

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	E & Tc	Mech.	Prod.
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Minutes of the HOD Meeting (21 August 2014)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of the Academic Committee (11/8/14 to 16/8/14):** The report of the Academic Committee for the period 11/8/14 to 16/8/14 was circulated to all. Further, all HODs submitted the report of the non conduct of lectures / practicals for the period 4/8/14 to 9/8/14.
- 3) **Result of UT – (Sem. III & V):** The UT – I for B. Tech. (Sem. III & V) was conducted on 16 and 18 Aug. 2014. The result is scheduled to be declared on 22 Aug. 2014. All HODs shall ensure that faculty members make themselves available for the assessment work.
- 4) **Minutes of Meeting With Students:** The minutes of the meeting with students by HODs were discussed. Principal emphasized that the meetings with students need to be conducted by the respective HOD to understand the student's problems and requirements. After noting their requirement / needs / problems, HOD shall update students about various college activities, addition of equipments, books, new decisions, accreditation etc.
- 5) **Submission of SAR:** None of the HODs able to submit the SAR as per the scheduled given by them. The delay in submission of SAR was discussed. HODs expressed their views on the delay of the same. Principal motivated all HODs to accelerate the process overcoming all the constraints.
- 6) **Workshop on NBA:** As per the recommendations received from respective HODs, Coordinators for NBA work are deputed to attend the workshop on 'Outcome Based Accreditation' from 26 to 28 Aug. 2014. Further, respective HODs shall ensure that the knowledge / information gained in the workshop should be utilized in the preparation for the accreditation of the respective department.
- 7) **Saturday at BVUCOE:** It is proposed to implement new concept for mentoring of students. It will be called as 'Sat – at – BVUCOE'. Experts from industry, psychology, counsellors will be invited departmentwise for discussion with students and will guide the students on various aspects such as making oneself ready for industry, personality development, stress management etc.
- 8) **ISTE Awards:** Indian Society for Technical Education (ISTE) has announced the various awards for teachers and students. The details of the same are available on website of the ISTE. All HODs are requested to motivate the faculty and students to apply for the same. Prof. D. M .Thakore will coordinate this activity.