



Parvatibai Chowgule College of Arts and Science
Autonomous

Accredited by NAAC with Grade 'A' (CGPA Score 3.41 on a 4 Point Scale in 3rd cycle)
Best affiliated College-Goa University Silver Jubilee Year Award

Minutes of Meeting

Date: 09/08/2021	Start Time: 10.30 a.m. End Time: 11.15 a.m.	Venue: Conference Room
Meeting Attended by		Meeting conducted by
i. Dr. Shaila Ghanti ii. Dr. Devashish Bagchi iii. Maj. Gunaji Desai iv. Dr. Sachin Kakodkar v. Mr. Ashwini Ashish vi. Mrs. Sarita Naik Tari vii. Mr. Sanjaya Swain viii. Mr. Shubhajit Datta ix. Mr. Mahadev Sawant x. Ms. Kalpana Borkar		• Dr. Shaila Ghanti Officiating Principal
Absentees with Intimation		
i. Mr. Yatin Desai ii. Ms. Mayuri Naik		

A. AGENDA OF MEETING

<ul style="list-style-type: none">• Celebration of 60th Anniversary of Goa's Liberation• Bharat ka Amrut Mahotsav• Independence Day Celebration 2021

B. WHAT WAS DISCUSSED

Topic	Discussion details
Celebration of 60 th Anniversary of Goa's Liberation	<ul style="list-style-type: none">• It was recommended to constitute a Committee which will oversee the activities planned for both 60th Anniversary of Goa's Liberation and Bharat Ka Amrut Mahotsav.• Following events were proposed for the Celebration of 60th Anniversary of Goa's Liberation:<ul style="list-style-type: none">- Walk for Goa's Freedom – Walkathon (In-charge: Dr. Devashish Bagchi)- 2 Films for opening and closing day related to Goa's Freedom/Liberation Movement of 60 seconds duration (In-charge: Mrs. Sarita Naik Tari & Mr. Shubhajit Datta)

	<ul style="list-style-type: none"> - Digital Gallery – Digital Photography Exhibition (In-charge: Mr. Andrew Barreto & Mr. Shubhajit Datta) - Online Quiz on Goa’s Liberation (In-charge: Mrs. Sarita Naik Tari) - Street Play (Provided students are permitted on campus) (In-charge: Mrs. Sarita Naik Tari) - Poster Competition by NSS Volunteers (In-charge: Mr. A. Ashish)
Bharat ka Amrut Mahotsav	<ul style="list-style-type: none"> • The activities will be organized in accordance with the Circular received from Goa University • The Committee will meet on 10th August 2021 to finalize and plan the activities
Independence Day Celebration 2021	<ul style="list-style-type: none"> • Independence Day Ceremony will be held from 9am as per the following sequence: <ul style="list-style-type: none"> - 8.45am - Assembling in front of Gymkhana - 8.58am – Arrival of the Chief Guest - 9am – Unfurling of the National Flag - Address by the Officiating Principal, Dr. Shaila Ghanti - Speech by Mrs. Sarita Naik Tari - Short presentation by Staff members - Refreshments
<p><i>Prepared by: Ms. Kalpana Borkar</i> <i>Checked by: Dr. Devashish Bagchi</i> <i>Approved by: Dr. Shaila Ghanti</i> <i>Date: 09/08/2021</i></p>	



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MINUTES OF MEETING

DEANS MEETING		No: 11 Date: 04.02.2021 Time: 12.00 p.m. to: 12.55 p.m. Venue: Conference room	
Conducted by Shaila Ghanti (OFFICIATING PRINCIPAL)		ATTENDEES: 1. Sachin Moraes 2. Nandini V. Fernandes	ATTENDEES: 3. Sameena Falleiro 4. Bhavana M. Sawardekar
	Agenda Topics	Status / Discussions	Action taken / Decisions
1.	Academic Matters	<ul style="list-style-type: none"> - To conduct Academic Audit of semester I, III & V for the year 2020-21. - Course Outcome (CO) Attainment – <ul style="list-style-type: none"> - All the teachers teaching in F.Y. have to verify their CO-attainments through the coordinators appointed for OB and the same has to be submitted to the HODs by 12th February 2021. - Ms. Ashweta Fondekar & Ms. Dikshita Aroskar to do the following: <ul style="list-style-type: none"> - Give presentation on how to conduct CO-attainment to HODs and - To prepare Guideline Manual for the same. - Dean, Faculty of Life Sciences have scheduled practical time table along with the SOPs on college Campus. - Plan for conducting Purna Diwas on 28th February 2021. <ul style="list-style-type: none"> - Budget available is Rs. 15,000/-(from IPR funds) - Two Activities i.e. <ul style="list-style-type: none"> i. Overall Poster Competition on the National theme for Science Day 2021 is "Future of STI: Impacts on Education, Skills and Work" - Three prizes each faculty i.e. 1st, 2nd, 3rd (Total – 12 prizes &/ Certificates) ii. Individual Faculty wise events. <ul style="list-style-type: none"> - Two prizes each faculty i.e. Total – 8 prizes / certificates) - Faculty-wise Judges required. - Organize events prior to Purna Diwas and disclose prizes on Purna Diwas Day. - Students to collect their awards as and 	-

		<p>when they are on campus due to present situation of pandemics.</p> <ul style="list-style-type: none"> - Prizes: Certificates and medal / trophy based on budget. - Deans to provide their events by Monday, 8th February 2021 along with details. - KALPAK: Theme is Innovation for transformation of T.Y projects. <ul style="list-style-type: none"> - An Email to HODs asking them to provide the list of students, guiding teacher along with their theme to be submitted by Saturday, 20th February 2021. 	
	Others, if any	-	-
PCC/DM/2021/13 Rev:0 Prepared by: Ms. Bhavana Sawardekar Date: 04.02.2021 Page:2 of 2			
Approved by Dr. Shaila Ghanti, Officiating Principal			



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MINUTES OF MEETING

DEANS MEETING		No: 12 Date: 26.02.2021 Time: 11.30 a.m. to: 12.30 p.m. Venue: Conference room	
Conducted by ShailaGhanti (OFFICIATING PRINCIPAL)	ATTENDEES: 1. SachinMoraes 2. Nandini V. Fernandes	ATTENDEES: 3. SameenaFalleiro 4. Bhavana M. Sawardekar	
	Agenda Topics	Status / Discussions	Action taken / Decisions
1.	Prerna Diwas / National Science Day 2021	<ul style="list-style-type: none"> - On 27th March 2021 at 09.30 a.m. Inauguration by Dr. ShailaGhanti for 10 mins. - G-link to be opened and circulated amongst all college faculty and students. - Each departments to provide their activity reports to Deans office and a compiled report to be prepared and circulated amongst the departments for their reference. 	-
	Others, if any	<ul style="list-style-type: none"> - To conduct review meetings from coming Thursday for the plan of action for the second term 2020-21. <ul style="list-style-type: none"> - Take review of the teaching learning resources. - Action Plans from individual faculty members. - Review of activities. - Other pointers. - Deans can inform their faculty during the academic audits that the departments need to plan their activity according to the NAAC requirements. - DHE-LMS: Suggested to inquire the purpose / scope of implementation and how DHE is going extend their help to our college, the same could be understood well by the college representatives to further convince/ communicate the same to the other faculty members of the college. 	-
PCC/DM/2021/17 Rev:0 Prepared by: Ms. BhavanaSawardekar Date: 03.03.2021 Page:1 of 1 Approved by Dr. ShailaGhanti, Officiating Principal			



Parvatibai Chowgule College of Arts and Science
(Autonomous)
Gogol, Margao, Goa – 403602.

MINUTES OF MEETING

REPUBLIC DAY COMMITTEE		No: 03 Date: 18.01.2020 Time: 10.30 a.m. to: 11.20 a.m. Venue: Conference room.			
		Conducted by Dr. Gunaji S. Desai (Convenor) Along with: Dr. Nandkumar N. Sawant (Principal) Ms. Bhavana M. Sawardekar (Executive Assistant)	ATTENDEES: 1. Dr. Debashish Bagchi 2. Dr. Hanumant Chopdekar 3. Mr. Pradeep Jatal 4. Mr. Sanjaya Swain 5. Ms. Mayuri Naik 6. Ms. Alka Gawas 7. Mr. Lester Almeida 8. Mr. Noel Goes	ATTENDEES: 9. Ms. Madhu Balekai 10. Ms. Trupti Fal Desai ABSENTEES with intimation: 1. Ms. Greta Almeida 2. Ms. Sayali Gaunkar	ABSENTEES: 1. Ms. Divyarani Revankar 2. Mr. Ashish Ashwini
SN	Topic	Status/Decisions			
a.	Discussion about the Republic day dt. 26.01.2020	SCHEDULE			
		S.N.	Timings	Particulars	Remarks
		1.	7.00 – 08.30	"7 K.M. Run"	Chowgules Sports Center
		2.	8.30 - 8.45	Reporting time	NCC, NSS, Sports, Staff
		3.	8.50	College Gates Closed till Flag hoisting	Security incharge- Sanjaya Swain
		4.	09.00	Hoisting of the National Flag	
		5.		National Anthem	
		6.	5 minutes	Speech by Student	Noel Goes
		7.	10 minutes	Speech by the Chief Guest	
		8.	5 minutes	Patriotic Song by NSS student/s.	Mayuri Naik
		9.	5 minutes	Activity by students council	D. Bagchi
		10.	10 minutes	Street Play on issues related to Indian Constitution and Democracy, NOTA	Noel Goes
		11.	5 minutes	NCC Song	Tiger studio to align the music.
		12.		Refreshments in Canteen for Staff and selected students	Arrangements by Refreshment committee
		<ul style="list-style-type: none"> - Master Of Ceremony – Pradeep Jatal. - Tiger studio to take responsibility of the photography, videography, 3 mikes arrangement at venue and sound system. - Sanjaya Swain to make arrangement for the chairs, tables and other necessary arrangements as required at the venue. <ul style="list-style-type: none"> - Backdrop cloth. - More sitting arrangements to be alined in the shade area atleast till programme is completed. - Refreshment committee (Sayali Gaunkar, Divyarani Revankar, Madhu Balekai, Alka Gawas): Change in Menu i.e. Bakhar Wadi, Melting Biscuits, Til ka Laddu and Tea. <ul style="list-style-type: none"> - 6 chocolate packets – 2 each for students of NSS, NCC and Sports. 			

		<ul style="list-style-type: none"> - Refreshment to be served for the participating students involved in song, speech and street play/s. <ul style="list-style-type: none"> - The count of such students to be provided well in-advance to the refreshment committee i.e. 3 days in advance by the respective faculty incharge of the programme. - Noel Goes informed 15 students for refreshments i.e. street play and speech. - Separate 09 to 10 cups of tea without sugar to be arranged for some staff members. - Budget allotment clarification by the refreshment committee to be acquired from the college accounts department. - New Member included in the committee Ms. Trupti Fal Desai. - Suggestion: To make the location look more graceful by keeping pots and carpet etc.
b.	Others, if any	-
<i>PCC/RCM/2020/03-29 Rev:1 Prepared by: Ms. Bhavana Sawardekar Date: 21.01.2020 Page: 2 of 2</i>		
<i>Approved by Dr. Gunaji S. Desai, Coordinator</i>		



Welcome To



Parvatibai Chowgule College of Arts and Science
(Autonomous)
Gogol, Margao, Goa – 403602.



MINUTES OF MEETING

REPUBLIC DAY COMMITTEE ORGANIZERS		No: 03 Date: 11.01.2019 Time: 12.40 p.m. to: 01.30 p.m. Venue: Deans Office.			
Conducted by Dr. Gunaji S. Desai (Coordinator)		ATTENDEES: 1. Dr. Hanumant Chopdekar 2. Ms. Sarita Naik Tari 3. Mr. Manoj Pandey 4. Ms. Sarika Advilkar 5. Ms. Fravina Rebello 6. Ms. Bhavana M. Sawardekar 7. Mr. Vinod Desai (Proxy for Sameer Desai)		ABSENTEES: 1. Dr. Debashish Bagchi 2. Ms. Maria Barbara Da Silva 3. Ms. Madhu Balekai 4. Mr. Noel Goes 5. Mr. Pradeep Jatal ABSENTEES with intimation: 1. Ms. Divyarani Revankar 2. Mr. Shubhajit Datta	
SN	Topic	Status/Decisions			
a.	Discussion about the Republic day dt. 26.01.2019	SCHEDULE			
		S.N.	Timings	Particulars	Remarks
		1.	7.45	'Tower Run' - "Run within the college"	Sports Council and Tiger Marathon Club
		2.	8.30 - 8.45	Reporting time	NCC, NSS, Sports, Staff
		3.	8.50	College Gates Closed till Flag hoisting	Security incharge- Sameer Dessai
		4.	09.00	Chief Guest to hoist the National Flag	Principal will finalize the Chief Guest- yet to be finalized.
		5.		National Anthem	
		6.	3 minutes	Introduction and welcome of the Chief Guest	
		7.	10 minutes	Speech by the Chief Guest	
		8.	7 minutes	Speech by the Principal	
		9.	5 minutes	Announcements of the National level awardees	Sarika Advilkar and Hanumant Chopdekar
		10.	3-4 minutes	Speech by a Rajat Hegde, History student	Sarita Naik Tari
		11.	5 minutes	Patriotic Song by NSS student/s.	Sarika Advilkar and Hanumant Chopdekar
		12.	5 minutes	Patriotic Dance by students	
		13.	10 minutes	Street Play	Noel Goes
		14.	5 minutes	NCC Song	Tiger studio to align the music.
		15.		Refreshments in Canteen for Staff	Arrangements by Refreshment committee
		<ul style="list-style-type: none">- Master Of Ceremony - Sarika Advilkar till refreshments.- Tiger studio to take responsibility of the photography, videography, 3 mikes arrangement at venue and sound system.- Sameer Desai to make arrangement for the chairs, tables and other necessary arrangements as required at the venue.<ul style="list-style-type: none">- Backdrop cloth.- More sitting arrangements to be alined in the shade area atleast till			

		<p>programme is completed.</p> <ul style="list-style-type: none"> - Refreshment committee (Fravina, Divyarani, Madhu, Barbara): Change in Menu i.e. Sweet Saana and Tea/coffee. - Refreshment to be served for the participating students involved in song, dance and street play/s. <ul style="list-style-type: none"> - The count of such students to be provided well in-advance to the refreshment committee i.e. 3 days in advance by the respective faculty incharge of the programme. - Budget for refreshment continues as conducted for liberation day. - Separate 09 to 10 cups of tea without sugar to be arranged for some staff members. - Emails from principals-office to faculty members to send their own or the names of their student/s with national level achievements as awards or recognition for being announced during the republic day. <ul style="list-style-type: none"> - Hanumant Chopdekar and Sarika Advilkar will scrutinize and screen the final list of faculty members or students to be announced for their National Award/s and recognitions acquired during the academic year 2017-18. - Madhavi Motankar, new editor of Vidya magazine to align/coordinate or schedule with the photography sessions of staff and students.
b.	Others, if any	-
PCC/RCM/2019/03-6 Rev:1 Prepared by: Ms. Bhavana Sawardekar Date: 15.01.2019 Page: 2 of 2 Approved by Dr. Gunaji S. Desai, Coordinator		

Devashish Bagchi

9:00 AM
(1 hour ago)

to me, Hanumant, Pradeep, Sarika, GRETA, Sameer, Sonia, Divyarani, Madhu, Maria, Fravina, Sarita, fravinar@gmail.com, Manoj, Shubhajit, Noel, Gunaji, principal, Nandkumar

Dear Dr. Gunaji Desai,

Due to ongoing student event TATHASTU, I just couldnt find time to attend any other college routine matters yesterday. However I am happy to inform you that the following activities are proposed to be organised on the forthcoming Republic Day;

1. "TIGER TOWER RUN" (A vertical marathon covering College Blocks A, B, C, D and G, nearly 220 steps) organised by Tiger Marathon Club in Association with Students'Sports Council. On republic day, Mr Kin Sabir of Goa Tower Run, Panjim will be present at 7.30 am to promote his event scheduled on February 10th at Gera Towers Patto Panjim and will also flag off the college tower run.

2. The concluding day of "TIGER OLYMPICS" (An inter college multi-sports event scheduled from 24th to 26th January 2019) Organised by Students'Sports Council in association with various sports clubs of the college. Two former General Secretaries Mr Razashad Shaikh PSI Goa Police and Mr Patwin Fizzardo President, Guirdolim Sports Club are proposed as chief guest on opening and closing ceremonies respectively.

Thank you.

Devashish Bagchi

9:02 AM (57 minutes ago)

to me, Hanumant, Pradeep, Sarika, GRETA, Sameer, Sonia, Divyarani, Madhu, Maria, Fravina, Sarita, fravinar@gmail.com, Manoj, Shubhajit, Noel, Gunaji, principal, Nandkumar

please note:

The concluding day (26.01.2019) of Tiger Olympics will commence from 10 am and conclude at 4.00 pm.



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MINUTES OF MEETING

INDEPENDENCE DAY COMMITTEE MEETING		No: 02 Date: 13.08.2019 Time: 11.30 a.m. to: 12.05 p.m. Venue: Deans Office	
Conducted by Dr. Gunaji S. Desai (Co-ordinator)	ATTENDEES: 1. Ms. Bhavana Sawardekar 2. Mr. Pradeep Jatal 3. Mr. Ashish Ashwini 4. Ms. Alka Gawas 5. Ms. Sayali Gaunkar	ABSENTEE With Intimation: 1. Ms. Divyarani Revenkar 2. Ms. Madhu Balekai 3. Ms. Sarita Naik Tari	ABSENTEE: 1. Mr. Sameer Desai 2. Mr. Noel Goes 3. Ms. Mayuri Naik 4. Dr. Devashish Bagchi 5. Mr. Shubhajit Datta
SN	Topic	Status/Decisions	
a.	Independence day dt. 15.08.2019	SCHEDULE	
	S.N.	Timings	Particulars
	1.	07.00-08.30	2 kms. Walkathon by Tiger Marathon Club
	2.	08.30- 8.45	College students & Staff Reporting
	3.	08.55-09.05	College Gate Closed
	4.	09.00	Flag Hoisting Ceremony by Chief Guest
	5.	09.05 (04 mins)	NCC Cadets oath taking Ceremony
	6.	09.10 (20 mins)	Speech by Principal
	7.	09.30 (4 mins)	Speech by Suvidhya Dharwardkar, History Student.
	8.	09.35 (10 mins)	Group Patriotic song by NSS students
	9.	09.45 (5 mins)	NCC song
	10.	Thereafter	Refreshments
			Refreshment committee (Madhu B, Divyarani R., Sayali Gaunkar and Alka Gawas) - Menu finalized: For Staff: Sheera, Sabudana Wada, Tea (with & without sugar). For Students: 8 chocolate packets i.e. NSS – 4, NCC – 2, Sports- 2 packets - Approximate budget upto: Rs. 7000/- - Master of Ceremony: Pradeep Jatal (6-7 mins). - NSS volunteers to arrange for 10 water bottles at the programme area. - Sameer Desai to arrange for the campus cleanliness, backdrop, chairs and sitting arrangements. - Subhajit Datta to arrange for all the necessary equipments required for that day along with the National Anthem and NCC patriotic songs. - Patriotic songs to be played at 08.45 a.m. onwards. - Photographer will be required from 07.00 – 08.15 a.m. and 08.50- 09.55 a.m.
b.	Others, if any	-	
PCC/GM/2019/03-8		Rev:0	Prepared by: Ms. Bhavana Sawardekar
Approved by Dr. Gunaji S. Desai, Co-ordinator		Date: 13.08.2019	Page: 1 of 1



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MINUTES OF MEETING

INDEPENDENCE DAY COMMITTEE MEETING		No: 01 Date: 04.08.2018 Time: 10.30 a.m. to: 11.15 a.m. Venue: Conference Room	
Conducted by Dr. Gunaji S. Desai (Co-ordinator)	ATTENDEES: 1. Mr. Vasant S. Shirwaikar 2. Mr. Pradeep Jatal 3. Ms. Sarika Advilkar 4. Mr. Sarita Naik Tari 5. Dr. Devashish Bagchi 6. Mr. Sameer Desai	ATTENDEES: 7. Ms. Fravina Rebello 8. Ms. Madhu Balekai 9. Mr. Shubhajit Datta 10. Ms. Radhiya Amonkar 11. Ms. Bhavana Sawardekar	ABSENTEE: 12. Dr. Sachin Kakodkar ABSENTEE With Intimation: 13. Mr. Manoj Pandey 14. Ms. Divyarani Revankar 15. Ms. Barbara Da Silva 16. Ms. Greta Almeida
SN	Topic	Status/Decisions	
a.	Independence day dt. 15.08.2018	SCHEDULE	
		S.N.	Timings
		Particulars	Responsibility / Remarks:
		1.	07.00-08.30
		5 kms. Walkathon by Tiger Marathon Club	Devashish Bagchi
		2.	08.30- 8.45
		College students & Staff Reporting	
		3.	08.55-09.05
		College Gate Closed	Sameer Desai. - No person or vehicles to be allowed inside the campus.
		4.	09.00
		Flag Hoisting Ceremony	Chief Guest yet to be finalized. -If someone will be invited from outside a memento to be arranged by Radhiya Amonkar.
		5.	09.10 (8-10 mins)
		Introduction of the Chief Guest, if invited from outside or Speech by the Principal.	
		6.	09.20 (4mins)
		Speech by Natha Colaso, History Student.	Fravina Rebello Suggestion: Goa's contribution towards the independence.
		7.	09.25 (10 mins)
		2 Patriotic songs	Sarika Advilkar. -Song details and names of the singers to be provided.
		8.	Thereafter
		Refreshments	Refreshment committee (Madhu B, Fravina R., Divayarani R. and Barbara D.) -Order to be placed with Food Club -Menu to be finalized. -No chocolates.
		9.	11.00-01.00
		Staff Sports Club Activity	Devashish Bagchi
		10.	11.00-02.00
		Tiger Badminton Activity	
		- Master of Ceremony: Pradeep Jatal (6-7 mins). - NSS volunteers to arrange for 10 water bottles at the programme area. - Bus/es to be shifted from the main location area. - Mr. Sameer Desai to arrange for the backdrop, chairs and sitting arrangements.	

- Mr. Subhajit Datta to arrange for all the necessary equipments required for that day along with the National Anthem and NCC patriotic songs.
 - Patriotic songs to be played at 08.45 a.m. onwards.
 - Photographer will be required from 07.00 – 08.15 a.m and 08.50- 09.45 a.m.
 - Advance to be taken prior to the programme. Each In-charge person to do the individual budgeting which will be compiled and submitted to Principal for further action.
 - Next meeting to be held on Tuesday, 07th August 2018 at 10.30 a.m. conference room.
 - Agenda:
 - i. Finalization of the following:
 - Refreshments
 - Budget
 - List of equipments
 - NSS participants name and song details
 - History speech information
- Note: all respective In-charge person/s are required to get along with them the above details for the meeting.

b. Others, if any

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PCC/GM/2018/03-67

Rev:0

Prepared by: Ms. Bhavana Sawardekar

Date: 04.08.2018

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Approved by Dr. Gunaji S. Desai, Co-ordinator



Welcome To



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Gogol, Margao, Goa – 403602.



MINUTES OF MEETING

DEANS MEETING WITH THE REPUBLIC DAY COMMITTEE ORGANIZERS		No: 01 Date: 22.01.2018 Time: 12.30 p.m. to: 01.00 p.m. Venue: Deans Office.			
Conducted by Dr. Gunaji S. Desai (Coordinator)		ATTENDEES: 1. Dr. Debashish Bagchi 2. Dr. Hanumant Chopdekar 3. Mr. Pradeep Jatal 4. Ms. Sarika Advilkar 5. Ms. Fravina Rebello 6. Ms. Divyarani Revankar 7. Ms. Maria Barbara Da Silva 8. Ms. Madhu Balekai 9. Ms. Bhavana M. Sawardekar		ABSENTEES: 1. Mr. Manoj Pandey 2. Mr. Shubhajit Datta 3. Mr. Sameer Desai ABSENTEES with intimation: 1. Sarita Naik Tari 2. Greta Almeida 3. Sonia Sawant	
SN	Topic	Status/Decisions			
a.	Discussion about the Republic day dt. 26.01.2018	SCHEDULE			
		S.N.	Timings	Particulars	Remarks
		1.	7.45	"Tower Run" - "Run within the college"	Sports Council and Tiger Marathon Club
		2.	8.30 - 8.45	Reporting time	NCC, NSS, Sports, Staff
		3.	8.50	College Gates Closed till Flag hoisting	Security incharge
		4.	09.00	Chief Guest to hoist the National Flag	Principal will finalize the Chief Guest
		5.		National Anthem	
		6.	3 minutes	Introduction and welcome of the Chief Guest by Dr. Gunaji Desai	
		7.	5 minutes	Speech by the Chief Guest	
		8.	5 minutes	Speech by the Principal	
		9.		Felicitate the National level awardees	Students related activities – D. Bagchi NCC – Gunaji Desai NSS – Pradeep Jatal
		10.		Speech on Republic Day and Constitution by a History student, Arya Prabhudessai	Fravina Rebello
		11.	5 minutes	Patriotic Song by NSS student/s.	Sarika Advilkar
		12.	5 minutes	Divli Dance by students council	Hanumant Chopdekar
		13.	10 minutes	Street Play on ‘Opinion poll’ by students council	
		14.	5 minutes	NCC Song	Tiger studio to align the music.

		15.	Refreshments in Canteen for Staff	Arrangements by Refreshment committee
		16.	Entertainment programme by staff in canteen	
		<ul style="list-style-type: none"> - Master Of Ceremony - Sarika Advilkar till refreshments. - Tiger studio to take responsibility of the photography, videography, mike arrangement at venue and sound system. - Sameer Desai to make arrangement for the chairs and tables as required at the venue. <ul style="list-style-type: none"> - Backdrop cloth should be of orange-white-green colours. - More sitting arrangements to be alined in the shade area atleast till programme is completed. - Refreshment committee (Divyarani, Madhu, Barbara): Innovative Menu to be finalized as per occasions. <ul style="list-style-type: none"> - Partial menu finalized was Sandwich and Tea. Under sweet-dish: Tri-colour cake piece or Gilebi yet to finalize. - Separate 09 to 10 cups of tea without sugar to be arranged for some staff members. - Dress Code to be followed by students and staff is in the following colours: orange, white, blue and green. - Emails to departmental heads to send their student names only with national level achievements for being felicitated during the republic day. - In-case Memento is to be given Anisha Noronha, to take responsibility to arrange and present. - <u>Suggestions:</u> - Refreshment committee can plan innovative food items for every national or state programme e.g. 19th December could be Goan traditional food items. - Republic day theme decoration could be done at the Tiger Centre (Cafeteria). 		
b.	Others, if any	-		
<i>PCC/RCM/2018/03-6</i>		<i>Rev:0</i>	<i>Prepared by: Ms. Bhavana Sawardekar</i>	<i>Date: 22.01.2018</i>
<i>Approved by Dr. Gunaji S. Desai, Coordinator</i>		<i>Page: 2 of 2</i>		



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(Autonomous)
Gogol, Margao, Goa – 403602.



MINUTES OF MEETING

DEANS MEETING WITH THE REPUBLIC DAY COMMITTEE ORGANIZERS		No: 01 Date: 21.01.2017 Time: 10.30 a.m. to: 12.00 p.m. Venue: Conference room.		
Conducted by Dr. Gunaji S. Desai (Dean, Faculty of Languages and Literature)		ATTENDEES: 1. Mr. Sachin Kakodkar 2. Mr. Pradeep Jatal 3. Ms. Sarika Advilkar 4. Mr. Sameer Desai 5. Ms. Bhavana M. Sawardekar		
SN	Topic	Status/Decisions		
a.	Discussion on Republic day dt. 26.01.2017	SCHEDULE		
		S.N.	Timings	Particulars
		1.	7.45	'Tower Run' - "Run within the college"
		2.	8.30 - 8.45	Reporting time
		3.	8.50	College Gates Closed till Flag hoisting
		4.	09.00	Chief Guest, Dr. Omprakash Tripathi to hoist the National Flag
		5.		National Anthem
		6.	3 minutes	Introduction and welcome of the Chief Guest by Dr. Gunaji Desai
		7.	5 minutes	Speech by the Chief Guest
		8.	5 minutes	Speech by the Principal
		9.		Felicitate the awardees
		10.		Speech by a Student
		11.	5 minutes each	2 Patriotic Song/s by Rashmi Sawant and group.
		12.	5 minutes	Dance by Vaishnavi Pai Cacode
		13.		Street Play
		14.	5 minutes	NCC Song
		15.		Refreshments in Canteen for Staff
		16.		Photographs for Vidya Magazine
				Tiger Marathon Club NCC, NSS, Sports, Staff Security incharge Only if approved by Dr. Gunaji Desai, Sarika Advilkar and Pradeep Jatal. Tiger studio to align the music. Arrangements by Ms. Greta Almeida NCC, NSS, College teaching and support staffs, Management staff, Editorial board for

			Vidya Magazine.
		<ul style="list-style-type: none"> - Master Of Ceremony - Mr. Pradeep Jatal till refreshments. Thereafter Dr. Uma Masur to coordinate the photography session along with the tiger studio. - Class-wise (i.e. F.Y., S.Y., T.Y.) photographs to be taken. - Location for photography to be finalized and the same to be mentioned in the notice. - Tiger studio to take responsibility of the photography and sound system. - Mr. Sameer Deasi to make arrangement for the chairs and tables as required at the venue. - Venue Changed in front of the sport center for conducting the Republic Day. - <u>Suggestion:</u> Kavi Samelan could be organized at different occasion i.e. either on 15th August or 19th December as 26th January would be stretched longer due to photography session. 	
b.	Others, if any	-	
<i>PCC/DOM/2017/03-95</i>		<i>Rev:0</i>	<i>Prepared by: Ms. Bhavana Sawardekar</i>
		<i>Date: 21.01.2017</i>	<i>Page: 2 of 2</i>
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Welcome To



Parvatibai Chowgule College of Arts and Science
(Autonomous)
Gogol, Margao, Goa – 403602.



MINUTES OF MEETING

DEANS MEETING WITH THE REPUBLIC DAY COMMITTEE ORGANIZERS		No: 01 Date: 17.06.2017 Time: 11.00 a.m. to: 11.25 p.m. Venue: Dean’s office (A-204).			
Conducted by Dr. Gunaji S. Desai (Co-ordinator)		ATTENDEES: 1. Dr. Sachin Kakodkar 2. Mr. Vasant S. Shirwaikar 3. Mr. Pradeep Jatal 4. Ms. Sarika Advilkar 5. Mr. Vasant Hede 6. Ms. Bhavana M. Sawardekar 7. Mr. Suyog Kadam (Student) 8. Mr. Rizvon Fernandes (Student) 9. Mr. Nikhil Parab (Student)		ABSENTEE With Intimation: 10. Dr. Devashish Bagchi 11. Mr. Sameer Desai 12. Mr. Manoj Pandey	
SN	Topic	Status/Decisions			
a.	International Yoga day dt. 21.06.2017	SCHEDULE			
		S.N.	Timings	Particulars	Remarks
		1.	06.45 a.m.	Reporting at Ghol	By faculties and students
		2.	07.00 - 08.30 a.m.	Yoga sessions	Resources persons: Isha Foundation members
		3.	Thereafter	Refreshments	
		- International Yoga Day to be organized on Wednesday, 21.06.2017 in the College Ghol from 07.00 to 08.30 a.m. for the faculties and the students. - Instruction: Comfortable wear-outs for yoga and carry yoga mats / thick bedsheet. - Vasant Hede to communicate with Isha Foundation members to undertake the session in our college. - Refreshments – lime juice and Velchi bananas - Approximate count of people: 100 - Vasant Hede and Bhavana Sawardekar to coordinate with the arrangements i.e. notice on website, photographer, sound system, mike, confirming the venue (Ghol) Tiger Sports, refreshments and drinking water facility. - Students - Suyog Kadam, Rizvon Fernandes and Nikhil Parab to do publicity by the word of mouth amongst the Club Members and students. - Students on attending this program will get two hours under their respective extracurricular activity (NSS, NCC, Sports); as this program is to be organized as college activity.			
b.	Others, if any	-			
PCC/DOM/2017/03-02		Rev:0	Prepared by: Ms. Bhavana Sawardekar	Date: 17.06.2017	Page: 2 of 2
Approved by Dr. Gunaji S. Desai, Co-ordinator					



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Parvatibai Chowgule College of Arts and Science
Gogol, Margao, Goa – 403602.



MINUTES OF MEETING

DEANS MEETING WITH THE REPUBLIC DAY COMMITTEE ORGANIZERS		No: 01 Date: 21.01.2016 Time: 12.30 p.m. to: 01.00 p.m. Venue: Deans Office.			
Conducted by Dr. Gunaji S. Desai (Dean, Faculty of Languages and Literature)		ATTENDEES: 1. Ms. Vanessa Calaco 2. Mr. Sachin Kakodkar 3. Ft. Vijaykumar Nazare 4. Mr. Hanumant Chopdekar 5. Ms. Bhavana M. Sawardekar			
SN	Topic	Status/Decisions			
a.	Discussion on Republic day dt. 26.01.2016	SCHEDULE			
		S.N.	Timings	Particulars	Remarks
		1.	7.30 – 8.30	"Tower Run' - "Run within the college"	Tiger Marathon Club – Shailesh Kamat
		2.	8.30	Reporting time	NCC, NSS, Sports, Staff
		3.	8.55- 09.10	College Gates Closed till Flag hoisting	Security incharge
		4.		Principal unveiling the National Flag	
		5.	5 minutes	Speech by Chief Guest	Chief guest to be decided by Principal
		6.		Master Of Ceremony- Dr. Gunaji Desai	
		7.	5 minutes	Patriotic Song	Initiated by NSS incharge
		8.	9 minutes	Street Play - initiated by History Departments	Topic: ‘Reservations’
		9.	5 minutes	NCC Song	
		10.		Refreshments in Canteen for Staff	Same as usual
		11.		Photographs for Vidya Magzine	NCC, NSS, College teaching and support staffs, Management staff, Editorial board for Vidya Magzine
		<ul style="list-style-type: none">- History Departments Street play to be performed before the organizing committee on 22nd January 2016 between 10.00 a.m. to 10.30 p.m. near the ‘G’ Block, only after their approval the same will be allowed to be performed on 26.01.2016.- Location for photography to be finalized and informed by Mr. Hanumant Chopdekar by 22.01.2016 to all committee members and the same to be mentioned in the notice displayed to all.- <u>Suggestion for Next Year Plan:</u> Change in Venue i.e. location in front of Library to be considered for such activities; the major arrangement			

		required is fixation of the poll / rod only i.e. to hoist the flag.
b.	Others, if any	-
<i>PCC/DOM/2016/03-49 Rev:0 Prepared by: Ms. Bhavana Sawardekar Date: 21.01.2016 Page: 1 of 1</i>		
<i>Approved by Dr. Gunaji S. Desai, Dean, Faculty of Languages & Literature</i>		



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MINUTES OF MEETING

MEETING OF THE SWACH BHARAT ABHIYAN COMMITTEE		No: 02 Date: 29.09.2016 Time: 11.30 p.m. to: 01.10 p.m. Venue: Deans Office.				
Conducted by Dr. Gunaji S. Desai, Dean, Faculty of Languages & Literature (Coordinator)		ATTENDEES: 1. Dr. Devashish Bagchi 2. Mr. Sanjay Swain 3. Ms. Bhavana M. Sawardekar 4. Ms. Aishvarya Joshi (G.S. Sports Council) 5. Ms. Vaishnavi Prabhu (Environmental Secretary)				
SN	Topic	Status/Decisions				
a.	Activities for Swach Bharat Abhiyan	DRAFT - SCHEDULE				
		Dates	Days	Timings	Particulars	Responsibilities
		1 st Oct	Sat	10.30 – 11.30	–Launching of Swacch Bharat Abhiyan in Lower Auditorium	Committee
				11.30 – 12.30	–Training programme on “Awareness on segregation of Waste/Garbage” for clean craft.	Dr. Gunaji
		2 nd Oct	Sun		Gandhi Jayanti – Voluntary participation for doing the activit of your choice fulfilling the objective of Swacch Bharat Mission.	Committee
		03 rd Oct	Mon		Activities by NSS volunteers – yet to be provided	Dr. Sachin Kakodkar
				9.00 – 11.00	–Awareness programme at Motidongar school by NCC cadets	Dr. Gunaji Desai
		4 th Oct	Tue		Activities by NSS volunteers and NCC cadets – yet to be provided	Dr. Sachin Kakodkar & Dr. Gunaji Desai
		5 th Oct	Wed			
		6 th Oct	Thu			
		7 th Oct	Fri			
		8 th Oct	Sat			
		9 th Oct	Sun			
		10 Oct	Mon	Spread over the day as per the feasibility of club members	Activities involving club members -Cleaning sport ground and bins. -Cleaning sports/club office. -Cleaning the passage route to greenhouse. -Cleaning points – parking areas of college, canteen areas, sitouts and areas in and around sports. -A student to educate people entering sports center to maintain discipline of keeping shoe on the racks available.	Dr. Bagchi – Aishvarya Joshi and Vaishnavi Prabhu
		11 th Oct	Tue		DUSSEHRA	
		12 th Oct	Wed		1. Feedback on implementation of the training provided to clean craft. 2. Organizing activities planed by the	Committee
		13 th Oct	Thu			

		14 th Oct	Fri			
		15 th Oct	Sat		Valedictory function	Committee
					Felicitation to clean craft people - sweets box will be handed over to them and thereafter lunch will be arranged for the clean craft.	
					Prize to the best photography captured doing good deed on the theme.	Mr. Manoj Pandey
		<ul style="list-style-type: none"> - Evidential proofs to be taken by clicking photographs of all participants taking part in the Swacch Bharat Pakawada. - Committee members may also be part of the photography session at essential stages i.e. while taking oath. - A tiger studio photographer is required for all activities and students from each group also need to click photos on their mobiles of activities being conducted and provide the same to the incharge, so there is enough documentation of the activities organized. - Suggestion put forward were – <ul style="list-style-type: none"> - To make a place wherein dogs could be given food to eat nearby the area of canteen, making canteen free of dogs. - Getting in touch with a lady who does recycling of Tetra packs. - Getting club members responsible to clean and manage the electricity of the areas like quad, ghol etc. before and after events/programmes. - All are asked to provide their activities latest by 30th October 2016 i.e. tomorrow to have a final schedule of the programme. 				
b.	Others, if any	<ul style="list-style-type: none"> - To analysis the basic reasons of cleanliness, hygiene and safety measures. It was also discussed about laborours staying in the campus area near the green house. 				
PCC/DOM/2016/03-78		Rev:1		Prepared by: Ms. Bhavana Sawardekar		Date: 29.09.2016
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Approved by Dr. Gunaji S. Desai, Dean, Faculty of Languages & Literature						