



# BHARATA MATA SCHOOL OF LEGAL STUDIES

(Owned and Managed by Archdiocese of Ernakulam-Angamaly)  
(Affiliated to M.G. University and Approved by Bar Council of India)

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## ACADEMIC AND CURRICULUM DEVELOPMENT COMMITTEE MEETING REPORT

**Date: May 9, 2022**

**Venue: BSOLS Board Room**

**Agendas:**

1. Academic Calendar
2. Internal Examination Calendar
3. Subject Allocation
4. Discussion on Clinical Paper
5. Integration of Lesson Plan in DMS

**Members Present:**

1. Dr. V. S. Sebastian
2. Dr. Jacob Joseph
3. Dr. Seline Abraham
4. Mr. Pramod Parthan

**Meeting Summary:**

An Academic and Curriculum Development Committee Meeting was convened on May 9, 2022, at the BSOLS Board Room to discuss various key agendas pertaining to academic planning and management for the upcoming academic year.

1. **Academic Calendar:** Academic calendar for both U.G and P.G for the academic year 2022-23 was prepared during the meeting. The calendar includes semester plan, Proposed examination dates and list of holidays etc.
2. **Internal Examination Calendar:** A tentative schedule for internal examinations across all batches was drafted and finalized during the meeting.

3. **Subject Allocation:** Subjects were allocated to faculties based on their specializations. The areas of subjects allocated include Law, Commerce, Management, Social Science, and Language.
4. **Discussion on Clinical Paper:** A thorough discussion regarding various clinical papers took place during the meeting. Being an internal subject each component of a clinical paper needs to be completed within a specified time frame so as to align with the University Schedule of examination and result publication.
5. **Integration of Lesson Plan in DMS:** The Digital Management System (DMS) should be used by the subject teachers to input their lesson plans prior to the start of each semester.

**Decisions Taken:**

- Decided to prepare a comprehensive academic calendar for the 2022-23 academic year.
- A tentative internal examination calendar for new semester was scheduled for all batches.
- Subjects were allocated to faculties according to their areas of specialization.
- The faculty in charge for all clinical papers were assigned.
- Decided to give an intimation as well as training for teachers on new modalities adopted for creation of Lesson plans.

The meeting concluded with the above decisions which will guide the academic operations and planning at BSOLS for the upcoming academic year.

