



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade

PROPOSAL

Academic Year 2025 -2026 (ODD)

Date: 13-11-2025

Date	Time	Venue
18/11/2025	1:30 PM	4 th floor Seminar Hall
Nature of the Event	Inaugural Program & Guest Lecture	
Title of the Event	A talk on “Social Democracy And The Modern Mind- Dr. B R Ambedkar Ideals & Relevance To The Contemporary Society”.	
Department / Club / Cell/ Committee	SC/ST/OBC & MINORITY CELL	
In Association with	NIL	
Target Audience	UG Students	
Objectives	● To analyze & understand the concept of social democracy & its core principles. ● To develop critical and reflective thinking about democratic and social values in contemporary society. ● To promote ethical and responsible citizenship.	
Learning Outcomes	After the session, students will be able to: ● Analyze and understand the importance of social democracy. ● Critically reflect on democratic values and their relevance in present-day social contexts. ● Demonstrate awareness and commitment toward ethical behavior, equality, and responsible citizenship.	
Level of Event	College	
Mode of Delivery	Offline	
Event In Charge	Ms. Chandrakala V Asst. Professor, Department of Commerce.	
Cell Coordinator	Ms. Chandrakala V Coordinator- SC/ST/OBC & MINORITY CELL	
Budget (with breakdown)	Remuneration to the speaker – 5,000/-	
Other Requirements	Memento, 1 Sapling, 2 water bottles, 1 Shalya, 1 gift box.	

Event In Charge

Coordinator

Principal

Director



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade

MOM - 2

SC/ST/OBC & MINORITY CELL Minutes of Meeting (MOM) Academic Year 2025-2026 (Odd)

Date of Meeting: 11/11/2025

Time: 2:30 PM

Venue / Mode: E-Library / Offline

Meeting Convened by: Cell- Coordinator

Meeting Type: Regular

Members Present:

Sl. No.	Name of Member	Designation
1	Ms. Chandrakala V	Assistant professor
2	Dr. Sharath Kumar Y	Assistant professor
3	Ms. Bhavya C	Assistant professor

Members Absent:

Sl. No.	Name	Designation	Remarks (if any) (Reason for absence, if informed earlier)
1	Ms. Divya	Assistant professor	Industrial visit

Agenda of the Meeting:

- To brief about the Inaugural program.
- To discuss on guest lecture scheduled for the odd semester.
- To put forth the duties among cell members.
- Other concerns.

Discussion and Decisions Taken:

Agenda Item	Discussion Summary	Responsibility (Person/Team)	Target Date
1	The Inaugural Program for the Odd Semester is scheduled to mark the formal commencement of the academic	Ms. Chandrakala V	18/11/2025

	activities for the term. The event aims to inform and aware about the cell and its significance and also to set a positive, motivational tone for the semester ahead.		
2	As part of the inaugural program, a Guest Lecture has been arranged to enrich students' knowledge and perspectives. The invited guest speaker is an eminent personality and expert in his respective field he will deliver an insightful talk on a relevant and contemporary topic, helping students connect academic learning with real-world applications.	Dr. Sharath Kumar Y	18/11/2025
3	The objective is to define and allocate specific duties and responsibilities among the members of the cell to ensure smooth functioning and effective coordination of all activities. Each member will be assigned clear roles related to planning, organizing, communication, documentation, and follow-up of cell initiatives. This division of duties will promote accountability, teamwork, and efficiency in achieving the objectives of the cell.	Ms. Chandrakala V Dr. Sharath Kumar Y Ms. Bhavya C Ms. Divya G	18/11/2025

Review of Previous Action Points: (Only if applicable)

Previous Action Item	Status / Progress	Remarks
The objective is to prepare detailed reports and update all relevant files and documentation for the 2024–25 academic year to ensure readiness for auditing and record verification.	Completed	Completed

Any Other Matter & Conclusion: NIL

Prepared by: Cell Coordinator

Name: Ms. Chandrakala V

Designation: Assistant Professor.

Approved by:

Cell Coordinator

Ms. Chandrakala V

Dr. Sharath Kumar Y

Principal



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
*Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade*

SC/ST/OBC & MINORITY CELL Minutes of Meeting (MOM) Academic Year 2025-2026 (odd)

Date of Meeting: 11/11/2025

Time: 2:30 PM

Attendance Sheet

Sl. No.	Name	Designation	Signature
1	Ms. Chandrakala V	Assistant professor	
2	Dr. Sharath Kumar Y	Assistant professor	
3	Ms. Bhavya C	Assistant professor	
4	Ms. Divya	Assistant professor	

Cell Coordinator



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade

SC/ST/OBC & MINORITY CELL

Action Taken Report (ATR)

Academic Year 2025-2026 (Odd)

Date of Meeting: 11/11/2025

Time: 2:30 PM

Sl. No.	Agenda / Discussion	Action Taken
1	The Inaugural Program for the Odd Semester is scheduled to mark the formal commencement of the academic activities for the term. The event aims to inform and aware about the cell and its significance and also to set a positive, motivational tone for the semester ahead.	Completed
2	As part of the inaugural program, a Guest Lecture has been arranged to enrich students' knowledge and perspectives. The invited guest speaker is an eminent personality and expert in his respective field he will deliver an insightful talk on a relevant and contemporary topic, helping students connect academic learning with real-world applications.	Completed
3	The objective is to define and allocate specific duties and responsibilities among the members of the cell to ensure smooth functioning and effective coordination of all activities. Each member will be assigned clear roles related to planning, organizing, communication, documentation, and follow-up of cell initiatives. This division of duties will promote accountability, teamwork, and efficiency in achieving the objectives of the cell.	Completed

Cell Coordinator

Name:

Ms. Chandrakala V

Dr. Sharath Kumar Y

Principal



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade

MOM - 1

SC/ST/OBC & MINORITY CELL Minutes of Meeting (MOM) Academic Year 2025 - 2026 (Odd)

Date of Meeting: 29/09/2025

Time: 3:30 PM

Venue / Mode: Room No. – 107/ Offline

Meeting Convened by: Coordinator

Meeting Type: Regular

Members Present:

Sl. No.	Name of Member	Designation
1	Ms. Chandrakala V	Assistant professor
2	Dr. Sharath Kumar Y	Assistant professor
3	Ms. Bhavya C	Assistant professor
4	Ms. Divya	Assistant professor

Agenda of the Meeting:

- To welcome the new members to the cell.
- To put forth the activities for odd semester.
- Preparation of reports and updating the files for 2024-25 auditing.
- Other concerns.

Discussion and Decisions Taken:

Agenda Item	Discussion Summary	Responsibility (Person/Team)	Target I
1	The purpose is to warmly welcome and introduce the new members to the cell, helping them understand its objectives, activities, and their roles and responsibilities as part of the team.	Coordinator	NIL
2	The aim is to present and discuss the planned activities and programs to be conducted during the odd semester,	Coordinator	NIL

	ensuring proper scheduling and coordination among cell members.		
	The objective is to prepare detailed reports and update all relevant files and documentation for the 2024–25 academic year to ensure readiness for auditing and record verification.	Dr. Sharath Kumar Y Ms. Bhavya C Ms. Divya G	05/10/20

Review of Previous Action Points: (Only if applicable)

Previous Action Item	Status / Progress	Remarks
NIL	NIL	NIL

Any Other Matter & Conclusion: NIL

Prepared by: Cell Coordinator

Name: Ms. Chandrakala V

Designation: Assistant Professor.

Approved by:

Cell Coordinator

Ms. Chandrakala V

Dr. Sharath Kumar Y

Principal



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
*Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade*

SC/ST/OBC & MINORITY CELL
Minutes of Meeting (MOM)
Academic Year 2025-2026 (odd)

Date of Meeting: 29/09/2025

Time: 3:30 PM

Attendance Sheet

Sl. No.	Name	Designation	Signature
1	Ms. Chandrakala V	Assistant professor	
2	Dr. Sharath Kumar Y	Assistant professor	
3	Ms. Bhavya C	Assistant professor	
4	Ms. Divya	Assistant professor	

Cell Coordinator



ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560034
Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka,
Approved by AICTE & Recognized under section 2(f) of the UGC Act, 1956
NAAC Accredited with B++ Grade

SC/ST/OBC & MINORITY CELL Action Taken Report (ATR) Academic Year 2025-2026 (Odd)

Date of Meeting: 29/09/2025

Time: 3:30 PM

Sl. No.	Agenda / Discussion	Action Taken
1	The purpose is to warmly welcome and introduce the new members to the cell, helping them understand its objectives, activities, and their roles and responsibilities as part of the team.	Completed
2	The aim is to present and discuss the planned activities and programs to be conducted during the odd semester, ensuring proper scheduling and coordination among cell members.	Completed
3	The objective is to prepare detailed reports and update all relevant files and documentation for the 2024-25 academic year to ensure readiness for auditing and record verification.	Completed

Cell Coordinator

Principal