



ಪಾದುವ ಕಾಲೇಜ್ ಆಫ್ ಕಾಮರ್ಸ್ & ಮ್ಯಾನೇಜ್‌ಮೆಂಟ್
PADUA COLLEGE OF COMMERCE & MANAGEMENT

(Affiliated to Mangalore University & Recognised by Govt. of Karnataka)
(A Unit of Catholic Board of Education)
Nanthur, Mangalore - 575 004.

Email : paduadegreecollege@gmail.com

website : www.paduainstitutions.com

Ref. :

Date: 25, 2020

Respected Sir / Madam,

The meeting of the Local Management Committee will be held on Friday, 03rd July 2020 in the Principal's Chamber at 4.00 P.M. We kindly request you to be present.

The Agenda for the meeting:

1. Report
2. A Glimpse of semester activities
3. Situation during lockdown period and now
4. NAAC preparation
 - MOU with St. Agnes College
 - Presentations
5. Extension of the Building
6. Building painting
7. New programme -BCA
8. Requirements for NAAC
9. Salary and Staff requirement
10. Admissions
11. Fee collections and Re-admissions
12. Any other matter
13. Vote of thanks

Please attend the meeting.

Thanking you,
Yours Sincerely,

Fr. Vincent Monteiro

Correspondent
Correspondent

PADUA COLLEGE OF COMMERCE AND MANAGEMENT

Nanthur, Mangalore – 575 004

Management Committee Meeting

03-07-2020

AGENDA

1. Prayer and blessings – Rt. Rev. Dr. Peter Paul Saldanha
2. Welcome – Rev Fr. Vincent Monteiro
3. Introduction of Members
4. Report – Mr. Roshan Santhumayor
5. Glimpses of the academic year 2019-20 with PPT presentation
6. Situation during lockdown period and now
7. NAAC preparation
 - MOU with St. Agnes College
 - Presentations
8. Extension of the Building
9. Building painting
10. New programme –BCA
11. Requirements for NAAC
12. Salary and Staff requirement
13. Admissions
14. Fee collections and Re-admissions
15. Any other matter
16. Vote of thanks - Mrs. Pramila Mascarenhas

PADUA COLLEGE OF COMMERCE AND MANAGEMENT
Nanthur, Mangalore – 575 004

Management Committee Meeting

03-07-2020

1. Prayer and blessing – Rt. Rev. Dr. Peter Paul Saldanha
2. Welcome – Rev Fr. Vincent Monteiro
3. Introduction of Members
4. Report - Mr. Roshan Santhumayor
5. Glimpses of the academic year 2019-20 with PPT presentation
6. Situation during lockdown period and now
 - ❖ Worked till March 23rd
 - ❖ Rejoined on May 4th
 - ❖ Continuously doing NAAC Work till date
 - ❖ Classes and Exams are still pending
 - ❖ April 1st week created WhatsApp group – sent notes and materials
 - ❖ May 15th onwards presently doing online classes.
 - ❖ Stopped the online classes for time being due to network issues
 - ❖ Applied for G-Suite and Data Network for webinars and online trainings
 - ❖ Celebrated environmental day, International Yoga Day and Anti drug Day via Google meet.
7. NAAC preparation
 - ❖ 90% of the work including documentation is done
 - ❖ St Agnes College is helping us under Paramarsh Scheme
 - ❖ Final presentation of SSR will be July 13th onwards
 - ❖ By July 31st planned to apply for NAAC by filling IIQA
8. Extension of the Building --
 - ❖ As Padua College is growing in terms of student strength, to maintain the standard and to compete with neighborhood colleges, these is an immediate need for extending the building.
 - ❖ We are using the same building since its inception without any extension
 - 2011-12 – 103 students
 - 2019-20 – 601 students

9. Painting of the building – For NAAC purpose

10. New programme –BCA

- ❖ Paid Rs. 1,31,000/- to the University
- ❖ University has started online affiliation it may take two months from now
- ❖ Good response for B.C.A
- ❖ Shortage of Class rooms.

11. Requirements for NAAC -

- ❖ Two Rooms – A. V. Room & Language Room
- ❖ Printer, Projector, Laptop and Computers (18 working computers)
- ❖ Library - P U C building
- ❖ NSS Room - P U C building

12. Salary and Staff requirement

- ❖ As per the direction of CBE, 50% of the salary is paid till now.
- ❖ Funds are available till August 2020.
- ❖ Lecturers are coming on alternative days for NAAC work.
- ❖ Mr. Melchidias, Mrs. Pramila and Mrs. Thanuja are instructed to go on holidays.

13. Admissions

- ❖ Till now 22 admission for B Com and 1 for BBA.
- ❖ If BBA gets only 25 students, we may have to admit 200 (100 in each section) for B Com. which might be difficult to handle in the present situation.
- ❖ Even though last year's admissions are 184 to continue with the present scale we have to admit 217 students (present outgoing) this year

14. Fee collections and Re-admissions

- ❖ Nearly 11,50,000/- last year fees are pending. We are requesting them to pay, but poor response.
- ❖ Re-admissions and fees of 2020-21 we have not yet started to collect.

15. Any other matter

16. Vote of thanks – Mrs. Pramila Mascarenhas

Minutes of the meeting

Date: 03-07-2020

Time: 4.00 P.M.

Venue: Principal's Chamber

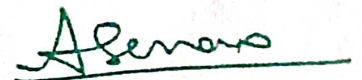
The meeting of the Local Management Committee of Padua College of Commerce and Management was held on Friday 03rd July 2020, in the Principal's Chamber at 4.00 p.m.

Most. Rev. Dr. Peter Paul Saldanha the President of CBE presided over the meeting. Rev.Fr. Vincent Monteiro the Correspondent of Padua Educational Institutions welcomed the members for the meeting. Mr.Roshan Santhumayor, Vice-Principal briefed about the activities held in the year 2019-20

Agenda Discussion:

The following Agenda was discussed and suggestions from the members were accepted:

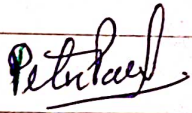

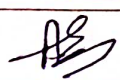

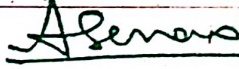
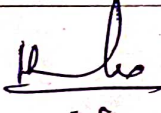

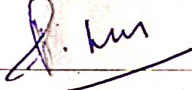
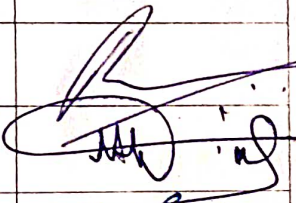
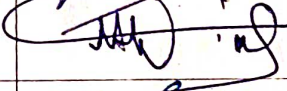
1. Mr.Roshan Santhumayor put forward the development during lockdown period from March, 23rd to till date.
 2. Members were informed about the NAAC and the work done with the help of St.Agnes College under Parmarsh Scheme, Date of final presentation of SSR and the date of filling IIQA were fixed for future date in the month of September. The requirements for NAAC were discussed as follows:
 - Two Rooms for Language and Audio-Visual classes
 - Spacious Library
 - NSS Room
 - Computer Lab
 - Additional requirements- Printers, Projectors, Laptop and Computers
 3. It was suggested that all infrastructure like painting of the college building, purchasing of Printers, Projectors, Laptop and Computers have to be completed within the funds available in the college.
 4. Infrastructure, digitalization of class rooms and extension of building was discussed in the meeting.
 5. The members were informed about starting of BCA programme and the affiliation of the programme.
 6. Due to the lack of strength of BBA programme, the committee suggested that three BCom Classes can be accommodated instead of BBA programme
 7. The members suggested to collect the Pending fees from the students and to conduct readmissions to II and III year Students
 8. It was decided that if the admissions take place and if the fees are well collected then the proportionate salary would be paid to the staff from August.
 9. The Bishop appreciated the effort of the college and suggested the members to plan for Infrastructural development of the College.
- Meeting was ended with the vote of thanks Proposed by Mrs.Pramila Mascarenhas, Department of Kannada.



Principal

Padua College of Commerce and Management
Nanthur, Mangalore - 575 004

Members Present

SL. NO	NAME	DESIGNATION	SIGNATURE
1	Most Rev. Dr. Peter Paul Saldanha	President, CBE	
2	Msgr. Maxim Noronha	Vice President, CBE	
3	Rev.Fr. Antony Michael Shera	Secretary, CBE	
4	Rev.Fr. Vincent Monteiro	JT. Secretary, CBE	
5	Fr. Alwin Serrao	Principal	
6	Mr. Stephen Pinto	Elected from the Parish Council	ABSENT
7	Dr. Norbert Lobo	Elected from the Parish Council	
8	Mr. Roshan Vincy Santhumayor	Staff Representative	
9	Mrs. Pramila Mascarenhas	Staff Representative	
10	Mrs. Geetha Mary Pinto	Parent Representatives	ABSENT
11	Mrs. Hazel D Cunha	Parent Representatives	ABSENT
12	Dr. Prakash Pinto	Member	
13	Mr. Naveen Dias	Member	
14	Dr. John Shera	Member	