

Meeting Number	8
	2022-23

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

**Minutes of HOD meeting (29 August 2022)**

- Ganapati Festival 22-23** – Reference to the notice regarding contributions for Ganapati festival, Rs. 300 per teaching faculty and Rs. 200 per non-teaching faculty shall be collected at department level and shall be submitted to store enclosing the list of teaching non-teaching faculty members. Faculty members shall participate in sports and cultural activities on 1<sup>st</sup> Sept. scheduled from 2.00 pm to 5.00 pm. Ganapati pooja by engineering college is arranged on 7<sup>th</sup> Sept. at 2.30 pm shall be attended by HODs and faculty members not having workload.
- California University dignitaries visit** – Dignitaries from University of California are going to visit campus on 30<sup>th</sup> August at 12-00. In this regard, a session in WW-306 arranged for 3<sup>rd</sup> and 4<sup>th</sup> year students with the dignitaries, shall be co-ordinated by T&P department. Respective HOD and a faculty member from the department shall attend a meeting at 12.00 in NAAC room.
- Women cell activity** – BV Women cell has arranged activities from 1<sup>st</sup> September to 30<sup>th</sup> September. A session on PCOD is organized by women cell. All girl students shall attend the session.
- MOOC & Social activity** – Awareness among students shall be created regarding MOOC courses and social activities by the departments. Semester III and V students shall submit undertaking to the department regarding said activities. Students should note that the result will not be displayed without completion of above activities. MOOC course and social activity marks shall be submitted to the university in terms of credits in single mark-sheet mentioning the details of MOOC course 1 and 2 and social activity 1 and 2 maintained by HOD.
- Teachers day program** – Reference to the e-mail from AICTE regarding 5<sup>th</sup> September teachers day celebration, a descent activity from the mentioned topics shall be conducted at department level between 5<sup>th</sup> to 9<sup>th</sup> September and geo tagged photos shall be submitted to the college. Lecture by eminent person will be arranged at college level on Teacher’s day.
- Engineering’s Day** – Engineering’s day will be celebrated on 15<sup>th</sup> September and PBL exhibits shall be presented in the program.
- Eye checking** – Students from department of Ophthalmology will be conducting eye checking sessions for students. The session is arranged for semester V and VII students. Respective GFM shall coordinate the activity.

Bharati Vidyapeeth (Deemed to be University)

College of Engineering, Pune – 43.

Meeting Number	08
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8. **Admission counseling** – Counselors appointed by department of E&TC for Friday, Saturday, by I.T for Wednesday, Thursday and by chemical for Monday, Tuesday shall report to the admission counseling cell till the admission procedure is over.
9. **AAIRYA data** – AAIRYA data shall be submitted by 3<sup>rd</sup> September.
10. **Resource person** – Faculty members working as resource person should inform college about the activity. The report of the activity and geo tagged photo should be submitted to the college for consideration in NBA. Workload for the day of working as resource person must be adjusted.
11. Faculty research proposals shall be summarized at department level and shall be forwarded through HOD.