

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

Minutes of the HOD Meeting (14 March 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of Academic Committee (20/2/13 to 28/2/13 & 29/2/13 to 6/3/13):** The report of the Academic Committee for the period 20/2/13 to 28/2/13 & 29/2/13 to 6/3/13 was circulated to all. Further, all HODs submitted the report of the non conduct of lectures / practicals for the period 15/1/13 to 1/2/2013 to 8/2/2013.
- 3) **Bharatiyam 013:** Inaugural function of Bharatiyam 013 is scheduled on 15 March 13 at 10 am in Medical Auditorium. Hon'ble Mr. Arun Firodiya, Chairman, Kinetic Group, Pune will be the Chief Guest. Hon'ble Dr. Shivajirao Kadam, VC, BVU, Pune will preside over the function. All faculty members are informed to attend the said inaugural ceremony.
- 4) **In-plant Training Letters:** All HODs are requested to send the In-plant Training letter to the various industries as per the recommended format duly signed by the Principal.
- 5) **Non Conduct of Lectures (Sem.-II):** Few faculty members have given the reason for non conduct of lectures as no students were present in the class. However, all faculty members are requested to find out the reason for the absence and motivate the students to attend the lectures. HODs should monitor the conduct of lectures in the respective department.
- 6) **Purchase Proposals:** It was intimated to submit the purchase proposals on or before 10 March 2013. However, purchase proposals from Head of Electronics and Production Departments were received before due date. None of the other HODs have submitted the purchase proposals before scheduled date.
- 1) **Panel for Ph. D. - CET 2013:** Pre Ph. D. course work examination will be conducted in June – 2013. Concerned HODs are requested to inform the Principal two names of Internal and two names of external examiners, who will work as paper setters / theory examiners and experts for presentation on or before 20 March 2013
- 2) **Visit of Prof. Murakami:** Prof. Ri-ichi Murakami, Deputy Director, Center for International Cooperation and Prof. Pankaj Koinkar from Tokushima University, Japan visited the college on 13 March 2013. Prof. Ri-ichi Murakami principally agreed on following three points,
 - i) Exchange of faculty members for academics of selected course work ~~and students on Fatigue Analysis.~~
 - ii) Deputation of faculty members for Ph. D. at Tokushima University, Japan.
 - iii) Nomination of students for Summer Schools at Tokushima University, Japan.

All HODs shall motivate the faculty members and students to explore the above mentioned opportunities.