



DON BOSCO COLLEGE

Athiyaman Bypass Road, Sogathur Post, Dharmapuri 636 809

Phone : 9443604446, 9443604447

E-mail : dbc155@live.in Website : www.dbcdharmapuri.edu.in



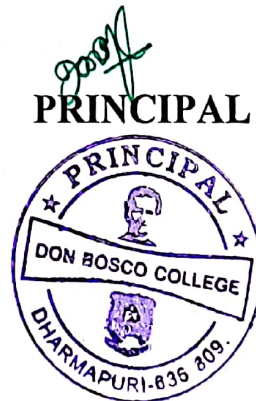
CIRCULAR

No. DBC/AC 2018-19/C1

Date: 25.05.2018

The meeting of academic council is proposed on 30.05.2018 at 11.30AM in Principal's office. All the officials, HODs are requested to attend the meeting without fail. The Agenda for the meeting is as follows

1. FDP for Staff
2. Admission process
3. Academic plan for the next academic year
4. Submission of time table and work load
5. Preparation of notes of lesson and lesson plan





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MINUTES OF MEETING

Reference No. DBC/AC 2018-19/C1/25.05.2018

The academic council meeting was held on 30.05.2018 at 11.30AM in Principal's office.

The meeting started with prayer song and is headed by the Principal.

The following points were discussed in the meeting.

1. Fr. Rector will be animating our Staff at B.Ed., College.
2. All the Staff members should work for the Admission process.
3. As per the feedback received from the students the urinals for boys and toilets for girls were increased. ,HoDs were instructed to make MoUs with industries .It is decided that students will be encourage to participate in the cultural events organised by other colleges.
4. All the HODs are asked to submit their Department Academic plan.
5. Time table and work load allotment should be completed.
6. Work load sheet should be submitted to the Lab assistant Mr. Krishnan.
7. The lesson plan should be written in the beginning of the semester.
8. Value education classes will be conducted on every Wednesday and Thursday by Fathers.
9. Submit the list of new books needed for this academic year to the Librarian.





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Date: 30.05.2018

SIGNATURE OF THE MEMBERS

1. Fr. Principal

30/5/18

2. Fr. Vice Principal

Babyl

3. Dr. K. Anand

30/5/18

4. P. Chiranjeevi

P. Chiranjeevi

5. I. James

I. James

6. Dr. P. Madhubala

P. Madhubala

7. D. Ramkumar

D. Ramkumar

8. R. Murugesan

R. Murugesan

9. R. Prakash

R. Prakash

10. M.Sekar

M. Sekar

11. P. Kannadasan

P. Kannadasan

12. A.S. Raja

A.S. Raja

13. V. Rajeswari

- absent -

14. R. Venkatesh

R. Venkatesh





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ACTION TAKEN REPORT

As recommended in the meeting held on 30.05.2018, the following works were completed.

1. Fr. Rector animated the Staff at B.Ed College Campus on 01.06.2018.
2. Time table and work allotted is submitted on 0.06.2018.
3. Schedule for value education prepared in as follows

Department	Fr. Name	Day
BBA, BCA	Fr. Rector	Wednesday
B.Sc CS A and B	Fr. Rector	Thursday
B.Sc Chemistry A and B	Fr. Arockiasamy	Wednesday
BA English	Fr. Arockiasamy	Thursday
B.Sc Maths A and B	Fr. Chinnappan	Wednesday
BA Tamil	Fr. Chinnappan	Thursday
BCom, DPM	Fr. Vice Principal	Thursday





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CIRCULAR

No. DBC/AC 2018-19/C2

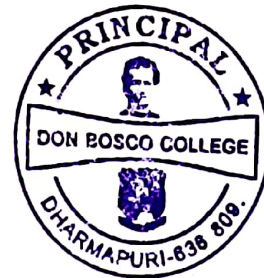
Date : 01.10.2018

The meeting of academic council is proposed on 04.10.2018 at 11.30AM in Principal's office. All the officials, HODs are requested to attend the meeting without fail. The Agenda for the meeting is as follows

1. Usage of Mobile
2. Practical Exams
3. New Courses for the next academic year
4. HR Training for Students
5. Special coaching classes / Remedial classes
6. Web creation




PRINCIPAL





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MINUTES OF MEETING

Reference No. DBC/AC 2018-19/C2/01.10.2018

The academic council meeting was held on 04.10.2018 at 11.30AM in Principal's office.

The meeting started with prayer song and is headed by the Principal.

The following points were discussed in the meeting.

1. During the programs or seminars the Students should not use their Mobile phones.
2. Practical exams beings on 08.10.2018. Names of internal, skilled, Lab attender and supervisor should be given to COE.
3. New courses discussed – B.Sc., Electronics, Mass Communication, M.Phil in Physics, Chemistry and Tamil, Ph.D in Tamil and Computer science.
4. BBA HOD will arrange HR trainer for students.
5. Remedial classes should be conducted for slow learners and special coaching classes should be conducted for toppers.
6. Monitor the late comers in each Department.
7. Intimate the Students to apply for University exams and the last date is 12.09.2018.
8. Try to avoid inviting Parents to the Staff room.





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Date :04.10.2018

SIGNATURE OF THE MEMBERS

1. Fr. Principal
2. Fr. Vice Principal
3. Dr. K. Anand
4. P. Chiranjeevi
5. I. James
6. Dr. P. Madhubala
7. D. Ramkumar
8. R. Murugesan
9. R. Prakash
10. M.Sekar
11. P. Kannadasan
12. A.S. Raja
13. V. Rajeswari
14. R. Venkatesh
15. C. George Arockiaraj

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4/10/18

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Babun

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04/10/18

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P. Chiranjeevi

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I. James

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C. George

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D. Ramkumar

[Handwritten signature]
R. Murugesan

[Handwritten signature]
R. Prakash

[Handwritten signature]
M. Sekar

[Handwritten signature]
A.S. Raja

[Handwritten signature]
V. Rajeswari

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R. Venkatesh

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C. George Arockiaraj





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ACTION TAKEN REPORT

As recommended in the meeting held on 04.10.2018, the following works were completed.

1. Remedial classes were conducted after the Cycle test.
2. Late comers are monitored by the respective Class incharges.
3. Based on the seniority the Internal examiners were allocated.
4. Staff were asked to meet Parents in the Office room (or) in Room No.1





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CIRCULAR

No. DBC/AC 2018-19/C3

Date : 21.11.2018

The meeting of academic council is proposed on 28.11.2018 at 11.30AM in Principal's office. All the officials, HODs are requested to attend the meeting without fail. The Agenda for the meeting is as follows

1. Paper allotment for even semester
2. Web creation
3. Transfer admission
4. BEST program
5. Alumni meeting
6. Convocation





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MINUTES OF MEETING

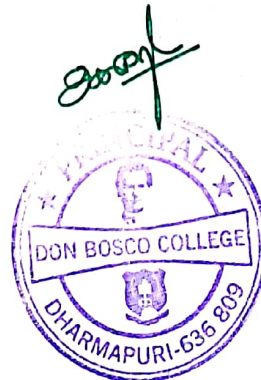
Reference No. DBC/AC 2018-19/C3/21.11.2018

The academic council meeting was held on 28.11.2018 at 11.30AM in Principal's office.

The meeting started with prayer song and is headed by the Principal.

The following points were discussed in the meeting.

1. Fr. Principal appreciated and blessed all of us for the successful completion of ODD semester.
2. Submit the paper allotment to Lab Assistant Mr. Krishnan.
3. Each Department should allocate a Staff for Web creation.
4. Transfer admission is on process and last date for applying is 20.12.2018.
5. Even semester classes will resume on 03.12.2018
6. BEST program will be organised by the Placement training officer Mr. G.Gopu and Fr. Vice Principal.
7. Alumni meet will be held on 26.01.2019.
8. Admission process should commence from January.
9. Science exhibition will be organised in the month of February by the Department of Physics.
10. Convocation will be held during second week of February.
11. Regarding Don Bosco feast, Quiz competition will be conducted for the Students.





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Date : 28.11.2018

SIGNATURE OF THE MEMBERS

1. Fr. Principal

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28/11/18

2. Fr. Vice Principal

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Babst

3. Dr. K. Anand

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28/11/18

4. P. Chiranjeevi

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P. Chiranjeevi

5. I. James

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I. James

6. Dr. P. Madhubala

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28.11.2018

7. D. Ramkumar

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D. Ramkumar

8. R. Murugesan

[Handwritten signature]
R. Murugesan

9. R. Prakash

[Handwritten signature]
R. Prakash

10. M. Sekar

[Handwritten signature]
M. Sekar

11. P. Kannadasan

[Handwritten signature]
P. Kannadasan

12. A.S. Raja

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A.S. Raja

13. V. Rajeswari

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V. Rajeswari

14. R. Venkatesh

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R. Venkatesh

15. C. George Arockiaraj

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C. George Arockiaraj





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ACTION TAKEN REPORT

As recommended in the meeting held on 28.11.2018, the following works were completed.

1. The paper allotment submitted to Mr. Krishnan on 02.12.2018.
2. The name list for Web creating is given to Mr. S Silambarasan, Assistant Professor, and Department of Computer Science.
3. BEST program will be organised from 05.12.2018 to 08.12.2018 by Mr. G. Gopu, Assistant Professor, Department of Commerce.
4. Quiz competition based on Don Bosco will be conducted in the end of month of January.





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CIRCULAR

No. DBC/AC 2018-19/C4

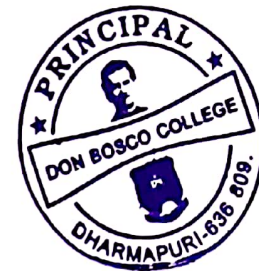
Date : 22.03.2019

The meeting of academic council is proposed on 26.03.2019 at 11.30AM in Principal's office. All the officials, HODs are requested to attend the meeting without fail. The Agenda for the meeting is as follows

1. Model Examination
2. Farewell
3. Revision of Tuition fee and Bus fee
4. Feedback
5. Time table
6. English Training Class




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MINUTES OF MEETING

Reference No. DBC/AC 2018-19/C4/22.03.2019

The academic council meeting was held on 26.03.2019 at 11.30AM in Principal's office.

The meeting started with prayer song and is headed by the Principal.

The following points were discussed in the meeting.

1. Students should prepare well for the Model Examinations.
2. Class incharges should inform Code of conduct for the Model Examination should be informed to the Students.
3. Invigilation duty will be allotted based on seniority for the Staff members.
4. On 12.04.2019, farewell day celebration starts at 10.00AM in open auditorium.
5. Tuition fee and Bus fee will be revised for the upcoming semester.
6. Curriculum feedback should be obtained from the Students.
7. English training classes for the Staff is scheduled from 01.05.2019 to 12.05.2019.
8. All Staff and HODs kindly follow the Academic activities.





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Date : 26.03.2019

SIGNATURE OF THE MEMBERS

1. Fr. Principal

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26/3/19

2. Fr. Vice Principal

- Absent -

3. Dr. K. Anand

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26/3/19

4. P. Chiranjeevi

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P. Chiranjeevi

5. I. James

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I. James

6. Dr. P. Madhubala

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26.03.19.

7. D. Ramkumar

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D. Ramkumar

8. R. Murugesan

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R. Murugesan

9. R. Prakash

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R. Prakash

10. M.Sekar

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M. Sekar

11. P. Kannadasan

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P. Kannadasan

12. A.S. Raja

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A.S. Raja

13. V. Rajeswari

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V. Rajeswari

14. R. Venkatesh

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R. Venkatesh

15. C. George Arockiaraj

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C. George Arockiaraj

