

Criteria - I Curriculum Aspects

1.3 Curriculum Enrichment

1.3.2. Minutes of Faculty Meeting/ BOS/Academic Review Committee meeting and subsequent Academic Council Meeting.



SHRI DHARMASTHALA MANJUNATHESHWARA LAW COLLEGE
CENTRE FOR POST GRADUATE STUDIES & RESEARCH IN LAW
MANGALURU - 575003

AFFILIATED TO KARNATAKA STATE LAW UNIVERSITY, HUBBALLI
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Minutes of Faculty Meeting 2023 - 2024

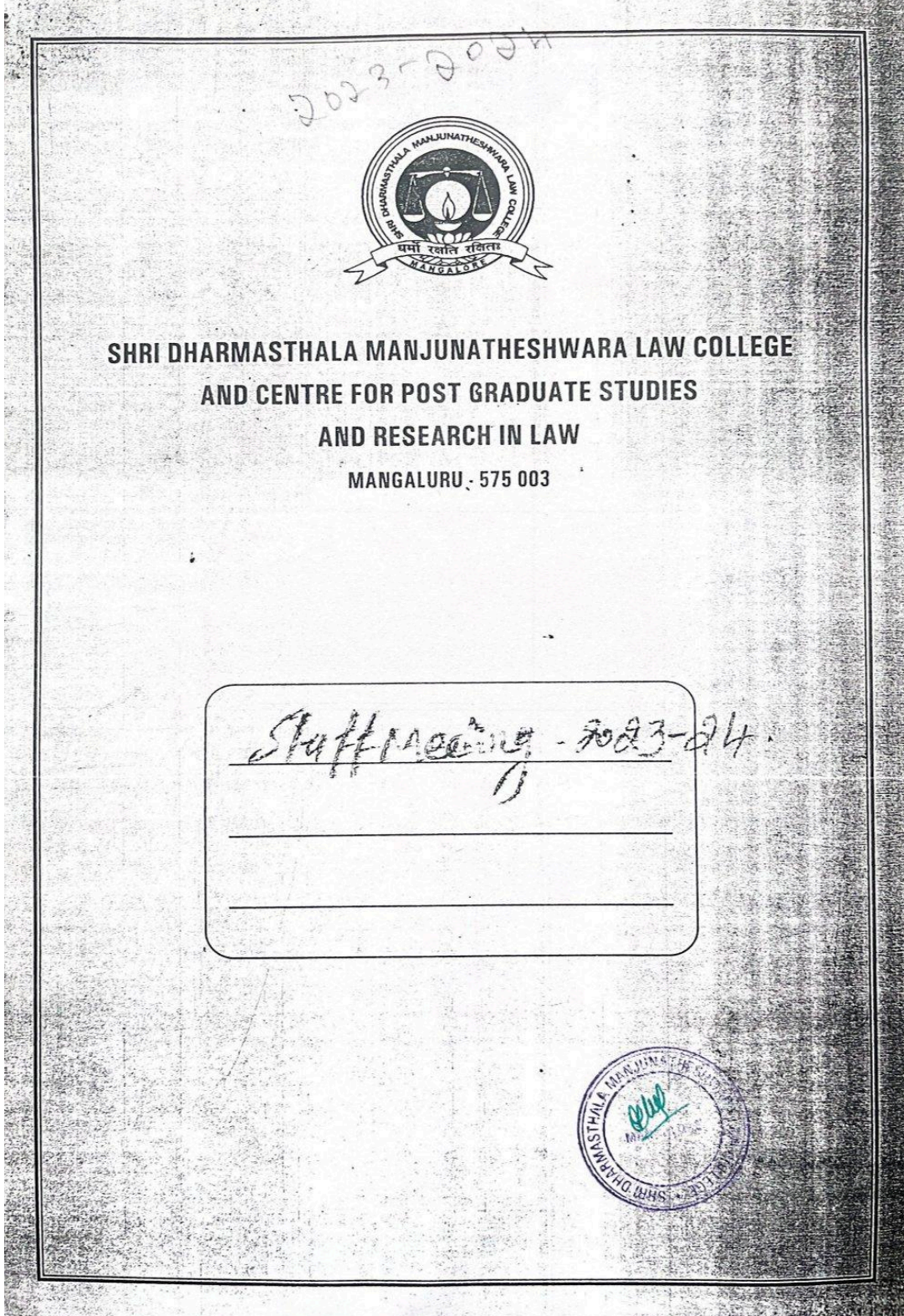


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Faculty Meetings 2023 - 2024





Action Taken

Principal Welcomed all the staff to the first staff meeting of Academic year 2023-24.

Matters discussed in meeting.

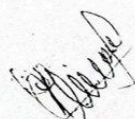
1. On 22nd Nov. 2023, our academic years-odd semester classes will commence.

NOTES: (a) Teaching must be the top priority and all the teachers should complete the syllabus on time.

(b) Distribution of assignment topics must be done at the earliest, so that students can collect relevant information and study materials in support to their concerned topics.

(c) For all first year classes - Teachers visiting their classes can teach them as to how to write project topics/ assignments and method of presentation. Let the assignment topics multi-disciplinary and elaborate one, - students can study beyond the syllabus.




PRINCIPAL



Action Taken

i) Year back students are applying for re-valuation and if they clear in it, they will become eligible to attend the classes. Attendance will be calculated from the date of joining to the class after they clear the results.

j) While conducting activities inside the classroom, teachers should monitor the
NOTES: same and it should not create disturbance to other classes.

k) Enter the class before prayer;

l) During re-admission, students are informed about strict following on uniform related matters. College uniform is mandatory to follow.

m) Faculty not to speak anything about other teachers in the classroom and need to maintain teacher-student distance.

n) If any misunderstanding b/w the faculty members, solve them mutually by outspeaking with concerned faculty only. (open mind)



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COMMITTEE / CELL Staff Meeting

Date of Meeting 08/12/2023 Time: 12:00

Members Present	Signature
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SRI MAHESHCHANDRA NAYAK		DR. BALIKA	
MRS. UJWALA		DR. SANTHOSHA KUMARA A	
MR. RAKSHITH B.V.		MRS. SHARIKA RAI	
MRS. DEEPA SALIAN		MRS. VINUTHA K	
MR. KARTHIK ANAND		DR. RAVINDRA RAJPUT	
MR. AMITH SM		MS. SUMA S. KOGILGERI	
MR. PUSHPARAJ		DR. SHUBHALAKSHMI P	
DR. RESHMA		DR. ANNAPOORNA SHET	
MRS. NELVITA C NORONHA		DR. CHANDRALEKHA V	
MR. ASHWIN		DR. DIMPAL MESTA	
MR. MOHAN KUMAR K		DR. ASHWINI P	
MS. KAVYA		DR. SHAHEEMA A S	
Shailesh. N		SRI. SANTHOSH KUMAR	
		MR. SHASHIPRASAD	

Resolution



PRINCIPAL



Action Taken

(d) Students should be imparted knowledge about internship diary and in their internship books, they must write about their study in a particular office. Only during vacation, students can take up internship.

(e) Awarding internal marks is another NOTES: matter to be noted. While awarding internals, motivate them to present assignment and submit. minimum 08 is required out of 20 to clear the paper in semester exam.

f) Class teachers must play a prominent role in relieving their stress and problems. Once in a week, teachers should interact with students on their personal problems.

g) Teachers should insist students to submit their photcopy of marks to the class teacher.

h) Various cells and Committees should present their proposed activities for this academic year. Let it be one or two in number.



[Signature]
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COMMITTEE / CELL

Date of Meeting Time :

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK	<i>Wayak</i>	DR. BALIKA	<i>[Signature]</i>
MRS. UJWALA	<i>[Signature]</i>	DR. SANTHOSHA KUMARA A	<i>[Signature]</i>
MR. RAKSHITH B.V.	<i>[Signature]</i>	MRS. SHARIKA RAI	<i>[Signature]</i>
MRS. DEEPA SALIAN	<i>AB</i>	MRS. VINUTHA K	<i>[Signature]</i>
MR. KARTHIK ANAND	<i>[Signature]</i>	DR. RAVINDRA RAJPUT	<i>[Signature]</i>
MR. AMITH	<i>[Signature]</i>	MS. SUMA S. KOGILGERI	<i>[Signature]</i>
MR. PUSHPARAJ	<i>[Signature]</i>	DR. SHUBHALAKSHMI P	<i>[Signature]</i>
DR. RESHMA		DR. ANNAPOORNA SHET	<i>[Signature]</i>
MRS. NELVITA C NORONHA	<i>[Signature]</i>	DR. CHANDRALEKHA V	<i>[Signature]</i>
MR. ASHWIN	<i>[Signature]</i>	DR. DIMPAL MESTA	<i>[Signature]</i>
		DR. ASHWINI P	<i>[Signature]</i>
		DR. SHAHEEMA A S	<i>[Signature]</i>
		SRI. SANTHOSH KUMAR	<i>[Signature]</i>
		MR. SHASHIPRASAD	<i>AB</i>

Resolution



[Signature]
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Action Taken

Principal welcomed all the staff to the meeting.

Discussions in the meeting are:-

a) Governor's visit to our college on 9th Dec 2023.
(Goa Governor).

NOTES:

→ Tomorrow journals and books are released.

→ To run the program in systematic manner; arrangements should be made.

→ on 23rd Dec - Alumni Meeting will be held and golden jubilee celebration-related message can be provided.

→ NAAC notice has come to college - on its expiry of duration of previous NAAC attachment.




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COMMITTEE / CELL Staff Meeting

Date of Meeting 01/01/2024 Time: 4: PM

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK		DR. BALIKA	
MRS. UJWALA		DR. SANTHOSHA KUMARA A	
MR. RAKSHITH B.V.		MRS. SHARIKA RAI	AB
MRS. DEEPA SALIAN		MRS. VINUTHA K	
MR. KARTHIK ANAND		DR. RAVINDRA RAJPUT	
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MR. MOHAN KUMAR K		DR. ASHWINI P	AB
MS. KAVYA		DR. SHAHEEMA A S	
		SRI. SANTHOSH KUMAR	
		MR. SHASHIPRASAD	AB

Agenda

Resolution



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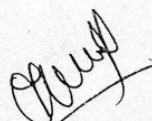
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Action Taken

Principal Welcomed all the staff to the meeting.

1. Internal examinations will be conducted from 23rd to 30th Jan 2024. unless otherwise university prescribes a date.
2. BCI required details are uploaded through online pattern successfully by 30th Dec 2023.
3. NOTES: NAAC uploading need to be done by March 2024. Teachers should complete their syllabus by 28th Feb 2024.
4. Document collection for the month of Sept 2023 to Dec 2023.




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COMMITTEE / CELL Staff Meeting

Date of Meeting 18/01/2024 Time: 4:20 PM

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK		DR. BALIKA	
MRS. UJWALA		DR. SANTHOSHA KUMARA A	
MR. RAKSHITH B.V.		MRS. SHARIKA RAI	
MRS. DEEPA SALIAN		MRS. VINUTHA K	
MR. KARTHIK ANAND		DR. RAVINDRA RAJPUT	
MR. AMITH S M		MS. SUMA S. KOGILGERI	
MR. PUSHPARAJ		DR. SHUBHALAKSHMI P	
DR. RESHMA		DR. ANNAPOORNA SHET	
MRS. NELVITA C NORONHA		DR. GHANDRALEKHA V	
MR. ASHWIN		DR. DIMPAL MESTA	
MR. MOHAN KUMAR K		DR. ASHWINI P	
MS. KAVYA		DR. SHAHEEMA A S	
		SRI. SANTHOSH KUMAR	
		MR. SHASHIPRASAD	

Agenda

Resolution



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Action Taken

Principal welcomed all the staff to the meeting.

Agenda -

PBSA - 2023 - submission and procedures.

Mr. Karthik Anand - Assistant Professor of Law
was explaining about filling of PBSA-2023 - methods
and procedures.

NOTES:

- > one activity should be used for one claim.
- > Activities conducted from Jan 2023 to Dec 2023
can be taken into account.
- > Specific documents with specific matter should be
uploaded (not to upload unconnected)
- > After submission HOD & a committee will
scrutinize the same.



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COMMITTEE / CELL *Staff Meeting*

Date of Meeting *24.01.2024* Time: *4:25 P.M.*

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK	<i>M. Nayak</i>	DR. BALIKA	<i>AB</i>
MRS. UJWALA	<i>AB</i>	DR. SANTHOSHA KUMARA A	<i>[Signature]</i>
MR. RAKSHITH B.V.	<i>AB</i>	MRS. SHARIKA RAI	<i>[Signature]</i>
MRS. DEEPA SALIAN	<i>AB</i>	MRS. VINUTHA K	<i>[Signature]</i>
MR. KARTHIK ANAND	<i>[Signature]</i>	DR. RAVINDRA RAJPUT	<i>[Signature]</i>
MR. AMITH S M	<i>[Signature]</i>	MS. SUMA S. KOGILGERI	<i>[Signature]</i>
MR. PUSHPARAJ	<i>[Signature]</i>	DR. SHUBHALAKSHMI P	<i>[Signature]</i>
DR. RESHMA	<i>AB</i>	DR. ANNAPOORNA SHET	<i>[Signature]</i>
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MR. MOHAN KUMAR K	<i>[Signature]</i>	DR. ASHWINI P	<i>[Signature]</i>
MS. KAVYA	<i>[Signature]</i>	DR. SHAHEEMA A S	<i>[Signature]</i>
		SRI. SANTHOSH KUMAR	<i>[Signature]</i>
		MR. SHASHIPRASAD	<i>[Signature]</i>

Resolution



[Signature]
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Action Taken

1. Principal welcomed all the staff to the meeting.

2. Agenda of the meeting :-

→ Celebrating Republic Day Celebration.

→ Kabaddi Competition Interclass.

There is need of presence of all the students for this Republic Day programme.

NOTES :

Programme agenda -

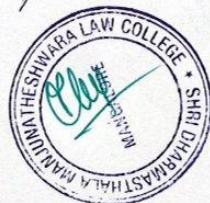
Justice V Karaga V. Jayagan - former Chief Justice Tharkhan High Court will be the chief guest.

Floral Tribute to M.K. Gandhi and Dr. B.R. Ambedkar's photograph will be organised.

Taking Preamble Pledge - is also one of the programme to be organised on Republic Day. It is done as per the KSLU guidelines.

Kabaddi - Interclass programme will be held in our college ground after the programme.

Question paper of internal examinations are




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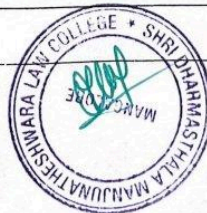
Action Taken

ready for scrutiny.

→ Examination - Internal exam - will be held on 29th Jan 2024.

→ Duty distributions has been done.

NOTES :




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COMMITTEE / CELL Staff meeting


Date of Meeting 03/09/2024 Time: 12.40 PM


Members Present	Signature
Members Absent	Signature

Agenda

Resolution






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Action Taken

- Principal welcomed all the staff to the meeting.
 - Canara Bank officials gave a brief on their new features available in their Bank.
 - Document collection was the main agenda of the meeting.
- NOTES:
- Internal examinations conducted as per K.S.L.U guideline successfully.
 - Individual score sheets must be prepared and kept for our reference in the college.
 - Consolidated score sheet should be prepared and submitted to the university.
 - AQAR report should be submitted with in 29th Feb 2024. (2021-22) & (22-23).
 - Classes should be conducted on regular basis in spite of holding various events.
 - Cleanliness of classrooms also the priority.




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COMMITTEE / CELL Meeting:

Date of Meeting: 23/02/2024 Time: 12.40 P.M.

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK		DR. BALIKA	
MRS. UJWALA		DR. SANTHOSHA KUMARA A	
MR. RAKSHITH B.V.	AB	MRS. SHARIKA RAI	
MRS. DEEPA SALIAN		MRS. VINUTHA K	
MR. KARTHIK ANAND		DR. RAVINDRA RAJPUT	AB
MR. AMITH SM		MS. SUMA S. KOGILGERI	
MR. PUSHPARAJ		DR. SHUBHALAKSHMI P	
DR. RESHMA		DR. ANNAPOORNA SHET	
MRS. NELVITA C NORONHA		DR. CHANDRALEKHA V	
MR. ASHWIN	AB	DR. DIMPAL MESTA	
MR. MOHAN KUMAR K		DR. ASHWINI P	
MS. KAVYA		DR. SHAHEEMA A S	
		SRI. SANTHOSH KUMAR	
		MR. SHASHIPRASAD	

Agenda

Absence with leave:
Mr. Rakshith B.V. -

Mr. Ashwin -

Dr. Ravindra K. Rajput -

Resolution



PRINCIPAL



Action Taken

→ Timetable adjustment so far done by Mr. Smith and henceforth continued by Mrs. Vijaya.

→ There are certain audits to take place like Academic audit, gender audit, AA, disability audit, etc.

→ LL.M viva-external-will be held on 15th Feb 2024.

NOTES :

→ We should strive to get 'A' grade from NAAC in the coming cycle.

→ Grace attendance should be looked into and not more than 5 for an event.

→ Lok Sabha election is approaching and we must take utmost care about any issue that might arise.

→ ISSN no. to our journal is on process and faculty can submit articles.

→ Faculty must register in movement diaries and punctual on their movements




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COMMITTEE / CELL Staff Meeting

Date of Meeting 22/02/24 Time: 4. PM.

SRI MAHESHCHANDRA NAYAK	<u>W Nayak</u>	DR. BALIKA	<u>W Nayak</u>
MRS. UJWALA	<u>official for</u>	DR. SANTHOSHA KUMARA A	<u>W Nayak</u>
MR. RAKSHITH B.V.	<u>W Nayak</u>	MRS. SHARIKA RAI	<u>W Nayak</u>
MRS. DEEPA SALIAN	<u>AB</u>	MRS. VINUTHA K	<u>W Nayak</u>
MR. KARTHIK ANAND	<u>W Nayak</u>	DR. RAVINDRA RAJPUT	<u>W Nayak</u>
MR. A'MITH S.M	<u>W Nayak</u>	MS. SUMA S. KOGILGERI	<u>W Nayak</u>
MR. PUSHPARAJ	<u>W Nayak</u>	DR. SHUBHALAKSHMI P	<u>W Nayak</u>
DR. RESHMA	<u>W Nayak</u>	DR. ANNAPOORNA SHET	<u>official for</u>
MRS. NELVITA C NORONHA	<u>AB</u>	DR. CHANDRALEKHA V	<u>W Nayak</u>
MR. ASHWIN	<u>W Nayak</u>	DR. DIMPAL MESTA	<u>W Nayak</u>
MR. MOHAN KUMAR K	<u>official for</u>	DR. ASHWINI P	<u>W Nayak</u>
MS. KAVYA	<u>W Nayak</u>	DR. SHAHEEMA A S	<u>W Nayak</u>
		SRI. SANTHOSH KUMAR	<u>W Nayak</u>
		MR. SHASHIPRASAD	

Agenda

Resolution



W Nayak
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Action Taken

Principal welcomed all the staff to the meeting

→ Yakshottava programme - 2023-24 will be held on 28th to 25th Feb. 2024.

→ Mr. Nareth Melligemader, Retired Prof. of Economics who has taken lot of interest in promoting the Yakshagana will be honoured & facilitated with respect.

→ Ranjith - office staff - promoted to higher cadre and to be honoured during the occasion.

→ There are many programmes conducted in college and photos of such programme should be submitted to Librarian Senthosh Kumar sir.

→ Yakshottava will be held for 3 days.

→ Dates are allotted to the faculty members.



[Signature]
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COMMITTEE / CELL Staff Meeting

Date of Meeting 06/03/2024

Time: 2. PM

Members Present		Signature	
SRI MAHESHCHANDRA NAYAK	<i>Manayak</i>	DR. BALIKA	AB
MRS. UJWALA	<i>UM</i>	DR. SANTHOSHA KUMARA A	<i>[Signature]</i>
MR. RAKSHITH B.V.	<i>Rakshith B.V.</i>	MRS. SHARIKA RAI	<i>[Signature]</i>
MRS. DEEPA SALIAN	AB	MRS. VINUTHA K	<i>[Signature]</i>
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MS. KAVYA	<i>[Signature]</i>	DR. SHAHEEMA A S	<i>[Signature]</i>
		SRI. SANTHOSH KUMAR	AB
		MR. SHASHIPRASAD	AB

Agenda

Resolution



[Signature]
PRINCIPAL



Action Taken

Principal Welcomed all the staff to the staff Meeting

→ Collection of documents for Feb. 2024.

→ NAAC Grade will expire on June 2024

→ Now we have to work on NAAC uploading

NOTES: for the 5 years - from 2018-19 till date.

→ AQAR reports are uploaded and now we have to upload all five year IIDA- and it in the need of the hour to present.

→ Accredited and non-Accredited status is found.

→ For future benefits, we need to go for Accredited Grade - Assessment should be made.

→ All of us should search the documents and must produce because there are certain documents are not submitted.

→ Five years biodata of faculty members should be submitted. Segregate all the documents with criteria Reports.



PRINCIPAL