



**SADHUBELLA EDUCATION SOCIETY'S
(Minority Institute)
J. WATUMULLA SADHUBELLA GIRLS COLLEGE,
Near Government Dispensary, Ulhasnagar-421001
NAAC Accredited B+ ISO 9001:2015 Certified**

20th June, 2022.

NOTICE

The meeting of examination committee members is scheduled on 27th June, 2022 at 12.00pm in room no 1. The agenda for the meeting is: -

- Status of first year results for all courses.
- Reconstitution of examination committee.
- Any other matter with the permission of the chair.

S. Salve

(Ms. Supriya Salve)
Chairperson



V. Mali

(Dr. Vasant P. Mali)
Principal

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Attendance Sheet

For the examination committee meeting held on 27th June, 2022.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
2	Ms. Supriya Salvee	
3	Ms. Heenal D. Wadhwa	
4	Mr. Rajesh Kumar Singh	
5	Ms. Smita Chawak	
6	Ms. Sharmila Karve	
7	Ms. Karuna Udhani	

(Ms. Supriya Salvee)
Chairperson



(Dr. Vasant P. Mali)
Principal



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28th June, 2022.


Minutes

The meeting of the examination committee was held on 27th June, 2022 at 12.00 pm in room no.1. The following members were present: -


- Dr. Vasant P. Mali.
- Ms. Supriya Salvee.
- Ms. Heenal D. Wadhwa.
- Mr. Rajesh Kumar Singh.
- Ms. Smita Chawak.
- Ms. Sharmila Karve.
- Ms. Karuna Udhani.

Ms. Supriya Salvee- Chairperson Examination committee welcomed all the members. The meeting started as per the agenda:-

- Chairperson Ms. Supriya Salvee informed all the members that results for all first year courses has been declared and mark sheets are also distributed for seeking admissions in second year.
- The matter regarding the reconstitution of the committee was discussed with all the members. After discussion, it was unanimously decided that Ms. Heenal Wadhwa be appointed as the Chairperson of the examination committee. Other members will continue as members of the committee. Ms. Karuna Udhani be appointed as a new member of the committee in place of Ms. Sophie Mathew as she had resigned from the college.
- The formation of other committees was also discussed in the meeting. After discussion it was decided to form the various committees after the recruitment of new staff members.
- Since, there was no matter the meeting ended with vote of thanks to all the members.


(Ms. Supriya Salvee)
Chairperson




(Dr. Vasant P. Mali)
Principal



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05th August, 2022.

NOTICE

The meeting of examination committee members is scheduled on 16th August, 2022 at 12.00pm in room no 1. The agenda for the meeting is: -

- Collection of syllabus completion report.
- Schedule of Internal class test.
- Schedule for ATKT examination.
- Any other matter with the permission of the chair.

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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Attendance Sheet

For the examination committee meeting held on 16th August, 2022.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
2	Ms. Heenal D. Wadhwa	
3	Mr. Rajesh Kumar Singh	
4	Ms. Smita Chawak	
5	Ms. Sharmila Karve	
6	Ms. Karuna Udhani	

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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29th August, 2022.

Minutes

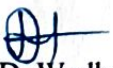
The meeting of the examination committee was held on 16th August, 2022 at 12.00 pm in room no.1. The following members were present: -

- Dr. Vasant P. Mali
- Ms. Heenal D. Wadhwa
- Mr. Rajeshkumar Singh
- Ms. Smita Chawak
- Ms. Sharmila Karve
- Ms. Karuna Udhani


Ms. Heenal Wadhwa – Chairperson Examination committee welcomed all the members of the committee. The meeting started as per the agenda: -

- All the departmental heads were directed to collect syllabus completion report from their staff members to enable them to plan the schedule for class test and external examinations
- The scheduled for the Internal Class Test was discussed with the committee members. After discussion, it was unanimously decided to start the class test for all the classes and courses in the last week of September.
- The schedule for ATKT examination was discussed by the members of examination committee. After discussion it was decided to start ATKT examination for semester II and semester IV in the first week of October. Accordingly, office will be directed to start the procedure for collection of forms of ATKT.

Since, there was no other matter, the meeting ended with vote of the meeting ended with vote of thanks to all the members by Ms. Smita Chawak.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal



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29th August, 2022.

NOTICE

The meeting of examination committee members is scheduled on 10th September, 2022 at 1.00pm in room no 1. The agenda for the meeting is: -

- Confirmation of minutes of last meeting.
- Arrangements for ATKT examination
- Arrangements for third year examination
- Schedule of external examination for first and second year courses.
- Any other matter with the permission of the chair.

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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Attendance Sheet

For the examination committee meeting held on 10th September, 2022.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
3	Ms. Heenal D. Wadhwa	
4	Mr. Rajesh Kumar Singh	
5	Ms. Smita Chawak	
6	Ms. Sharmila Karve	
7	Ms. Karuna Udhani	

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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11th September, 2022.

Minutes

The meeting of the examination committee was held on 10th September, 2022 at 1.00 pm in room no.1. The following members were present: -

- Dr. Vasant P. Mali.
- Ms. Supriya Salvee.
- Ms. Heenal D. Wadhwa.
- Mr. Rajesh Kumar Singh.
- Ms. Smita Chawak.
- Ms. Sharmila Karve.
- Ms. Karuna Udhani.


Ms. Heenal Wadhwa – Chairperson Examination committee welcomed all the members of the committee. The minutes of last meeting were read and confirmed by all the members of committee. The meeting started as per the agenda: -

- The list of students appearing for ATKT examination was provided by college office. After, going through the same, committee members were directed to prepare the time table, letters for setting of papers, supervision chart etc.
- The syllabus completion reports for all subjects were discussed in the meeting. It was decided to conduct the Internal Class Test in the last week of September. Accordingly all the members were asked to make necessary arrangements for the smooth conduct of the same.
- It was overheard by all the members that TYBCOM examination will commence after Diwali vacation. All the members were directed to wait for the notification from university for making the necessary arrangements.
- Regarding the examination for second year examination for all the courses it was decided to schedule the same from the second week of October and accordingly chairperson was asked to make the necessary arrangements. The schedule for first year examination for all courses was also discussed. After, discussion it was decided to schedule the same after Diwali vacation. Chairperson was asked by the Principal to prepare the time table and allot the duties amongst the staff members to enable them




to plan out the vacations accordingly. He also directed chairperson to conduct the re-examination on medical grounds as per the university norms, if any.

- Since, there was no matter the meeting ended with vote of thanks to all the members.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal




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21st October, 2022.


NOTICE

The meeting of examination committee members is scheduled on 7th November, 2022 at 12.00pm in room no 1. The agenda for the meeting is: -

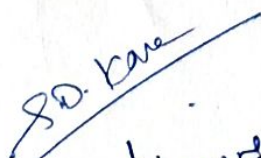

- Status of Assessment for all second-year courses.
- Moderation of assessed answer books.
- Finalization of results for second year courses.
- Allotment of duties for third year examinations.
- Guidelines to all third year students regarding examination.
- Any other matter with the permission of the chair.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal





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Attendance Sheet

For the examination committee meeting held on 7th November, 2022.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
3	Ms. Heenal D. Wadhwa	
4	Mr. Rajesh Kumar Singh	
5	Ms. Smita Chawak	
6	Ms. Sharmila Karve	
7	Ms. Karuna Udhani	

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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7th November, 2022.

Minutes

The meeting of the examination committee was held on 7th November, 2022 at 12.00 pm in room no.1. The following members were present: -


- Dr. Vasant P. Mali
- Ms. Heenal D. Wadhwa
- Mr. Rajeshkumar Singh
- Ms. Smita Chawak
- Ms. Sharmila Karve
- Ms. Karuna Udhani

Ms. Heenal Wadhwa – Chairperson examination committee welcomed all the members of the committee. Minutes of the last meeting were read and confirmed by all the members. The meeting started as per the agenda: -

- It was brought to the notice of all members that assessment for Management Accounting subject is not yet done. Principal directed chairperson to contact subject teacher and finalize the same at an earliest.
- Committee members were directed to contact and invite the moderators from the cluster colleges and forward the data to Mr. Sandeep Shah along with the copy of resolution if required.
- All the committee members were directed to finalize the results and declare the same within the prescribed time limit.
- Chairperson was asked by the Principal to make the necessary arrangements for third year examination.
- Principal directed Chairperson Ms. Heenal Wadhwa to guide the students as regards the details required to be filled on the answer sheet issued by University of Mumbai and resolve the queries of the students pertaining to examinations, if any.



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



(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal




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13th December, 2022.


NOTICE

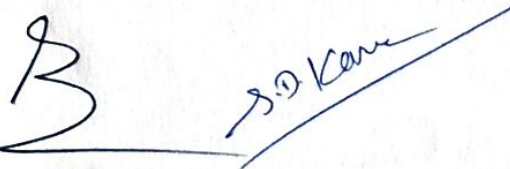

The meeting of examination committee members is scheduled on 24th December, 2022.
at 12.00pm in room no 1. The agenda for the meeting is: -

- Confirmation of minutes of last meeting.
- Status of result of all courses for first year.
- Reconstitution of examination committee.
- Any other matter with the permission of the chair.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal



Kaur



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Attendance Sheet

For the examination committee meeting held on 24th December, 2022.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
2	Ms. Heenal D. Wadhwa	
3	Mr. Rajesh Kumar Singh	
4	Ms. Smita Chawak	
5	Ms. Karuna Udhani	
6	Ms. Sharmila Karve	
7	Mr. Pushpak Deshpande	

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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24th December, 2022.

Minutes

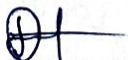
The meeting of the examination committee was held on 24th December, 2022 at 12.00 pm in room no.1. The following members were present: -

- Dr. Vasant P. Mali
- Ms. Heenal D. Wadhwa
- Mr. Rajeshkumar Singh
- Ms. Smita Chawak
- Ms. Karuna Udhani
- Ms. Sharmila Karve.
- Mr. Pushpak Deshpande.


Ms. Heenal Wadhwa – Chairperson examination committee welcomed all the members of the committee. The meeting started as per the agenda: -

- The minutes of the last meeting held on 7th November, 2022 was read by Chairperson Ms. Heenal D. Wadhwa and the same were confirmed by all committee members.
- Principal Dr. Vasant P. Mali inquired about the status of result for first year courses. He was informed by the committee members that the result is finalized and the same is forwarded to Mr. Sandeep Shah for printing of mark sheets.
- The status of the syllabus completed was inquired from the departmental heads. After discussion all the departmental heads were directed to collect syllabus completion report from their staff members.
- It was brought to the notice of all members by the principal that Ms. Smita Chawak had submitted her resignation letter. In her place Ms. Karuna Udhani will be appointed as Co-ordinator for BMS and BBI courses and Mr. Pushpak Deshpande will be appointed as a new examination committee member.

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


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal



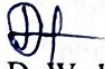
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10th January, 2023.


NOTICE

The meeting of examination committee members is scheduled on 21st January, 2023 at 12.00pm in room no 1. The agenda for the meeting is: -

- Confirmation of minutes of last meeting.
- Schedule of Internal class test.
- Schedule of ATKT examination.
- Collection of syllabus completion report.
- Scheduled of external examination for all second- and first-year courses.
- Any other matter with the permission of the chair.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal








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Attendance Sheet

For the examination committee meeting held on 21st January, 2023.

Sr. No	Name of the staff	Signature
1	Dr. Vasant P. Mali	
2	Ms. Heenal D. Wadhwa	
3	Mr. Rajesh Kumar Singh	
4	Ms. Karuna Udhani	
5	Ms. Sharmila Karve	
6	Mr. Pushpak Deshpande	

(Heenal D. Wadhwa)
Chairperson



(Dr. Vasant P. Mali)
Principal



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22nd January, 2023.

Minutes

The meeting of the examination committee was held on 21st January, 2023 at 12.00 pm in room no.1. The following members were present: -

- Dr. Vasant P. Mali
- Ms. Heenal D. Wadhwa
- Mr. Rajeshkumar Singh
- Ms. Karuna Udhani
- Ms. Sharmila Karve.
- Mr. Pushpak Deshpande.

Ms. Heenal Wadhwa – Chairperson examination committee welcomed all the members of the committee. The meeting started as per the agenda: -

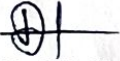
- The minutes of the last meeting held on 24th December, 2022 was read by Chairperson Ms. Heenal D. Wadhwa and the same were confirmed by all committee members.
- The scheduled for the Internal Class Test was discussed with the committee members. After discussion, it was unanimously decided to start the class test for all the classes and courses in the second week of February.
- The schedule for ATKT examination was discussed by the members of examination committee. After discussion it was decided to start ATKT examination for semester I and semester III in the last week of February. Accordingly, office will be directed to start the procedure for collection of forms of ATKT.
- The status of the syllabus completed was inquired from the departmental heads. After discussion all the departmental heads were directed to collect syllabus completion report from their staff members.
- After discussing the status of the syllabus completed, it was decided by all unanimously to start the second - year examination for all courses in the last week of March and first year courses from the second week of April. Committee members were asked to prepare the time table for the examination and circulate the same amongst the students.






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- Committee members also discussed the schedule of semester VI examination in the meeting. But no circular was yet received by the college office regarding the same. Principal asked committee members to wait for the notification to be issued by the University of Mumbai regarding the dates of commencement of the examinations. Since, there was no other matter, the meeting ended Ms. Karuna Udhani.


(Heenal D. Wadhwa)
Chairperson




(Dr. Vasant P. Mali)
Principal