

**Bharati Vidyapeeth Deemed University
College of Engineering, Pune – 43**

Meeting No.	172
	2012-13

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	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 (23 April 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of Academic Committee (5/4/13 to 11/4/13 & 12/4/13 to 18/4/13):** The report of the Academic Committee for the period 5/4/13 to 11/4/13 & 12/4/13 to 18/4/13 was circulated to all. Further, all HODs submitted the report of the non conduct of lectures / practicals for the period 1328/3/13 to 4/4/13.
- 3) **BVU Foundation Day Programme:** The 18th Foundation Day programme of BVU is scheduled on 26 April 2013 at 9 am. Hon'ble Mr. Chandrashekhar Dharmadhikari, Former hudge, Bombay High Court will be the Chief Guest. Hon'ble Dr. Patangaro Kadam, Founder – Chancellor, BVU will preside over the function. Padma Shri Namdeo Dhasal, renowned Writer, Poet and Social Activist, Shri Maruti Chitampalli, Eminent Wild Life Conservationist and reputed Marathi Writer, Shri Murlidhar Shingote, Veteran Journalist, Shri Popatrao Pawar, renowned Social worker (Hiwarebazar Prayog) and Smt. Usha Chavan, Celebrated Cine Artist will be awarded the 'Bharati Vidyapeeth University Jeevan Sadhana Gaurav Puraskar 2013'. All teaching and non teaching staff members are informed to attend the same. Attendance for the said programme is compulsory.
- 4) **Examination Seat Nos.:** Examination Seat Nos. for the classes of B. Tech. (Sem. II, IV & VI) will be circulated to respective HODs. The record and marks of PR/OR/TW examinations of the students whose examination nos. are not in a list is to be maintained as per the PRN.
- 5) **Conclusion of Term – II of A. Y. 2012-13:** The conclusion of teaching for the classes B. Tech. (All Programmes) (Sem. IV, VI, VIII) is on 25 April 2013.

- 26
- 6) **Time table / Workload Distribution:** All HODs are asked to submit the time-table and work load distribution of the respective department for the Term – I of the academic year 2013-14 before proceeding to the summer vacation. No changes in the time table will be allowed without permission from the Principal.
- 7) **Extension of Term – II:** The conclusion of teaching of B. Tech. (All Programmes) (Sem.-II) is extended up to 15 May 2013. The submission of TW of these classes is scheduled from 16 to 18 May 2013. The notice in this regard will be circulated separately.
- 8) **PR/OR Examination:** All HODs are asked to prepare the schedule of PR/OR/TW examination as per the academic calendar. The said schedule of the examination and detailed time table of the examination shall be displayed in the notice boards of the respective departments. It is mandatory to conduct mock OR/PR examination in each department, programme of which shall be sent to the Principal's Office.
- 9) **Summer Vacation:** All eligible staff members can avail the summer vacation for 35 days in any one slot mentioned below,
Slot I: 11/5/2013 to 14/6/2013
Slot II: 22/5/2013 to 25/6/2013
HODs are asked to submit the vacation programme of the staff members of the respective department in the Admin. Office.