

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	ET	E & Tc	Mech.	Prod.

Minutes of the HoD Meeting (21 February 2019)

1) Review of the Last Meeting:

- a) **Dale Carnegie Workshop on High Impact Teaching Skills:** Two days workshop on High Impact Teaching Skills was scheduled on 8th and 9th February 2019. Heads of the Departments were asked to conduct the feedback from faculty members who have attended the workshop. Further, these faculty members supposed to present the contents covered during workshop and conduct similar activities in the department. The review of the same was taken in the HoD meeting. The pedagogical effect is observed and other faculty members also benefited by conducting such sessions at department level.
- b) **Dale Carnegie workshop for Students:** Dale Carnegie's leadership training teaches professionals to sharpen skills & improve performance. Such type of training programme will help the students to sharpen their skills and improve the placements. All Heads of the Departments shall discuss with the students about Dale Carnegie workshop and submit the topic of their interest to the Principal's Office before next HOD meeting.
- c) **Swayam Courses:** All Heads of the Departments shall submit the views on refund of registration fees towards certification to the faculty members as per the level of passing of Swayam Courses. The amount of refund will be based on the score obtained by the faculty members in the respective courses. After getting financial approval of the proposal for the same from University, the scheme of refund will be implemented.
- d) **Visit of Dean, UNC Charlotte, USA on 19th February 2019:** Dr. Robert Johnson, Dean of the College of Engineering and Dr. Asis Nasipuri Department Chair of Electrical and Computer Engineering of University of North Carolina - Charlotte - College of Engineering (USA) has visited to Bharati Vidyapeeth Deemed to be University College of Engineering on Tuesday, February 19 for further academic collaborations. During their visit to college they have observed the presentation of Principal about progress of college and possibilities of collaboration. Also guest has observed the various laboratories of Electrical, Computer, Mechanical, Electronics and E & TC Departments and shared their positive feedback on the same.

2) Report of the Academic Committee (11/02/2019 to 16/02/2019): The report of academic committee for the period of (11/02/2019 to 16/02/2019) was circulated to all Heads of the Departments. It is expected that all HODs shall take the explanation in writing from the faculty members whose lecture / practical is in non-conduction report and submit it to Principal Office.

3) Bharatiyam 2K19: Due to some administrative reasons the dates of Bharatiyam 2K19, is rescheduled on 29th and 30th March 2019. All Heads of the Departments shall organize the inaugural sessions at the department level. The Chief Guest and Guest of Honor shall be identified from the industry (preferably prominent alumni) for the inaugural ceremony. Also efforts shall be made towards the participation of students from other colleges / Universities.