and VI examinations will be also conducted by the college as per schedule received from the University but the students will appear at the examination center allotted to her.
4. Internal marks for final year students i.e. semester V and VI of BMS/BBI and M. Com. Semester I/II/III/IV will be uploaded by the subject teacher/s.
5. Project and viva-voce marks for students of BMS/BBI and M. Com. will be uploaded by the guides allotted to the students. The coordinators will allot the guide/s and same will be approved by the Principal.
6. As all question papers were to be received by the University, there would be no appointment of paper setters. However, the subject teachers would be the examiners for their respective subjects.
7. Teachers will attend CAP for assessment of papers for T. Y. B. Com/BMS/BBI and M. Com, as and when directed by the University.
8. Junior supervisors would be appointed from among the college teaching-staff. If need be, non-teaching staff of the college/ staff from sister concern/ PG students will be appointed as junior supervisors.
9. The Senior teaching members (Mr. R. H. Suryarao / Ms. Neetu Purswani) would be assigned task as Senior supervisor/s.
10. Dr. Kalbande, Ms. Muskan Hinduja and Ms. Nanki Sahita will work as IT Coordinators.
11. Unfair Means Committee will conduct enquires for reported cases.
12. Class IV employees will be assigned duties by the understudy for various exam related work like cleaning and numbering of benches, providing water to staff and students while the exam is in session, wrapping of answer books, etc.
13. Considering satisfactory performance by Inficare Solutions Pvt. Ltd. result processing work will be continued with the same.
14. Overall expenditure for Examination work was estimated at Rs. 35000/-.
15. For the purpose of moderation, revaluation and other petty expenditures an advance of Rs.15000/- was to be drawn. If there is a short coming more advance would be drawn

later or be reimbursed. If advance drawn is in excess of expenditure, same would be refunded to the college.

16. Any other matter: -

- a. Used stationery would be sent for pulping to make available storage space.
- b. If applications are received from students of CBSGS then subject teachers will be appointed as paper setters.

As there was no other matter, the meeting concluded with a vote of thanks by Mrs. Sharmila Karve.

S. Salve

Chairperson

Ms. Supriya Salve



V. Mali

Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2017-18

MINUTES OF MEETING HELD ON 14TH MAY, 2018

16th May, 2018

Meeting of Examination Committee was held on 14th May, 2018 at 12.00 pm in Principal's Chamber.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The ATKT Exams were held from 20th March, 2018.
2. Internal Examination for Semester VI (B. Com) and Semester II/IV/VI (BMS/BBI) were conducted on 5th, 6th and 7th March, 2018. Internal Examination for M. Com Semester II/IV were conducted on 16th, 17th and 18th April, 2018.
3. Semester II and ATKT results were declared recently on 10th May, 2018. Semester IV results were being processed.
4. Project/viva-voce was completed by department of BMS/BBI and marks were uploaded on the University website.
5. M. Com project/viva-voce had been completed.
6. M. Com exam schedule for semester II and IV was available and exams were to begin from 18th May, 2018.
7. Moderation had been completed before the declaration of the result.
8. The Examination Committee had arranged the Convocation Ceremony for the third year B. Com/BMS/BBI and M. Com part II students on 16th March, 2018. Dr. S. G. Vidhate, Prin. Anandrao Dhonde Alias Babaji Mahavidyalay, Kada was invited as the Chief Guest.

9. Any other matter: - No matter was registered with the Unfair Means Committee.

It was resolved that: -

1. The Semester IV result will be displayed by 31st May ,2018.
2. The Examination Committee will be reconstituted for the next academic year 2018-19.

With a vote of thanks, for the co-operation of committee members and all staff, for the past two years and their role in the smooth functioning of the committee, the Chairperson, Ms. Neetu Purswani, concluded the meeting.



Chairperson

Ms. Neetu Purswani



Principal

Dr. Vasant P. Mali

PRINCIPAL

J. Watumull Sadhubella Girls College
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EXAMINATION COMMITTEE

2017-18

MINUTES OF MEETING HELD ON 5TH FEBRUARY, 2018

7th February, 2018

Meeting of Examination Committee was held on 5th February, 2018 at 12.00 pm in the Staff Room.

Minutes of previous meeting were read and confirmed.

It was resolved that

1. The ATKT Exams will be held in third week of March, 2018.
2. Internal Examination for Semester VI (B. Com) and Semester II/IV/VI (BMS/BBI) will be held on 5th, 6th and 7th March, 2018. Internal examination of M. Com to be scheduled from 15th April, 2018.
3. Project/viva-voce will be conducted by department of BMS/BBI and M. Com as per University schedule.
4. Subject teachers would be appointed as the paper-setters and examiners for their respective subjects.
5. Junior supervisors would be appointed from among the college teaching staff.
6. In case of shortage/non-availability of teaching staff, non-teaching staff of the college/staff from sister concern/ PG students will be appointed.
7. Senior supervisors will be appointed from among Senior teaching staff (Mr. R. H. Suryarao/Mr. Rajeshkumar Singh)
8. Moderators will be called from adjoining colleges for moderation of papers.
9. Any other matter: - Convocation Ceremony was to be organized.

The meeting concluded with a vote of thanks by Mrs. Smita Chawak.


Chairperson

Ms. Neetu Purswani





Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2017-18

MINUTES OF MEETING HELD ON 15TH JANUARY, 2018

15th January, 2018

Meeting of Examination Committee was held on 15th January, 2018 at 10.30 am in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The ATKT Exams were conducted from 10th October, 2017. Results were declared on 28th November, 2017.
2. The current academic year examinations (UG/PG) were conducted as per schedule received by the University. Semester I Examination was conducted from 20th November and Semester III from 9th November.
3. Internal Examination for Semester V (B. Com) and Semester I/III/V (BMS/BBI) were conducted from 5th to 7th October, 2017.
4. M. Com. internal examination Semester I and III were held from 19th December to 22nd December, 2017.
5. College teaching staff had been appointed as junior supervisors and had completed the task to satisfaction.
6. Examiners had completed the assessment.
7. Moderators had been called from neighboring colleges.
8. Class IV employees had contributed to the smooth conduct of the examination by rendering timely services.

9. Result analysis for final year had been conducted. With much regret and concern it was noted that there was a drop in passing percentage of T. Y. B. Com which was at 62.77 %. T.Y. BMS, T. Y. BBI showed a rise at 94.73 and 87.87 % and M. Com. at 95.83 % and their performance was applauded.

Result for the semester end examinations (I and III) was scrutinized and it was resolved that the result would be declared by 31st January, 2018.

As there was no other matter, the meeting concluded with a thanks giving note by Mr. Rajeshkumar Singh.



Chairperson

Ms. Neeetu Purswani



Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2017-18

MINUTES OF MEETING HELD ON 24TH AUGUST, 2017

26th August, 2017

Meeting of Examination Committee was held on 24th August, 2017 at 10.00 am in the Principal's Chamber.

Ms. Supriya Salvee and Ms. Sharmila Karve were included in the Examination Committee. Ms. Kiran Meghani was not included in the committee.

It was noted that University of Mumbai had introduced CBCS (Choice Based Credit System) from the previous academic year 2016-17 so:

- A. Semester I/II/III/IV examination would be scheduled by the University along with the semesters V/VI.
- B. There would be no Internal examinations for F. Y. B. Com and S. Y. B. Com students of the current year.

It was resolved that

1. All current academic year examinations (UG/PG) will be conducted as per schedule received by the University, except for previous year/s ATKT examinations at UG level.
2. The ATKT Exams will be conducted from 10th October, 2017.
3. Internal Examination for Semester V (B. Com) and Semester I/III/V (BMS/BBI) will be conducted from 5th to 7th October, 2017. M. Com. internal examination will be scheduled in the month of December, 2017.
4. Department of BMS/BBI and M. Com will schedule and conduct Project/viva-voce as per University schedule.

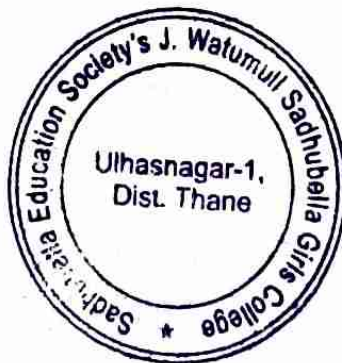
5. For exams conducted by the college, subject teachers would be appointed as the paper-setters and examiners for their respective subjects.
6. The college teaching staff would be appointed as junior supervisors for various exams.
7. The Senior teaching staff member, Mr. RajeshKumar Singh act as Senior supervisor.
8. Moderation will be done as per University guidelines.
9. Class IV employees will do work like numbering, cleaning, checking electrical equipments etc.
10. IT coordinators would confirm the working status of computers/printers, availability of internet service, etc. and do the needful.
11. Orders will be placed, if required, for stationery, pens, tonner, cartridge, etc.
12. The Unfair Means Committee had been formed and will look into any cases of unfair conduct by the student.
13. Result processing will be done by Inficare Solutions Pvt. Ltd.
14. Budget for the academic year 2017-18 was estimated at Rs.35000/-.
15. Result analysis of year end examination for final year students would be completed by 30th September, 2017.
16. Revaluation forms would be accepted up to 10 days from declaration of results after payment of fees.
17. Dr. Kalbande and Ms. Muskan Hinduja were appointed as IT coordinators.
18. Convocation Ceremony will be organized by Examination Committee as per schedule received by the University.

The meeting concluded with a vote of thanks by Mrs. Sharmila Karve.



Chairperson

Ms. Neetu Purswani



Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2016-17

MINUTES OF MEETING HELD ON 25th MAY, 2017.

30th May, 2017

Meeting of Examination Committee was held on 25th May, 2017 at 12.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -


- Internal Examination for Semester IV/VI (B. Com) and Semester II/IV/VI (BMS/BBI) were held from 1st to 3rd March, 2017.
- University of Mumbai provided the schedule for regular and ATKT Examinations of Semester VI and ATKT Examination of semester V. The same were conducted accordingly.
- Semester end examinations for second year students were scheduled from 20th March, 2017.
- ATKT examinations were scheduled from 29th March, 2017.
- Both assessment and moderation had been completed and results were being processed.
- Teachers had been directed to attend CAP for assessment of semester V and VI.
- No matters were reported to the Unfair Means Committee.
- Convocation Ceremony for academic year 2015-16 had been successfully arranged on 23rd February, 2017. Dr. Naresh Chandra, Ex-Pro Vice Chancellor had graced the occasion and given away the certificates.

It was resolved that the results would be declared latest by 31st May, 2017.

The meeting concluded with a thanks giving note by Mrs. Smita Chawak.


Chairperson
Ms. Neetu Purswani




Principal
Dr. Vasant P. Mali

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EXAMINATION COMMITTEE

2016-17

MINUTES OF MEETING HELD ON 28TH JANUARY, 2017.

28th January, 2017

Meeting of Examination Committee was held on 28th January, 2017 at 12.00 pm in the Principal's Chamber.

Minutes of previous meeting were read and confirmed.

It was noted that: -

1. Dr. Kalbande was appointed as IT coordinator along with Ms. Muskan Hinduja.
2. Semester end exams for second year were conducted from 10th October, 2016. Results were declared on 26th November, 2016.
3. Following the schedule of the University, Semester end exams for first year were conducted from 11th to 25th November, 2016. Results were declared on 6th January, 2017.
4. Internal Examination for Semester III/V (B. Com) and Semester I/III/V (BMS/BBI) were held from 26th to 28th September, 2016. Marks for Semester V had been uploaded in time.
5. Regular Examination of Semester V and ATKT Examination of semester VI had been conducted as per schedule received by the University and teachers had been for assessment of same at the designated CAP center.
6. Paper assessment had been done by the subject teachers for first and second year.
7. Used stock had been disposed of (sent for pulping) as it was necessary to make space for storage of unused and recently used answer papers.

8. Result analysis had been conducted. The Chairperson read out the same concluding that the T.Y. B. Com result was marginally better at 65.03 %, while T. Y. BMS/BBI was laudable at 84 and 84.84 %. M. Com. Result was marginally low at 91.18. Three T. Y. B. Com and five M. Com students scored outstanding grade.
9. Any other matter: It was brought to the notice of all that the first-year exams had been delayed as these had been scheduled by the University and it was further time to schedule exams of the following term.

It was resolved that

- a. Internal examination for all second-year students and first year students of BMS/BBI will be scheduled in the last week of February, 2017.
- b. Semester end examinations for second year students would be scheduled in mid-March, 2017.
- c. ATKT examinations would be scheduled in April, 2017.
- d. The Convocation Ceremony would be conducted according to schedule received from the University.

Mr. Rajeshkumar Singh thanked the committee members.


Chairperson

Ms. Neetu Purswani





Principal

Dr. Vasant P. Mali

PRINCIPAL

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EXAMINATION COMMITTEE

2016-17

MINUTES OF MEETING HELD ON 30TH AUGUST, 2016

31st August, 2016

Meeting of Examination Committee was held on 30th August, 2016 at 10.00 am in the Principal's Chamber.

Reconstituted Examination Committee:

Ms. Neetu Purswani (Chairperson).

Mr. RajeshKumar Dashrath Singh (Member)

Mrs. Smita Chawak (Member)

Mrs. Kiran Meghani (Member)

Mrs. Archana Verma (Understudy)

Minutes of previous meeting were read and confirmed.

It was noted that Additional Exam for previous year students had been conducted and results declared in July, 2016.

Ms. Neetu Purswani, Chairperson, Examination Committee, brought to the notice of the committee that the University of Mumbai had introduced CBCS (Choice Based Credit System) from the current academic year 2016-17 and as such:



- A. Semester I/II (Regular) examination would be scheduled by the University. The question papers would be made available to the college online. The students would appear for the examinations at the college enrolled.
- B. There would be no Internal examinations for F. Y. B. Com students of the current year. However Internal examinations would be conducted for F. Y. BMS/BBI students as they have a 75:25 pattern.

It was resolved that

1. All teachers teaching in the second year would be instructed to complete syllabus by first week of October, so that semester end exams for second year could begin in the second from 10th October, 2016.
2. The ATKT Exams will be held in November, 2016
3. Internal Examination for Semester III/V (B. Com) and Semester I/III/V (BMS/BBI) will be held from 26th to 28th September, 2016.
4. Project work for BMS/BBI will totally supervised by the Coordinator Mrs. Smita Chawak. Allotted Guides will upload the marks for the same.
5. Regular and ATKT Examination of Semester V and ATKT Examination of semester VI will be conducted as per schedule received by the University.
6. M. Com Examinations will be conducted according to the University schedule.
7. Internal Examination marks for final year students will be uploaded by the concerned teachers.
8. Paper setting for examinations to be conducted by the college will be done by the subject teacher.
9. The subject teacher will be appointed as the examiner of the respective subjects for first and second year.
10. Primarily, college teaching staff would be appointed as junior supervisors for various exams.
11. If a shortage arises, non-teaching staff of the college or staff from sister concern(school) or post-graduate students will be appointed as junior supervisors.
12. Mr. Rajeshkumar Singh will be appointed as Senior supervisor.
13. Moderators will be called from nearby colleges.
14. Class IV employees will be appointed for examination work like numbering, cleaning, etc.
15. Orders will be placed well in advance after checking available stock.

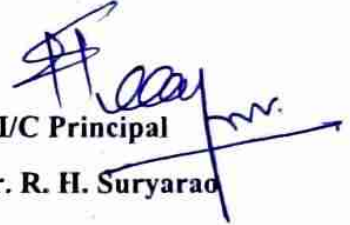
16. Inficare Solutions Pvt. Ltd. will continue to do the processing of results, for all courses.
17. Examination fees would be collected from the students before the examinations.
18. The examination budget for the academic year 2016-17 be estimated at Rs. 35000/-.
19. Result analysis of year end examination for final year students would be conducted by 30th September, 2016.
20. Any other matter:
 - ❖ Appointment of IT Coordinator – Ms. Muskan Hinduja and Ms. Nanki Sahita were appointed as IT coordinators.
 - ❖ Unfair Means Committee will look into copy cases and such matters.

The meeting concluded with a vote of thanks by Mr. Rajeshkumar Singh.



Chairperson

Ms. Nectu Purswani



I/C Principal

Mr. R. H. Suryarao

PRINCIPAL

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EXAMINATION COMMITTEE

2015-16

MINUTES OF MEETING HELD ON 3RD MAY, 2016.

3rd May, 2016

Meeting of Examination Committee was held on 3rd May, 2016 at 1.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The semester end examinations for semester II and IV were held from 19th to 29th March, 2016.
2. The ATKT Exams for Semester I/II/III/IV were held from 10th to 17th March.
3. Internal Examination for Semester II/IV/VI were held from 11th February to 13th February.
4. Guide allotment was done and viva-voce for semester VI students of BBI conducted according to schedule given by the University.
5. Semester VI internal marks and project-viva marks have been uploaded
6. Teachers were directed to attend CAP for paper evaluation(semester V and Semester VI) , at allotted CAP centers.
7. The junior teachers had done their job vigilantly and no matter was registered with the Unfair Means Committee.
8. Convocation Ceremony for final year students of 2014-15 had been organised on 23rd January, 2016. The I/c Principal Mr. R. H. Suryarao distributed the certificates.

Result was finalized for the semester end examinations for Semester II and IV held in the month of March, 2016.

It was resolved that: -

1. The result will be displayed before 15th May, 2016.
2. Additional Examination will be conducted after reopening of college in June.

As there was no other matter, the meeting concluded with a thanks giving note by Mrs. SmitaChawak.

S. Salve

Chairperson

Ms. Supriya Salve



R. H. Suryarao
I/C Principal

Mr. R. H. Suryarao

PRINCIPAL

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EXAMINATION COMMITTEE

2015-16

MINUTES OF MEETING HELD ON 18TH JANUARY, 2016.

19th January, 2016

Meeting of Examination Committee was held on 18th January, 2016 at 12.00 pm in the Staff Room.

Minutes of previous meeting were read and confirmed.

It was resolved that

1. The semester end examinations for semester II and IV will be held in the second half of March.
2. The ATKT Exams for Semester I/II/III/IV will be held in the first week of March.
3. Internal Examination for Semester II/IV/VI will be held from 4th February to 6th February.
4. Allotment of BBI students to guide is to be done by the Coordinator and approved by the Principal, for semester VI 100 marks project-viva paper.
5. Viva-voce will be conducted as per schedule provided by the University for BBI semester VI students.
6. Semester VI internal marks and project-viva marks will be uploaded by the subject teacher/guide once the schedule is received from the University.
7. Semester VI (Regular and ATKT) and semester V (ATKT) Examination will be conducted as per schedule received from the University.
8. For college exams, subject teachers will set papers for their respective subjects.
9. Ms. Neetu Purswani / Mr. Rajeshkumar Singh will be appointed as Senior supervisor.
10. IT Coordinators will check the status of computer and peripheral devices.

11. Lights and fans which are not in working conditions would be repaired before the examinations.

The meeting concluded with a thanks giving note by Ms. Devanjali Dutta.

S. Salvee
Chairperson
Ms. Supriya Salvee



R. H. Suryarao
I/C Principal
Mr. R. H. Suryarao

PRINCIPAL
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EXAMINATION COMMITTEE

2015-16

MINUTES OF MEETING HELD ON 19th DECEMBER, 2015

21st December, 2015

Meeting of Examination Committee was held on 19th December, 2015 at 1.00 pm in the staff room.

Minutes of previous meeting were read and confirmed.

It was observed that: -

1. The semester end examinations for semester I (Regular) for B.Com/BMS/BBI were held from 10th October to 20th October. Result was declared on 1st December, 2015.
2. The semester end examinations for semester III (Regular) were held from 10th October to 20th October. Result was declared on 7th December, 2015.
3. The ATKT Exams for Semester I/II/III/IV were held from 21st October to 28th October. Results were declared on 7th December, 2015.
4. Internal Examination for Semester I/III/V were held on 14th, 15th, 16th September.
5. Semester V (Regular and ATKT) and semester VI (ATKT) Examination were conducted as scheduled by the University.
6. Junior and Senior supervisors had been appointed as decided and had done the supervision work satisfactorily.
7. 100 marks project-viva examination for BMS/BBI students had been conducted and marks uploaded on schedule.
8. Semester V internal marks had been uploaded on the portal as per schedule provided.
9. College assessment has been completed in appropriate time.
10. Teachers have attended CAP for semester V and VI paper evaluation.

11. Moderation has been done. Moderators had been called from colleges in neighboring areas.
12. Results had been sent for processing at Inficare Solutions Pvt. Ltd. and scrutiny was complete.
13. The exams had been conducted smoothly.
14. Result analysis of year end examination for final year students of academic year 2014-15 had been completed. The Principal and the committee members were informed that the passing percentage was: T. Y. B. Com 64.15, T. Y. BMS. 64.71, T. Y. BBI. 72.72, M. Com. 92.59. with 4/212 T. Y. B. Com and 4/27 M. Com students receiving outstanding grade.

It was resolved that: -

1. Revaluation forms would be accepted up to 10 days from distribution of mark sheet on payment of revaluation fees prescribed by the University.
2. Additional Examination would be conducted from 11th January, 2016.

As there was no other matter, the meeting concluded with a thanks giving note by Mr. Rajeshkumar Singh.

S. Salvee

Chairperson

Ms. Supriya Salvee



R. H. Suryarao
I/C Principal

Mr. R. H. Suryarao

PRINCIPAL

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EXAMINATION COMMITTEE

2015-16

MINUTES OF MEETING HELD ON 28TH AUGUST, 2015

30th August, 2015

Meeting of Examination Committee was held on 28th August, 2015 at 11.00 am in the Principal's Chamber.


Minutes of previous meeting were read and confirmed.

It was resolved that


1. Regular Examination fees, as prescribed by the University, were collected at the time of admission. ATKT and revaluation fees were to be collected as when the same are scheduled.
2. The semester end examinations for semester I and III (Regular) will be held in the second week of October.
3. The ATKT Exams for Semester I/II/III/IV will be held in the first week of October.
4. Internal Examination for Semester I/III/V for will be held on 14th, 15th, 16th September.
5. Additional examination will be conducted for students absent on medical ground, for representing college at cultural/sports/NSS and any other reason deemed fit by the committee and accepted by the Principal.
6. Students of BMS/BBi have a 100 marks project-viva examination for semester V. Allotment of students to guide is to be done by the Coordinator and approved by the Principal. Viva-voce will be conducted as per schedule provided by the University.
7. Semester V internal marks and project-viva marks will be uploaded on the portal, by the subject teacher/guide, as per schedule provided by the University.
8. Semester V (Regular and ATKT) and semester VI (ATKT) Examination will be conducted as and when scheduled by the University.
9. M. Com Semester I/II/III/IV Exams (Regular/ATKT) are scheduled by the University and will be conducted accordingly.
10. The subject teachers would be appointed as the paper-setters and examiners for their respective subjects for exams to be conducted by the college.
11. The college teaching staff would be appointed as junior supervisors for various exams conducted throughout the year. In case of shortage/non-availability of teaching staff,

- non-teaching staff of the college/ staff from sister concern/ PG students will be appointed.
12. Senior teacher Ms. Neetu Purswani will be appointed as Senior supervisor. If need arise, Mr. Rajeshkumar Singh would be appointed as Senior Supervisor.
 13. Teachers from colleges in the vicinity would be invited for moderation and revaluation (if needed).
 14. The understudy will take stock of the inventory (answer papers, pens, attendance sheets, supervisor reports, thread, rope, etc.) so as to place timely orders for required stationary.
 15. The understudy, Ms. Archana Verma will allot duties to class IV employees for cleaning, numbering, as attendant, etc. for the period of the examination.
 16. Class IV employees, Mr. Dilip Sharma/Mr. Sanjay Gorkhe will check the working conditions of electrical fixtures – light/fans in examination halls/class-rooms and repairs done wherever required.
 17. Prior to examinations the IT coordinators will ensure that the computer and printers are in good working conditions.
 18. Due to lack of technical support, it was decided to continue the processing of results, for all courses, with Inficare Solutions Pvt. Ltd.
 19. The examination budget was estimated at Rs.40,000/- for the academic year 2015-16.
 20. An advance of Rs.15,000/- would be drawn to meet expenditures for moderation, revaluation, etc.
 21. Unfair Means Committee will look into unfair practices by the students.
 22. Any other matter:
 - ❖ Result Analysis- Result analysis of year end examination for final year students was to be completed before 30th September,2015.
 - ❖ Appointment of IT Coordinator- Ms. Muskan Hinduja is to be appointed as IT Coordinator for the year 2015-16. In case of she being unavailable, Ms. Nanki Sahita will be present for the said work.

The meeting concluded with a thanks giving note by Ms. Devanjali Dutta.


Chairperson
Ms. Supriya Salve




I/C Principal
Mr. R. H. Suryarao

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