Bharati Vidyapeeth (Deemed to be University)

College of Engineering, Pune - 43.

Meeting Number	03
	2023-24

Prin.	V.	V	Basic	Chem.	Civil	Comp.	CSBS	CSE	Elect	ECE	E&TC	I.T	Mech.	R&A
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Minutes of HOD meeting (13th July, 2023)

- 1. Review of last meeting. A review of last meeting was taken, Admission status, etc...
- 2. Fee collection status:-Semester III, V students have reported for the academic year. It was decided in the meeting not to collect any fine; only inform all students to deposit fees before 31st July 2023; either one or two slots, after wards time will not be given.
- 3. Uniform measurements:-At the time of semester-I admission for the dress code measurements of students were taken. The students can use this on Monday and Thursday and if any visit or any program in the college. Also, for this from higher classes, department wise faculty representatives are appointed for the uniform activity.
- 4. Sahaj Yoga: Weekly, A 45 min. meditation program is decided for faculty members and students in a meeting. Session will be conducted per week. Every Friday at 12.15-01.00 pm.
- 5. Occupancy of Labs:-For the smooth conduction of practical's, every head should give their occupancy of their laboratories; for the adjustment of laboratories it will be useful.
- 6. Time table, workload & list of GFM's:-For the every class time table is essential and it should be displayed on the notice board. Workload of each department should be done as per norms of university. List of GFM's must be prepared & displayed on notice board along with the cell no. and email id of GFM; by which students can contact easily to respective GFM should verify the cell numbers and emails of students and update in the record if any change is there.
- 7. J&K Scholarship, Bihar students scholarship:- For the students of J & K as well as Bihar students some scholarships are there, Prof. Bonsale sir gives the necessary information to those students. And doing necessary documents.
- **8.** Al-VR Training: A certificate course is conducted with our college and C-DAC, for the same it is announced that, give the names to Prof. Bankar Sir, till 17 July 2023.
- **9. NBA**: For NBA going department, it advised that start the process of verification of various files, as well as required preparation.