



Notification No. SSPU/unfair/2025/2287 Dated: 10/12/2025

Subject: Constitution of Unfair Means Committee for SSU SKILL CAT 2026-27

It is hereby notified for information to all concerned that, the **Unfair Means Committee (UMC)** for dealing with cases of malpractice/ unfair means observed or reported during the SSU SKILL CAT 2026-27 proctored examinations has been constituted.

This committee will ensure fairness, transparency, and integrity in the examination process and may invite any subject expert, proctor, or technical staff for clarification whenever required.

1. Composition of the Committee

The Unfair Means Committee shall comprise the following members:

Sr. No.	Name of the Member	Committee Designation
1	Dr. Rudresh Shirwaikar In Charge Director, School of Computer Science & Information Technology	Chairperson
2	Dr. Jayant Jagtap Prog. In Charge (B. Tech – AI & ML)	Member
3	Mr. Raghvan Santhanam Director, School of Ports, Terminal Management & Logistics	Member
4	Dr. Brijesh Singh In Charge Director, School of Sustainability Studies	Member
5	Dr. Sunita Nikam The Controller of Examinations	Member Secretary




Dr. Swati Mujumdar
Pro-Chancellor

Copy to

1. Executive Assistant to Pro-Chancellor: for information to Pro-Chancellor
2. Executive Assistant to Vice-Chancellor: for information to Vice-Chancellor
3. School Directors/Program Heads.
4. Head Admission.
5. All committee members.



Roles and Responsibilities

A. Pre-Examination

1. Ensure all proctors are briefed on malpractice rules and reporting procedures.
2. Review examination-related guidelines issued to students regarding unfair means.

B. During Examination

1. Oversee the functioning of proctors and ensure adherence to examination protocol.
2. Receive real-time reports (where applicable) from proctors regarding suspicious behaviour.
3. Ensure preservation of digital/visual evidence in case of online or hybrid examinations.

C. Post-Examination

1. **Scrutiny of Cases:** Examine all reported cases of suspected unfair means along with supporting documents, proctor reports, video recordings, screenshots, or written statements.
2. **Provide Opportunity to Student:** Issue notice to the concerned student(s) to present their explanation within a stipulated timeframe.
3. **Deliberation and Decision:**
 - o Evaluate evidence on record
 - o Conduct hearings as per requirement
 - o Decide the nature of offence and recommend suitable action
4. **Recommend Penalties:**
 - o Warning
 - o Cancellation of the SSU SKILL CAT
 - o Debarring from future examinations
5. **Submit a Report:** Prepare a detailed report of findings, decisions, and recommendations for approval of the Hon'ble Vice Chancellor.
6. Ensure confidentiality of proceedings and records.

3. Validity of the Committee

This Committee will remain constituted for the entire duration of the SSU SKILL CAT examinations until further orders.

4. Compliance

All proctors, invigilators, students, and administrative staff are instructed to comply with the decisions of the Unfair Means Committee. The decision of the Committee, once approved by the Competent Authority, shall be final and binding.

