02.03.2023

From,

Dr. P. Subhashini,
Plagiarism Committee,
Sree Balaji Medical College Hospital,
Chromepet, Chennai-44

To,

The Dean,
Sree Balaji Medical College Hospital,
Chromepet, Chennai-44

Respected Sir,

SUB: Permission to conduct Curriculum Committee Meeting – Reg.

Kindly permit to conduct the meeting for Plagiarism Committee Members on 10.03.2023 in MEU Room at 11am to discuss with the

AGENDA

- Detection/Reporting/Handling of Plagiarism
- Workflow for reconciliation of plagiarism reports
- Penalties

I request you to make arrangements to issue circular to all the Plagiarism Committee Members.

Thanking You

Yours Sincerely

SREE BALAJI MEDICAL COLLEGE AND HOSPITAL

Plagiarism committee - **Minutes of meeting**

10-03-2023

Date 10.03.2023

Time 11.00 am

AGENDA

- Detection Reporting Handling of Plagiarism
- Workflow for reconciliation of plagiarism reports
- Penalties

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to DEAN. Upon receipt of such a complaint or allegation, the DEAN shallinvestigate the matter and submit its recommendations to Ethical committee.

The authorities of the university can also take suo moto action of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the university based on findings of an examiner.

The workflow of the post plagiarism check was formulated

The penalties for each level of check was acknowledged

Convenor