

Meeting Number	06
	2024-25

Prin.	V. Prin. (SSC)	V. Prin. (SMJ)	Basic Sci.	Chem.	Civil	Comp.	CSBS	CSE	Elect	ECE	E&TC	I.T	Mech.	R&A

Minutes of HOD meeting (9th August 2024)

1. Review of last meeting – Financial Outlay:

The review of the last meeting was taken at the start of the meeting. Visiting faculty outlay is to be submitted to the university for approval. Some changes needs to done, particularly for VAC for Basic Science Department. The heads were informed to make necessary changes and resubmit the revised outlay, if needed, to the university.

2. Inauguration of Vishwa – Swapna Incubation Center:

The inauguration of Vishwa-Swapna Incubation Centre for promoting the startup programme is scheduled on Monday 12/3/24 at 3.00 pm in the central auditorium. The HoD and staff will directly go to the auditorium to attend the inauguration and take their seats latest by 2.45 pm. Selected students of Sem. VII will attend the program. HoDs will make a list of the students and make sure that the students remain present for the inauguration. Lectures and practical's will be suspended after 2.00 pm.

3. Status of FDP:

The proposal of the FDPs, if any department wants to conduct should submit the proposal to the office for further processing.

4. Status of value-added courses:

Minor degree exam fees has to be yet decided. The minor course on AI & DS, the attendance of the students is very less and whether the students want to continue or discontinue the course, it should be confirmed by GFMs.

