

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	E & Tc	Mech.	Prod.
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Minutes of the HOD Meeting (16 October 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Meetings of Board of Studies (BOS):** Meetings of various BOS will be held on 23 Oct. 2013 in the college. All Chairmen, BOS are requested to coordinate the same.
- 3) **TW & PR / OR Mark-sheet:** The blank mark-sheets for TW & OR / TW & PR examination to be conducted in Oct./ Nov. 2013 is given to all HODs. All faculty members are requested to enter TW marks of respective subjects and display its photocopy in the notice board. Its original copy should be used to write Pr / Or marks during the examination. Respective HODs should coordinate the process.
- 4) **Accreditation:** Review of preparation for the accreditation from NBA is taken. It is observed that all HODs and NBA coordinators are following the schedule of preparation given by Prof. Mrs. V. S. Sohoni, NBA Coordinator. For expected progress in the preparation, feedback was taken from the HODs regarding the change in the college timing.
- 5) **Submission of Research Projects:** It is mandatory for all departments to submit three project proposals under 12 (b) to UGC / DST. HODs are requested to coordinate this activity. The faculty members can proceed for the winter vacation only after the submission of research projects.
- 6) **Academic Staff College, Faculty Development Programme:** BVU has taken initiative to setup an Academic Staff College. In view of this, the introductory programme is scheduled on 19 Oct. 2013 from 9.30 am onwards at Medical College Auditorium. Dr. Mrs. Renu Batra, Joint Secretary, UGC and Dr. G. Srinivas, Joint Secretary, UGC will provide valuable inputs on various UGC schemes available and the technicalities thereof. Hon'ble Vice Chancellor, BVU will preside over the function. All HODs are informed to give two names of the faculty members for this programme and shall ensure their attendance for the said programme.