

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	ET	E & Tc	Mech.	Prod.
<i>AK</i>	<i>AS</i>	<i>AL</i>	<i>AS</i>	<i>AK</i>	<i>AS</i>	<i>AK</i>	<i>AK</i>	<i>AK</i>	<i>KB</i>	<i>SH</i>

Minutes of the HOD Meeting (23 August 2018)

1) Review of Last Meeting :

- i. **Pending work list at Department:** With reference to mail sent on 13/07/2018, it is expected to submit weekly progress of pending work to Principal's office. All Heads of the Departments shall submit the soft copy of the action taken / schedule of action on every Wednesday. The review of progress of these pending works will be taken in every HoD meeting. Further, any additional work assigned may please be added in the list.
- ii. **Accreditation of PG Programme:** With reference to the mail sent by Principal to all Heads of the Department on 23/01/2018, regarding PG NBA of Civil, Chemical, Computer, Electrical and Electronics Engineering Departments, All HoDs of respective departments shall initiate the process of preparing the SAR of PG programme. On the basis of prequalifier for PG programmes submitted by HoDs and subsequent discussions held one on one the institute has applied for the accreditation of these programmes and waiting for the notification of uploading of SAR of PG programme.
- iii. **NBA Presentations:** Department of Civil, Chemical, Computer, Electrical and Electronics engineering has been accredited till 30/06/2020 with the compliance in certain criterias. It is expected to fulfil these compliances till September 2019 and send the compliance report to NBA for evaluation. It has been decided that all Heads of the Departments shall prepare the strategic planning for next one and half year to execute NBA work of next cycle and hold the responsibilities to faculty members and to prepare the detailed activity plan. This planning and presentation regarding the same was expected to reach to the Principal's Office before 15 March 2018. However, inspite of number of reminders none of the HoD has submitted the required presentation. All HoDs again requested to submit the presentation to Principal's Office latest by Monday, 27/08/2018.
- iv. **Remuneration of Examination Work:** University has appointed a committee to suggest revision in examination remuneration under the Chairmanship of Dr. S F Patil. Committee submitted report to Hon. Vice Chancellor, which was tabled for discussion in meeting of BOE held on 24th July 2018. The proposed remuneration of examination work have been discussed in the HoD meeting and suggestions received from all HoDs were noted. Further opinion of proposed remuneration is expected from every faculty member. All HoDs shall discuss the proposed remuneration of examination work with all faculty members and shall submit the review before 24/08/2018.

