

Bharati Vidyapeeth Deemed University
College of Engineering, Pune – 43

Meeting No.	182
	2013-14

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

Minutes of the HOD Meeting (26 September 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of the Academic Committee (7/9/13 to 13/9/13 and 14/9/13 to 20/9/13):** The report of the Academic Committee for the period 7/9/13 to 13/9/13 and 14/9/13 to 20/9/13 was circulated to all. Further, all HODs submitted the report of the non conduct of lectures / practicals for the period 31/8/13 to 6/9/13.
- 3) **Pre Ph. D. Coursework:** Review about the conduct of Pre Ph. D. Coursework was taken. Course work on Research Methodology commenced from 16/8/2013. It was decided to commence the teaching of Specific Subject from 23/9/2013. HODs were informed to submit the time table for the same. However, only Head, Civil Eng. Dept. has submitted the time table for teaching of Specific Subject. Other HODs are informed to submit the same immediately and execute accordingly.
- 4) **Checking of ARB:** The list of the faculty members those who have not made available Academic Record Book for checking is received from Academic Committee. Review regarding the same was taken. All faculty members are informed to make available ARB to the members of Academic Committee for checking as per schedule.
- 5) **Short Training Programmes of Programming Languages:** It is a strongly suggested and recommended that to improve and enhance our students from Electrical, Electronics, E& TC and Mechanical, a short training programme on various Programming Languages (viz C, C++ and Java) which is a must should be conducted, since TCS has also mentioned the dire need for the same. HOD (Computer and I.T.) were informed to design and schedule of the training programme and submit the same to the Principal immediately.
- 6) **Lync Software for Video Conferencing:** It is proposed to install the Lync Software for Video Conferencing with Principal and all HODs. All HODs were asked to check whether cameras, Mic. and other hardware is installed or not? And report accordingly. Further, all HODs were asked to give their E-mail ID account in Gamil.
- 7) **Review of Workshop on NBA Awareness:** The three day workshop on NBA Awareness was conducted from 23 to 25 Spet. 2013. Dr. B. L. Gupta, NITTTTR, Bhopal was the resource person for the said workshop. Total 62 participants including all HODs from this institute and other colleges from Nagpur, Kolhapur, Devrukh etc. participated in the workshop. The workshop was useful in understanding the preparation of writing Self Assessment Report (SAR), defining the programme outcomes and programme educational objectives.