

Meeting Number	28
	2022-23

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

**Minutes of HOD meeting (13<sup>th</sup> April 2023)**

- 1. Review of previpus meeting** –The review of last meeting was taken concerning to Bharatiyam account, examination forms, tuition fee recovery, NAAC data, NBA work, social activity.
- 2. NAAC presentation of all college – Suggestions from VC sir**  
Bharati Vidyapeeth (Deemed to be University), Pune is preparing for NAAC visit, in this regard, every principal of constituent unit has to give the presentation in front of Secretary sir, VC, Register and other university officials. Criteria wise presentation was expected; The presentation of Bharati Vidyapeeth (Deemed to be University) College of Engineering, Pune was good and appreciated by all officials-. Some Suggestions were also given about 3<sup>rd</sup> criteria to increase the research papers and proposals, extension outreach activity shall be carried out etc.
- 3. Value added courses: -**  
As per the NEP 2020, besides core curriculum, more value-added courses shall be added; like, yoga, Cyber-Security etc. More number of students shall be participated. These courses may be online or offline.
- 4. NEP Structure: -**  
As per the government policy, every university/ college has to go for NEP policy. Bharati Vidyapeeth (Deemed to be University) College of Engineering, Pune is constituted a committee and the said committee has submitted a rough draft of structure. Hence, it is essential to discuss the given draft with the faculty members and suggestions and improvements shall be incorporated.
- 5. ABC credit Status: -**  
Academic Credit Bank is one of the important elements furthermore in academics. Hence, all the students have to enroll for the same. The ABC number is to be mentioned in the examinations form. It is appealed to all HoD that they shall ask to all students to do registration and create ABC id.
- 6. Academic Calender: -**  
Academic Calendar is one of the important official documents for the smooth conduction of the entire activities. Hence, a process of preparations of academic calendar is started. All HoD's are requested to give the essential input for the same.
- 7. NBA Committee visit schedule: -**  
The institute has prepared the NBA files such as I-files, P files and course files. The Respective Head of the Department has to give the dates for the checking of these files. A proper schedule shall be given for the same.

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

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

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**8. Report of Academic Monitoring Committee.**

Academic monitoring committee is constituted for the smooth conduction of academics. Hence, the committee shall report to Principal office weekly as per the given guidelines. Further, the ARB checking committee goes through ARBs of every faculty member at the end of the month. The said committee shall also do the checking properly and submit the report in time.

**9. Unit Test – II**

Unit Test- II is scheduled from 4<sup>th</sup> to 6<sup>th</sup> May 2023 and the time table, paper printing for the same shall be prepared. Question paper printing schedule is decided for the unit test examination from 29<sup>th</sup> April to 3<sup>rd</sup> May 23. All subjects Unit test question papers will be printed in UT section. The schedule is given below.

Saturday 29<sup>th</sup> April: - Chemical, Civil, Electrical Mech. and R&A

Tuesday 2<sup>nd</sup> May 2023: - Computer, IT CSBS, ECE, E&TC

Wednesday 3<sup>rd</sup> May 2023- Basic Science & Humanities (QTCV)

Further, T/W and PBL submission will be done in the last week of April i. e. from 24<sup>th</sup> April to 25<sup>th</sup> April 2023 in a designated practical slot for individual faculty members. Also, for the Internal Assessment fail students, Internal examination will be conducted on 29/04/2023 and 08/05/2023. Re-Unit test-I, will be conducted on 2<sup>nd</sup> and 3<sup>rd</sup> may 2023.

**10. College Facebook Page: -**

Every faculty is now using Facebook, and this is one of the best medias to reach masses. In this regard, all faculty members are instructed to share the link with students, parents, relatives to reach maximum stakeholder.