

MILAGRES COLLEGE
KALLIANPUR – 576114, UDUPI DIST.

Department of Economics

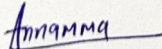
Action Plan - 2020-2021

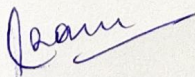
Odd Sem


- Guest lecture
- Taking Students for farm visit.
- Preparing and taking students for intercollegiate ECO-FEST
- Organizing a Quiz Competition for Economics students.

Even Sem

- Guest lecture
- Taking Students for Field Visit.
- Preparing and taking students for intercollegiate ECO-FEST
- Organizing a debate competition on current economic affair.


Mrs. Annamma
HOD


Dr. Jayaram Shettigar
IQAC Coordinator


Dr. Vincent Alva
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

MILAGRES COLLEGE
KALLIANPUR – 576114, UDUPI DIST.

Faculty of Humanities

Action Plan for 2020-21

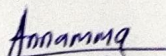
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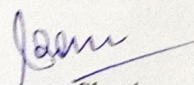
Odd Sem

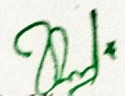
- Arranging an orientation program for all the first year B.A students
- Inauguration of Humanities Association.
- Guest lecture -each department
- Farm visit.
- Educational tour
- Maintenance of Milagrian Museum

Even Sem

- Guest lecture -each department
- Charity visit, Industrial visit
- Endowment Lecture.
- Monument Protection
- Maintenance of Milagrian Museum


Mrs. Annamma
HOD


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IQAC Coordinator


Dr. Vincent Alva
Principal
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

Dept of Mathematics

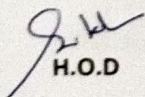
ACTION PLAN FOR THE YEAR 2020 -2021

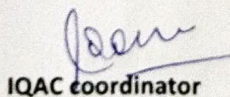
(Odd sem)(June- Nov)

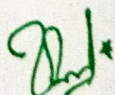
1. Bridge course
- ii) Periodic tests
- iii) Remedial classes for slow learners
- iv) Guidance for advance learners
- v) Guest lectures
- vi) class room seminars and seminar competition
- vii) competitions
- viii) Model test
- ix)Science association activities

(Even sem) (Jan - May)

- 1) Periodic tests
- ii) Remedial classes for slow learners
- iii) Guidance for advance learners
- iv) class room seminars by students
- v) science competitions
- vi) Science association activities
- vii) Fr Dcruz Memorial seminar competitions
- viii) Model test


H.O.D


IQAC coordinator


Principal
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

Milagres College Kallianpur

Department of History

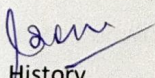
Action Plan - 2020-21

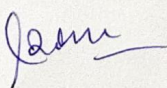
Odd Sem

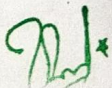
1. Orientation Programme for the first year BA
2. Bridge Course for first semester students
3. Remedial Coaching for slow learners
4. Extra Guidance for Advanced Learners
5. Endowment Lecture
6. students participation in for various competitions in the college
7. students participation in University and state level events
8. Maintenance of Milagrian Museum
9. Educational tour

Even Sem

1. Remedial Coaching for slow learners
2. Extra Guidance for Advanced Learners
3. Guest Lecture
4. students participation in for various competitions in the college
5. students participation in University and state level events
6. Maintenance of Milagrian Museum
7. Educational tour
8. Monument Protection Programme


H.O.D. History


IQAC Coordinator


Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

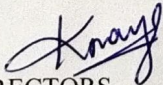
MILAGRES COLLEGE, KALLIANPUR – 576114
STUDENTS' WELFARE COUNCIL
Action Plan for the year 2020-2021

Directors: 1.Prof. Chandrika, Dept. of English
2. Prof. Karthik Nayak Dept. of Commerce

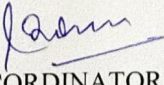
Office Bearers :

PRESIDENT : KAJAL SUVARNA, III BCA
VICE-PRESIDENT I : STEPHAN A, III BA
VICE-PRESIDENT II : SAMAN, III BCOM B
GENERAL SECRETARY : ADITHYA PAI, III B.SC.
JOINT SECRETARY : JUWAIIRIYA III B.COM. 'A'
SPORTS SECRETARY : NITHESH KUMAR, III B.COM. 'B'
: PRIYANKA, III B.COM. 'A'
CULTURAL SECRETARY : VAISHAK , III B.COM. 'B'

ACTIVITIES	CHIEF GUEST/RESOURCE PERSON	DATE
1. Orientation program		Oct. 2020
2. Investiture Ceremony		Dec. 2020
8. Farewell to Prof. Joseph Peter Fernandez		Dec.2020
3. Talents' Day		Jan. 2021
4. Republic Day		Jan. 2021
5. Value Education Seminar/ Retreat		May 2021
6. D. J. D'Souza Elocution Competition		June 2021
7. College Day		Aug. 2021
8. Traditional Day		Sep. 2021
9. Prathibha Puraskara/		Sep. 2021
Best outgoing student award		


DIRECTORS

(Mrs.Chandrika
Mr. Karthik Nayak)


IQAC CORDINATOR

(Dr. Jayaram Shettigar)

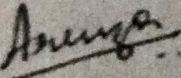

PRINCIPAL

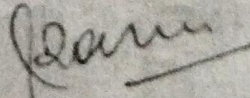
(Dr. Vincent Alva)
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

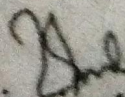
Physics Department

Action Plan 2020-21

1. Bridge Course for first semester students
2. One Guest Lecture programme in the month of July 2020
3. Inter-Class Essay Competition – In the month of July 2020
4. Remedial Coaching for slow learners
5. Extra Guidance for Advanced Learners
6. Active participation in the programmes of Science department
7. Project Work for all three classes
8. Sending B.Sc. students for various competitions
9. One Guest Lecture programme in the month of January 2021
10. Study Tour for III B.Sc. students in March 2021


D. of Physics


IQAC Co-Ordinator


Principal
Principal
Milagres College Kallianpur-576
Udupi Dt., Karnataka

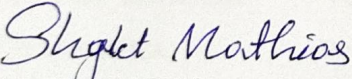
Milagres College
Kallianpur-576114, Udupi District

Department of Commerce

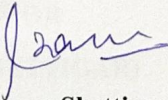
Action Plan for 2021-22

Following is the Action Plan for the Academic Year 2021-22.

- Arranging an Orientation Program for all the first year students of B.Com degree course to give them an understanding of NEP and the university system of education.
- Organising one Faculty Development Program
- Two Certificate Courses-
 - 1) Basic Accountancy for non-commerce students(I Term)
 - 2) GST with Tally for commerce students (II Term)
- Project work for B.Com students
- Paper publication by the staff members
- Organising educational/study tours for students of Final year B.Com degree course.


Mrs. Shylet Mathias

HOD


Dr. Jayaram Shettigar

IQAC Coordinator


Dr. Vincent Alva

Principal
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

MILAGRES COLLEGE, KALLIANPUR – 576114

DEPARTMENT OF ENGLISH

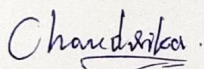
Action Plan for I, III & V SEMESTER 2020-2021

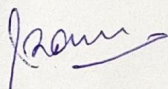
ACTIVITIES


1. TWO DAY NATIONAL WEBINAR
2. TUNE A POEM
3. STORY NARRATION
4. VINE VIDEO/ NATURE THOUGHTS
2. GUEST LECTURE

DATE

DECEMBER 2020
JANUARY 2021
FEBRUARY 2021
MARCH 2021
MARCH 2021


DEPT OF ENGLISH
(CHANDRIKA)


IQAC CORDINATOR
(Dr JAYARAM SHETTIGAR)


PRINCIPAL
(Dr VINCENT ALVA)
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

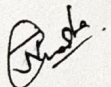
Milagres College, Kallianpur
Department of Computer Science
Action Plan for the year 2020 – 2021

Odd Semester

1. Inauguration of IT Club.
2. Two Webinars on Technical Topics.
3. Mini Project for 5th semester students
4. IT club competitions.
 - a. Essay
 - b. Online Quiz

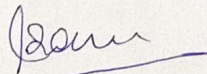
Even Semester

1. A Webinar on Technical Topic.
2. Seminars by students.
3. IT Club competitions.
 - a. PPT
 - b. Web Page Design
4. Valedictory program of IT club.



HOD,

Department of Computer Science.



IQAC Coordinator



Principal

Milagres College, Kallianpur-576114
Academic calendar - 2020-21

Date/Month	Events
27.06.2020	Inauguration of Solar Energy System
02.07.2020	Webinar on Career Opportunities by Career Guidance Cell
15 th July 2020 to 31 st July 2020	Faculty Development Programme organized by Commerce Department
04.07.2020 to 11.07.2020	National Level Online Faculty Development Programme organized by Department of English
15.08.2020	Independence Day Celebration
04.09.2020	Fit India Rally
05.09.2020	Teachers Day Celebration
02.10.2020	Gandhi Jayanthi Programme organized by NSS Unit
12.10.2020 to 17.10.2020	Online PTA Meet
23.10.2020.	Farewell Programme to the Correspondent
27.10.2020	Vigilance Awareness Programme
10.11.2020	Welcome programme to the new Correspondent
16.11.2020	Diwali Celebrations

Principal

Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

27.11.2020	Faculty Development Programme on Use of Social Media
07.12.2020 to 11.12.2020	Online Faculty Development Programme was organized by Commerce Department
11.12.2020	Skill Development Programme organized by Career Guidance Cell
15.12.2020	Cyber Crime Awareness Programme organized by NSS Unit
24.12.2020	Christhmas Celebration
31.12.2020	Farewell Programme of Prof Joseph Peter Fernandes
16.01.2021	Mime Show by Fine arts Club and NSS Volunteers
16.01.2021	Webinar on the Topic “ Youth and Employment Openings in the Context of Pandemic” by Dept. of Economics
25.01.2021	Airplane & Flying Programme by IQAC
25.01.2021	National Voters Day by NSS Volunteers
26.01.2021	Republic Day Celebration
26.01.2021	Fine Arts Programme
30.01.2021	SWC Inauguration
02.02.2021	Fine Arts Club Workshop “Aharya” on Music, Dance, Art and Acting inaugurated
04.02.2021	Blood Donation Camp organized by NSS Unit

Principal

**Milagres College Kallianpur-576 114
Udupi Dt., Karnataka**

07.02.2021	One Day Camp organized by NSS Unit
11.02.2021	Inauguration of Commerce Association
13.02.2021	Stress Interview Training by Commerce Association
24.02.2021	School Adoption Programme by NSS Unit
25.02.2021	Programme on "Insurance Policies" by Craeer Guidance Cell
25.02.2021	Literary Association Inauguration
27.02.2021	Talents Day Programme 27.02.2021
02.03.2021	AICUF Inauguration
06.03.2021	Traditional Day Programme
08.03.2021	Women's Day Celebration
09.03.2021	Food Fest by Commerce Association
10.03.2021	Digging of open well in the college ground
12.03.2021 and 13.03.2021	Sports Day
15.03.2021 to 20.03.2021	Soft skills Training programme by Career Guidance Cell
15.03.2021	Business Development Training programme by NSS Volunteers
16.03.2021	One Day Camp by NSS Unit
17.03.2021	Youth Empowerment programme by NSS Unit

Principal

Milagres College Kallianpur-576 114
Udupi Dt., Karnataka



MILAGRES COLLEGE
KALLIANPUR-576 114, UDUPI



STUDENT HAND BOOK
2020-21

PRAYER

Lord, teach me to be generous,
To serve You as You deserve,
To give and not to count the cost,
To fight and not to heed the wounds,
To toil and not to ask for rest,
To labour and to seek for no reward,
Save that of knowing that I do Your will, O Lord.

THE COLLEGE CREST

The meaningful emblem of Milagres College, Kallianpur, bear **“Stella Duce”** (Latin), **“Led by the Star”** as its **Motto**.

It depicts **“Stella Maris”**, the **“Star of the Sea”**,
as the Star that guides the institution (boat),
on its educational voyage in the sea of life.

The Star is none other than its Patroness, the Immaculate Mother Mary, the Mother of Miracles (Milagres) who bloomed as the **“tainted nature’s solitary boast”** (Wordsworth)
like a lotus blooming from the quagmire.

She offered to the world her divine Son, Jesus Christ,
as the Light of the World who led the world from
the darkness of ignorance to the light of knowledge
by His redemptive death on the cross.

Name :

Class : Roll No. :



MILAGRES COLLEGE **KALLIANPUR - 576 114**

ABOUT US

Modern Education in Dakshina Kannada/Udupi districts as in many other parts of the world owes its beginning to Christian Missionaries. The history of the past twenty centuries shows that monasteries/Churches and convents have been the centres of education by service of humanity, chiefly through the forming of young minds and the promotion of justice and development and promotion of Historic and scientific research in a rural area. In the 1950s, the immediate Post-independence era of India, education was a luxury and reserved only for the elite. The situation was similar to coastal Karnataka. Fewer schools were run by the government, which too catered to a higher section of the people. At this critical time juncture quite a few visionaries, philanthropists, missionaries sacrificed their lives with the prime motive of enlightening and forming the young brains through quality education so that education is affordable by every marginalized, weak and needy student who dreamt but couldn't step into school.

To add to this, Bishop V.R. Fernandes of Mangalore Diocese founded the Catholic Board of Education (CBE) in the year 1932. The schools of Church Management of Mangalore and Udupi are of Mangalore Diocese came under the management of the Catholic Board of Education. The Board was registered in 1956, under the Societies Registration Act. Marching ahead in the same direction, in June 1967 at Kallianpur Milagres College was established to provide collegiate education to deserving and needy students of the vicinity. Today, Milagres College stands tall in the area for imparting quality education to all. To add to its feather, the College has completed 50 years and marching ahead with innovations but keeping alive

the vision of founders. Bifurcating from the Mangalore Diocese, a New Udupi Diocese was established on 16th July 2012. By the virtue of new diocese a Catholic Educational Society, Udupi (CESU) came into effect and Milagres College, Kallianpura became part of it.

Milagres College, Kallianpura was started mainly for the Catholic community but has opened its doors to all without discrimination of caste or creed, at the same time maintained their Christian identity, minority character, their aims and objectives.

A WORD OF WELCOME

Welcome to the Milagres College family. You are a member of the family of rich tradition, which has, over the years, trained thousands of young men and women, preparing them for life and presenting them to the nation. We feel happy to serve you. We believe that a student grows in a healthy environment. Our task is to create an environment where you can build an integral personality with an all-round development of intellectual, physical, moral, spiritual and social faculties. By making that best use of the opportunities provided, you can find the education imparted here, a meaningful one.

The student's handbook gives you useful guidelines in your search for knowledge and excellence. The handbook also lays bare expectations and rules of the college. It will help you to walk the right path.

MOTTO of the Milagres College
STELLA DUCE
'GUIDED BY THE STAR'

VISION STATEMENT

Our Vision is to transform youth into responsible citizens and competent professionals through quality education and research.

MISSION STATEMENT

Recognizing that each student is an individual who is capable of creating his/her own future, this college strives to provide holistic and transformative education and formation, by organizing interactive, inter-disciplinary and multi-cultural academic sessions with a view to equip them especially those who belong to the marginalized disadvantaged sections of the society with skills to face challenges with openness, enthusiasm and vigour in a learning environment.

GOALS

- To create conditions in which less fortunate rural students are encouraged to join college and professional education;
- To produce the most competent and skilled human resources in diverse fields to meet the ever-changing needs and challenges of society;
- To maintain excellent educational environment by equipping the students with up-to-date domain knowledge, analytical and practical skills, critical and creative thinking; creative and innovative approach to work; experiential learning, and case study analysis.
- To promote interdisciplinary and multidisciplinary approaches in planning and designing curriculum across various departments.
- To nurture self-reliance through development of entrepreneurship and initiating start-up culture among students.
- To practice and promote an eco-system to nurture ethical, human and spiritual values.

CORE VALUES

- Discipline ● Competency ● Creativity ● Excellenc
- Respect ● Integrity ● Ethics

THE MANAGEMENT:

- ▶ **Most Rev. Dr Gerald Isaac Lobo**
The Bishop, Diocese of Udupi : President
- ▶ **V. Rev. Msgr Baptist Menezes**
Vicar General, Diocese of Udupi : Vice-president
- ▶ **Rev. Fr Vincent Crasta** : Secretary-CESU
- ▶ **V. Rev. Fr Valerian Mendonca** : Correspondent/
Joint Secretary
- ▶ **Dr Vincent Alva** : Principal
- ▶ **Mr Jeoffry Dias** : Member
- ▶ **Mr Owen Rodrigues** : Member
- ▶ **Dr Gerald Pinto** : Member
- ▶ **Mrs Hilda Rodrigues** : Member
- ▶ **Rev. Fr (Dr) Prakash Anil Castelino** : Staff Member

STAFF

PRINCIPAL:

Dr Vincent Alva, M.A., Ph. D

DEANS:

Dr Jayaram Shettigar	: Faculty of Humanities
Dr Surekha Bhat	: Faculty of Science/BCA
Mrs Shylet Mathias	: Faculty of Commerce
Mrs Sophia Dias	: Faculty of Languages

FACULTY OF LANGUAGES

English:

Dr Vincent Alva , M. A., Ph. D	: Associate Professor
Mrs Chandrika, MA	: Asst Professor
Miss Rosalia Cardoza, MA	: Asst Professor
Mr Ceazer Gonsalves, MA, B.Ed.	: Asst Professor

Kannada:

Mrs Harinakshi M.D., M.A., M. Phil. (HOD)	: Lecturer
Mr Nithyananda Shetty M. A., M. Phil.	: Lecturer
Mr Nagesh, M. A.	: P/T Lecturer

Hindi:

Mrs Sophia Dias, M. A., Hindi Ratna (HOD) : **Associate Professor**

Mrs Anupama M. Jogi, M. A., B.Ed. : Lecturer

Dr Nazira Anwar, M. A., Ph. D : P/T Lecturer

FACULTY OF ARTS

History:

Dr Jayaram Shettigar (HOD) : **Associate Professor**

M. A., M. Phil. SLET, Ph.D

Mrs Reshma, M. A., B. Ed : Asst Professor

Mr Anil Kumar Rai P. M.A., PGDCA : P/T Lecturer

Economics:

Mrs Annamma, (HOD) M. A., PGDCA, SLET : **Associate Professor**

Mrs Poornima G A, M. A., SLET. : Asst Professor

FACULTY OF COMMERCE

Mrs Shylet Mathias, M. Com., SLET (HOD) : **Associate Professor**

Mrs Clara Menezes, M. Com, SLET : Asst Professor

Mrs Radhika Patkar, M. Com, MBA : Asst Professor

Mr Karthik Nayak, M. Com : Asst Professor

Mr Pradeep J Moras, M. Com : Asst Professor

Mrs Chaithra, M. Com : Asst Professor

Mr Bernard Sheldon D'Souza, M Com : Asst Professor

Mr Melson D'Souza, M. Com : Asst Professor

Mrs Kusuma Macwan M.Com, PGDHRM : Asst Professor

FACULTY OF SCIENCE

Physics:

Ms Arenza Karen Sequeira, M Sc. NET (HOD): **Asst Professor**

Mrs Chaitra U, M Sc. : Asst Professor

Dr Gerald Pinto, M.Sc, Ph.D : Associate Professor
(Emeritus)

Chemistry:

Prof. Joseph P Fernandes, M.Sc. (HOD) : **Associate Professor**

Fr (Dr) Prakash Anil Castelino, M. Sc, Ph.D: Asst Professor

Ms Loyleeta D'Souza M.Sc, K-SET : Asst Professor

Mathematics:

Dr Surekha Bhat, M Sc., Ph. D (HOD) : **Associate Professor**
 Mrs Sindhura Rao, M. Sc. : Asst Professor

BCA:

Ms Nisha Crasta, MCA (HOD) : **Asst Lecturer**
 Mrs Wilma Cornelio, MCA : Asst Professor
 Mrs Jayalakshmi K., MCA : Asst Professor
 Mr Arul N, MCA : Asst Professor

DEPARTMENT OF PHYSICAL EDUCATION:

Mr Nikil Rahul D'Souza, M. P.Ed, K-SET : **Physical Education Director**

ADMINISTRATIVE STAFF:

Mrs Amritha Lewis, B. Com, M A, B.Ed : Office-in-charge
 Mr Anil Paul D'Souza, B Com., : Accountant
 Mrs Sweeny Picardo, B. Sc., : S. D. A.
 Mrs Dulari, B. Com., PGDCA : S. D. A.
 Mrs Savitha, B. A. : Typist/Clerk
 Mr Raymond D'Souza : Attender
 Mr Prabhakara K. : Attender
 Mr Pius Frank : Peon Group 'D'
 Mr Xavier Fernandes : Peon Group 'D'
 Mr Gopikrishna Badya : Peon Group 'D'
 Mrs Vijaya Shetty : Group 'D'
 Mrs Anupama : Group 'D'
 Mr Ganesh : Night Watchman

LABORATORY STAFF:

Mr Dinakara Poojary, M. A. : Attender
 Mr Akhil : Attender
 Mr Ankith V. Moily : System Admin

LIBRARY AND INFORMATION:

Mrs Rekha U. : **Librarian**
 M. Lib.S, M. A. (Eng), M. Phil, KSET, DCA
 Ms Anusha, B. Lib : Library Assistant

PUBLIC RELATIONS OFFICER:

Mr Ravinandan S. T. M.B.A.

RECEPTIONIST:

Ms Melvita D'Souza, B. Com.

**RULES AND REGULATIONS FOR ADMISSION**

1. The candidate seeking admission to College for UG courses must have passed XII Standard examination and has a requisite qualification. The College admission is open to all students irrespective of caste and creed. Seats are reserved for SC/ST etc. as per Government rules.
2. No pupil shall be admitted except on application in the prescribed form duly signed by the student and his /her parent or guardian. Such forms are to be obtained from the college office. After filling and submission of applications, Admissions are based on marks obtained by the candidate in the qualifying examination, their conduct and performance in the interview.
3. Admissions are made on the clear understanding that those who are admitted cheerfully abide by the rules and regulations of the College.
4. Admission to UG courses is for one academic year. Students will be admitted to the next higher class (in subsequent academic years) based on a fresh application for admission to that class taking into account their progress, conduct and behaviour during the year in the college.
5. All admissions to UG courses are provisional, subject to the approval of Regulations laid down by Mangalore University Regulations.
6. Once provisionally admitted, a student is required to submit the following certificates to the college office without any fail.

- a) Transfer Certificate from the institution last attended/ studied.
 - b) Photo Copy of SSLC marks card/PU marks card.
 - c) Conduct certificate from the institution last attended/studied.
 - d) Migration Certificate and eligibility certificate
(in case of students outside the state of Karnataka)
 - e) Income declaration certificate
(in case of students seeking fee concession).
 - f) Caste Certificate
 - g) Copy of Aadhar Card
 - h) Copy of Bank Pass Book (if required).
7. A student who withdraws after completing his/her admission will forfeit any claim to the fee paid by him/her.
8. The Working day is divided as follows.
- Monday to Friday : Morning: 9:30 a. m. to 12:30 p. m.
- Lunch break : 12:30 p. m. to 1:30 p. m.
- Afternoon : 1:30 p. m. to 4:30 p. m.
- Saturday : 9:30 a. m. and 12:30 p. m.
9. Students are discouraged to loiter about in the premises of the College during class/working hours. Leisure hours must be spent in the library in quiet study or in reading Newspapers/Magazines or participating in activities organized in the College. All the movements in the College should conform to the standard of academic decorum and dignity.
10. After the first bell, the students shall assemble in their respective or assigned classrooms and silently wait for the lecturer. When the Lecturer enters the classroom students shall rise and remain standing till they are asked to sit.
11. Marking of attendance may commence after the

students take their seats. On the stroke of the third bell in the forenoon, there will be a common prayer and thereafter the classes will commence. When attendance is called out by the Lecturer either by the student's name or by roll number, each student must rise from his/her seat and respond to his/her name. Proxies will be seriously dealt with.

12. No student is allowed to enter or leave the classroom during a lecture without the permission or under express order from the Principal or the Lecturer. Students shall leave the classes when they are asked to do so by the lecturers. Failure to obey the order will be dealt with seriously.
13. The students shall be seated in the classrooms as per the instructions of the Class Teachers. Whenever Lecturer is on leave, the students or respective class are requested to engage those classes by requesting other teachers. In cases of not having classes, students are requested to move to the Library and spend time qualitatively.
14. When prayers are recited, respect to the nation is paid, all must stand and pray devoutly.
15. The Ladies shall proceed to their respective classrooms only after the first bell both in the morning and afternoon and not earlier.
16. Parents or guardians, relatives or friends of the students will not be allowed to meet students when the classes are on. In cases of emergency, they may meet the Principal to seek permission for their visit. Granting permission or not lies solely in the hands of the Principal.

General Rules and Guidelines and Discipline

1. The College lays the utmost stress on the formation of sound character and any flouting of the same will be taken serious note of.

2. Though the College is not responsible for the conduct of its students outside its premises, the Principal will take cognizance of any serious misconduct of its students outside which is likely to reflect upon the reputation of the College and take such action against the wrongdoer as it deems fit and proper.
3. Books, magazines, newspapers etc. which are not approved by the Principal or those which cause damage to the society are prohibited in the College Campus in any of the forms.
4. The use of Drugs/tobacco products, chewing gum, Liquor (alcohol) in any form is forbidden in the premises of the College. If found, action will be taken against defaulters. Selling Tobacco products/drugs/liquor around the college campus or encouraging others to do the same is punishable by law.
5. Without the permission of the Principal, the student shall not join any club, society, or fix any engagement that may interfere with their regular studies.
6. Students of the College are not allowed to play in any team against the College team.
7. Students are expected to refrain from any participation in political activity or public movement against the law. Moreover, they shall not encourage any minors to follow them in such kind of activities. They are also forbidden to participate in any public movement without the permission of the Principal.
8. In academic matters, the rules and regulations framed by the Principal and the College Council from time to time shall have to be strictly adhered to by all students of the College.
9. Tests and Examinations must be taken compulsory by every student in all seriousness. It is the direct responsibility of the students to verify the marks entered in their Academic Records.

10. Students are bound to take care of the facilities at their disposal. Willful damages of the property of the College books, furniture, water and electrical installations etc. will have to be paid for. Such loss/damage will have to be made good by the student concerned or by all the students of the class concerned as the case may be. The decision of the Principal is final in these matters.
11. Students shall not invite any outsider to the College function without prior permission of the Principal.
12. Students living in Hostels, Paying Guests or living outside their homes must inform the Principal and give him their postal address.
13. The Principal reserves the right to terminate any student from the College after holding an enquiry and in consultation with the persons concerned.
14. Letters addressed to the students of the College are subject to the scrutiny of the Principal.
15. No meeting, get-together or party should be arranged/held in the College premises without the approval of the Principal.
16. Students are expected to greet the Principal and members of the staff whenever they meet them.
17. While the students are always welcome to approach the Principal, they shall not, however, enter the Principal's chamber without permission.
18. Dress Code: Uniform is compulsory on College days unless and otherwise officially notified to the students by the Principal. Modest dress is expected of every student in the College campus for all the occasions and College functions.
19. Students' Welfare Council: There will be no elections to the Students' Welfare Council. The members and the office bearers of the council will be nominated with consent-based on academic merit only.

20. Students are not permitted to get and use mobile phones inside the campus. Electronic, Communication, Entertainment gadgets etc. are prohibited without the permission of the concerned sanctioning authority. Stern action (fine, suspension etc.) will be taken if any student is found using these gadgets on the college campus. Mobile phones which are confiscated will not be returned.
21. Without the Permission of the concerned authority, Students are not allowed to get two-wheeler or four-wheelers to the College. With valid permission, if students get the vehicle, they are expected to follow the rules prescribed by the Transport Department according to the Motor Vehicle act. Moreover, the students are expected to park the vehicles in the places assigned. No Student's Vehicle is allowed inside the quadrangle of the college. If rules are not followed, then the management reserves the right to initiate action against defaulters. Reserving a Parking lot is not mandatory.
22. Students should compulsorily wear their Identity Cards and Uniform throughout the day on all the working days.
23. Irregularity in attendance, habitual inattention, continued inefficiency or indifference regarding classwork, lack of courtesy towards lecturers, insubordination, misbehavior, obscenity in words or acts etc., are punishable by anyone of the following depending on the gravity of the offence:
 - a. Cancellation of Scholarship, Freeships, etc.
 - b. Warning and intimating the fact to the parents / guardians.
 - c. Levy a Fine.
 - d. Loss of attendance.
 - e. Suspension for a definite period.
 - f. Expulsion from the College.

24. Use of junk food and plastics are prohibited inside the campus.

ATTENDANCE AND LEAVE

1. Attendance will be taken at the commencement of each class. A student, who is not in the class at the commencement of each period, shall be marked absent for that period.
2. Students coming late should not enter the classes without the permission of the Principal. Students who arrive late should enter the class only after seeking permission from the Dean/Principal.
3. A student requiring leave for a class should apply for it in person to the concerned lecturer before the commencement of the class.
4. Absence must be justified by genuine valid reasons. In cases of medical leave must be supported by medical certificates. The leave notes should be signed by the Concerned Staff members before the students attend the class. The Principal reserves the right to sanction or deny the leave.
5. A candidate shall be considered to have satisfied the requirement of attendance for a semester if he/she attends not less than 75% of the number of classes actually held up to the end of the semester in each of the subjects. As per the University rule, a student should have 75% of attendance in every subject. A student having less than 75% of attendance in any one subject cannot appear for the University Examination in all the subjects and will have to repeat the year.
6. The Principal will not recommend the application for condonation of attendance if the absence in his opinion cannot be justified.

TESTS AND EXAMINATIONS

1. Two Internal Assessment Tests will be conducted during each semester. The exact date and time of the commencement of the examinations will be notified on the College Notice Board. Internal assessment marks are based on these tests.
2. All the students should be in their respective places in the exam hall soon after the Second Bell.
3. Those who absent themselves from the College Exam without justification will have to pay a fine. The parent will have to come to the Principal personally to justify the absence. In the case of illness, it is required to produce a medical certificate.
4. Examination results are made available online in the College web: www.milagrescollgekalianpur.edu.in. These results are provisional. There is scope for re totaling and revaluation as per Mangalore University regulations. For more details refer www.mangaloreuniversity.ac.in

CERTIFICATE AND ADD-ON-COURSES

Milagres College has added a feature to its cap. Milagres Centre for Career Excellence (MCCE) is started to aid the students to appear for various competitive exams and to shape their future secure.

Apart from this, in addition to the regular courses, the College also offers certificates as well as Add-on-courses in different faculties.

- ▶ Hindi Translation
- ▶ Journalism
- ▶ Vachana Kammata
- ▶ Graphics & Web Design
- ▶ Spoken & Communicative English
- ▶ I.B.P.S.
- ▶ Fine Arts
- ▶ Tally with GST

MARKS FOR EXTRACURRICULAR ACTIVITIES: - 50

- Attendance – 25 (50%)
College Participation – 15 (10 for Participation + 5 for medals)
Inter-College Participation – 05 (3 for Participation + 2 for medals)
University Participation – 05 (3 for Participation + 2 for medals)



TOTAL MARKS FOR EACH PAPER:

a)	Without Practicals	Semester Exam.	Internal Assessment	Total
		120	30	150
b)	With Practicals	Th: 80	20	100
		Pr: 40	10	50

INTERNAL ASSESSMENT:

The internal assessment marks shall be based on two tests. The test shall be for 11/2 hour duration to be held during the semester. The average of the two shall be taken as the internal assessment marks.

The marks of the internal assessment shall be published on the notice board of the College for information of the students.

The internal assessment marks shall be communicated to the Registrar (Evaluation) at least 15 days before the commencement of the University Examinations and the Registrar (Evaluation) shall have access to the records of such periodical assessments.

There shall be no minimum in respect of internal assessment marks.

Internal assessment marks shall be shown separately in the marks card. A candidate, who has failed or rejected the result, shall retain the internal assessment marks.

Internship/Industrial Practicum/Project work in the degree programmes if any shall be as prescribed for the course.

CLASSIFICATION OF SUCCESSFUL CANDIDATES:

The results of the successful candidates at the end of VI semester shall be classified on the basis of aggregate marks obtained in all the six semesters and the aggregate Grade Point Average (GPA)

DECLARATION OF CLASS ON THE BASIS OF PERCENTAGE OF AGGREGATE MARKS:

First Class with Distinction	70% and above
First Class	60% and above but less than 70%
High Second Class	55% and above but less than 60%
Second Class	50% and above but less than 55%
Pass Class	35% and above but less than 50%

Each semester result shall also be declared in terms of grades. An eight point grading system which is based on the actual absolute marks scored and alpha – sign grade as described below shall be adopted.

RANGE OF MARKS:

% Marks:	Below 35	35-<50	50-<55	55-<60
Alpha-Sign Grade	D	C	B	B+
Grade Point	2	3	4	5

% Marks:	60-<70	70-<80	80-<90	90-100
Alpha-Sign Grade	A	A+	A++	0
Grade Point	6	7	8	9

LIBRARY

1. The College Library is open on all working days from 8:30 a. m. to 4:45 p. m.

2. STRICT SILENCE SHALL BE MAINTAINED IN THE LIBRARY.
3. Each student will be given four books. If needed the more reference books can be obtained with permission.
4. The Library is fully computerized and has a total open section facility. The students can make the best use of it.
5. Books should be reserved through the Computer. It should be done by 9:00 am in the forenoon and before 3:00 pm in the afternoon session. The reservation will be treated as cancelled if the books are not taken before 4:40 pm on weekdays and Saturdays by 12:30 pm.
6. The books borrowed from the Library can be kept only for two weeks. A fine of Rs. 5/- will be charged for every additional day.
7. If the due date falls on a holiday, the book will have to be returned on the following day.
8. Sub-lending of books is not allowed.
9. Any damage to the books which are in the custody of the borrower will have to be made good and if a book is lost, the present price of the book with the prescribed penal fees will be collected.
10. A visitor's register is kept at the entrance of the library. Each time the student visitor will enter his/her name and other particulars with a signature without fail.
11. Internet service is provided to students.
12. The Librarian has the right to send a student member or a visitor out of the library in case of violation of the rules.
13. Before obtaining a Hall Ticket student is expected to clear all the dues if any.

UGC BOOK BANK

1. The UGC Book Bank is a unit of the College Library which has been established with the assistance of the University Grants Commission. It contains textbooks on various subjects that are lent to students on a long term basis at the beginning of the academic year.
2. Applications in the prescribed form will be invited from the students to borrow these books, Rs. 5/- will be charged as service charges.
3. One or more books will be issued to the students subject to the availability of the books.
4. The books issued to the students may be recalled at any time.
5. Students are allowed to retain the books of the UGC. Book Bank borrowed from the Library until they finish the Final Examination. They should however return the same to the College Library as soon as the concerned examination is over, failing which they have to pay a fine of Rs. 2/- per day till they return the books.
6. Loss or damage to the books should be paid for.

MORAL & SPIRITUAL DEVELOPMENT

Regular Value Education Classes will be conducted for all the students. The classes will be held once a week and attendance is compulsory. Those who absent themselves without permission or fail in the examinations will be deprived of any scholarship or prize.

MID-DAY MEAL SCHEME

MID-DAY MEAL SCHEME helps more than 200 students on poverty-cum-merit basis. We intend to serve free meals to as many students as possible during the years to come.

TYPES OF SCHOLARSHIPS:

1. Jindal Scholarship

2. C. V. Raman Scholarship (for B. Sc. Students)
3. Sanchi Honnamma Scholarship
4. Beedi Scholarship
5. S.C. & S.T. Scholarship
6. Merit Scholarship
7. Hindi Scholarship
8. G.S.B. Scholarship
9. Ex-Servicemen Scholarship
10. Post Metric Scholarship
11. Minorities Scholarship
12. Alumni Association Scholarship
13. Rural Students Scholarships
14. Scholarships by Various Associations

SCHOLARSHIPS AND FREESHIPS

1. Scholarships and Fee Concessions are available to the students according to Government Rules. All Scholarships and Fee Concessions are subject to satisfactory progress, conduct and attendance. The last dates for filling up applications etc., will be notified in the notice board from time to time.
2. The Principal may not recommend the renewal of scholarship if the student:
 - a) Is irregular in attendance;
 - b) Does not show sufficient progress in studies as judged by the class examination/tests;
 - c) Absents himself/herself from class examinations/ tests/assignments etc., without proper reasons.
 - d) Indulges in acts amounting to disobedience/misbehavior breach of discipline inside or outside the classrooms.

NCC AND NSS

1. NCC course is open to physically fit men & women students of Degree Classes. NCC Parades will be

held on every Saturday between 2.00 p. m. and 6.00 p. m. except on public holidays. The cadets should attend the parades in full uniform.

2. NSS is open to all men and women students of the College. The students are encouraged to join NSS as it greatly helps to develop their personality and broaden their outlook.
3. Whenever a student is absent for NCC/NSS programme he/she should present the leave note for the signature of the NCC/NSS Officer concerned before he/she attends the class the next day. Absence without leave note shall be fined.
4. The NCC/NSS members are required to put in 75% attendance. The attendance in NCC/NSS will be considered while admitting the students to the next higher class and while awarding scholarships and fee concessions.

GAMES AND SPORTS

1. The college offers ample facilities for sports and games. All students are requested to make the best use of these facilities.
2. The GYMNASIUM, restructured in the College, may be used under the direction of the Physical Director.
3. Indoor games are not permitted during class hours. Students are free to play from 4 pm to 6 pm on all working days.
4. The Physical Director of the college nominates the captains of various teams.
5. When representative teams are formed, players for the teams are selected by the Physical Director from among the students, who play regularly and attend coaching classes and school/college competitions.
6. Students who are regular for practice will be allowed to represent the college in various competitions.

7. Students who are on the rolls of this college are not permitted to play in any outside team in any event against this college.
8. College teams willing to participate in tournaments and sports meets should put in regular and systematic practice. The team will be allowed to participate only with the permission of the Principal.

PAYMENT OF EXAM FEES

1. The Exam fees must be paid in cash in the College Office during the hours of cash transaction, and on Saturdays from 9-00 a. m. to 11-15 a. m.
2. If a student leaves the College during a Term, he/she have no right to claim the re-imbursement of any portion of the term fees.

AUDIO-VISUAL ROOM

The College has a sophisticated audio-visual rooms with T.V., OHP, LCD, Internet etc. the student are most welcome to make use of these facilities under the guidelines of lecturers.

CERTIFICATES

1. Applications for certificates (i.e. Transfer Certificate, Conduct Certificate, Study Certificate etc.) must be made to the Principal in the prescribed form with a fee of Rs. 50/- per certificate.
2. Certificates will be not issued on less than 48 hours notice.
3. If the certificates are to be sent by post, the necessary postage and other handling charges will be charged.
4. All the necessary certificates must be obtained within three months of leaving the College, after which a fee of Rs. 100/- will be collected.
5. Students admitted afresh will note that original Certificates (T.C., Conduct, Age) submitted at the time of admission will never be returned.

The official Conduct Certificate is a document that a student has to earn by his/her conduct and behavior during his/her College course and it shall be issued by the Principal. It will not be issued as a matter of course and the Principal might refuse the conduct certificate to any student whose conduct, in his opinion, has not been satisfactory.

ಹೆತ್ತವರು ಮತ್ತು ಪೋಷಕರ ಗಮನಕ್ಕೆ

1. ಕಾಲೇಜಿನ ವಿದ್ಯಾರ್ಥಿ-ವಿದ್ಯಾರ್ಥಿನಿಯರು ಮನೆಯಲ್ಲಿ ಶಿಸ್ತು ಹಾಗೂ ನಿಯಮಗಳನ್ನು ಪಾಲಿಸುವಂತೆ ಹೆತ್ತವರು ಮತ್ತು ಪೋಷಕರು ಅವರನ್ನು ರೂಪಿಸುವ ಮೂಲಕ ಪ್ರಾಂಶುಪಾಲರು, ಪ್ರಾಧ್ಯಾಪಕರು ಹಾಗೂ ಕಾಲೇಜಿನ ಅಧಿಕಾರಿಗಳೊಂದಿಗೆ ಸಹಕರಿಸಬೇಕಾಗಿ ವಿನಂತಿ.
2. ವಿದ್ಯಾರ್ಥಿ-ವಿದ್ಯಾರ್ಥಿನಿಯರು ನಿಗದಿತವಾಗಿ ಮತ್ತು ನಿಯಮಿತವಾಗಿ ಕಾಲೇಜಿಗೆ ಹಾಜರಾಗುವಂತೆ ಮಾಡಿ ಅವರು ಶಿಕ್ಷಣಕ್ಕೆ ಮಹತ್ವ ನೀಡುವಂತೆ ಪ್ರೇರೇಪಿಸುವುದು ಮತ್ತು ವಿದ್ಯಾರ್ಥಿಗಳ ಶಿಕ್ಷಣದಲ್ಲಿ ಮನೆಯೇ ಮೊದಲ ಪಾಠಶಾಲೆಯಾಗಿರುವುದರಿಂದ ಕಲಿಕೆಗೆ ಸೂಕ್ತವಾದ ವಾತಾವರಣವನ್ನು ಕಲ್ಪಿಸುವುದು.
3. ವಿದ್ಯಾರ್ಥಿಗಳ ಹಾಜರಾತಿ ಹಾಗೂ ಶಿಕ್ಷಣ ಮಟ್ಟದ ಬೆಳವಣಿಗೆ ಅತ್ಯಪ್ಪಿಕರವಾಗಿದೆ ಎಂದು ತಿಳಿದಾಗ ಹೆತ್ತವರು/ಪೋಷಕರು ವಿದ್ಯಾರ್ಥಿ ಕ್ಷೇಮಪಾಲಕ ಹಾಗೂ ಇತರ ಅಧ್ಯಾಪಕರನ್ನು ಭೇಟಿ ಮಾಡಿ ಸಮಾಲೋಚನೆ ನಡೆಸಲೇಬೇಕು.
4. ಹೆತ್ತವರು/ಪೋಷಕರು ಕಾಲೇಜಿನಲ್ಲಿ ನಡೆಸುವ ಶಿಕ್ಷಕ-ರಕ್ಷಕ ಸಂಘದ ಸಭೆಗಳಲ್ಲಿ, ಸಂಬಂಧಪಟ್ಟ ಕಾಲೇಜಿನ ಕಾರ್ಯಕ್ರಮಗಳಲ್ಲಿ ತಮ್ಮ ಆಸಕ್ತಿಯನ್ನು ತೋರಿಸಬೇಕೆಂದು ವಿನಂತಿ. ಎಲ್ಲಾ ಪೋಷಕರು ಶಿಕ್ಷಕ ರಕ್ಷಕ ಸಂಘದ ಸದಸ್ಯನಾಗಿದ್ದು, ಶಿಕ್ಷಕ-ರಕ್ಷಕ ಸಂಘದ ಸಭೆಗೆ ಹಾಜರಾಗುವುದು ಕಡ್ಡಾಯವಾಗಿರುತ್ತದೆ.
5. ಸರಕಾರ ಮತ್ತು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ನಿಗದಿಪಡಿಸಿದಂತೆ 75% ಹಾಜರಾತಿ ಇರುವ ವಿದ್ಯಾರ್ಥಿಗಳು ಮಾತ್ರ ಪ್ರತಿ ಸೆಮೆಸ್ಟರ್ ಪರೀಕ್ಷೆಗೆ ಹಾಜರಾಗಲು ಅರ್ಹತೆ ಪಡೆಯುತ್ತಾರೆ. ಅನರ್ಹರಾದ ವಿದ್ಯಾರ್ಥಿಗಳನ್ನು ಕಾಲೇಜಿಗೆ ಹಿಂತೆಗೆದುಕೊಳ್ಳಲಾಗುವುದಿಲ್ಲ.
6. ಕ್ಲಬ್ಬ ಸಮಯಕ್ಕೆ ಕಾಲೇಜಿಗೆ ಕಳುಹಿಸುವುದು ಹಾಗೂ ಅನಗತ್ಯ ಗೈರುಹಾಜರಿಗೆ ಅವಕಾಶ ನೀಡದಿರುವುದು. ತಡವಾಗಿ ಬಂದವರು

ಪ್ರಾಂಶುಪಾಲರ ಅನುಮತಿ ಪಡೆದು ತರಗತಿಗೆ ಪ್ರವೇಶಿಸತಕ್ಕದ್ದು.

7. ಗೈರುಹಾಜರಾದ ವಿದ್ಯಾರ್ಥಿ/ವಿದ್ಯಾರ್ಥಿನಿ ತನ್ನ ಹೆತ್ತವರಿಂದ ಅಥವಾ ಪೋಷಕರಿಂದ ಸಹಿ ಮಾಡಿದ ರಜಾ ಅರ್ಜಿಯನ್ನು ಕಡ್ಡಾಯವಾಗಿ ತರಬೇಕು ಹಾಗೂ ತರಗತಿಗೆ ಪ್ರವೇಶಿಸುವ ಮುನ್ನ ಸಂಬಂಧಪಟ್ಟ ಪ್ರಾಧ್ಯಾಪಕರ ಗಮನಕ್ಕೆ ತರಬೇಕು. ವೈದ್ಯಕೀಯ ಕಾರಣಗಳಿಂದ ಅಥವಾ ಅನಾರೋಗ್ಯದಿಂದ ಬಳಲಿ ಗೈರುಹಾಜರಾದಾಗ ವೈದ್ಯರಿಂದ ಸೂಕ್ತ ಪತ್ರವನ್ನು ರಜಾರ್ಜಿಯ ಜೊತೆಗೆ ಸಲ್ಲಿಸುವುದು ಮತ್ತು ಅವಕಾಶವಿದ್ದಲ್ಲಿ ಗೈರುಹಾಜರಾಗುವ ದಿನಗಳಲ್ಲಿಯೇ ವಿಷಯವನ್ನು ಪ್ರಾಂಶುಪಾಲರ ಗಮನಕ್ಕೆ ವಿಷಯ ತರುವುದು.
8. ಕಾಲೇಜಿನ ದಿನಗಳಲ್ಲಿ ಪೋಷಕರು ಮತ್ತು ಹೆತ್ತವರು ಪ್ರಾಂಶುಪಾಲರನ್ನು ಭೇಟಿಯಾಗಿ ಅವರ ಮಕ್ಕಳ ನಡತೆ ಮತ್ತು ಅಭಿವೃದ್ಧಿಯನ್ನು ಅರಿತುಕೊಳ್ಳುವುದು ಮತ್ತು ಅವರ ಬೆಳವಣಿಗೆಗೆ ನೀಡುವ ಸಲಹೆಗಳನ್ನು ಗೌರವಿಸಬೇಕು. ವಿಶೇಷವಾಗಿ, ಮಕ್ಕಳ ತಪ್ಪುಗಳನ್ನು ಉಪನ್ಯಾಸಕರು ತಿದ್ದುವಾಗ ವಿದ್ಯಾರ್ಥಿಗಳ ಪರವಹಿಸಿ ಮಕ್ಕಳಿಗೆ ಆ ತಪ್ಪುಗಳನ್ನು ಮುಂದುವರಿಸಲು ಅವಕಾಶ ನೀಡಬಾರದು.
9. ಕಲಿಕೆಯಲ್ಲಿ ಹಿಂದೆ ಇರುವ ಅಥವಾ ಕಡಿಮೆ ಅಂಕ ಗಳಿಸಿರುವ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವಿಶೇಷ ತರಗತಿಗಳನ್ನು ಏರ್ಪಡಿಸಲಾಗುತ್ತದೆ. ವಿದ್ಯಾರ್ಥಿಗಳು ಇದರ ಪೂರ್ಣ ಪ್ರಯೋಜನವನ್ನು ಪಡೆಯಬೇಕು, ಖಾಸಗಿ ಬೋಧನೆಗಳಿಗೆ (ಟ್ಯೂಷನ್) ಮೊರೆ ಹೋಗುವ ದುರಾಭ್ಯಾಸ ಯೋಗ್ಯ ವಿದ್ಯಾರ್ಥ್ಯಾಸದ ಹಿತದೃಷ್ಟಿಯಿಂದ ಯುಕ್ತವಾದುದಲ್ಲ. ವಿದ್ಯಾರ್ಥಿಗಳು ಯಾವುದೇ ಪಠ್ಯ ವಿಷಯಗಳಲ್ಲಿ ಹಿಂದುಳಿದಿದ್ದರೆ ಆಯಾ ಪಠ್ಯವನ್ನು ಭೋಧಿಸುವ ಪ್ರಾಧ್ಯಾಪಕರ ಸಲಹೆ ಸಹಕಾರಗಳನ್ನು ಪಡೆಯಬಹುದು.
10. ವಿದ್ಯಾರ್ಥಿಗಳ ಗುಣನಡತೆಯ ಬಗ್ಗೆ ಅಥವಾ ಶಿಕ್ಷಣದ ಬಗ್ಗೆ ಮಾಹಿತಿ ನೀಡಲು ಅಥವಾ ವಿಚಾರಿಸಲು ಕರೆದಾಗ ಬಂದು ಸಹಕರಿಸುವುದು. ಕಲಿಕೆಯ ಬಗ್ಗೆ ಉಪನ್ಯಾಸಕರನ್ನು ಅಗತ್ಯಕ್ಕೆ ತಕ್ಕಂತೆ ಭೇಟಿಯಾಗಿ ಅವರಿಂದ ಮಾಹಿತಿ ಪಡೆಯುವುದು. ಉಪನ್ಯಾಸಕರಲ್ಲಿ ಹಾಗೂ ಪ್ರಾಂಶುಪಾಲರಲ್ಲಿ ಮಾತನಾಡುವಾಗ ಸಂಯಮದಿಂದ ನಡೆದುಕೊಳ್ಳುವುದು. ಹೆತ್ತವರು/ಪೋಷಕರು ಪ್ರತಿ ನಡತೆಯು ವಿದ್ಯಾರ್ಥಿಯ ಜೀವನದ ಮೇಲೆ ಪ್ರಭಾವ ಬೀರುತ್ತದೆ ಎಂದು ತಿಳಿದಿರಬೇಕು.
11. ಮಕ್ಕಳ ತಪ್ಪುಗಳನ್ನು ತಕ್ಕ ಸಮಯಕ್ಕೆ ತಿದ್ದದೇ ಇದ್ದರೆ ಮುಂದೆ ಕಷ್ಟವಾಗಬಹುದು. ಪೋಷಕರು ಮಕ್ಕಳ ಮೊದಲ ಶಿಕ್ಷಕರು ಎಂಬುದನ್ನು ಗಮನದಲ್ಲಿಟ್ಟುಕೊಳ್ಳುವುದು.

12. ಕಾಲೇಜು ನಡೆಸುವ ಎಲ್ಲಾ ಪರೀಕ್ಷೆಗಳು ಕಡ್ಡಾಯವಾಗಿರುತ್ತವೆ. ಆದುದರಿಂದ ಪರೀಕ್ಷೆಗಳಿಗೆ ಗೈರುಹಾಜರಾಗುವುದು ನಿಯಮಗಳ ಉಲ್ಲಂಘನೆಯಾಗುವುದರಿಂದ ಯಾವುದೇ ಪರೀಕ್ಷೆಗೆ ಗೈರುಹಾಜರಾದರೆ, ಲಿಖಿತ ಕಾರಣಗಳನ್ನು ಸೂಕ್ತ ದಾಖಲೆಗಳೊಂದಿಗೆ ನೀಡಿ, ಗೈರುಹಾಜರಿಯನ್ನು ಸಮರ್ಥಿಸಬೇಕು. ಅನಾರೋಗ್ಯವೇ ಕಾರಣವಾಗಿ ಗೈರುಹಾಜರಾದರೇ ವೈದ್ಯಕೀಯ ಪ್ರಮಾಣ ಪತ್ರ ಅಗತ್ಯ. ಅದರೇ, ವೈದ್ಯಕೀಯ ಪ್ರಮಾಣ ಪತ್ರವನ್ನು ನೀಡಿದ ಮಾತ್ರಕ್ಕೆ ಹಾಜರಿ ಕೊಡಲಾಗುವುದಿಲ್ಲ.
13. ತಮ್ಮ ಮಕ್ಕಳ ಗೈರು ಹಾಜರಿಯ ಹಾಗೂ ಕೆಳಮಟ್ಟದ ಅಂಕಗಳ ಬಗ್ಗೆ ಹೆತ್ತವರಿಗೆ ಹಾಗೂ ಪೋಷಕರಿಗೆ ಮುನ್ನೆಚ್ಚರಿಕೆಯನ್ನಿತ್ತರೂ, ಶೈಕ್ಷಣಿಕ ವರ್ಷದ ಕೊನೆಯಲ್ಲಿ ಹೆತ್ತವರು/ಪೋಷಕರು ಈ ಬಗ್ಗೆ ತಮ್ಮ ಅಸಮಾಧಾನವನ್ನು ಸೂಚಿಸುತ್ತಾರೆ. ವಿದ್ಯಾರ್ಥಿಗಳ ಅಂಕಪಟ್ಟಿಯನ್ನು ಸಪ್ಟೆಂಬರ್ ಮತ್ತು ಫೆಬ್ರವರಿ ತಿಂಗಳ ಕೊನೆಗೆ ಕೊಡಲಾಗುವುದು. ವಿದ್ಯಾರ್ಥಿಗಳು ಅಂಕಪಟ್ಟಿಯನ್ನು ಹೆತ್ತವರಿಗೆ ತೋರಿಸುವುದೇ ಇದ್ದ ಸಂದರ್ಭದಲ್ಲಿ ಹೆತ್ತವರು/ಪೋಷಕರು ತಾವಾಗಿಯೇ ಕಾಲೇಜಿಗೆ ಬಂದು ಮಕ್ಕಳ ಫಲಿತಾಂಶವನ್ನು ಅರಿತುಕೊಳ್ಳುವುದು ಸೂಕ್ತ.
14. ಕಾಲೇಜಿನ ಅಭಿವೃದ್ಧಿಯ ಕುರಿತು ಸಲಹೆ ಸೂಚನೆಗಳು ಇದ್ದಲ್ಲಿ ಪ್ರಾಂಶುಪಾಲರ ಗಮನಕ್ಕೆ ತರುವುದು.
15. ಕಾಲೇಜಿಗೆ ಸಂಬಂಧಪಟ್ಟ ಶುಲ್ಕವನ್ನು ಕಾಲೇಜಿನ ಕಛೇರಿಯಲ್ಲಿ ಚಲನ್ ಪಡೆದು ಬ್ಯಾಂಕಿನಲ್ಲಿ ಸೂಕ್ತ ಸಮಯದಲ್ಲಿ ಪಾವತಿಸುವುದು. ಶುಲ್ಕವನ್ನು ಪಾವತಿಸಿದಾಗ ರಶೀದಿ ಪಡೆಯುವುದು. ಹೆತ್ತವರು/ಪೋಷಕರು ತಮ್ಮ ಮಕ್ಕಳ ಕೈಯಲ್ಲಿ ಹಣ ಕೊಟ್ಟು ಕಳುಹಿಸಿದರೆ ಅವರು ಅದನ್ನು ಕಛೇರಿಗೆ ಪಾವತಿಸಿದ ಬಳಿಕ ತರಗತಿಗಳಿಗೆ ಹಾಜರಾಗುವುದು.
16. ವಿದ್ಯಾರ್ಥಿಗಳು ಬೆಲೆಬಾಳುವ ವಸ್ತುಗಳೊಂದಿಗೆ ಕಾಲೇಜಿಗೆ ಬರುವುದು ಸೂಕ್ತವಲ್ಲ. ಬೆಲೆಬಾಳುವ ವಸ್ತುಗಳಿಗೆ ವಿದ್ಯಾರ್ಥಿಗಳೇ ಜವಾಬ್ದಾರರು ಮತ್ತು ಕಾಲೇಜು ಅಥವಾ ಆಡಳಿತ ಮಂಡಳಿ ಯಾವುದೇ ಕಾರಣಕ್ಕೂ ಜವಾಬ್ದಾರರಾಗುವುದಿಲ್ಲ.
17. ಕಾಲೇಜಿನಲ್ಲಿ ಹಮ್ಮಿಕೊಳ್ಳುವ ಪಠ್ಯೇತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸಲು ಹೆತ್ತವರು/ಪೋಷಕರು ಮಕ್ಕಳಿಗೆ ಉತ್ತೇಜನ ನೀಡುವುದು. ಮಕ್ಕಳ ನಡತೆ ಹಾಗೂ ನೈತಿಕತೆಗೆ ಸಂಬಂಧಿಸಿದಂತೆ ಹೆಚ್ಚಿನ ಕಾಳಜಿ ವಹಿಸುವುದು. ವಿದ್ಯಾರ್ಥಿಗಳು ಸ್ವಚ್ಛ ಸಮವಸ್ತ್ರದೊಂದಿಗೆ ಅಗತ್ಯವಿರುವ ಎಲ್ಲಾ ಸಾಮಗ್ರಿಗಳನ್ನು ಕಾಲೇಜಿಗೆ ತೆಗೆದುಕೊಂಡು ಬರುವಂತೆ ಗಮನ ಹರಿಸುವುದು.

18. ಶೈಕ್ಷಣಿಕ ಪ್ರವಾಸದ ಸಂದರ್ಭದಲ್ಲಿ ಅಥವಾ ಕಾಲೇಜಿಗೆ ಸಂಬಂಧಪಟ್ಟ ಕಾರ್ಯಕ್ರಮಗಳು ಕಾಲೇಜಿನ ಹೊರಗೆ ಅಥವಾ ಕಾಲೇಜು ಅವಧಿಯ ಹೊರಗೆ ನಿಗದಿಸಲ್ಪಟ್ಟಲ್ಲಿ ಅಂತಹ ಕಾರ್ಯಕ್ರಮಗಳ ಬಗ್ಗೆ ಹೆತ್ತವರು/ಪೋಷಕರು ಮಾಹಿತಿ ನೀಡಲಾಗುವುದು. ಕಾಲೇಜಿನ ಅವಧಿಯಲ್ಲಿ ಪ್ರಾಂಶುಪಾಲರ ಅನುಮತಿಯಿಲ್ಲದ ಪಿಕ್ನಿಕ್, ಪ್ರವಾಸಗಳು ಶಿಕ್ಷಾರ್ಹ ಅಪರಾಧವೆಂದು ಪರಿಗಣಿಸಲಾಗುವುದು.

TO PARENTS AND GUARDIANS

1. Parents and Guardians are requested to co-operate with the College authorities by enforcing discipline and regularity at home, so that lessons may be duly prepared, students should be devoted to studying at home. If parents do not insist on regular attendance and home study, the results are sure to be disappointing to them.
2. Absence from class should be justified by a leave note from the student. Leave note for a long absence due to illness must be supported by a medical certificate. A medical certificate does not entitle a student for attendance.
3. Absence from College examination will be considered seriously. Absence, even for one subject should be justified by a written note. A medical note is needed in case of illness. Re-examination cannot be considered as a matter of right. In case of illness during the examinations, parents are expected to inform the Principal immediately.
4. A few parents express their surprise at the end of the year, at unsatisfactory attendance and progress of their children despite our sending reports to them. Progress Reports of students will be sent in September and January. Some students fail to handover their Progress Reports to their parents/guardians. You are requested to come to the College office and check, in case reports are not received by you within a reasonable time.

5. You are asked to meet the concerned teachers if unsatisfactory progress or poor attendance is brought to your notice. A minimum of 75% attendance is required to complete the course without which a student is not eligible to take the semester examination. They will not be re-admitted to the College.
6. We expect parents to participate in the meetings and College Day Celebrations. Attendance at Parent-Teacher meetings is obligatory. In case you are not able to attend for a just reason, a written note should be sent to the Principal.
7. Parents are especially asked not to allow their children, who do not have a valid license, to use a motorized vehicle.

Date:

Signature of Parents / Guardian



MILAGRES COLLEGE KALLIANPUR-576114
COMMITTEES FOR THE ACADEMIC YEAR 2020-21

1. Staff Council:

Dr Vincent Alva	: President
Dr Surekha Bhat	: Secretary
Prof. Joseph Peter Fernandes	: Treasurer
The Teaching Staff	: Members

2. Academic Competition :

Mr Nithyananda Shetty	: Convener
Mrs Anupama Jogi	: Member

3. Internal Quality Assurance Cell(IQAC)/SQC :

Dr Jayaram Shettigar	: Co-Ordinator
Mrs Sophia Dias	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member
Dr Surekha Bhat	: Member
Mrs Annamma	: Member
Mrs Shylet Mathias	: Member
Mrs Clara Menezes	: Member
Mrs Harinakshi M D	: Member

4. Student's Welfare Officer/Credit Course Co-Ordinator:

Mrs Shylet Mathias

5. Grievance Readdressal Cell, Anti Ragging and Tobacco Ban Committee:

Mrs Sophia Dias	: Convener
Dr Jayaram Shettigar	: Member
Mrs Shylet Mathias	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Directors of Students Welfare Council	: Members

6. Student's Welfare Council:

Mrs Chandrika	: Director
Mr Karthik	: Director

7. National Cadet Corps (NCC):

Lt. Bernard D'Souza	: Lieutenant
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8. Discipline Committee:

Dr Vincent Alva	: Chairperson
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Deans	: Members
Staff Council Secretary	: Member
Student Welfare Council Directors	: Members
Rev. Fr (Dr) Prakash Anil Castelino	: Member

9. Research Committee:

Dr Vincent Alva	: Chairperson
Dr Jayaram Shettigar	: Member
Dr Surekha Bhat	: Member
Rev. Fr (Dr) Prakash Anil Castelino	: Member

10. Scholarships:

Mrs Radhika Patkar	: Convener
Mr Pradeep J Moras	: Member
Mrs Jayalaxmi	: Member
Ms Arenza Karen Sequeira	: Member
Mr Ceazer Gonsalves	: Member

11. Internal Tests and Examinations:

Mrs Poornima G A	: Convener
Mr Pradeep Moras	: Member

12. Academic Time Table:

Mr Pradeep J Moras	: Convener
Lt. Bernard D'Souza	: Member
Mrs Harinakshi M D	: Member
Mrs Reshma	: Member
Mrs Wilma Cornelio	: Member

13. Mid Day Meal/ Food Quality Control/Canteen Committee:

Mrs Harinakshi M D	: Convener
Mrs Chandrika	: Member
Lt. Bernard D'Souza	: Member
Ms Arenza Karen Sequeira	: Member
Mr Nikhil Rahul D'Souza	: Member
Mrs Anupama Jogi	: Member

14. Library Committee:

Librarian	: Convener
All the H.O.D.s	: Members

15. Magazine Committee:

Dr Vincent Alva	: Editor- in- Chief
Mrs Sophia Dias	: Associate Editor

Dr Jayaram Shettigar	: Member
Mrs Harinakshi M D	: Member
Mrs Chandrika	: Member
Mrs Rekha U	: Member
Mrs Anupama Jogi	: Member
Dr Nazeera	: Member
Mrs Chaithra	: Member
Mr Caezer Gonsalves	: Member
Mrs Akshatha	: Member
Mrs Rosalia Cardoza	: Member

16. Sports & Games:

Mr Nikhil Rahul D'Souza	: Convener
Mrs Annamma	: Member
Mrs Reshma	: Member
Mr Nithyananda Shetty	: Member
Mrs Chandrika	: Member
Lt. Bernard D'Souza	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member

17. Career Guidance Cell and Placement Cell:

Mr Pradeep J Moras	: Placement Officer
Mrs Annamma	: Member
Mrs Clara Menezes	: Member
Mrs Radhika Patkar	: Member
Mrs Chandrika	: Member
Mrs Nisha Crasta	: Member

18. Literary Association/Debating Club:

Mr Sophia Dias	: Convener
Mrs Harinakshi M D	: Co-Convener
Mrs Chandrika	: Co-Convener
Mr Nithyananda Shetty	: Member
Dr Nazeera	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member

19. Fine Arts Committee:

Mr Vignesh	: Convener
Mrs Sindhura	: Co-Convener
Ms Rosalia Cardoza	: Member

20. Science Association:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mrs Chaithra U	: Member
Mrs Sindhura	: Member

21. Commerce Association:

Mrs Clara Menezes	: Convener
Mrs Shylet Mathias	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Mrs Chaithra	: Member
Lt. Bernard D'Souza	: Member
Mr Melson D'Souza	: Member
Mrs Kusuma Macwan	: Member

22. Humanities Association:

Mrs Annamma	: Convener
Mrs Poornima G A	: Member
Dr Jayaram Shettigar	: Member
Mrs Reshma	: Member

23. IT Club:

Mrs Nisha Crastha	: Convener
Mrs Wilma Cornelio	: Member
Mrs Jayalakshmi	: Member
Mr Arul	: Member

24. National Service Scheme:

Mrs Anupama Jogi	: NSS Officer
Mr Melson D'Souza	: NSS Officer

25. Rovers & Rangers:

Dr Jayaram Shettigar	: Rover Scout Leader
Mrs Radhika Patkar	: Ranger Leader
Mrs Reshma	: Ranger Leader

26. Vidhyarthi Darbar :

Mr Caezer Gonsalves	: Convener
Mrs Radhika Patkar	: Member
Mr Nithyananda Shetty	: Member
Mr Karthik Nayak	: Member
Mr Pradeep J Moras	: Member
Mr Nikhil Rahul D'Souza	: Member

Ms Rosalia Cardoza	: Member
Mr Melson D'Souza	: Member

27. Youth Red Cross:

Mr Karthik Nayak	: Leader
Mrs Sindhura	: Member

28. Credit Co-Operative Society– Advisory Body:

Dr Vincent Alva	: Convener
Mrs Radhika Patkar	: Member

29. Parent – Teacher's Association (PTA):

Mrs Annamma	: Convener
Mrs Radhika Patkar	: Treasurer
Dr Jayaram Shettigar	: Member
Dr Surekha Bhat	: Member
Mr Nithyananda Shetty	: Member

30. College Website:

Lt. Bernard D'souza	: Convener
Mrs Nisha Crastha	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member
Mr Ravinandan S T	: Member

31. Alumni Association :

Dr Jayaram Shettigar	: Staff Advisor
Mrs Sophia Dias	: Secretary
Mrs Chaitra	: Member
Ms Rosalia Cardoza	: Member
Lt. Bernard D'Souza	: Member
Mrs Sindhura	: Member

32. Women's Cell:

Mrs Reshma	: Convener
Mrs Reshma K	: Member
Mrs Wilma Cornelio	: Member
Mrs Radhika Patkar	: Member
and all Ladies staff	

33. Sexual Harassment Prevention Cell:

Mrs Radhika Patkar	: Convener
Dr Jayaram Shettigar	: Member
Ms Arenza Karen Sequeira	: Member
Mrs Anupama	: Member

34. Human Rights Committee:

Mrs Poornima G A	: Convener
Mrs Reshma	: Member
Mr Anil Joseph Danti	: Member
Mr Karthik Nayak	: Member
Mrs Sindhura Rao	: Member

35. SC/ST Cell:

Mrs Clara Menezes	: Convener
Mr Pradeep J Moras	: Member

36. Prospectus/ Hand Book Committee/ Work Diary:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Joseph Peter Fernandes	: Member
Mrs Annamma	: Member
Mrs Wilma Cornelio	: Member
Ms Rosalia Cardoza	: Member
Mr Caezer Gonsalves	: Member

37. Value Education / Tutorials:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Caezer Gonsalves	: Member
Mrs Radhika Patkar	: Member

38. AICUF:

Miss Rosalia Cardoza	: Convener
Rev. Fr (Dr) Prakash Anil Castelino	: Co-convenor
Mrs Annamma	: Member
Mrs Shylet Mathias	: Member
Mrs Clara Menezes	: Member
Mr Pradeep J Moras	: Member
Ms Arenza Karen Sequeira	: Member
Mr Nikhil D'Souza	: Member
and all Catholic staff	

39. Student Feed Back Committee:

Mrs Annamma	: Convener
Dr Surekha	: Member
and all Head of Departments	

40. Student Counselor:

Rev. Fr (Dr) Prakash Anil Castelino	: Convener
Mr Vignesh	: Member
Mrs Akshatha	: Member

41. UGC Grants Advisory Committee:

Mrs Shylet Mathias	: Convener
Deans	: Members
IQAC Co-ordinator	: Member
Mr Anil Paul D'Souza	: Member

42. ALL INDIA SURVEY ON HIGHER EDUCATION Committee:

PRO: Mr Ravinandan S T	: Convener
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43. Internal Auditing:

Mrs Shylet Mathias	: Convener
Mr Pradeep Moras	: Member

44. Add on Courses/Certificate Course:

Mrs Wilma Cornelio	: Convener
Deans	: Members

45. Uniform Committee:

Mrs Clara Menezes	: Convener
Mrs Chandrika	: Member
Mrs Nisha Crasta	: Member
Mr Nikhil D'Souza	: Member
Mr Ganesh	: Member

46. Hostel Committee:

Dr Vincent Alva-Principal	: Director
Sr Mabel	: Warden
Mrs Harinakshi M D	: Member
Mrs Rekha U	: Member
Mrs Dulari	: Member

PLANNER

NOVEMBER 2020

1	SUN	X
2	Mon	
3	Tues	
4	Wed	
5	Thurs	
6	Fri	
7	Sat	
8	SUN	X
9	Mon	
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	SUN	X
16	Mon	
17	Tues	
18	Wed	
19	Thurs	
20	Fri	
21	Sat	
22	SUN	X
23	Mon	
24	Tues	
25	Wed	
26	Thurs	
27	Fri	
28	Sat	
29	SUN	X
30	Mon	

PLANNER DECEMBER 2020

1	Tues	
2	Wed	
3	Thurs	
4	Fri	
5	Sat	
6	SUN	X
7	Mon	
8	Tues	
9	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	SUN	X
14	Mon	
15	Tues	
16	Wed	
17	Thurs	
18	Fri	
19	Sat	
20	SUN	X
21	Mon	
22	Tue	
23	Wed	
24	Thurs	
25	Fri	
26	Sat	
27	SUN	X
28	Mon	
29	Tue	
30	Wed	
31	Thurs	

PLANNER

JANUARY 2021

1	Fri	New Year Day
2	Sat	
3	SUN	X
4	Mon	
5	Tues	
6	Wed	Feast of Mount Rosary Church (DH)
7	Thurs	
8	Fri	
9	Sat	
10	SUN	X
11	Mon	
12	Tues	
13	Wed	
14	Thurs	Makara Sankranthi (PH)
15	Fri	
16	Sat	
17	SUN	X
18	Mon	
19	Tues	
20	Wed	Milagres Cathedral Annual Feast (DH)
21	Thurs	
22	Fri	
23	Sat	
24	SUN	X
25	Mon	
26	Tues	Republic Day (PH)
27	Wed	
28	Thurs	
29	Fri	
30	Sat	
31	SUN	X

PLANNER

FEBRUARY 2021

1	Mon	
2	Tues	
3	Wed	
4	Thurs	
5	Fri	
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X

PLANNER MARCH 2021

1	Mon	
2	Tues	
3	Wed	
4	Thurs	
5	Fri	
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	Maha Shivarathri (PH)
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X
29	Mon	
30	Tues	
31	Wed	

PLANNER APRIL 2021

1	Thurs	
2	Fri	Good Friday (PH)
3	Sat	
4	SUN	X
5	Mon	
6	Tues	
7	Wed	
8	Thurs	
9	Fri	
10	Sat	
11	SUN	X
12	Mon	
13	Tues	Ugadi (PH)
14	Wed	Ambedkar Jayanthi (PH)
15	Thurs	
16	Fri	
17	Sat	
18	SUN	X
19	Mon	
20	Tues	
21	Wed	
22	Thurs	
23	Fri	
24	Sat	
25	SUN	X
26	Mon	
27	Tues	
28	Wed	
29	Thurs	
30	Fri	

PLANNER

MAY 2021

1	Sat	May Day (PH)
2	SUN	X
3	Mon	
4	Tues	
5	Wed	
6	Thurs	
7	Fri	
8	Sat	
9	SUN	X
10	Mon	
11	Tues	
12	Wed	
13	Thurs	
14	Fri	Khutub-A-Ramzan (PH)
15	Sat	
16	SUN	X
17	Mon	
18	Tues	
19	Wed	
20	Thurs	
21	Fri	
22	Sat	
23	SUN	X
24	Mon	
25	Tues	
26	Wed	
27	Thurs	
28	Fri	
29	Sat	
30	SUN	X
31	Mon	

PLANNER

JUNE 2021

1	Tues	
2	Wed	
3	Thurs	
4	Fri	
5	Sat	
6	SUN	X
7	Mon	
8	Tues	
9	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	SUN	X
14	Mon	
15	Tues	
16	Wed	
17	Thurs	
18	Fri	
19	Sat	
20	SUN	X
21	Mon	
22	Tues	
23	Wed	
24	Thurs	
25	Fri	
26	Sat	
27	SUN	X
28	Mon	
29	Tues	
30	Wed	

PLANNER

JULY 2021

1	Thurs	
2	Fri	
3	Sat	
4	SUN	X
5	Mon	
6	Tues	
7	Wed	
8	Thurs	
9	Fri	Titular Feast of Our Lady of Miracles
10	Sat	
11	SUN	X
12	Mon	
13	Tues	
14	Wed	
15	Thurs	
16	Fri	
17	Sat	
18	SUN	X
19	Mon	
20	Tues	
21	Wed	Bakrid (PH)
22	Thurs	
23	Fri	
24	Sat	
25	SUN	X
26	Mon	
27	Tues	
28	Wed	
29	Thurs	
30	Fri	
31	Sat	

PLANNER AUGUST 2021

1	SUN	X
2	Mon	
3	Tues	
4	Wed	
5	Thurs	
6	Fri	
7	Sat	
8	SUN	X
9	Mon	
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	SUN	X Independence Day
16	Mon	
17	Tues	
18	Wed	
19	Thurs	
20	Fri	Moharam (PH)
21	Sat	
22	SUN	X
23	Mon	
24	Tues	
25	Wed	
26	Thurs	
27	Fri	
28	Sat	
29	SUN	X
30	Mon	
31	Tues	

PLANNER SEPTEMBER 2021

1	Wed	
2	Thurs	
3	Fri	
4	Sat	
5	SUN	X
6	Mon	
7	Tues	
8	Wed	Nativity of B.V.M.
9	Thurs	
10	Fri	Ganesh Chaturthi (PH)
11	Sat	
12	SUN	X
13	Mon	
14	Tues	
15	Wed	
16	Thurs	
17	Fri	
18	Sat	
19	SUN	X
20	Mon	
21	Tues	
22	Wed	
23	Thurs	
24	Fri	
25	Sat	
26	SUN	X
27	Mon	
28	Tues	
29	Wed	
30	Thurs	

PLANNER OCTOBER 2021

1	Fri	
2	Sat	Gandhi Jayanthi (PH)
3	SUN	X
4	Mon	
5	Tues	
6	Wed	Mahalaya Amavasya (PH)
7	Thurs	
8	Fri	
9	Sat	
10	SUN	X
11	Mon	
12	Tues	
13	Wed	
14	Thurs	Maha Navami (PH)
15	Fri	Vijaya Dashami (PH)
16	Sat	
17	SUN	X
18	Mon	
19	Tues	
20	Wed	Maharshi Valmiki Jayanthi (PH)
21	Thurs	
22	Fri	
23	Sat	
24	SUN	X
25	Mon	
26	Tues	
27	Wed	
28	Thurs	
29	Fri	
30	Sat	
31	SUN	X

PLANNER

NOVEMBER 2020

1	Mon	Karnataka Rajyotsava (PH)
2	Tues	
3	Wed	Naraka Chathurdashi (PH)
4	Thurs	
5	Fri	Bali Padyami (PH)
6	Sat	
7	SUN	X
8	Mon	
9	Tues	
10	Wed	
11	Thurs	
12	Fri	
13	Sat	
14	SUN	X
15	Mon	
16	Tues	
17	Wed	
18	Thurs	
19	Fri	
20	Sat	
21	SUN	X
22	Mon	Kanakadasa Jayanthi (PH)
23	Tues	
24	Wed	
25	Thurs	
26	Fri	
27	Sat	
28	SUN	X
29	Mon	
30	Tues	

Extra Curricular Activities Participation / Prizes Won

Name :

Class :

Roll No. :

Date	Participation (Event and Venue)	Signature of the concerned teacher	Award / Prize Won
To be submitted to the S.W.O. at the end of academic year			

[illegible]

Specimen Signature of Father / Mother / Guardian.....

Date	Reasons for Absence from Class	Students' Signature	Parents Signature	Signature of Lecturers/ Class Advisors/ Principal

[illegible]

[illegible]

Name of the Student..... Class : Roll No.....

Specimen Signature of Father / Mother / Guardian.....

[illegible]

Record of Marks							
ODD SEMESTER				EVEN SEMESTER			
Subject	I Int	II Int	I / III / V Semi	I Int	II Int	II / IV / VI Semi	

TIME TABLE - 2020-21

	9-30 - 10-30	10-30 - 11-30	11-30 - 12-30	1-30 - 2-30	2-30 - 3-30	3-30 - 4-30
MON						
TUE						
WED						
THU						
FRI						
SAT						



COLLEGE ANTHEM

1. 'Stella Duce' our motto high up we hold
Under her great mantle our hearts grow bold
Never shall we falter on the way
'Neath her gracious, kindly sway.
- Ch: Onward youth, you all, with faces bright
Hold aloft the torch of light
March on the paths of peace and true glory
Ever in mind your great destiny.
2. To God on high all praise and thanks be given
For the favours showered on us from heaven
Now let our anthem ring out loud and clear
Beckoning youth to spread its message far and near.
March on the paths of peace and true glory
Ever in mind your great destiny.

(Composed by Ms. Sybil Lewis & Rev. Fr Robert Lewis)



Help Lines :

Principal / Office	- (0820) 2580235
Principal (Personal)	- 2583268
Mob	- +91 8762690235
Joint Secretary	- 2580131

Website : milagrescollegekallianpuredu.in

E-Mail : milagrescollege@gmail.com





Teaching Plan 2020-2021

MONTHWISE DISTRIBUTION OF THE SYLLABUS

MONTH:

CLASS	TOPICS
I B.Cm.	चन्द्रधर शर्मा गुल्लरी - उसने कहा था प्रेमचंद - नमक का दारोगा शब्द भेद - परिवर्तन के आधार पर लिंग, वचन सरकारी पत्र - कार्यालय शीपब, परिपत्र अनुवाद -
I B.A.	प्रेमचंद - दो बेलों की कथा यशपाल - न्याय और दण्ड वर्ण विचार - स्वर और व्यंजन शब्द भेद - परिवर्तन के आधार पर प्रेमचंद जानकी वल्लभ शास्त्री संज्ञा
II B.Cm.	ताजमहल का टेंडर - अजय शुक्ला (नाटक) संवाद लेखन अपठित पद्यांश
II B.Sc.	दूध का दाय (प्रेमचंद) हीली वॉन की वनछे सरोज स्मृत संवाद लेखन - घर, विद्यालय, अस्पताल आदि मुहावरे और लोकोत्थितियाँ

MONTHWISE DISTRIBUTION OF THE SYLLABUS

MONTH:

CLASS	TOPICS
I B. Com.	जनेत्र कुमार - खेल . फणीश्वरनाथ रेणु - लाल पान की बेगम . विकारी शब्द - भेद
I B. A.	व्यक्तिगत पत्र . अज्ञेय - सितीन बाबू हरिबंकर परसाई सर्वनाम लिंग और वचन - परिवर्तन के नियम
II B. Com.	पारिभाषिक शब्दावली संक्षेपण ताजमहल का टेडर .
II B. Sc.	वाक्य और उसके भेद . पययिवाची शब्द . हरी बिन्दी - मृदुला गर्ग . नौ बार - जयप्रकाश कदम सरोज स्मृति - निराला

MONTHWISE DISTRIBUTION OF THE SYLLABUS

MONTH:

CLASS	TOPICS
I B.Cm	<p>अंजप्रकाश वाल्मीकी - धुस वैठिम</p> <p>मृदुला वर्ग - मीरा नात्री</p> <p>अविहारी शब्द - भेद</p> <p>आवेदन पत्र</p>
I B.A	<p>ममता कालिया - सेवा</p> <p>राजेन्द्र यादव</p> <p>विशेषण</p> <p>कारक</p> <p>काल और उसके भेद.</p>
II B.Cm	<p>प्रयोजनमूलक हिन्दी - परिभाषा, स्वरूप</p> <p>उपधारणा</p> <p>मीडिया हिन्दी - भेटवार्ता, साक्षात्कार</p>
II B.Sc	<p>राजेन्द्र यादव - मेहमान</p> <p>अमरकान्त - उत्तार</p> <p>खिलाफ - राजेश जोशी</p> <p>विपरीतार्थक शब्द</p>

MONTHWISE DISTRIBUTION OF THE SYLLABUS

MONTH :

CLASS	TOPICS
I B.Com	झूठी है तेरी दादी मनीषा भेष्ठ - बिगडेल वर्ये . कारक शिकायती पत्र . अनुवाद
I B.A.	अरुण कमल - बेला फम्का लोट रही है काशीनाथ सिंह क्रिमा वाच्य और उसके भेद
II B.Com	विज्ञापन पत्रिका
II B.Sc	कृष्णा सावनी - वादलों के घेर . उदयप्रकाश - बेलकटर खिलौना - राजेश जोशी .

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MILAGRES COLLEGE – KALLIANPUR

Career Guidance & Placement Cell

One week Soft Skill Training Programme

Details of the Session

Session Name: Inauguration of Career Guidance Cell and One week Soft Skill classes for Final Year B.Com Students.

Date: 07-12-2020

Chief Guest: Mr Jaikishan Bhat, Adjunct Faculty, Poornaprajna Institute of Management Udupi.

Participants: Final Year Degree Students

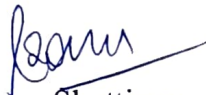
Outcome of the Programme

- Improve Leadership Skills
- Improve communication skills
- Problem – solving skills
- Teamwork



Mr Pradeep Moras

Convener



Dr Jayaram Shettigar

IQAC Coordinator



Dr Vincent Alva

Principal

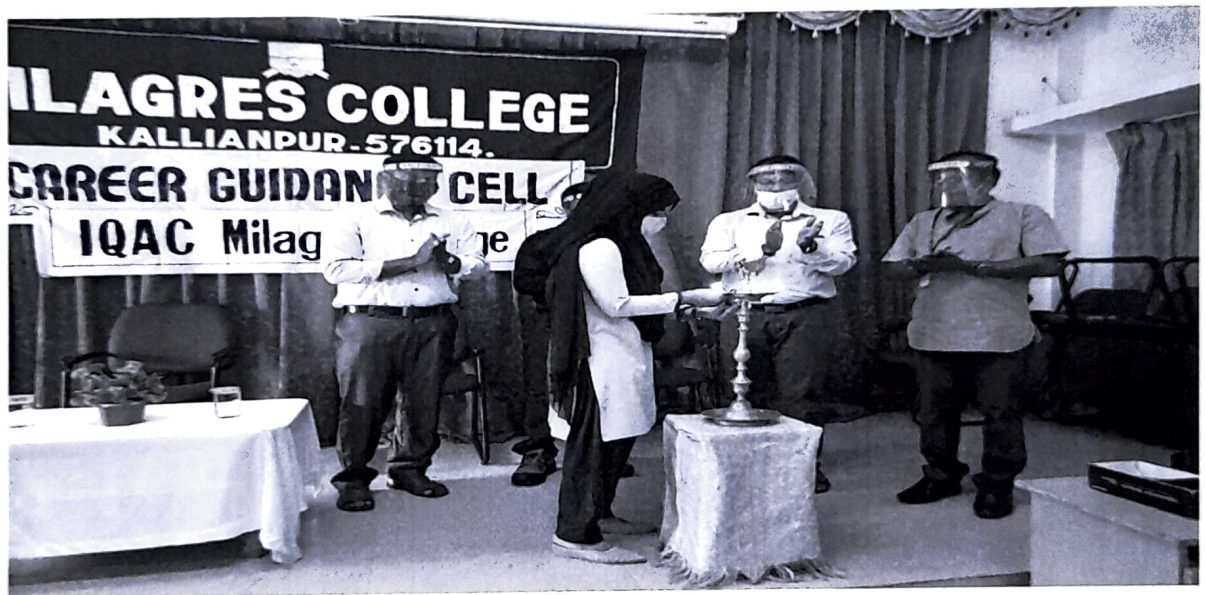
Career Guidance & Placement Cell – Inauguration of Career Guidance Cell and One Week soft skill classes for the Final Year B.com Students

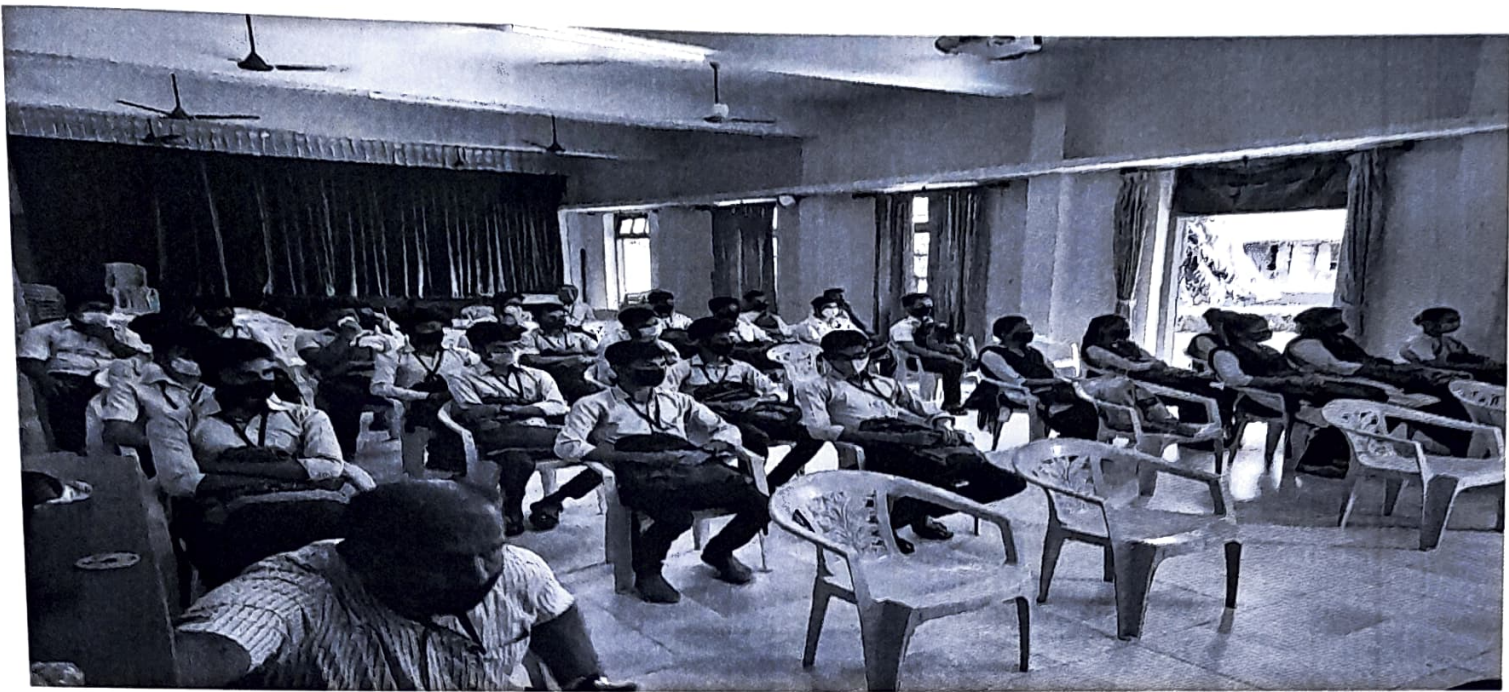
Date: 07.12.2020, Monday at 9.30 AM onwards

Chief Guest: Mr Jaikishan Bhat, Adjunct Faculty, Poornaprajna Institute of Management Udupi.

Participants: Final Year B.com Students.

The Inauguration of Career Guidance Cell for the year 2020-21 was held on 07th December, 2020, in the Audio Visual Hall at 9.30 AM. The Chief Guest of the Programme Mr Jaikishan Bhat, Adjunct Faculty, Poornaprajna Institute of Management Udupi inaugurated and addressed the gathering. The Principal Dr Vincent Alva delivered the presidential remarks and said that in the present scenario employment opportunities are very less. Everywhere in the world, there is competition for the job. Students have to make use of the soft skill classes and improve their communication skills. IQAC Coordinator Dr Jayaram Shettigar was Present for the programme. Mr Pradeep Joy Moras, Convener of Career Guidance Cell welcomed the gathering. Ms Saniya of III B.com B was the Master of Ceremony. Ms Pratheeksha proposed the vote of thanks. 30 Students were present on the occasion





Convener
Mr Pradeep Moras

IQAC Coordinator
Dr Jayaram Shettigar

Principal
Dr Vincent Alva

Career Guidance & Placement Cell

One week Soft Skill Training Programme

No of students Benefited from this Programme (Student Attendance)

Date : 07-12-2020 to 12-12-2020

Sl No	Students Name	Class	Signature
1	Abhishek	III B.COM 'A'	P. Abhishek
2	Austin	III B.COM 'A'	Austin
3	Dhanush	III B.COM 'A'	Dhanush
4	Harshajith	III B.COM 'A'	Harshajith
5	Varun	III B.COM 'A'	Varun
6	Sunny D'souza	III B.COM 'A'	Sunny D'souza
7	Ankitha Shetty	III B.COM 'A'	Ankitha Shetty
8	Kavya	III B.COM 'A'	Kavya
9	Anusha	III B.COM 'A'	Anusha
10	Reshel	III B.COM 'A'	Reshel
11	Vaishali	III B.COM 'A'	Vaishali
12	Henrita	III B.COM 'A'	H. Deshwa
13	Sunitha	III B.COM 'A'	Sunitha
14	Praveen	III B.COM 'A'	Praveen
15	Sainath	III B.COM 'A'	Sainath
16	Nauman	III B.COM 'A'	Nauman
17	Saniya	III B.COM 'B'	Saniya
18	Saman	III B.COM 'B'	Saman
19	Vaishak	III B.COM 'B'	Vaishak
20	Oliver	III B.COM 'B'	Oliver
21	Prathiksha Shetty	III B.COM 'B'	Prathiksha Shetty
22	Sagar	III B.COM 'B'	Sagar
23	Sharan	III B.COM 'B'	Sharan
24	Sandeep Shetty	III B.COM 'B'	Sandeep Shetty
25	Sujith	III B.COM 'B'	Sujith
26	Shreya	III B.COM 'B'	Shreya
27	Arpitha	III B.COM 'B'	Arpitha
28	Spoorthi	III B.COM 'B'	Spoorthi
29	Kavya	III B.COM 'B'	Kavya
30	Inchara	III B.COM 'B'	Inchara



Convener



Principal

MILAGRES COLLEGE – KALLIANPUR

Career Guidance & Placement Cell

One Week Soft Skill Training Programme

Details of the Programme

Session Name: One week of Soft Skill Classes for the III B.com students.

Date: 15-03-2021 to 20-03-2021

Chief Guest:

- 1. Mr M. Jaikishan Bhat, Adjunct Faculty, Poornaprajna Institute of Management Udupi**
- 2. Dr Ganesh Bhat – Coordinator of M.com, Milagres College Kallianpur**
- 3. Mr Karthik Shetty – Alumnus 2011 Batch, Deputy Head for Network, Societe Generale.**

Participants: Final Year B.com Students

Outcome of the Programme

- Improve Leadership Skills
- Improve communication skills
- Problem – solving skills
- Teamwork



Mr Pradeep Moras

Convener



Dr Jayaram Shettigar

IQAC Coordinator



Dr Vincent Alva

Principal

Career Guidance & Placement Cell – One Week soft skill classes for the Final Year B.com Students

Date: 15.03.2021 to 20-03-2021

Chief Guest:

- 1. M. Jaikishan Bhat, Adjunct Faculty, Poornaprajna Institute of Management Udupi**
- 2. Dr Ganesh Bhat – Coordinator of M.com, Milagres College Kallianpur**
- 3. Mr Karthik Shetty – Alumnus 2011 Batch, Deputy Head for Network, Societe Generale.**

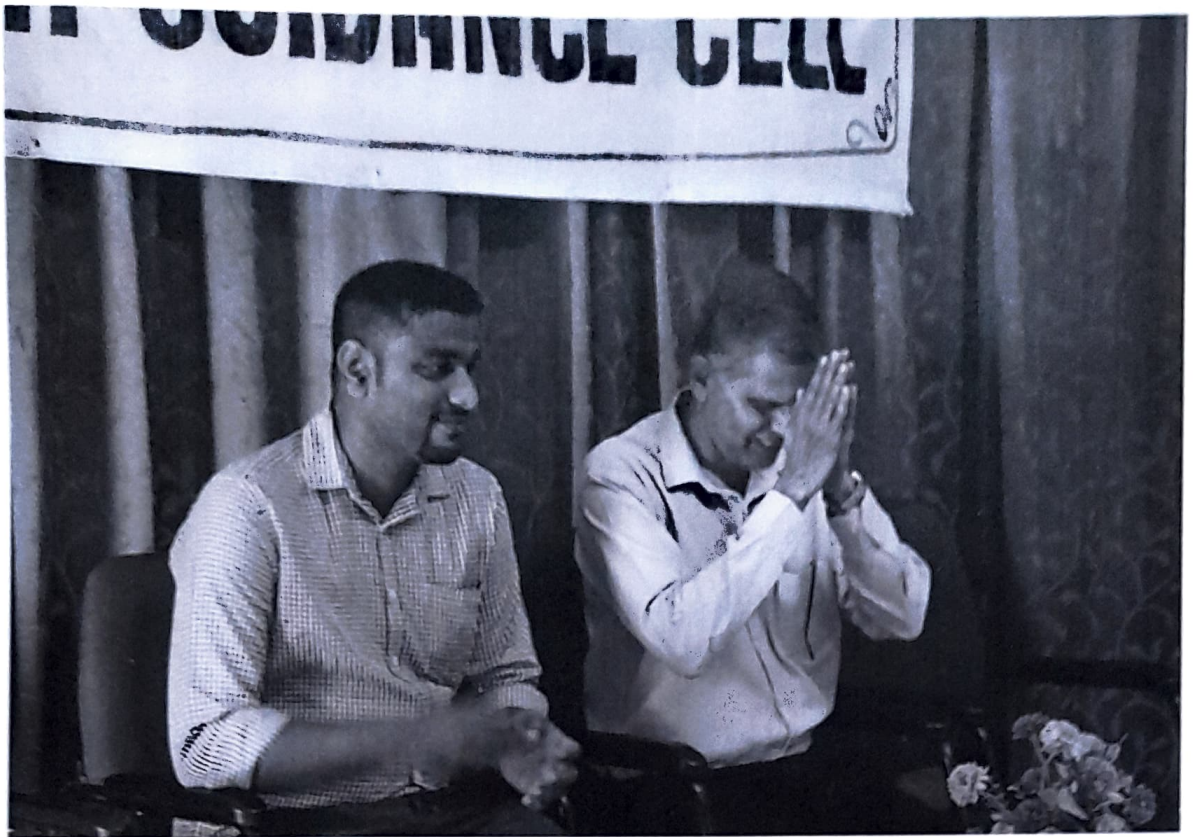
Participants: Final Year B.com Students.

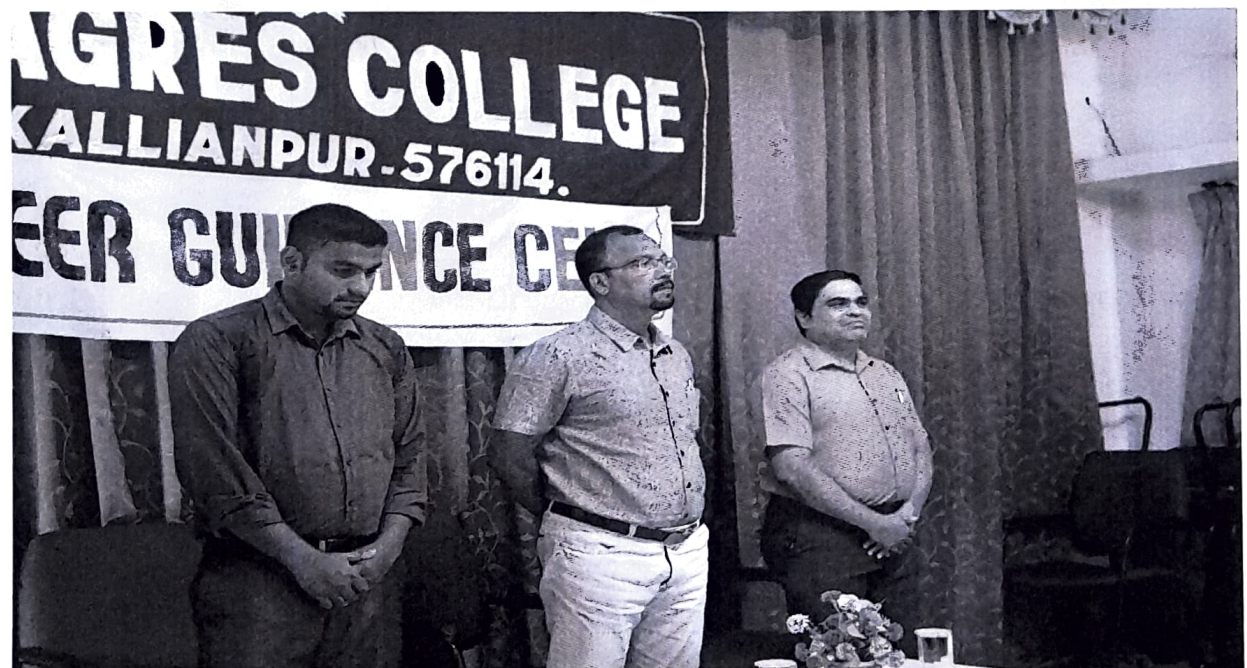
The career guidance & Placement Cell of our college conducted one-week soft skill classes for the Final year B.com students. The Programme was inaugurated by Mr Karthik Shetty, Deputy Head for Network, Societe Generale who is also the alumnus of our College 2011 B.com Batch. He spoke about the recent trends in marketing and advised the students to improve their communication skills.

Dr Ganesh Bhat Coordinator of M.com Milagres College Kallianpur was the resource person of another session. Mrs Shylet Mathias H.O.D of Commerce welcomed the chief Guest. Dr Ganesh Bhat advised the different ways to improve soft skills. He told the significance of Soft skills in student's life. Principal Dr Vincent Alva delivered his presidential remarks and informed the students to make use of soft skill classes.

M. Jaikishan Bhat, Adjunct Faculty, Poornaprajna college was the resource person for the remaining 5 days. He said that in the 21st Century, the world has upgraded in many ways, particularly the advancement of Technology. Upgrading is very essential in our day-to-day life. So he gave a call to the students for an upgrade in whatever they try to accomplish. 74 students were present on the occasion.









Convener
Mr Pradeep Moras

IQAC Coordinator
Dr Jayaram Shettigar



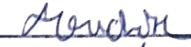




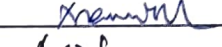


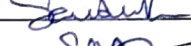

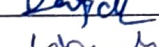
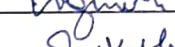

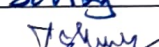

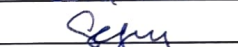

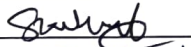

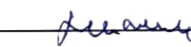
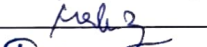


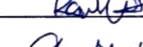
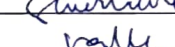
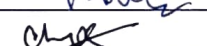
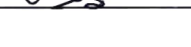

Principal
Dr Vincent Alva





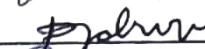


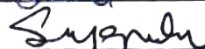
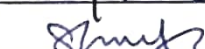

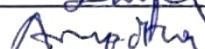
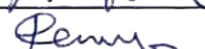
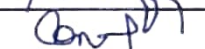
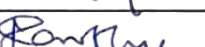
Career Guidance & Placement Cell

One week Soft Skill Training Programme

Number of students Benefited from this Programme (Student Attendance) Date: 15-03-2021 to 20-03-2021

Sl No	Students Name	Class	Signature
1	Anisha Rodrigues	III B.COM 'A'	Anisha
2	Alisha D'souza	III B.COM 'A'	Alisha
3	Vaishali	III B.COM 'A'	Vaishali
4	Canvia Adlit Suares	III B.COM 'A'	Canvia
5	Elrica Furtado	III B.COM 'A'	Elrica
6	Henrita D'silva	III B.COM 'A'	Henrita
7	Galnet	III B.COM 'A'	Galnet
8	Juwairiya	III B.COM 'A'	Juwairiya
9	Reeshel D'souza	III B.COM 'A'	Reeshel
10	Priya Naik	III B.COM 'A'	Priya
11	Soniya D'silva	III B.COM 'A'	Soniya
12	Vijayalaxmi	III B.COM 'A'	Vijayalaxmi
13	Steffi Lasrado	III B.COM 'A'	Steffi
14	Shreya amin	III B.COM 'A'	Shreya
15	Sushmitha	III B.COM 'A'	Sushmitha
16	Shreya Devadiga	III B.COM 'A'	Shreya
17	Keerthi Acharya	III B.COM 'A'	Keerthi
18	Prathiksha	III B.COM 'A'	Prathiksha
19	Nisha	III B.COM 'A'	Nisha
20	Raksha HR	III B.COM 'A'	Raksha
21	Kavya	III B.COM 'A'	Kavya
22	Freny D'souza	III B.COM 'A'	Freny
23	Anusha	III B.COM 'A'	Anusha
24	Anupa	III B.COM 'A'	Anupa
25	Akshatha Dandin	III B.COM 'A'	Akshatha
26	Amrutha Dandin	III B.COM 'A'	Amrutha
27	Amisha Salian	III B.COM 'A'	Amisha
28	Gaurav	III B.COM 'A'	Gaurav
29	Arjun	III B.COM 'A'	Arjun
30	Austin	III B.COM 'A'	Austin

Sl No	Students Name	Class	Signature
31	Sushanth	III B.COM 'A'	
32	Sudarshan	III B.COM 'A'	
33	Harshith	III B.COM 'A'	
34	Praveen A	III B.COM 'A'	
35	Abhishek	III B.COM 'A'	
36	Nishal	III B.COM 'A'	
37	Meharan Ali	III B.COM 'A'	
38	Manvith	III B.COM 'A'	
39	Adil	III B.COM 'A'	
40	Nishwal	III B.COM 'A'	
41	Sandesh	III B.COM 'A'	
42	Sunny Anthony D'souza	III B.COM 'A'	
43	Deepak	III B.COM 'A'	
44	Vignesh	III B.COM 'A'	
45	Sukesh	III B.COM 'A'	
46	Sooraj	III B.COM 'B'	
47	T S Sihan	III B.COM 'B'	
48	Dikshith	III B.COM 'B'	
49	Sagar	III B.COM 'B'	
50	Shashank	III B.COM 'B'	
51	Soofiyan	III B.COM 'B'	
52	Thouheed	III B.COM 'B'	
53	Huwess	III B.COM 'B'	
54	Hafiz	III B.COM 'B'	
55	Faiz	III B.COM 'B'	
56	Praful	III B.COM 'B'	
57	Karthish	III B.COM 'B'	
58	Shreeharsha	III B.COM 'B'	
59	Vaishak	III B.COM 'B'	
60	Chris D'silva	III B.COM 'B'	

Sl No	Students Name	Class	Signature
61	Mahesh Kotian	III B.COM 'B'	
62	Oliver	III B.COM 'B'	
63	Deeksha Amin	III B.COM 'B'	
64	Preema D'sa	III B.COM 'B'	
65	Prathima	III B.COM 'B'	
66	Saman	III B.COM 'B'	
67	Safa	III B.COM 'B'	
68	Supreetha	III B.COM 'B'	
69	Shreya	III B.COM 'B'	
70	Deepa	III B.COM 'B'	
71	Arpitha	III B.COM 'B'	
72	Ramya	III B.COM 'B'	
73	Carol	III B.COM 'B'	
74	Pavithra	III B.COM 'B'	


Convener


Principal

Workshop on Effective Communication and Presentation Skills

- Programme name** : Session on “Communication & Presentation Skills”
- Organizers** : Post Graduate Department of Studies and Research in
Commerce (M Com) & Post Graduate Department of
Social Work (M S W)
- Date and Time** : Tuesday, Feb 23, 2021
9:30am – 12:30am
- Resource person** : Dr Ganesh Bhat. S, Coordinator, PG Department of
Studies and Commerce (MCom), Milagres College
Kallianpur.
- Participants** : MCom and MSW Students
- Venue** : AV Hall

On Feb 23, 2021 Milagres College Kallianpur, Post Graduate Department of Studies and Research in Commerce (M.Com) and Post Graduate Department of Social Work (M.S.W) organized a workshop in the A V Hall of the College on “Communication & Presentation Skills” resourced by Dr. Ganesh Bhat for M.Com and M.S.W students.

➤ **Objectives of the workshop:**

1. To create awareness and improvement of the communication and presentation skills.
2. To understand different types of communication skills – oral and written, body language, paralanguage and proxemics.
3. To create awareness on modes of improving communication skills.

➤ **Outcomes of the workshop:**

1. During the three hours training session, the students have actively participated in the dialogue process.
2. The students participated in the behavioral games actively.
3. The participants have understood the different types of communication and techniques of improvement in communication.
4. The students have shown the interest in participating similar programmes during the course of the study to consolidate the gains they have made in this programme especially written communication skills that is needed for their examination.





S. M. A.
Convener

J. M.
IQAC Coordinator

P. M.
Principal
Principal
Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

Workshop on

Self Awareness for Personal Effectiveness

- Programme name** : Session on “Self-Awareness for Personal Effectiveness”
- Organizers** : Post Graduate Department of Studies and Research in Commerce (M.Com) & Post Graduate Department of Social Work (M.S.W)
- Date and Time** : 03-02-2021, Wednesday
9:30am – 12:30am
- Resource person** : Dr. Ganesh Bhat, Coordinator of PG Department of Studies and Commerce (M.Com), Milagres College Kallianpur.
- Participants** : M.Com. and M.S.W Students
- Venue** : AV Hall

On Feb 03, 2021 Milagres College Kallianpur, Post Graduate Department of Studies and Research in Commerce (M.Com) and Post Graduate Department of Social Work (M.S.W) organized a workshop in the A V Hall of the College on “Self- Awareness for Personal Effectiveness” by the resource person Dr. Ganesh Bhat for the students of M.Com. and M.S.W.

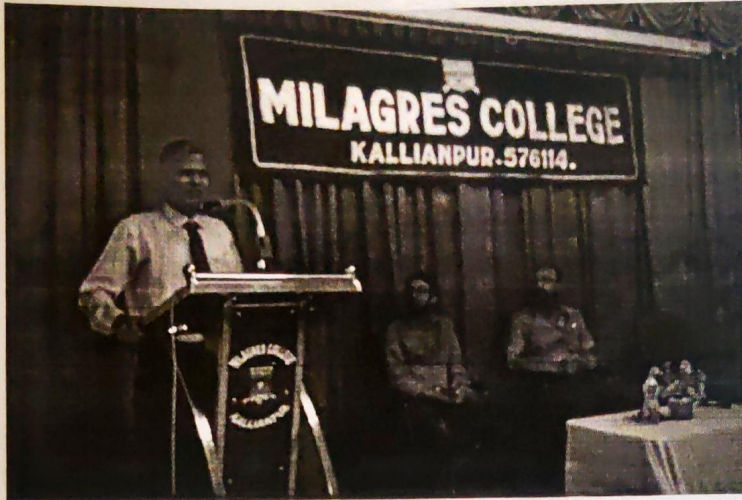
➤ **Objectives of the workshop:**

1. To create awareness about the concept "Self" – 'real self', 'social self', and 'ideal self' to hasten the process of personality development.
2. To understand their skill deficits - Life skills or People Skills, Employability skills and Corporate soft skills.
3. To create awareness on modes of plugging the skill deficits.

➤ **Outcomes of the workshop:**

1. During the three hours training session, the students have actively participated in the dialogue process.
2. The students participated in the behavioral games actively.
3. The participants have understood the level of skill sets they possess.
4. The students have shown the interest in participating similar programmes during the course of the study to consolidate the gains they have made in this programme.





[Handwritten signature]

Convener

[Handwritten signature]

IQAC Coordinator

[Handwritten signature]

Principal

Principal

Milagres College Kallianpur-576 114
Udupi Dt., Karnataka

Staff Council Meeting 01-01-2020 Minutes

Staff Council meeting was held on 01-01-2020 Wednesday at 3.30 P.M in the A.V. Hall. Meeting began with the prayer by Rev. Fr. Dr. Anil Prakash Castelino and he gave the message of New year. Principal Dr. Vincent Alva welcomed the staff.

Principal rendered his prayers towards the family of Late David Crasta, the office staff and thanked for his sincere work.

The following discussions and resolutions were made in the meeting.

Agenda 1 : Briefing the activities by the Principal.

* Principal thanked Mr Sandeep Shetty of English dept. for his service and said that his work service will be remembered.

He welcomed Mr Ceaser Gonsalves, newly appointed lecturer to the English Dept, congratulated Rekha Madam and thanked her

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for sweets.

- * He thanked office staff and teaching staff for their cooperation in smooth conducting of university semester examination.
- * He gave necessary instructions about semester exam duties.
- * He expressed his happiness about NSS Annual Camp and thanked NSS coordinators Mrs Anupama Jogi, Mr Melroy, Mr Ravinandan for that.
- * He suggested NSS coordinators not to send seniors to the camp.
- * He thanked the staff who visited the camp and supported financially.
- * He thanked Fr Dr. Anil Prakash for value education classes and retreat.
- * He expressed his happiness over grand success of MPL match and thanked all organizers, Alumni and Physical director, Mr Nikhil, the staff, and Mrs Anupama Jogi for prayer song.
- * He gave the details of fund collection for that and thanked Mr Allen Lewis, the Alumni for the support.

- * He requested the staff to maintain bridge course, remedial coaching, advanced learners coaching records.
- * He gave necessary instructions about internal assessment marks.
- * He said that NSS, NCC students will be given a proforma for recording the leaves and asked the staff to insist on the leave notes.

Agenda II - Planning for the semester,

- * Calendar of Events was discussed and recorded as follows:

- (1) Sports day - 10th and 11th ^{January.} ~~January~~
(Friday and Saturday)
- (2) Ist internal Exams: from February 8th to Feb. 12th. and re exams from 15th February.
- (3) II internal exams from March 14th to March 18th, Re exams from 21st March.
- (4) College Day on 7th March (Saturday)
- (5) Traditional Day and Prize distribution day on 28th March Saturday.
- (6) Last working day on 11th April.

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* Discussions were made about guest for sports day. Principal said that Physical Director Mr. Nikhil will distribute duties for sports day.

* It was decided to conduct internal assessment exams in the old system itself.

* Principal requested the staff to conduct National, State, University level seminars. He also requested the staff to present research papers in various seminars.

Agenda III - AQAR Report.

* IQAC coordinator Dr. Jayaram Shettigar presented AQAR 2019.

The soft copy of AQAR also mailed to all members of the staff.

AQAR has been accepted by the staff council.

* Principal appreciated the work of IQAC ~~AQAR~~ coordinator Dr. Jayaram and the Heads of 7 criteria.

* Dr. Jayaram Shettigar briefed the changed rules for uploading

- * He discussed about major changes in the S.S.R.

* He requested the staff to involve in NAAC work.

Staff secretary Dr Surekha thanked the staff and the meeting was concluded.

Principal,

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Staff Council Meeting

07-06-2021

[Online]

Date

Online staff council meeting was held on 07-06-2021, Monday at 11:45 am on Google meet platform. Principal Dr. Vincent Alva prayed for the well being of the staff and their family during this pandemic and welcomed the staff.

Following discussions were held in the meeting.

* Principal congratulated and thanked Commerce Association for conducting various activities ^{on online mode.} He expressed his happiness about the program on stock exchange. He thanked Mrs Clara Menezes for encouraging the students to participate in various competitions conducted by the dept and he also thanked Mrs Shylet Mathais, Dean of Commerce faculty and staff members.

* Principal thanked NSS coordinators, Mrs Anupama Jogi and Mr Nelson for organizing programs on covid awareness, World environment day etc.

* Principal informed about the newly constructed well and thanked everyone.

* He informed about the work done in the campus such as cutting the branches of trees etc.

Agenda 1 :- Online classes.

* Principal expressed his happiness over online classes which was started on

10th of May.

- * He informed to conduct first internal exams from 28th of June and instructed Mrs Poornima, the examination coordinator to do the needful.

Agenda II : Credit Course classes.

- * Principal informed Physical Director, librarian and other lecturers who are incharge of credit course activities to give assignments to students and to have the online record of the same.
- * Principal asked the other associations to conduct activities.
- * Principal discussed about elective and open elective classes.

Agenda III : Admission to first year degree courses.

- * Principal said that brochure for the admission to the college is ready and PRO Ravinandan has posted online admission information. He requested the staff to circulate it.

Agenda IV : IQAC report.

IQAC coordinator Dr Jayaram Shettiger informed about the presentation done

by four criteria heads. He requested the other criteria heads to present them as soon as possible.

Agenda V : Any other matter.

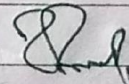
* Principal discussed about the salary of Management staff and gave the details of it.

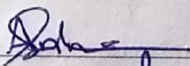
* He also reminded the staff to fill the online gradation list.


* Principal expressed his deep condolences over the sad demise of Mr Gopalakrishna Biadya, the ret'd. staff of library. He prayed for the eternal rest of the departed soul.


Dr Surekha, the staff secretary thanked every one and the meeting was concluded.


Date 07-06-21


Principal. 

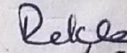
Mrs Surekha - 


Mrs Harinalalshu - 


Mrs Annamma - 

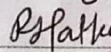
Mrs. Shyluk Mathial - 

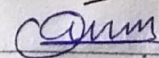
Mrs Sophia Dias - 

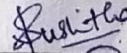
Mrs. Rekha U - 


Mrs. Roshma - 

Mrs. Anupama M. Jogi - 

Mrs. Radhika Patkar - 

Mrs. Chandrika - 

Ms. Sushmitha - 

Mrs. Chaitra. U - 

2020-21

PROFORMA 'W'

Statement showing the work-load in each Department for the year 2020-21

DEGREE GOVERNMENT & AIDED COMBINATIONS ONLY

Name of the Department: English		DETAILS OF WORK-LOAD		
COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
General English				
I B.A..H.Opt.Eng.Eco.	4	1	31	4
II B.A..H.Opt.Eng.Eco.	4	1	27	4
I B.Com	4	1	90	4
II B.Com	4	1	86	4
I B.Sc	4	1	15	4
II B.Sc.	4	1	28	4
Optional English				
I B.A.	6	1	31	6
II B.A.	6	1	27	6
III B.A.	10	1	16	10

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available

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Theory Hours : **46**

Practical Hours:

TOTAL WORK

HOURS: **46**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total
			THEORY			PRACTICAL			
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL	
1	Dr Vincent Alva , Principal	02.07.1990	0	6	6	0	0	0	6

Certified that the work-load in the English Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21.

Name of the Department: Kannada

DETAILS OF WORK-LOAD

COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.A.	4	1	18	4
II B.A.	4	1	13	4
I B.Com	4	1	37	4
II B.Com	4	1	33	4
I B.Sc	4	1	13	4
II B.Sc.	4	1	19	4

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available

Theory Hours : **24**

Practical Hours:

TOTAL WORK

HOURS: **24**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total	Remarks
			THEORY			PRACTICAL				
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL		
1	Smt. Harinakshi M.D, Lecturer	02.04.2007	0	16	16	0	0	0	16	

Certified that the work-load in the **Kannada** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21

Name of the Department: Hindi

DETAILS OF WORK-LOAD

COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.A.-H.eng.Eco.	4	1	13	4
II B.A.-H.eng.Eco.	4	1	14	4
I B.Com	4	1	53	4
II B.Com	4	1	53	4
I B.Sc	4	1	2	4
II B.Sc.	4	1	9	4

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available

Theory Hours : **24**

Practical Hours:

TOTAL WORK

HOURS: **24**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total	Remarks
			THEORY			PRACTICAL				
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL		

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total
			THEORY			PRACTICAL			
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL	
1	Dr. Jayaram Shettigar, Associate Professor	01.12.1994	0	16	16	0	0	0	16

Certified that the work-load in the **History** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21

Name of the Department: Economics		DETAILS OF WORK-LOAD		
COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.A.	6	1	31	6
II B.A.	6	1	27	6
III B.A.	10	1	16	10
I B.Com.	4	1	90	4
II B.Com.	4	1	86	4

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available

Theory Hours : **30**

Practical Hours:

TOTAL WORK

HOURS: **30**

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Theory Hours : **71**

Practical Hours:

TOTAL WORK

HOURS: **71**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total
			THEORY			PRACTICAL			
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL	
1	Smt Shylet Mathias, Associate Professor	01.07.1997	0	16	16	0	0	0	16
2	Smt Clara Menezes, Assistant Professor	01.07.2000	0	16	16	0	0	0	16

Certified that the work-load in the **Commerce** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21.

Name of the Department: Physics

DETAILS OF WORK-LOAD

COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.Sc.- PCM	4+2(Elective) = 6	1	15	6
II B.Sc.-PCM	4+2(Elective) = 6	1	28	6
III B.Sc.-PCM	6	1	47	6

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No. of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available
I B.Sc.- PCM	15	16	1	3	1	3
II B.Sc.-PCM	28	16	2	3	1	6
III B.Sc.-PCM	47	16	4	4	1	16

Theory Hours : **18**

Practical Hours: 25

TOTAL WORK

HOURS: **43**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

No. of Staff Employed and Assignment of Work									
Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total
			THEORY			PRACTICAL			
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL	
1	No Approved Post								

Certified that the work-load in the **Physics** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21.

Name of the Department: Chemistry

DETAILS OF WORK-LOAD

COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.Sc.- PCM	4+2(Elective) = 6	1	15	6
II B.Sc.-PCM	4+2(Elective) = 6	1	28	6
III B.Sc.-PCM	6	1	47	6

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available
I B.Sc.- PCM	15	16	1	3	1	3
II B.Sc.-PCM	28	16	2	3	1	6
III B.Sc.-PCM	47	16	4	4	1	16

Theory Hours : **18**

Practical Hours: **25**

TOTAL WORK

HOURS: **43**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

REG. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK									
Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total
			THEORY			PRACTICAL			
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL	
1	Sri Joseph P. Fernandes, Associate Professor	01.07.1985	0	5	5	0	17	17	22

Certified that the work-load in the **Chemistry** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21.

Name of the Department: Mathematics

DETAILS OF WORK-LOAD

COURSES	W/L Per week as prescribed in respect each course by the University	No. of sections in each Course of study	No. of students in each section	Total Theory work hours
I B.Sc.- PCM	4+2(Elective)=6	1	15	6
II B.Sc.-PCM	4+2(Elective)=6	1	28	6
III B.Sc.-PCM	10	1	47	10

WORK LOAD IN RESPECT OF PRACTICAL CLASSES

COURSES	No. of students Studying in the Course	Intake capacity of the Sc.Lab	No. of batches w.r.t. Col.2 & 3	No.of Hours of work prescribed For each Practical Class	No. of Teachers per batch	Total No. of practical work load available
I B.Sc.- PCM	15	16	1	3	1	3
II B.Sc.- PCM	28	16	2	3	1	6

Theory Hours : **22**

Practical Hours: 9

TOTAL WORK

HOURS: **31**

NO. OF STAFF EMPLOYED AND ASSIGNMENT OF WORK

Sl. No.	Name of the teacher & Designation as approved For grants	Date of Appointment	Work-load assigned						Grand Total	Remarks
			THEORY			PRACTICAL				
			PUC	DEGREE	TOTAL	PUC	DEGREE	TOTAL		
1	Smt Surekha , Associate Professor		0	11	11	0	9	9	20	From NMC, Sullia on deputation

Certified that the work-load in the **Maths** Department for the year 2020-21 as furnished above is correct and based on the Time Table for the year 2020-21.

Workload Distribution

TEACHER'S WORK DATA

1. Name : *Ganesh Nayak*
2. Designation : *Lecturer*
3. Department : *M.com*
4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS :

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
<i>IFM.com</i>	<i>Corporate Accounting</i>		<i>-</i>	<i>5</i>	<i>5</i>
<i>IFM.com</i>	<i>International Business</i>		<i>5</i>	<i>-</i>	<i>5</i>
	<i>Environment</i>				
<i>Choice base</i>	<i>Personal Savings And</i>		<i>-</i>	<i>2</i>	<i>2</i>
	<i>Tax Planning</i>				
<i>IFM.com</i>	<i>Security Analysis & P.Mgt</i>		<i>1</i>	<i>-</i>	<i>1</i>

TOTAL: Theory : *6*
Practical : *7*

5. Time - Table

DAY	Forenoon			Afternoon		
	9.30-10.30 I	10.30-11.25 II	11.30-12.30 III	1.30-2.30 IV	2.30.3.30 V	3.35-4.30 VI
Mon	<i>C.A</i>	<i>-</i>	<i>-</i>	<i>I.B.E</i>	<i>-</i>	
Tue	<i>C.A</i>	<i>-</i>	<i>S.A.P.M</i>	<i>I.B.E</i>	<i>-</i>	
Wed	<i>-</i>	<i>C.A</i>	<i>-</i>	<i>-</i>	<i>I.B.E</i>	
Thurs			<i>C.A</i>	<i>I.B.E</i>	<i>-</i>	
Fri	<i>C.A</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>I.B.E</i>	
Sat		<i>P.S.T.P</i>	<i>P.S.T.P</i>			

6. INVOLEMENT IN COLLEGE ACTIVITIES :

- 1.
- 2.
- 3.
- 4.
- 5.

TEACHER'S WORK DATA

1. Name : *Rosalie Cardozo*
 2. Designation : *Assistant Professor*
 3. Department : *English*
 4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS : I / III / V Sem

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
I B.CA	General English + Grammar	—	04		04
II B.A(GEN)	Things Fall Apart	Novel	03		03
I BA(GEN)	General Eng + Grammar	—	04		04
I BA(OPP)	Background Poetry - Blake + Coleridge	—	02		02
II BA(OPP)	Background + Critical concepts and Tennyson	—	02		02
II B.Sc.	Chambers	Novel	03		03

TOTAL: Theory: Practical: — 18

5. WORKLOAD & DISTRIBUTION OF THE SYLLABUS : II / IV / VI Sem

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	

TOTAL: Theory: Practical:

PERFORM - II

Activities	Minimum Work Load / Week (Without Practicals)	Minimum Work Load / Week (Without Practicals)
1	2	3
1. Teaching	16 Hours	16 Hours
2. Practicals	-	04 Hours
3. Tests / Exams	02 Hours	02 Hours
4. Tutorials	04 Hours	02 Hours
5. Class Preparation	10 Hours	10 Hours

TEACHER'S WORK DATA

1. Name : Sindhu Rani

2. Designation : Asst. Professor

3. Department : Mathematics

4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS : I / III / V Sem

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
I B.Sc	Calculus & Analytical	3 units	3	3+3	09
I B.Sc	Functions of application ^{Geometrical}	02 units	02		02
II B.Sc	Functions of several ^{Variable}	2 units	02		02
III B.Sc	Ring theory ^{Group}	2 units	02		02
II BCA	Basic mathematics	04 units	04		04
I B.Com	Indian Constitution	02 "	01		01

TOTAL: Theory : 14 + 1

Practical : 06

TEACHER'S WORK DATA

1. Name: J Nisha Chitra

2. Designation: Asst. Professor

3. Department: BCA

4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS :

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
I Sem	CoA		4		4
II Sem	MP		4	6	10
III Sem	LINUX		4		4
IV Sem	LAMP		1		1
V Sem	V.C		1		1
I Sem	Fit			3	3

TOTAL: Theory: 14
Practical: 9

23

5. Time - Table

DAY	Forenoon			Afternoon		
	9.30-10.30 I	10.30-11.25 II	11.30-12.30 III	1.30-2.30 IV	2.30.3.30 V	3.35-4.30 VI
Mon	CoA		LINUX	Fit LAB	Fit LAB	Fit LAB
Tue		MP		MP LAB	MP LAB	MP LAB
Wed		MP	CoA	MP LAB	MP LAB	MP LAB
Thurs		CoA	LINUX		LAMP	
Fri	LINUX		MP			V.C
Sat	MP		CoA			

6. INVOLEMENT IN COLLEGE ACTIVITIES :

- 1.
- 2.
- 3.
- 4.
- 5.

TEACHER'S WORK DATA

1. Name : *RESHMA*

2. Designation : *Lecturer*

3. Department : *HISTORY*

4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS : I/III/V Sem

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
<i>III B.A</i>	<i>Colonial India</i>		<i>5</i>	<i>-</i>	<i>5</i>
<i>I B.A</i>	<i>Early History of India</i>		<i>1</i>	<i>-</i>	<i>1</i>
<i>II B.A</i>	<i>Gender equity</i>		<i>2</i>	<i>-</i>	<i>2</i>
<i>I B.com</i>	<i>Constitution of India</i>		<i>2</i>	<i>-</i>	<i>2</i>
<i>I B.C.A</i>					
<i>I B.A & I B.Sc</i>	<i>Constitution of India</i>		<i>4</i>	<i>-</i>	<i>4</i>
<i>II B.Sc</i>	<i>Gender equity</i>		<i>2</i>	<i>-</i>	<i>2</i>

TOTAL: Theory : *16*

Practical : *—*

TEACHER'S WORK DATA

1. Name: Ganesh Nayak

2. Designation: Lecturer

3. Department: M.Com

4. WORKLOAD & DISTRIBUTION OF THE SYLLABUS :

CLASS	TITLE OF THE PAPER	CHAPTER	HOUR		TOTAL
			THEORY	PRACT	
M.Com	Advanced Financial ac	5	5	-	5
M.Com	Business Economics	5	5	-	5
M.Com	Mgt theory and practice	3	3	-	3

TOTAL: Theory: 13
Practical:

5. Time - Table

DAY	Forenoon			Afternoon		
	9.30-10.30 I	10.30-11.25 II	11.30-12.30 III	1.30-2.30 IV	2.30.3.30 V	3.35-4.30 VI
Mon	-	AFA	-	B.E	-	-
Tue	-	-	M.T.P	-	B.E	-
Wed	B.E	-	A.F.A	-	M.T.P	-
Thurs	AFA	-	-	B.E	-	-
Fri	AFA	AFA	-	B.E	-	-
Sat	-	-	M.T.P			

6. INVOLEMENT IN COLLEGE ACTIVITIES :

- 1.
- 2.
- 3.
- 4.
- 5.