

MINTUES OF EXAMINATION COMMITTEE MEETING

A meeting of the examination Committee of Smt. Maniben M P Shah Women's College of Arts & Commerce was held on 30/06/2016 at 11.30 am in the Principal's Chamber.

The following members were present:

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| 1. Mrs. Archana Patki | – Principal |
| 2. Mrs. Renuka Prajapati | – Arts Faculty Incharge & Exam Superintendent |
| 3. Dr. Kaveri Pal | – Commerce Faculty Incharge |
| 4. Mrs. Prabha Nair | – BMM Co-ordinator |
| 5. Mrs. Sujata Agarwal | – BMS Co-ordinator |
| 6. Ms. Radhika Soman | – Asso. Professor |
| 7. Dr. Anubha Mehta | – Asso. Professor |
| 8. Mrs. Shubhangi Kulkarni | – PG Co-ordinator |
| 9. Mrs. Ankita Desai | – Registrar |
| 10. Mr. Manohar Yadav | – Office Superintendent |

Leave of absence was granted to -

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| 1. Dr. Hina Shah | – Exam Incharge |
| 2. Dr. Seema Gosar | – Exam Incharge |

Agenda discussed: Finalizing the Dates for College and University Exams of Semester I, III & V

- Mrs. Archana Patki Welcomed & congratulated the previous committee for successful exam conducted in March – April 2016.
- 3rd week of August 2016 decided for Internal Exams for semester I,III & V.
- Project Submission date for all regular students is 9th September 2016.
- Internal Marks submission date decided as 20th October 2016.
- Tentative exam for Sem I Regular & ATKT will be in last week of October 2016.
- It was decided that one committee should work for all exams for that academic year.
- Mrs. Radhika Soman and Dr. Anubha Mehta appointed as University Exams Incharge for the Academic year 2016-17.
- Dr. Hina Shah & Dr. Seema Gosar appointed as college exam incharge for the academic year 2016-17.
- In last exam March 2016 minor grievance like students talking with each other, keeping mobile with them were caught but did not found any proof so their mobiles was deposited in exam control room and warning was given for not brining mobile in exam hall.
- Sem I & II black listed students were not permitted to appear their final exam.
- The meeting ended with thanks to the chair.

MINTUES OF EXAMINATION COMMITTEE MEETING

A meeting of the examination Committee of Smt. Maniben M P Shah Women's College of Arts & Commerce was held on 15/10/2016 at 11.30 am in the Principal's Chamber.

The following members were present:

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| 1. Dr. Leena Raje | - Principal |
| 2. Mrs. Archana Patki | - Vice Principal |
| 3. Mrs. Renuka Prajapati | - Arts Faculty Incharge |
| 4. Dr. Kaveri Pal | - Commerce Faculty Incharge |
| 5. Mrs. Prabha Nair | - BMM Co-ordinator |
| 6. Mrs. Sujata Agarwal | - BMS Co-ordinator |
| 7. Mr. Vasant Pansare | - Exam Incharge |
| 8. Dr. Hina Shah | - Exam Incharge |
| 9. Dr. Seema Gosar | - Exam Incharge |
| 10. Dr. Shubhangi Kulkarni | - PG Co-ordinator |
| 11. Mrs. Ankita Desai | - Registrar |
| 12. Mr. Manohar Yadav | - Office Superintendent |

Leave of absence was granted to – Nil

Agenda discussed: Pre and Post Preparation for Final Exam of Semester I, III , V & ATKT II ,IV & VI.

- The Principal welcomed all for the meeting .
- Sem I Regular & ATKT exam schedule was finalized as 15th to 21st October 2016.
- Faculty member will be requested to set their Papers and submit duly typed hard copy to Dr. Seema Gosar by 5th October 2016.
- It was decided that results for Sem I, Regular & ATKT should be declared within 45 days tentatively in first week of December 2016.
- Along with the Sem I result declaration notice to be put up regarding rechecking and reverification application to be filled by the students within the 7 days.
- University Exams starting from 9th November to 2nd December 2016 and ATKT Sem IV & VI 5th to 10th December 2016 accordingly pre preparation such as Seating Arrangement, Displaying Exam Rules on notice board, Hall Ticket Distribution etc. work distributing chart prepared.
- The meeting was then terminated with vote of thanks.

MINTUES OF EXAMINATION COMMITTEE MEETING

A meeting of the examination Committee of Smt. Maniben M P Shah Women's College of Arts & Commerce was held on 14/12/2016 at 11.30 am in the Principal's Chamber.

The following members were present:

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| 1. Dr. Leena Raje | – Principal |
| 2. Mrs. Archana Patki | – Vice Principal |
| 3. Mrs. Renuka Prajapati | – Arts Faculty Incharge |
| 4. Dr. Kaveri Pal | – Commerce Faculty Incharge |
| 5. Mrs. Prabha Nair | – BAMB Co-ordinator |
| 6. Mrs. Sujata Agarwal | – BMS Co-ordinator |
| 7. Mr. Vasant Pansare | - Exam Incharge |
| 8. Dr. Shubhangi Kulkarni | – PG Co-ordinator |
| 9. Mrs. Ankita Desai | – Registrar |
| 10. Mr. Manohar Yadav | – Office Superintendent |

Leave of absence was granted to – Nil

Agenda discussed: Finalizing the Dates for College and University Exams of Semester II, IV & VI.

- Mrs. Archana Patki welcomed and congratulated the previous committee for successful exam conducted in October 2016.
- Projects submission and Internal Exams tentative week given to Academic Calendar Committee will be 2nd week of February 2017.
- Tentative exam schedule for Sem II Regular and ATKT will be in 2nd week of March 2017.
- It was decided that one committee should work for all exams for that academic year.
- Result finalization meeting 3rd week of April 2017.
- Tentative result declaration date was decided as 25th April 2017.
- The meeting ended with thanks to the chair.

MINTUES OF EXAMINATION COMMITTEE MEETING

A meeting of the examination Committee of Smt. Maniben M P Shah Women's College of Arts & Commerce was held on 01/03/2017 at 11.30 am in the Principal's Chamber.

The following members were present:

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| 1. Dr. Leena Raje | - Principal |
| 2. Mrs. Archana Patki | - Vice Principal |
| 3. Mrs. Renuka Prajapati | - Arts Faculty Incharge |
| 4. Dr. Kaveri Pal | - Commerce Faculty Incharge |
| 5. Mrs. Prabha Nair | - BAMB Co-ordinator |
| 6. Mrs. Sujata Agarwal | - BMS Co-ordinator |
| 7. Mr. Vasant Pansare | - Exam Incharge |
| 8. Dr. Shubhangi Kulkarni | - PG Co-ordinator |
| 9. Mrs. Ankita Desai | - Registrar |
| 10. Mr. Manohar Yadav | - Office Superintendent |

Leave of absence was granted to – Nil

Agenda discussed: Pre and Post Preparation for Final Exam of Semester II , IV & VI.

and ATKT I, III , V

- The Principal suggested ATKT Exam for all Faculties should be conducted together and time table should be common for all exams.
- Sem II Regular & ATKT exam schedule was finalized as 20th to 25th March 2017.
- Faculty member will be requested to set their Papers and submit soft copy to office by 10th March 2017.
- It was decided that results for Sem II Regular & ATKT should be declared within 45 days the date was finalized as 26th April 2017.
- Along with the Sem II result declaration notice to be put up regarding rechecking and reverification application to be filled by the students within the 7 days.
- University Exams starting from 21st March to 11th April 2017 accordingly pre preparation such as Seating Arrangement, Displaying Exam Rules on notice board, Hall Ticket Distribution etc. work distributing chart prepared.
- The meeting was then terminated with vote of thanks.