

**Bharati Vidyapeeth (Deemed to be University)**  
**College of Engineering, Pune – 43**

Meeting No.	303
	2019-20

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

**Minutes of the HoD Meeting (4 October 2019)**

**1. Review of the last meeting :**

- i) **PG NBA Preparation:** The last date of submission of PG NBA SAR of five departments viz. Civil, Chemical, Computer, Electrical and Electronics Engineering is 25/10/2019 and it was asked to submit the SAR before 30/09/2019. All Heads of the Departments have submitted the PG SAR to Principal office. However, it shall be remember that the NBA is a quality process and be executed in continuous form. Hence all HODs shall work continuously on the SAR and documentation to improve its quality.
- ii) **Result Analysis:** It was asked to submit the comprehensive result analysis of Summer 2019 examination. Department of Computer Engineering, IT and Electrical have not submitted the result analysis till date. Principal has discussed the case study of Surveying and Mechanics of Fluids subjects of Civil Engineering Department regarding the action plan and majors to be taken to improve the result of said subject. All Heads of the Departments shall submit the exhaustive result analysis and proposed action plan on the similar ground to improve the result of respective subject/s before proceeding to the winter 2019 vacation.
- iii) **Quality of Question Paper Setting:** All Heads of the Departments were informed to submit the analysis of quality of question papers for summer 2019 examination based on the parameters defined by the Principal. Further, care shall be taken while setting the University examination question papers to maintain its quality and standard. All subject chairman shall take care to use blooms taxonomy, unsolved numerical, innovative questions and shall avoid the repetition of questions, grammatical mistakes.

2. **Curriculum Setup:** The process of implementation of Oracle PeopleSoft ERP is initiated in the college. Student data based was already updated in the ERP in the month of January / February 2019. Now each faculty member shall upload the curriculum, individual time table and assignments of respective subjects in the ERP. The training session for the same is arranged on 22/10/2019 at 10.30 am. Faculty members shall attend the training programme with curriculum, individual time table and assignments of respective subjects.

3. **ICT Mode (Online) STTP by NITTTR Kolkata:** National Institute of Technical Teachers' Training & Research (NITTTR), Kolkata has scheduled various training programmes such as Water Pollution and Health, Measurement Issues of Laboratory and Workshop class, Control and Automation etc. in the month of September / October 2019. The detailed notice of training programmes will be circulated shortly. All Heads of the Departments shall register for respective STTPs and see that the all faculty members attends 100 % sessions for the same. For further details following link can be referred : <http://www.nitttrkol.ac.in/download/ProgCalendar-2019-20.pdf>

**Bharati Vidyapeeth (Deemed to be University)**  
**College of Engineering, Pune – 43**

Meeting No.	303
	2019-20

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

4. **Share and Mentor (Margadarshan) Scheme by AICTE New Delhi:** It is the pride moment of the BV DUCOE that AICTE, New Delhi has approved Institute's proposal submitted under Share & Mentor (Margadarshan) Scheme and Institute has received approval of financial assistance of ₹ 15 lakhs for single objective of preparation of mentee institute for accreditation of programs by NBA. Performance monitoring committee is established as per the norms defined by the AICTE. The detailed notice is already circulated to all the departments.
5. **Registration of Final Year Students on NCS Portal:** The Directorate General of Employment, Ministry of Labour and Employment is implementing the National Career Service (NCS) Project to address the gaps in the employment market by strategic interventions and partnership with leading institutions/universities and organizations. National Career Service is a common platform that brings together Job Seekers, Employers, Counsellors, Skill Providers, Placement Organizations and other stakeholders. All the students of final year supposed to register for the same. But with repetitive instructions given by the Principal, it was observed that few students of most of the branches have not registered for the same. Heads of the Departments shall get the registration done from these students before next HoD meeting.
6. **My Story – Entrepreneur's Life :** An event My Story – Entrepreneur's life is organized on 5<sup>th</sup> October 2019 at GD hall by the IIC cell to create awareness about the vitality of start-up education and entrepreneurship by the means of motivational speech and veritable interaction. The notice related to the same is already circulated to all the departments. Heads of the Departments shall see the 100 % attendance of students for the same along with the departmental coordinator.
7. **Plastic Waste Free Campaign (Swachhata Hi Seva 2019):** The Secretary, Department of Drinking water and Sanitation, GOI has initiated a Jan Andolan for Swachhata regarding Plastic Waste free Campaign from 11<sup>th</sup> September to 27<sup>th</sup> October 2019. The notice related to the same is already circulated to all the departments. All Heads of the departments shall follow the action plan and furnish the brief information of each of the activity along with two photographs on completion of each activity to email [bvucopune@bharatividyaapeeth.edu](mailto:bvucopune@bharatividyaapeeth.edu).
8. **Blood Donation Camp:** BV (DU) COE, Pune is organizing blood donation camp from last 25 years in the month of January in association with Bharati Hospital. Bharati Hospital is having requirement of no. of bottles every month and management committee of Bharati Hospital has requested BV DUCOE to organize blood donation camp monthly to supply the demand of blood in organized way. This month the requirement is approx. 150 bottles of blood. Hence following action plan is prepared :

**Bharati Vidyapeeth (Deemed to be University)  
College of Engineering, Pune – 43**

Meeting No.	303
	2019-20

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

Departments	Coordinator	Total no. of students to be participated
Computer – IT	Mr. Sourab Saoji	30
Mechanical – Production	Mr. Chinke	30
Electronics – E & TC	Mr. Dipak Ray	30
Electrical –Civil – Chemical	Mr. Vishal Mhetre	30
Basic Sc. & Humanities	Mr. N M Shaikh	30

The Blood donation camp will be organized on 09/10/2019 at 10.00 AM at GD Hall. Detailed notice will be circulated shortly.

**9. Feedback about Placement:** Principal has already shared the feedback of HR regarding the skills of students of Computer and IT departments regarding the code writing and its impact on the no. of placements in the month of August 2018. It was informed that, Computer and IT department shall make provision of additional practical slot to enhance programming skills of B.Tech students in which students will prepare minimum 100 to 150 programmes using different programming language. Also efforts should be made to train the respective faculty members to conduct these sessions. However, it is observed that the activity was not conducted seriously. This year it is again informed to Heads of Computer and IT Department to identify 4-5 faculty members for this activity.

**10. Association with UNC:** 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) have visited to Bharati Vidyapeeth Deemed to be University College of Engineering on Tuesday, February 19 for further academic collaborations. It is happy to inform that the UNC has agreed to collaborate for the faculty exchange programme and few faculty members from the UNC will visit the BVDUCOE in the month of August 2020 and faculty members from BVDUCOE will also get the opportunity to interact with the students of UNC. Faculty members will be selected on the basis of requirement from UNC.