

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

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

Meeting Number	14
	2023-24

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 (25<sup>th</sup> November, 2023)

#### 1. NBA detailed result :-

In the month of September 2023, NBA team visited our college. In that visit, our three department. Department of Civil Engineering Department of Computer Engineering and Mechanical Engineering for UG program undergone accreditation process. This team has given the accreditation up to 30<sup>th</sup> June 2025 and 30<sup>th</sup> June 2026 respectively i.e. two departments Civil & Computer has received up to June 2025 and Mechanical has got up to June 2026. Expert team has given the department wise and criteria wise marks in their report. Also, they have given remarks regarding the mentoring system; in existing only one GFM is working for 60 students from the particular class which is insufficient. As per guidelines, given by them, for every 20 students one mentor has to be required. Hence, for the class of 60 students three faculty will be appointed they will monitor the students batch wise, like A,B,C, Hence faculty members working for A will be treated as GFM and of two will be mentor for the batches B&C.

#### 2. Planning of January first week for social activities :-

Every year in our Bharati Vidyapeeth: first week of January is utilized for the social activities in considering t birthday of our founder which is on 8<sup>th</sup> January. Hence, in this regard, as per the instructions received from central office, all colleges have to give detailed planning of this week. to the central office. In the planning all the details are required like detail of program, the guest , expenditure,etc.

#### 3. Ph.D Guide allotment:-

As per the instructions received from our university, a process of Ph.D Guide allotment was carried out. The report of this activity should be submitted to Dr. Suhas Patil Sir, on Monday 27/11/23. This report will be sent to university through Dean and Principal, hence, all heads are informed to submit the detail report of Ph.D Guide for allocation process as early as possible.



**4. First year faculty members:-**

At per the beginning of every semester, we generally collect the names of faculty members for teaching of semester I/II. Hence, in this regard, the names of faculty members who are teaching to semester II their names should be collected by first year head and will be utilized for making student mentoring system of semester II classes.

**5. Academic Calendar:-**

In a last meeting the data was collected for the academic calendar and calendar is decided properly and in this meeting it has approved, and now our academic calendar can send it to press, for further process.

**6. L & T mail:-**

L&T had sent one mail to our college, In this mail it is mentioned that in collaboration with L&T we can do MoU and which will be helpful in admission process. It will be helpful for the branches like chemical, Civil, Electrical, Mechanical and E &Tc.

**7. AICTE what sap:-**

AICTE has prepared a whatsapp group; faculty members can join this group. Through this whatsapp any one can get various information from AICTE.

**8. Letter to students:-**

On the last day of B.Tech/M.Tech University examination college gives one letter to every student and in that letter it is mentioned that, he/she should take parents/Guardian signature; regarding joining the college in the stipulated time, and also will pay college/examination remaining fees if any. They have to do the T/W submission in time.

**9. Backlog Exams/ Regular Exams:-**

At the time of theory exams, department/cabins must be locked, when faculty members will be on supervision duty. It's a joint responsibility of respective faculty and head of the department. If any thing happens in the department like, loss of computer accessorizes/ stolen that negligence will be considered by that same department.