

Date: 14/07/2018

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion and maintain a record for the same.

Sr. No.	Members	Designation	Sign
1	Rajalakshmi U.K.Nambiar	Chairman	Rajalakshin
2	Dr. Rajshri Iyer	Member	
3	Pavitra Shetty	Member	Daniel
4	Mahendra Gaikwad	Member	Mahenel
5	Prija Bhoir	Member	Parger
6	Sachin R kate	Member	Faute
7	Bijini Sajith	Member	BOX
8	Dhanashree Kharkar	Member	Solverkour
9	Dr. Dharmesh Mehta	Member	AA

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.

CC:-

1.All the concerned

2. Office Copy

MC1 3 (... 5 of Law Sector- 4, Airoli, Navi Mumbai- 400 708.



Date:17/07/2018

NOTICE FOR THE 1st MEETING OF THE ACCADEMIC MONITORING COMMITTEE FOR THE AY 2018-19

The Academic Monitoring Committee Meeting is scheduled on Thursady19/07/2018 at 11.30 am in the AV Room ,MCT College of Law

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Rajalakshin
2	Dr. Rajshri Iyer	Member	(\mathbb{A})
3	Pavitra Shetty	Member	bar
4	Mahendra Gaikwad	Member	Mahone
5	Prija Bhoir	Member	Dort
6	Sachin R kate	Member .	State
7	Bijini Sajith	Member	Bit
8	Dhanashree Kharkar	Member	Scharken
9	Dr. Dharmesh Mehta	Member	DM

Agenda for the meeting.

- 1) To Discuss Curriculum and program updates.
- 2) To circulate Academic Calendar for students.
- To Analyse academic data.
- To Discuss Intervention Strategies.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid. ajalaks hmi

SECTOR 4. AIROLI. NAVI MUMBAI - 400 708. INDIA T 022 27790245 F 022 27790167 E mctcollegeoflaw@gmail.com



Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Thursday 19/07/2018 at 11.30 am in the AV Room, MCT College of Law.

Members Present:

Sr. No.	Members	Designati on	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Dr. Rajshri Iyer	Member	Present
3	Pavitra Shetty	Member	Present
4	Mahendra Gaikwad	Member	Present
5	Prija Bhoir	Member	Absent
6	Sachin R kate	Member	Present
7	Bijini Sajith	Member	Present
8	Dhanashree Kharkar	Member	Present
9	Dr. Dharmesh Mehta	Member	Present

Members Absent: 01

<u>QUORUM:</u> Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- 1) To Discuss Curriculum and program updates.
- 2) To. circulate Academic Calendar for students
- 3) To Analyze academic data.
- 4) To Discuss Intervention Strategies.

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Chairman Discussed the Curriculum and program updates, role of responsibilities
of the members have been allotted to prevent any ragging incident as well as to
work for adequate information to fresher's for their right and to seniors for
consequences for indulging in ragging.

Resolved to authorize to assign role and responsibilities to the members and to amend the same as and when required.

- 2) Chairman informed that preparation of academic calendar and display on website and department notice boards and to get it circulated to students WhatsApp group etc.
- 3) Chairman informed that we have decided to inform students about master time table and starting of semester prior to starting date so that students will start attending academics without fail.

4) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman

Lajalalushin

STATE OF LAND

MCT'S C. Law Sector- 4, Airoli. Navi Mumbal- 400 708,



Date:11/01/2019

NOTICE FOR THE 2nd MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR THE AY 2018-19

The Academic Monitoring Committee Meeting is scheduled on Monday,14/01/2019, at 11.30 am in the AV Room, MCT College of Law.

Sr. No.	Members	Designatio n	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Rejalahuha
2	Dr. Rajshri Iyer	Member	(02)
3	Pavitra Shetty	Member	bout
4	Mahendra Gaikwad	Member	Muhenel
5	Prija Bhoir	Member	. Dut
6	Sachin R kate	Member	Pacito
7	Bijini Sajith	Member	(Va)
8	Dhanashree Kharkar	Member	- Sharkou
9	Dr. Dharmesh Mehta	Member	an

Agenda for the meeting.

- 1) To Reviewing and enhancing students support services.
- 2) To Encourage research and innovation..
- 3) To prepare master and individual timetable prior to semester start.
- 4) To identify areas for program improvements.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

Chairman

SECTOR 4. AIROLI, NAVI MUMBAI - 400 708. INDIA



Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Monday 14/01/2019 at 11.30 am in the AV Room, MCT College of Law.

Members Present:

Sr. No.	Members	Designati	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Dr. Rajshri Iyer	Member	Present
3	Pavitra Shetty	Member	Present
4	Mahendra Gaikwad	Member	Present
5	Prija Bhoir	Member	Present
6	Sachin R kate	Member	Present
7	Bijini Sajith	Member	Present
8	Dhanashree Kharkar	Member	Present
9	Dr. Dharmesh Mehta	Member	Absent

Members Absent: 01

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- 1) 1) To Reviewing and enhancing students support services.
- 2) To Encourage research and innovation.
- 3) To prepare master and individual timetable prior to semester start.

4) To identify areas for program improvements.

PRINCIPAL MCT'S College of Law Sector- 4, Airoli, Navi Mumbai- 400 708,



- Chairman Discussed the reviewing and enhancing students support services, such as counseling, career guidance and academic advising.
- Chairman Discussed about the areas need improvement and assigned duties between committee members, also suggest changes to enhance the quality education.
- 3) Chairman discussed the methods of assessment, feedback mechanisms and making.
- VOTE OF THANKS
 Chairman thanked all the members present in the meeting.

Chairman

INCT'S CO.

MCT'S Code Sector 400 708.



Date:13/06/2019

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion and maintain a record for the same.

Sr. No.	Members	Designation	Sign
1	Rajalakshmi U.K.Nambiar	Chairman	Rejalakohin
*	Anjana Alakkal	Member	Anjane
3	Dhanashree Kharkar	Member	- Schoorkers
4	Bijini Sajith	Member	Boyn
5	Megha Agarwal	Member	Dolla
6	Dr. Rajshri Iyer	Member	(10)
7	Mahesh Chandanshiv	Member	Wichandantin
8	Dr. Dharmesh Mehta	Member	Pm.
9	Deep Kapadia	Member	Deep

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.

CC:-

1.All the concerned

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2. Office Copy

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Date: 17/06/2019

NOTICE FOR THE 1" MEETING OF THE ACCADEMIC MONITORING COMMITTEE FOR THE AY 2019-20

The Academic Monitoring Committee Meeting is scheduled on Wednesday 19/06/2019 at 11.30 am in the AV Room, MCT College of Law

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Rajalakin
2	Anjana Alakkal	Member	Angum
3	Dhanashree Kharkar	Member	Schoolkour
4	Bijini Sajith	Member	Bixx
5	Megha Agarwal	Member	Orgin
6	Dr. Rajshri Iyer	Member	(10)
7	Mahesh Chandanshiv	Member	Molandantin
8	Dr. Dharmesh Mehta	Member	Pr
9	Deep Kapadia	Member	Deep

Agenda for the meeting.

- To assign role and responsibilities to members.
- 2) To discuss the academic plan of departments.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To discuss co-curricular and extracurricular activities.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

Chairman

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on 19/06/2019 Wednesday at 11.30 am in the AV Room, MCT College Of Law

Members Present:

Sr. No.	Members	Designation	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Present
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: 00

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1) To. assign role and responsibilities to members.

2) To discuss the academic plan of departments.

3) To prepare master and individual timetable prior to semester start

4) To discuss co-curricular and extracurricular activities.

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Affinited in University of Mumbal

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 Chairman informed that role of responsibilities of the members have been allotted to prevent any ragging incident as well as to work for adequate information to fresher's for their right and to seniors for consequences for indulging in ragging.

Resolved to authorize to assign role and responsibilities to the members and to amend the same as and when required.

- Chairman informed that preparation of academic calendar and display on website and department notice boards and to get it circulated to students WhatsApp group etc.
- Chairman decided the extracurricular and co-curricular activities to be conduct in the academic year.
- 4) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman



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Date: 02/01/2020

NOTICE FOR THE 11nd MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR THE AY 2019-20

The Academic Monitoring Committee Meeting is scheduled on Monday 06/01/2020 at 11.30 am in the AV Room, MCT College of Law

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lajalatesto
2	Anjana Alakkal	Member	
3	Dhanashree Kharkar	Member	Therewar
4	Bijini Sajith	Member	8000
5	Megha Agarwal	Member	media-
6	Dr. Rajshri Iyer	Member	1
7	Mahesh Chandanshiv	Member	Whadayhis
8	Dr. Dharmesh Mehta	Member	gar
9	Deep Kapadia	Member	Dec D

Agenda for the meeting.

- To assign role and responsibilities to members.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.

4) To display board in campus.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

COLLEGEO

Affiliated to University of

Liumbal

Chairman

PRINCIPAL

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Monday 06/01/2020 at 11.30 am in the AV Room, MCT College of Law.

Members Present:

Sr. No.	Members	Designation	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Absent
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: 01

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1) 1) To Review the previous meeting conducted.

2) To identify special efforts for tackling tough subjects.

3) To collect feedback of all faculties.

4) To discuss about cultural activities and syllabus completion.

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Chairman discussed about the result of new plans applied in this academic year.
 Collected information's from all the members.

- Chairman informed members about Remedial l;ectures,ecspecially for tough subjects.
- Chairman informed the date of syllabus completion,,and also discussed about annual day celebration.

4) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman



PRINCIPAL MCT'S College of Law Sector- 4, Airoli, Navi Mumbai- 400 708,



Date: 08/06/2020

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion and maintain a record for the same.

Sr. No.	Members	Designation	Sign
1	Rajalakshmi U.K.Nambiar	Chairman	
2	Anjana Alakkal	Member	Lyaner
3	Dhanashree Kharkar	Member	158how Kan
4	Bijini Sajith	Member	BOX
5	Megha Agarwal	Member	orgha
6	Dr. Rajshri Iyer	Member	(0)
7	Mahesh Chandanshiv	Member	Poloudaghin
8	Dr. Dharmesh Mehta	Member	DM
9	Deep Kapadia	Member	Deap

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.

PRINCIPAL

CC:-1.All the concerned

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2. Office Copy

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Date:10/06/2020

NOTICE FOR THE 1st MEETING OF THE ACCADEMIC MONITORING COMMITTEE FOR THE AY 2020-21

The Academic Monitoring Committee Meeting is scheduled on Monday 15/06/2020 at 11.30 am in the AV Room ,MCT College of Law.

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Rajalaterhini
2	Anjana Alakkal	Member	Ayon.
3	Dhanashree Kharkar	Member	1 Shoutes
4	Bijini Sajith	Member	Both
5	Megha Agarwal	Member	Degle.
6	Dr. Rajshri Iyer	Member	(B)
7	Mahesh Chandanshiv	Member	(Wehardanshin
8	Dr. Dharmesh Mehta	Member	200
9	Deep Kapadia	Member	Deen

About Agenda for the meeting.

- To allot admission responsibilities between staffs.
- 2) To circulate Academic Calendar for students.
- 3) To. Inform members about universities new rules and regulations
- 4) To discuss about fund allotted for various activities.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

Chairman

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PRINCIPAL MCT'S College of Law Sector- 4. Airoll, Navi Mumbai- 400 708.



Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Monday,15/06/2020 at 11.30 am in the AV Room, MCT College of Law

Members Present:

Sr. No.	Members	Designation	Present
1		Chairman	Present
	Rajalakshmi U.K.Nambiar		Chairman
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Dr. Rajshri Iyer	Member	Present
6	Mahesh Chandanshiv	Member	Present
7	Megha Agarwal	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: 00

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1) To discuss about admissions and enrollment..

2) To circulate Academic Calendar for students.

3) To Inform members about universities new rules and regulations

4) To discuss of fresher's party.

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- 1) Chairman informed admission procedures and allotted duties to each members accordingly.
- 2) Chairman informed new rules and regulations of university regarding enrollment, admission and examination.
- 3) Chairman informed financialmatters relatesd to academic programsand resource allocation.
- 4) VOTE OF THANKS Chairman thanked all the members present in the meeting.

Chairman



PRINCIPAL MCT'S Collage of Law Navi Mumbai- 400 708.



Date:04/01/2021

NOTICE FOR THE IInd MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR THE AY 2020-21

The Academic Monitoring Committee Meeting is scheduled on Friday, 08/01/2021 at 11.30 am in the AV Room, MCT College of Law

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lajalatum
2	Anjana Alakkal	Member	Sherkar
3	Dhanashree Kharkar	Member	Sherkar
4	Bijini Sajith	Member	8000
5	Dr. Rajshri Iyer	Member	(D),
6	Mahesh Chandanshiv	Member	(Mahandanshi)
7	Dr. Dharmesh Mehta	Member	DM_
8	Megha Agarwal	Member	pegia
9	Deep Kapadia	Member	Doep

Agenda for the meeting.

- 1) To evaluate academic policies and procedures.
- 2) To assess learning outcomes
- To discuss about students feedback.
- 4) To discuss strategies for result improvement.

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You are requested to be attend the meeting on the date, time and at the venue as

aforesaid.

PRINCIPAL MCT'S College of Law Sector- 4, Alroli, Navi Mumbai- 400 708,

Chairman

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Friday, 08//01/2021 at 11.30 am in the AV Room MCT College of Law.

Members Present:

Sr. No.	Members	Designatio n	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Dr. Rajshri Iyer	Member	Present
6	Mahesh Chandanshiv	Member	Present
7	Dr. Dharmesh Mehta	Member	Present
8	Megha Agarwal	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: No member was absent.

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

1) To evaluate academic policies and procedures.

2) To assess learning outcomes

3) To discuss about students feedback.

4) To discuss strategies for result improvement.

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Meeting Review:

1. Chairman discussed about new academic policies and procedures, review and update academic policies and regulations.

Chairmn informed new strategies for helping students in academic progress and also encourage members to provide their ideas for result improvement.

3. Chairman discussed about students feedback relate academic.

VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman

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Date: 15/06/2021

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion and maintain a record for the same.

Sr. No.	Members	Designation	Sign
1	Rajalakshmi U.K.Nambiar	Chairman	Lightalum
2	Anjana Alakkal	Member	1.10.00
3	Dhanashree Kharkar	Member	Sharkar
4	Bijini Sajith	Member	Bidir
5	Megha Agarwal	Member	Dogle
6	Dr. Rajshri Iyer	Member	(10)
7	Mahesh Chandanshiv	Member	Walendantis
8	Dr. Dharmesh Mehta	Member	Dan_
9	Deep Kapadia	Member	Doep

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other cocurricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly,

CC:-

1.All the concerned

2. Office Copy

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Date:16/06/2021

NOTICE FOR THE 1st MEETING OF THE ACCADEMIC MONITORING COMMITTEE FOR THE AY 2021-22

The Academic Monitoring Committee Meeting is scheduled onFriday,18/06/2021 at 11.30 am in AV Room,MCT College of law

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lojalakahin
2	Anjana Alakkal	Member	Anjana
3	Dhanashree Kharkar	Member	Saharker
4	Bijini Sajith	Member	304
5	Megha Agarwal	Member	Dedie
6	Dr. Rajshri Iyer	Member	(B)
7	Mahesh Chandanshiv	Member /	Museudanshi
8	Dr. Dharmesh Mehta	Member	On
9	Deep Kapadia	Member	Dee O

Agenda for the meeting.

- To assign role and responsibilities to members.
- To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.

4) To display board in campus.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

Chairman

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Friday,18/06/2021 at 11.30 am AV Room MCT College of Law.

Members Present:

Sr. No.	Members	Designation	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Present
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Absent

Members Absent: 01

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- To provide clear guidelines to all teaching staff regarding curriculum planning and implementation
- 2) To allocate subjects for teaching among all staff members
- 3) To prepare monitoring sheet to track the progress of academic activities

4) To appoint the mentors and allocate mentees

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- 1) Chairman provide guidelines to all mambers regarding curriculum palnning and implementation, allotted duty between members according subjects.
- Chairman allotted subjects to members and explained about syllabus those subjects syllabus are changed.
- 3) Chairman discussed about strategies for improving results, encourage members to provide their ideas.

1) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

COLEGE OF LAND

Chairman

PRINCIPAL MCT'S C. . . . of Law Saster - . . Alfoli, Navi Elumbol - 400 708.



Date:10/01/2022

NOTICE FOR THE 11nd MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR THE AY 2021-22

The Academic Monitoring Committee Meeting is scheduled on Thursday, 13/01/2022 at 11.30 am in the AV Room, MCT College of Law.

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lajalaloston
2	Anjana Alakkal	Member	Angener
3	Dhanashree Kharkar	Member	Shormon
4	Bijini Sajith	Member	Roy
5	Megha Agarwal	Member	Doglies
6	Dr. Rajshri Iyer	Member	(81)
7	Mahesh Chandanshiv	Member	Mchoudartin
8	Dr. Dharmesh Mehta	Member	-0
9	Deep Kapadia	Member	Um

Agenda for the meeting.

- 1) To. arrange remedial lectures for slow learners
- 2) To prepare monitoring sheet to track the progress of academic activities
- 3) To organize various co-curricular events relevant
- 4) To monitor the daily academic activities of the college

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

MCTRG I.
Sec. From From Navi Mumbal 1999.

Chairman

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Thursdayy, 13/01/2022 at 11.30 am in the MCT College of Law.

Members Present :

Sr. No.	Members	Designation	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Present
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: No member was absent.

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- 1)To arrange remedial lectures for slow learners
- 2) To prepare monitoring sheet to track the progress of academic activities
- 3) To. Organize various co-curricular events relevant
- 4) To monitor the daily academic activities of the college

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- Chairman informed about remedial lectures for all the subjects, and allot the duty among members to find the slow learners and make the timetable according regular lecture.
- 2) Chairman Appointed subject wise teachers for monitoring the academic prograss.
- Chairman dis cussed about various co-curricular activities has to conduct the academic year.
- Chairman discussed the drawback of some teaching methods adopted .and encouraged members to find out new teaching methods.
- 5) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman



PRIMCIPAL MCT'S Callege of Law Sector Navi Muniputers and



Date: 15/06/2022

Office Order

The following committee has been constituted as "Academic Monitoring Committee" to have smooth functioning of academic session and course completion as per Academic Calendar. Regular Monitoring on syllabus completion and maintain a record for the same.

Sr. No.	Members	Designation	Sign
1	Rajalakshmi U.K.Nambiar	Chairman	Pajalakasini
2	Anjana Alakkal	Member	- 14
3	Dhanashree Kharkar	Member	Anjour lour
4	Bijini Sajith	Member	2014
5	Megha Agarwal	Member	Della-
6	Dr. Rajshri Iyer	Member	(Q))
7	Mahesh Chandanshiv	Member	(M) Landanstier
8	Dr. Dharmesh Mehta	Member	Dm_
9	Deep Kapadia	Member	Dogo

The committee will be responsible for smooth academic plan as per the Academic Calendar and Complete all the monitoring with the same effect including conducting events and other co-curricular activities.

The Committee should conduct meetings as per requirements and record be maintained accordingly.

The entire concerned are requested to take the note and act accordingly.

CC:-

1.All the concerned

2. Office Copy

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Date :16/06/2022

NOTICE FOR THE 1st MEETING OF THE ACCADEMIC MONITORING COMMITTEE FOR THE AY 2022-23

The Academic Monitoring Committee Meeting is scheduled on Tuesday,17/06/2022 at 11.30 am in the AV Room, MCT College of law.

Sr. No.	Members	Designation	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lajalaterbin
2	Anjana Alakkal	Member	Advance
3	Dhanashree Kharkar	Member	Schoolages
4	Bijini Sajith	Member	2000
5	Megha Agarwal	Member	Doolie
6	Dr. Rajshri Iyer	Member	(0)
7	Mahesh Chandanshiv	Member	Mchandowsk
8	Dr. Dharmesh Mehta	Member	00
9	Deep Kapadia	Member	Chest

Agenda for the meeting.

- 1) To assign role and responsibilities to members.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To Inform members about universities new rules and regulations

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

Chairman

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Scotor- 4, Airoli,
Navi Mumbal- 400 708.



Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Friday,17/06/2022 at 11.30 am in the AV Room, MCT College of law

Members Present:

Sr. No.	Members	Designatio n	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Present
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: No member was absent.

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- 1) To assign role and responsibilities to members.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To Inform members about universities new rules and regulations

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 Chairman informed that role of responsibilities of the members have been allotted to prevent any ragging incident as well as to work for adequate information to fresher's for their right and to seniors for consequences for indulging in ragging.

Resolved to authorize to assign role and responsibilities to the members and to amend the same as and when required.

- Chairman informed that preparation of academic calendar and display on website and department notice boards and to get it circulated to students WhatsApp group etc.
- 3) Chairman informed that we have decided to inform students about master time table and starting of semester prior to starting date so that students will start attending academics without fail.
- 4) VOTE OF THANKS

Chairman thanked all the members present in the meeting.

Chairman

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PRINCIPAL MCT'S College of Law Sector 4, Airoli, Nav. Mur. bah-480, 70%.



Date :09/01/2023

NOTICE FOR THE Had MEETING OF THE ACADEMIC MONITORING COMMITTEE FOR THE AY 2022-23

The Academic Monitoring Committee Meeting is scheduled on Tuesday,09/01/2023 at 11.30 am in the AV Room, MCT college of Law.

Sr. No.	Members	Designati on	Signature of Member Present
1	Rajalakshmi U.K.Nambiar	Chairman	Lizalabeshi
2	Anjana Alakkal	Member	Ayoure
3	Dhanashree Kharkar	Member /	158hov/2002
4	Bijini Sajith	Member	BAY
5	Megha Agarwal	Member	Dalla
6	Dr. Rajshri Iyer	Member	(A)
7	Mahesh Chandanshiv	Member	Mchandanshir
8	Dr. Dharmesh Mehta	Member	pm
9	Deep Kapadia	Member	Doep

Agenda for the meeting.

- To assign role and responsibilities to members.
- 2) To circulate Academic Calendar for students.
- 3) To prepare master and individual timetable prior to semester start.

4) To discuss co-curricular and extracurricular activities.

You are requested to be attend the meeting on the date, time and at the venue as aforesaid.

PRINCIPAL
MCT'S College of Law Chairman
Sector- 4, Airoli,
Navi Mumbai- Add 708.

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Minutes of the meeting of Academic Monitoring Committee held under Chairmanship on Wednesday, 11/01/2023 at 11.30 am in the AV Room, MCT College of law.

Members Present:

Sr. No.	Members	Designation	Present
1	Rajalakshmi U.K.Nambiar	Chairman	Present
2	Anjana Alakkal	Member	Present
3	Dhanashree Kharkar	Member	Present
4	Bijini Sajith	Member	Present
5	Megha Agarwal	Member	Present
6	Dr. Rajshri Iyer	Member	Present
7	Mahesh Chandanshiv	Member	Present
8	Dr. Dharmesh Mehta	Member	Present
9	Deep Kapadia	Member	Present

Members Absent: No member was absent.

QUORUM: Chairman took the chair and declared that the required quorum was present to convene the meeting.

Agenda for the meeting.

- To. assign role and responsibilities to members.
- 2) To discuss the academic plan of departments.
- 3) To prepare master and individual timetable prior to semester start.
- 4) To discuss co-curricular and extracurricular activities.

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- Chairman discussed about the result of new plans applied in this academic year.
 - Collected information's from all the members.
- Chairman informed members about Remedial I;ectures, ecspecially for tough subjects.
- Chairman informed the date of syllabus completion,, and also discussed about annual day celebration.
- VOTE OF THANKS
 Chairman thanked all the members present in the meeting.

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