

**Bharati Vidyapeeth (Deemed to be University)**

**College of Engineering, Pune – 43.**

Meeting Number	6
	2025-26

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 (21<sup>st</sup> August, 2025)**

**1. Review of the Duties and Goals of the Department:** At the beginning of Semester II of the last academic year, the Principal and Vice Principals set short-term and long-term goals for each department. A meeting was held to discuss the detailed progress, based on information provided by the respective Heads of Departments. The IT Department is planning to conduct a Faculty Development Program (FDP). The E&TC and Civil Departments are working on consultancy projects. The Chemical Department is participating in the Smart India Hackathon. The CSE and Chemical Departments are collaborating on establishing a Centre of Excellence. The Computer Department, along with the Electrical and Computer Engineering Departments, is working on a Hackathon guided by AICTE. Mechanical and Electronics department is organising an international conference in the month of March 2026. Mr. Vivek Kulkarni is a resourceful person who will assist us and help establish a connection with Mr. Abhay Jere. Both are deeply involved with the Smart India Hackathon. This year, our college should aim to become a Nodal Centre for this activity. Achieving this status will significantly enhance the reputation of our institution. Furthermore, the Chemical and Robotics & Automation Departments have promising opportunities for collaboration with pharmaceutical and chemical companies. Efforts should be made to establish MOUs and industry collaborations.

**2. Schedule of the ARB Checking:** As per previous instructions, all Heads of Departments are checking the ARBs of the respective department faculty. At the same time, they are also reviewing the course files and laboratory manuals. All Heads must submit the ARBs, course files, and laboratory manuals for their respective subjects by Monday evening. The schedule for ARB checking of faculty members was discussed in the meeting.

**3. Admission Status:** A good number of students (987) have been admitted to the First Year for the academic year 2025–26. After the CET round, only a few seats remain vacant in Mechanical, Civil, and Chemical branches. Some students are expected to join in the coming week. Follow-up regarding admissions is ongoing through both students and faculty members. A meeting of all First-Year teaching faculty was conducted on Thursday at 1:30 PM by the Principal and Vice-Principal to provide necessary guidance to the faculty members. During the meeting, the authorities mentioned that the expected total intake this year will reach 1,000 to 1,020 students. For Direct Second Year admissions, we are also receiving a good response. The Principal conveyed his appreciation to the entire team working on the admission process and requested that their efforts be acknowledged. Additionally, there have been enquiries from international students for M.Tech in Chemical Engineering / Nanotechnology. These students have a background in Petrochemical or Chemical Engineering.

**4. Intel Unnati Lab Training:** The Intel Unnati Lab is one of the prestigious laboratories established in collaboration with AICTE, with a total investment of ₹30 Lakhs. It is located in the Library Building. Dr. Bindu Garg, Head of the CSE Department, is working as the Single Point of Contact (SPOC) for this initiative. All Heads of Departments are requested to nominate one faculty member from their department whose postgraduate (PG) or Ph.D. specialization aligns with the AI/ML domain. This lab will benefit all Computer-related UG, PG, and Ph.D. students across campus. The lab will be equipped with AI-related tools and resources useful to the entire campus. In the first phase, 120 students will undergo training for 40–50 hours. Over the course of the year, approximately 360 or more students are expected to benefit from this facility.

**5. IBM Minor Program:** For the IBM Minor Program, five faculty members from the Pune campus and two faculty members from the Navi Mumbai campus have been selected to participate. These faculty members have already been identified. As of today, 30 students have shown interest in the program; however, only a few students have completed the fee payment.

**6. Lateral Entry rules and format:** Regarding lateral entry admissions for students in Mechanical, Civil, and Electronics, the Vice-Principal visited the University Office to confirm the applicable rules and regulations.

The key points are as follows:

Students must have an ABC ID (Academic Bank of Credits).

Credit mapping is a critical requirement.

The department/college must be accredited by NBA or NAAC.

It was also noted that in the future, objections may arise if these conditions are not fulfilled.

**7. NBA Compliance and Prequalifier:** Last year, the Mechanical Department underwent the NBA accreditation process. They are now required to prepare and submit the compliance report and should be ready with the same. For the prequalifier submission of the remaining departments, the process will begin from next week.

**8. Attendance of final year students and involvement in the placement:** The final semester students have rejoined the college after completing their internships. However, classroom attendance remains poor. Please note that attendance is mandatory for final-year students. These students are expected to guide and inform their peers about the regular conduct of lectures and practical sessions. This issue has also been raised by the Training and Placement (T&P) Department.

All GFM (Guardian Faculty Members) are requested to make active efforts to ensure the attendance of these students and encourage their participation in academic activities.

**9. Placement activities and role of dtp:** Placement activities are progressing smoothly. However, it is the responsibility of faculty members to actively encourage and guide students to participate in these activities. It was decided that DTP (Digital Training Platform) tools, which are beneficial for placement preparation, would be demonstrated to final-year students. Unfortunately, student turnout was poor, and they did not engage with the Placement Department as expected. As a result, the Placement Department is disappointed with the lack of student response. All faculty members are requested to motivate students to take full advantage of placement support services and ensure better participation moving forward.

**10. IIT Spoken tutorial and Virtual lab:** At the institute level, the Virtual Lab (V-Lab) Coordinator will also oversee the implementation of the IIT Spoken Tutorial program. Ms. Pooja Deshmukh is currently responsible for this initiative. She has assigned specific targets to the departmental V-Lab coordinators. More focused efforts are required to achieve these targets effectively. All Heads of Departments are requested to monitor and ensure the smooth conduction of Virtual Lab activities in their respective departments.

**11. Smart TV working:** A stable internet connection is essential for the proper functioning of the Smart TVs. In some classrooms, both a Smart TV and an LCD projector are installed; therefore, at least one of these devices should be removed to avoid redundancy. All Smart TVs must be kept in good working condition. Every faculty member is encouraged to utilize these tools regularly during their lectures to enhance teaching effectiveness.