

SEVA MANDAL EDUCATION SOCIETY'S
SMT. MANIBEN M. P. SHAH WOMEN'S COLLEGE OF ARTS & COMMERCE
(AUTONOMOUS)

Smt. Parmeshwari Devi Gordhandas Garodia Educational Complex
338, R.A. Kidwai Road, Matunga, Mumbai – 400 019
NAAC Re-Accredited

UGC Status: College with Potential for Excellence (2016–2021)
Adjudged 'Best College (2017–18)' by S.N.D.T. Women's University

Minutes of the Unfair Means Committee Meeting

Date: 18th December, 2024

Time: 10:30 a.m.

Venue: Examination Cell (Room No. 1, First Floor)

Agenda

1. To review and discuss the cases of students reported for adopting unfair means during the examination.
2. Any other matter pertaining to examinations.

Members Present

1. Mrs. Darshana Buch – Controller of Examinations (Chairperson)
2. Dr. Sarita Kasaralkar – Member
3. Ms. Shagufta Memon – Member
4. Ms. Rajani Kanojia – Member
5. Ms. Vedashree Bhagwat – Member

Mrs. Darshana Buch, Controller of Examinations, welcomed all the members of the Unfair Means Committee, the concerned students, and their parents. She explained the purpose of the meeting and emphasized the institution's commitment to maintaining academic integrity and fairness in the examination process.

Agenda Item No. 1

To review and discuss the cases of students reported for adopting unfair means during the examination

The Controller of Examinations presented the reported cases of unfair means caught during the examination. The Committee reviewed each case individually, and the following proceedings were carried out:

- Mrs. Darshana Buch interacted with the concerned students and their parents regarding the malpractice committed during the examination.
- The implicating material and other relevant evidence related to the reported malpractice were presented to the parents for understanding.
- The students and their parents were informed about the applicable examination rules and the consequences of adopting unfair means, including the ATKT in the concerned subject, as per the institutional examination regulations.

- The students and their parents were provided with an opportunity to present their explanations before the Committee.
- The students were counselled on the importance of academic honesty and ethical conduct and were advised not to indulge in such practices in future.

Any Other Matter

No other matter was taken up for discussion.

There being no further business, the meeting concluded with a vote of thanks to the Chair.