



**FACULTY DEVELOPMENT COMMITTEE
MINUTES OF THE MEETING**

Date: 08 January 2018

Minutes of the meeting for the calendar year 2018 held on 05 January 2018 in second floor staffroom [Room Number 72] at 11.15 AM.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Diney Dsouza	Assistant Professor	
2.	Ms. Melreeda Jane Rodrigues	Lecturer	
3.	Ms. Vijetha Sheena	Lecturer	
4.	Mr. Prashanth Lobo	Lecturer	

Meeting was chaired by Ms. Diney Dsouza in the presence of committee members.

Agenda of the meeting:

1. To convey the responsibilities of faculty development committee.
2. To celebrate National Teachers' Day.
3. To felicitate members of faculty for their dedication and service.
4. To explore opportunities to teacher training and learning.
5. To support for mentoring in strengthening teaching.
6. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

1. The meeting started with Ms. Diney D'Souza and the roles and responsibilities were briefed to the members of the Faculty Development Committee.
2. It was decided to celebrate National Teachers' Day the first week of September and following through deliberation it was decided to honor the long serving members of the teaching faculty during the Teachers' Day Celebration.
3. The committee members deliberated on the training on enhancing student learning experience.
4. It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
5. Planned to arrange a picnic for faculty members.
6. It was decided to organize a farewell for the relieving staff members.
7. Meeting adjourned at 11.45 AM.

Coordinator
Faculty Development Committee

Principal
PRINCIPAL
Mangala College of Para Medical Sciences
Vidyanagar P.O. Pedamale
Neermarga, MANGALORE - 575 029



MANGALA COLLEGE OF PARA MEDICAL SCIENCES

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FACULTY DEVELOPMENT COMMITTEE MINUTES OF THE MEETING

Date: 07 January 2019

Minutes of the meeting for the calendar year 2019 conducted on 04 January 2019, at 2PM in Room 72 on the second floor.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Soumya Suvarna	Lecturer	
2.	Ms. Nanditha R Bhat	Assistant Professor	
3.	Mr. Rohan Fernades	Assistant Professor	
4.	Ms. Rashmi	Lecturer	

Agenda of the meeting:

1. To explain the role of the faculty development committee.
2. To recognize a faculty member and celebrate Teachers Day.
3. To enhance professional or personality development skills among teaching faculty.
4. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

- Ms. Soumya Suvarna welcomed participants to the meeting and provided an overview of the duties of the faculty development committee.
- With thorough deliberation, it was agreed to celebrate National Teachers' Day during the first week of September.
- The committee members discussed the prospects for training and education for management among teaching faculty.
- The committee members made the decision to invite expertise to the session as a mentor.
- The members of the faculty development committee were approached for opinions.
- It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
- Planned to arrange a picnic for faculty members.
- It was decided to organize a farewell for the relieving staff members.
- The proceedings ended at 2:30 PM.

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**FACULTY DEVELOPMENT COMMITTEE
MINUTES OF THE MEETING**

Date: 06 January 2020

Minutes of the meeting for the calendar year 2020 conducted on 04 January 2020, at 11.00 AM.
in Room 72 on the second floor.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Shiny D'souza	Assistant Professor	
2.	Mr. Karthik G Kamath K	Assistant Professor	
3.	Ms. Abhineetha	Assistant Professor	
4.	Mr. Abdul Muneem	Lecturer	
5.	Ms. Sonu A S	Assistant Professor	
6.	Mr. Lalukrishnan T P	Lecturer	

Agenda of the meeting:

1. To talk about the faculty development committee's responsibility.
2. To honor a teacher and pay tribute to National Teachers Day.
3. To provide teacher training for the skill upgradation.
4. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

- Ms. Shiny D'souza greeted attendees to the meeting and gave a brief explanation of the responsibilities of the faculty development committee.
- It was decided on deliberation to celebrate National Teachers' Day within the first week of September.
- It was decided to honor the excellent staff, who is also dedicated to the organization.
- The faculty development committee members were asked to get their views.
- It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
- Planned to arrange a picnic for faculty members.
- It was decided to organize a farewell for the relieving staff members.
- At 11:30 AM, the meeting was over.

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FACULTY DEVELOPMENT COMMITTEE MINUTES OF THE MEETING

Date: 08 January 2021

Minutes of the meeting for the calendar year 2021 conducted on 05 January 2021 at 3.30 PM in Room 72 on the second floor.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Akshatha Alva	Associate Professor	
2.	Dr. Prashanthi J	Professor	
3.	Ms. Rarisha T P	Lecturer	
4.	Mr. Animesh Mondal	Assistant Professor	
5.	Ms. Punitha P	Lecturer	

Agenda of the meeting:

1. To talk about the faculty development committee's responsibility.
2. To honor a teacher and pay tribute to National Teachers Day.
3. To enhance teaching strategies and knowledge.
4. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

- Ms. Akshatha Alva greeted attendees to the meeting and gave a brief explanation of the responsibilities of the faculty development committee.
- It was decided on deliberation to celebrate National Teachers' Day within the first week of September.
- It was decided to honor the staff of the organization.
- Decided to organize session for teaching faculty for the upgradation of profession.
- The faculty development committee members were asked to get their views.
- It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
- Planned to arrange a picnic for faculty members.
- It was decided to organize a farewell for the relieving staff members.
- The meeting adjourned at 04:00 PM.

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FACULTY DEVELOPMENT COMMITTEE MINUTES OF THE MEETING

Date: 10 January 2022

Minutes of the meeting for the academic year 2022 conducted on 06 January 2022 at 3.00 PM in Room 72 on the second floor.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Ms. Ashika Madonna D'Souza	Lecturer	
2.	Ms. Mithaly Sharron James	Lecturer	
3.	Ms. Sameena Moonisha Abbas	Lecturer	
4.	Mr. Navish Kumar	Lecturer	

Agenda of the meeting:

1. To discuss the duties of the faculty development committee.
2. To celebrate National Teachers Day and pay respect to a teacher.
3. To improve teaching methods and expertise.
4. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

- After welcoming everyone to the meeting, Mr. Jayantha provided a quick overview of the duties of the faculty development committee.
- After careful consideration, it was agreed to celebrate National Teachers' Day on 2 September 2022.
- It was decided to pay tribute to the organization's workers and alumni.
- Made the decision to plan a workshop for academic staff to further their careers.
- The members of the faculty development committee were consulted for their opinions.
- It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
- Planned to arrange a picnic for faculty members.
- It was decided to organize a farewell for the relieving staff members.
- The meeting was concluded at 3:45 PM.

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FACULTY DEVELOPMENT COMMITTEE MINUTES OF THE MEETING

Date: 09 January 2023

Minutes of the meeting for the calendar year 2023 conducted on 06 January 2023 at 2.00 PM in Room 72 on the second floor.

Attendees:

Sl. No.	Name	Designation	Signature
1.	Ms. Sharanya S	Lecturer	
2.	Ms. Grahitha	Lecturer	
3.	Ms. Sangeetha	Lecturer	

Agenda of the meeting:

1. To discuss the duties of the faculty development committee.
2. To celebrate National Teachers Day and pay respect to a teacher.
3. To improve teaching methods and expertise.
4. To discuss staff welfare measures like farewell, picnics.

The minutes of the meeting are as follows:

- After extending a warm welcome to everyone, Ms. Sharanya A. S. delivered an explanation of the roles and duties of the faculty development committee.
- It was decided to celebrate National Teachers' Day on September 2, 2023, after discussion.
- The decision was made to honor the organization's employees.
- Decided to organize a session for academic employees so they might further advance in their careers.
- It was decided to do farewell for relieving faculty members by giving them with a token of appreciation.
- Planned to arrange a picnic for faculty members.
- It was decided to organize a farewell for the relieving staff members.
- For member's feedback, the faculty development committee members were approached.
- At 2:30 PM, the meeting came to a conclusion.


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