

Meeting Number	18
	2021-22

Prin.	Basic Sci.	Chem.	Civil	Comp.	CSBS	CSE	Elect	ECE	E&TC	I.T	Mech.	R&A
											PR	PR

Minutes of HOD meeting (12 May 2022)

- Review of previous meeting** – The status of pending college fees collection is reviewed.
- Convocation Day Program** – 23rd university convocation is scheduled on 16th May 2022. All faculties shall be seated in the pandal before 09.00 am. Honorable shri. Piyush Goyal, Minister, Government of India, chief guest will deliver the convocation address. Honorable Prof. Dr. Bhushan Patwardhan, chairman executive committee NAAC and former vice chairman UGC is guest of honor. Attendance to all faculty members, non teaching staff and peon is compulsory.
- Schedule of unidentified fees** – Students shall contact Mr. Salunkhe in office from accounts section for the identification of college fees. The schedule for unidentified fees is from 12-05-2022. Students shall carry a valid documentary proof of payment of fees for verification.
- Schedule of meeting with students** – After pandemic lockdown period, students are appearing for offline university examination for the first time. I-cards shall be distributed to all students well before the examination which they have to maintain till the university examination is over. Also, students shall carry additional identity proof. Students are not allowed to carry mobile phones and smart watches during examination. All students shall report to the exam hall 30 minutes prior to the examination. HODs shall engage a meeting with students on the last day of semester and give all examination related instructions to the students. The instructions can also be shared on student's groups.
- Programs planned till semester end** – Activities planned at the department level should not be conducted at the end of the semester. Department activities shall be planned in advance. Recent activities planned are Project presentation competition by Depart of Mechanical engineering on 21st May 2022 and by EDC cell on 14th May 2022.
- AICTE NEWON VITLOCK scheme** – All HODs shall reply to the questioner regarding AICTE NEWON VITLOCK scheme. In the regard HODs shall find out the industry around the campus and submit the skills required by the industry.
- List of volunteer for eyesight checkup** – A list of students interested in eye checking shall be forwarded. The students will be directly contacted by the institute for eye checking.
- Vacation slot** – All faculties shall engage their workload in the vacations. Faculty shall submit their ~~undertaking~~ for the same to respective HODs. Attendance muster shall be maintained for faculty at department level during vacation.
- NBA discussion** – Department of Civil, Computer, Electronics and Electrical engineering shall submit the pre qualifier for NBA before 30th June 2022.

Bharati Vidyapeeth (Deemed to be University)

College of Engineering, Pune – 43.

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10. MOU signed by IMED and IDBI for MBA courses. The MOU is well crafted for the benefits of all campus of BVDU.