

Meeting Number	33
	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 (31st March 2025)

Review of last meeting were Taken.

- Building Floor Plan:** The floor plan of the college building was discussed, likely in terms of space allocation for different departments and facilities.
- Involvement of Key Personnel:** Resp. Principal Sir, Vice Principal Dr. Sachin Chavan and Vice Principal Dr. Sunita Jadhav worked on the building plan, focusing on the needs of each department.
- AICTE Norms Compliance:** The space allocation for each department was done according to the norms set by the AICTE (All India Council for Technical Education), which is a regulatory body for technical education in India. These norms dictate the minimum space requirements for various facilities, including departments and classrooms.
- Departmental Space Allocation:** The departments were allotted spaces as per AICTE guidelines. This suggests that the college is aiming to ensure that all departments have adequate space for their teaching, learning, and research activities.
- Additional Facilities:** The meeting also discussed the inclusion of essential spaces such as:
 - Boys' Common Room
 - Girls' Common Room
 - Gymkhana (recreational area for students)
 - Departmental Libraries
 - Alumina Room
- Classroom Allotment (UG to PG):** There was a discussion about the allocation of classrooms for both undergraduate (UG) and postgraduate (PG) students, ensuring proper space for these groups.
- Laboratory Requirements:** The necessary laboratories were also planned, ensuring that each department has the required practical spaces for students.
- Open Discussion:** The meeting appears to have fostered an open and collaborative environment, where everyone was encouraged to raise queries or provide suggestions freely.