



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

ONLINE EXAMINATION COMMITTEE

2021 -2022

NOTICE

26TH JULY, 2021

An urgent meeting of the Online Examination Committee has been called on 27th July, 2021 in room No. 1 at 11.30 am. All committee members are expected to attend the meeting.

Agenda:

1. Review of previous meeting held on 11th May, 2021.
2. Remuneration Bill for pandemic period.
3. Review of work done in previous year.
4. Exploring options for online examination.
5. Scheduling of internal exam/class test.
6. Any other matter with the permission of the Chair.

S. Salvee

Ms. Supriya Salvee

Secretary

V. Mali

Prin. Dr. Vasant Mali

Chairperson

PRINCIPAL
J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001.





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ONLINE EXAMINATION COMMITTEE

2021-22

MINUTES OF MEETING HELD ON 27TH JULY, 2021

Ms. Supriya Salvee, secretary, online Examination Committee welcomed all the committee members. Meeting proceeded as per agenda: -

- 1) The minutes of last meeting held on 11th May, 2021 were read and confirmed by the committee members.
- 2) Circular bearing no- DBoEE/ICC/2021 – 22/ 09 dated 26th July, 2021 in connection to remuneration structure for online examination was discussed. The directions were issued to the secretary – Ms. Supriya Salvee for the preparation of bill as per the various heads mentioned therein and submit the same to the office for perusal.
- 3) All online examinations had been conducted smoothly. Results of first and second year, all semesters, had been declared. Final year marks were uploaded on the university portal and results were awaited.
- 4) The proposal was forwarded by the committee members for the purchase of software for online examination. Members were directed to search for available software along with the cost to enable the chair to decide and proceed accordingly.
- 5) Class test for second- and third-year B. Com and internal exam for BMS/BBI are to be scheduled from 28th September, 2021.



6) Any other matter :

- a. It was decided that ATKT exams for semester II and IV should be scheduled in the second week of October, 2021.
- b. Examinations for semester I and III (Regular and ATKT) will be conducted post Diwali vacation if no schedule for the same is provided by the University.
- c. Application forms for the all ATKT examinations would be made available after 25th August, 2021.

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

S. Salve

Ms. Supriya Salvee
Secretary



V. Mali

Prin. Dr. Vasant P. Mali
Chairperson

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ONLINE EXAMINATION COMMITTEE

2021-22

NOTICE

13th September, 2021

Urgent meeting of the Online Examination Committee is scheduled on 14th September, 2021 in the library, at 3.30 pm. All committee member make it convenient to attend the same.

Agenda :

1. Confirming minutes of previous meeting.
2. Scheduling examinations as per circular number DBoEE/ICC/2021-22/15.
3. Extending date for accepting ATK T examination forms.
4. Any other matter with the permission of the chair.

S. Salvee

Ms. Supriya Salvee
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
Chairperson

PRINCIPAL

J. Watumull Sadhubella Girls College
Ulhasnagar - 421 001.

1) Ms Smita D. Chawale

2) Rajesh K. Singh

3) Sharmila Karne

4) Dr. Kalande, D.T.

5)

6)

7) Sophy Mathew - *Sophy*

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ONLINE EXAMINATION COMMITTEE

2021-22

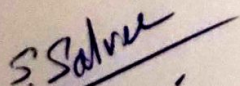
MINUTES OF MEETING HELD ON 14TH SEPTEMBER, 2021

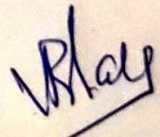
18th September, 2021

Urgent meeting of Online Examination Committee was held on 14th September, 2021 to discuss circular number DBoEE/ICC/2021-22/15 and other matters.

Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 27th July, 2021. The meeting proceeded as follows:

1. Ms. Supriya Salvee, Secretary, Online Examination Committee, read the above-mentioned circular. After discussion it was resolved that the said exams would commence from 18th October, 2021. Time table for the same is to be displayed by first week of October, 2021. The exams would be conducted using Google Form as decided unanimously in this meeting.
2. She informed that date for accepting ATKT examination forms had been extended to 25th September, 2021 with the permission of the chair.
3. Three sets of question papers are to be submitted for Semester III (Regular and ATKT) exam while two set of question papers are to be submitted for Semester I, II and IV (ATKT).
4. Project marks for Foundation Course, Semester III would be submitted to the Secretary, Online Examination Committee before 10th October, 2021.


Ms. Supriya Salvee
Secretary


Prin. Dr. Vasant P. Mali
Chairperson



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2021-22

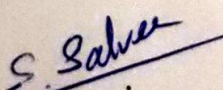
NOTICE

12TH OCTOBER, 2021

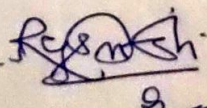
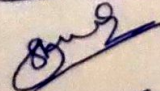
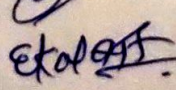
Meeting of the Online Examination Committee is scheduled for 12th October, 2021 at 3.00 pm in the Computer Lab, Library. All committee members are requested to attend the same.

Agenda :

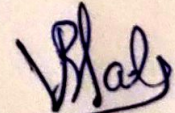
1. Allotment of duties to staff members.
2. Double response cases.
3. Examination software.
4. Any other matter with the permission of the chair.


Ms. Supriya Salvee

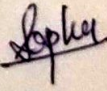
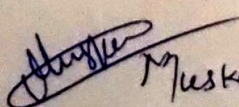
Secretary

- 1 R.K. Singh - 
- 2 Mrs. Smita D. Chawale - 
- 3 Dr. Kalbande, D.J. - 
- 4




Prin. Dr. Vasant Mali

Chairperson

- 5 Sophy Mathew - 
- 6
- 7
- 8 
Muskan Hinduja



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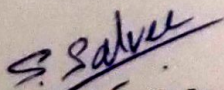
2021-22

MINUTES OF MEETING HELD ON 12TH OCTOBER, 2021

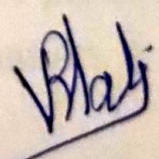
13th October, 2021

Meeting of Online Examination Committee was held on 12th October, 2021 in the Principal's Chamber to discuss the items as mentioned in agenda. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 14th September, 2021. Examination circulars mentioned in the agenda along with other matters were discussed. After discussion it was resolved that: -

1. The committee will update information from the students regarding availability of resources to appear for online examination.
2. Examinations would be conducted as per directions given in the above-mentioned circulars.
3. Internal examination marks would be uploaded in time as mentioned in the circular.
4. Committee members would be assigned help-desk duty every day for resolving queries related to the examination.
5. One IT coordinator will be appointed daily.
6. The IT Co-ordinator along with one committee member, will be responsible for downloading/uploading of question papers with proper settings.
7. Proof reading/checking would be done by committee members.
8. Concerned subject teacher will upload marks in the University portal, after applying teacher's gracing as applicable, as per guidelines of the University.
9. Online committee members will take care of all the directions given in the above-mentioned circulars.
10. Chief Conductor and Joint Chief Conductor would be appointed.
11. Any other matter : If more than two responses are received, the first response would be considered.


Ms. Supriya Salvee
Secretary




Prin. Dr. Vasant P. Mali
Chairperson

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ONLINE EXAMINATION COMMITTEE

2021-22

NOTICE

9th November, 2021

Meeting of the Online Examination Committee, HOD-Commerce, IQAC is scheduled on 9th November, 2021 in the Principal's Chamber, at 4.00 pm. All concerned are required to attend the same.

Agenda:

1. Confirming minutes of previous meeting.
2. Scheduling T.Y.B.Com Semester V examination.
3. Any other matter with the permission of the chair.

S. Salve

Ms. Supriya Salve
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
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2021-22

MINUTES OF MEETING HELD ON 9TH NOVEMBER, 2021

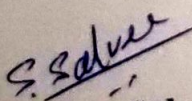
10th November, 2021

Meeting of Online Examination Committee was held on 9th November, 2021 in the Principal's Chamber.
The meeting proceeded as follows:

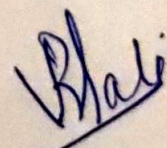
1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 12th October, 2021.
2. Dr. Kalbande, IQAC Co-Ordinator suggested conducting the T. Y. B. Com semester V online examination after the Peer Team visit, for reaccreditation, scheduled on 29th and 30th November, 2021. The committee members seconded the same. Principal Dr. Mali immediately placed a call to The Director, Board of Examinations and Evaluation, University of Mumbai, and obtained permission for the same. An email regarding the same was sent to The Director, Board of Examinations and the cluster lead college.
3. T. Y. BMS/BBI examination would be conducted as per University timetable

It was resolved that :

1. The T. Y. B. Com semester V online examinations would be scheduled from 3rd December, 2021.
2. T. Y. B. Com semester VI online examinations would be scheduled from 7th December, 2021.
3. Additional exam would be conducted, if necessary, as per guidelines.
4. Other decisions taken in previous meeting imply.


Ms. Supriya Salvee
Secretary




Prin. Dr. Vasant P. Mali
Chairperson

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2021-22

NOTICE

20th December, 2021

Meeting of the Online Examination Committee, is scheduled on 21st December, 2021 in the Principal's Chamber, at 12.30 pm. All members are requested to attend the same.

Agenda:

1. Confirming minutes of previous meeting.
2. Scheduling F.Y B.Com/BMS/BBI Semester I examination.
3. Any other matter with the permission of the chair.

S. Salvee
Ms. Supriya Salvee
Secretary

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



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2021-22

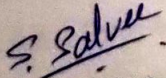
MINUTES OF MEETING HELD ON 21ST DECEMBER, 2021

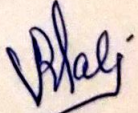
22nd December, 2021

Meeting of Online Examination Committee was held on 21st December, 2021 in the Principal's Chamber.
The meeting proceeded as follows:

1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 9th November, 2021.
2. F.Y B.Com/BMS/BBI Semester I examination will be held as per University directives.
3. Additional exam would be conducted, if necessary, as per guidelines.
4. Duties will be allocated to examination committee members.
5. Other decisions taken in previous meeting imply.

As no other matter remained to be discussed, the meeting ended with a vote of thanks by Ms. Sophy Mathew.


Ms. Supriya Salvee
Secretary


Prin. Dr. Vasant P. Mali
Chairperson

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ONLINE EXAMINATION COMMITTEE

2021-22

NOTICE

21th February, 2022

Meeting of the Online Examination Committee, is scheduled on 23rd February, 2022 in the Board Room, at 12.30 pm. All members are requested to attend the same.

Agenda:

1. Confirming minutes of previous meeting.
2. Finalizing results of F.Y B.Com/BMS/BBI Semester I examination.
3. Scheduling class-test for all classes.
4. Any other matter with the permission of the chair.

S. Salve

Ms. Supriya Salve
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
Chairperson

PRINCIPAL

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Ulhasnagar - 421 001.

1. *R. K. Singh*
2. *Dr. Kalbale D T*
3. *Ms. Smita D. Chavale*
4. *Ms. Sharmila Kane*
5. *Ms. Pophy Mathew*





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2021-22

MINUTES OF MEETING HELD ON 23RD FEBRUARY, 2022

24th February, 2022

Meeting of Online Examination Committee was held on 23rd February, 2022 in the Board Room, at 12.30 pm.

The meeting proceeded as follows:

1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 21st December, 2021.
2. F.Y B.Com/BMS/BBI Semester I results to be declared by 7th March, 2022.
3. Class-test/Internals for semesters IV and VI would be conducted from 10th March, 2022.
4. Class-test/Internals for semesters II would be conducted in second week of April, 2022.
5. S. Y. B. Com semester IV examination would be conducted in the last week of March, 2022 unless a schedule for the same is obtained from the University.
6. Any other matter:- All old (prior to six months) answer books, question papers, hand-written marksheets of first and second year would be sent for pulping.

As no other matter remained to be discussed, the meeting ended with a vote of thanks by Mrs. Sharmila Karve.

S. Salvee

Ms. Supriya Salvee
Secretary



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

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ONLINE EXAMINATION COMMITTEE

2021-22

NOTICE

7th March, 2022

Urgent meeting of the Online Examination Committee, is scheduled on 7th March,, 2022 in the Board Room, at 11.00 am. All members are requested to attend the same.

Agenda:

1. Confirming minutes of previous meeting.
2. Circular number DBoEE/ICC/2021-22/23.
3. Circular number DBoEE/ICC/2021-22/24.
4. Scheduling examinations for first half of 2022 (academic year 2021-22)
5. Mode of examination.
6. Any other matter with the permission of the chair.

S. Salvee

Ms. Supriya Salvee
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
Chairperson



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ONLINE EXAMINATION COMMITTEE

2021-22

MINUTES OF MEETING HELD ON 7th MARCH, 2022

7th March, 2022

Meeting of Online Examination Committee was held on 7th March, 2022 in the Board Room, at 11.00 am.

The meeting proceeded as follows:

1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 23rd February, 2022. She informed the committee about the receipt of the circulars mentioned in the agenda.
2. Dr Dattatraya Kalbande read out the two circulars.
3. It was resolved that examinations would be conducted as per the directives given in the two circulars.
4. Duty allotment would be done accordingly.
5. Last date for accepting ATKT forms for Semester I,II,III,IV was extended to 15th March, 2022.
6. As per the University Circular No. 343/2022, dated 24th February, 2022, from Examination section, students who had not completed/obtained their degree within the period of 10 years, had a last opportunity to do so by appearing for the examinations in May/June 2022. This examination would be conducted offline and the student is to appear in similar/appropriate subject in the new syllabus.

As no other matter remained to be discussed, the meeting ended with a vote of thanks by Mrs. Sharmila Karve.

S. Salvee

Ms. Supriya Salvee
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
Chairperson

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NOTICE

21st March, 2022

All members of the examination committee are hereby informed that meeting is scheduled on 1st April, 2022 at 11.00am. The agenda for the meeting is: -

- Allotment of Duties amongst the staff members for helpdesk.
- Proctoring of all question papers.
- Allotment of duties for IT – Coordinator.
- Mode of examination to be finalized for ex-students.
- Submission of absentee list along with marksheets by the subject teacher.
- Any other matter with the permission of the chair.

S. Salve

Ms. Supriya Salve
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
Chairperson



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MINUTES OF MEETING HELD ON 1ST APRIL, 2022

4th April, 2022

Meeting of Online Examination Committee was held on 1st April, 2022 in the Board Room,
at 11.00am.
The meeting proceeded as follows:

1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting held on 7th March, 2022.
2. Ms. Smita Chawak was asked to prepare the duty chart for all upcoming examinations.
3. One person would be allotted help-desk duty per day.
4. One person will be allotted duty as IT- Cordinator per day.
5. After confirmation with cluster , mode of examination for ex-student was confirmed to be in offline mode.
6. Additional examination would be held for students absent for technical reasons.
7. Subject marksheets to be provided by the teachers within three days after the additional examination.

Any other matter:

1. F. Y. B. Com/BMS/BBI class test/internal examination was to be scheduled in last week of April.
2. T. Y. examinations would be conducted as per University time table and directives.

As no other matter remained to be discussed, the meeting ended with a vote of thanks by
Mr. Rajesh Singh

S. Salvee

Ms. Supriya Salvee
Secretary

V. Mali

Prin. Dr. Vasant P. Mali
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2021-22

NOTICE

30th April, 2022

Meeting of the Online Examination Committee, is scheduled on 30th April, 2022 in the Board Room, at 10.00 am. All members are requested to attend the same.

Agenda:

1. Confirming minutes of previous meeting.
2. Rescheduling of examinations for all first-year courses as per Circular number DBoEE/ICC/2022-23/04.
3. Preparation and allocation of examination related duties amongst all staff members.
4. Any other matter with the permission of the chair.

S. Salvee

Ms. Supriya Salvee
Secretary

V. Mali

Prin Dr. Vasant P. Mali
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MINUTES OF MEETING HELD ON 30TH APRIL, 2022

30th April, 2022

Meeting of Online Examination Committee was held on 30th April, 2022 in the Board Room, at 11.00am.

The meeting proceeded as follows:

1. Ms. Supriya Salvee, read and confirmed the minutes of the previous meeting.
2. The time-table for first year was reset as per guidelines in circular number DBoEE/ICC/2022-23/04
3. Ms. Smita Chawak was asked to prepare the duty chart for upcoming examinations.
4. Subject marksheets to be provided by the teachers within three days after the examination.

As no other matter remained to be discussed, the meeting ended with a vote of thanks by Mr. Rajesh Singh.

S. Salvee
Ms. Supriya Salvee
Secretary

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

PRINCIPAL
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