

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

Meeting No.	296
	2018-19

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	ET	E & Tc	Mech.	Prod.
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

Minutes of the HoD Meeting (20 March 2019)

1) Review of the Last Meeting:

- a) **Bharatiyam 2K19:** Review of preparation of Bharatiyam 2k19 is taken. All Heads of the Departments have presented the no. of participants, sponsorship, Chief Guest for the inaugural function.

Department	Chief Guest	Sponsorship	No. of Participants			
			Paper Presentation	Projecto	Workshop	Hackathon
Chemical	1.Mr. Ravi Varma, MD Hypro Enggs. 2. Mr. P. Patil, MD Prevent Fire System	20000/-	21	10	30	04
Civil	1. Mr. Vikas Thakar MD Pavepech cons. Pvt 2. Mr. Khan MD Interbuilt infra pvt. ltd	20000/-	06	12	16	05
Computer	Mr. M Kulkarni, Entrepreneur	43600/-	29	08	15	07
Electrical	Mr. Dinesh Jagdale, CEO Panama Wind Energy	29000/-	12	12	8	08
Electronics		7500/-	14	12	8	9
E & TC	Chief Guest Inaug: Mr. Santosh Jain-CEO and Founder Director -Ossian Agro automation	35000/-	30	10	23	10
IT	Mr. Mukul Joshi, VP Nitor Tech Pune.					20
Mechanical	Nitin Gole, MD	65000	25	16	30	03
Production	Starlite sol. Pvt ltd	10000	03	15	15	10

All Heads of the Departments shall organize the inaugural function at department level and shall start the various sessions immediately after inaugural function. All HODs and Chief guests will assemble at NAAC room at 10 AM for formal discussion and at 10.30 AM inaugural function should start at respective department. Care should be taken to maintain the ambience at the inaugural hall.

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- b) **NBA:** Review of submission of PPT and action plan of NBA 2020 of five department was taken in the Month of August – September 2018. It was informed to all HoDs to form the Email group and add Principal in the group. It is expected to communicate entire work of NBA 2020 through this mail. Administrative action may please be initiated by Heads of the Department against defiant faculty members with the information of the Principal. The committee will visit to the departments and verify the status and documentation of NBA2020 proposed by the respective departments.
- c) **SPARC:** The Scheme for Promotion of Academic and Research Collaboration (SPARC) aims at improving the research ecosystem of India's Higher Educational Institutions by facilitating academic and research collaborations between Indian Institutions and the best institutions in the world from 25 selected nations to jointly solve problems of national and / or international relevance. BVDUCOE has submitted 08 proposal under SPARC out of which 4 proposals have been rejected and still remaining 4 proposals are under review. Prof. Yogesh Chendake is asked to collect the feedback regarding the sanctioned proposals of the other institutes. It is likely that there will be a next cycle of submission of proposals under SPARC. Hence, all Professors and Associate Professors shall make their proposals ready and have a communication with international copartner.
- d) **Dale Carnegie Workshop for Students:** As per the discussion in the HoD meeting it is decided to conduct the Dale Carnegie's leadership training programme for 50 selected students on 4th and 5th April 2019. The detailed notice regarding schedule of the programme and selection criteria for the students will be circulated shortly.
- 2) **UUKI:** Universities UK International, UK and Ministry of Human Resource Development, Government of India through British council India and Study in India have agreed to fund around 300 students from the UK to India through study in India programme. All Heads of the Departments were asked to submit the information of Courses offered, Fees for each course and Duration of each of the course by Tuesday, 19 March 2019 by return mail. However Department of Computer, IT, Mechanical & production have not submitted the information. Heads of these departments shall submit the required information immediately.
- 3) **Purchase Updates:** On 15th of March 2019, Purchase committee meeting was held in the University Office which was chaired by Hon'ble Vice Chancellor. All Heads of the Departments have discussed the requirements of the respective departments and priority purchase required at department level. Purchase orders will be issued after final approval from Hon'ble Vice Chancellor, BV (DU), Pune.

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- 4) **Maintenance of Computers:** Regarding maintenance of the computers of respective departments, standard procedure has been established. All Heads of the Departments shall write the mail regarding maintenance requirement to bvucopune@bharativedyapeeth.edu. The requirement will be submitted to the respective agency at institute level.
- 5) **Use of Printer at HoD Cabin:** To facilitate the emergency printing of official documents, Heads of all the departments have been allotted the printing station. It is expected that the printer shall be installed / placed at HoD cabin only and further the use of printing shall be restricted to HoD only to avoid the misuse of the facility. Faculty members shall use the media lab for printing of all official documents so that the record of the use of facility will be maintained accordingly.
- 6) **UNESCO/ People's Republic of China Fellowship Programme 2019-2020:** The mail regarding call for nominations for the UNESCO /People's Republic of China (The Great wall) Co-Sponsored Fellowships Programme 2019 – 2020 was circulated to all Heads of the Departments on 14/03/2019. Last date of the same was 15th March 2019. All Heads of the Departments shall update the information of nominations of respective departments before next HOD meeting.
- 7) **Grant Summer Internship Fair by Internshala:** AICTE has announced the launch of The Grand Summer Internship Fair having 1000+ opportunities in reputed brands for BV (DU) COE, Pune The last date to enter the fair was 10th March. All Heads of the Departments shall update the information about no. of registrations in Internshala of respective departments before Saturday, 23/03/2019.
- 8) **Medium of instruction in Classroom:** It is observed that few faculty members are delivering their courses and administrative instructions in local / Hindi language. Few students are who belongs to south India are getting difficulty in understanding these conversation. All Faculty members shall communicate in English language only in the classroom and see that all students are getting the conversation clearly.
- 9) **Absentee of Staff Members without Permission:** It is observed that few faculty members / staff members are remaining absent to the college without any intimation to HOD as well as administrative office for a longer duration. All Heads of the Departments shall bring it to the notice of Principal immediately if the faculty members / staff members is remaining absent without informing to HOD / administrative office otherwise the salary of such faculty / staff members will be deducted as per the norms of University.
- 10) **Inplant Training Location for TCS Ninja:** TCS is hiring the students for placement drive for the students who are able to clear the TCS Ninja online test. It is observed that the dates of these tests are fixed over the entire country and at the same time students of BV DUCOE are at inplant training. BV DUCOE has requested TCS to allow these students to appear for the TCS Ninja test at the location of inplant training. Hence all Heads of the Departments shall submit the details of location of inplant training student wise to T & P department so that the data can be shared with the TCS. [3/3]