

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	E & Tc	Mech.	Prod.
<i>ARX</i>	<i>R</i>	<i>P</i>	<i>W</i>	<i>R</i>	<i>S</i>	<i>W</i>	<i>W</i>	<i>R</i>	<i>M</i>	<i>S</i>

Minutes of the HOD Meeting (23 September 2014)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of the Academic Committee (8/9/14 to 13/9/14):** The report of the Academic Committee for the period 8/9/14 to 13/9/14 was circulated to all. Further, all HODs submitted the report of the non conduct of lectures / practicals for the period 1/9/14 to 6/9/14.
- 3) **TCS Research Proposals:** Review regarding the submission of research proposals to TCS was taken. Till date only Dept. of Prod. Engg. has submitted the same. All other HODs were informed to submit the research proposals on priority basis to Prof. Dr. A. A. Shinde.
- 4) **Review of Answer-books of UT-I:** The answer-books of UT-I for rechecking has been forwarded by the departments to UT Cell. Review of these answer-books will be taken in the meeting of the Grievance Committee and intimated to the concern students.
- 5) **ISTE Awards (30-9-2014):** Indian Society for Technical Education (ISTE) has announced the various awards for teachers and students. All HODs were requested to motivate the faculty and students to apply for the same. Accordingly, the nominations received from various departments were forwarded to ISTE.
- 6) **TCS Specific Workshops:** TCS specific workshops are organized from 20 to 26 Sept. 2014 for the empowerment of the students eligible for recruitment by TCS. Feedback on attendance of the said students and quality of training modules was taken by the Principal. HODs were requested to motivate the students to attend the said workshops.
- 7) **Data about Research Papers Published:** All HODs were informed to submit the data about the research papers published by the faculty members of the respective department as per the format given by R & D Cell for the period of June 2014 to Sept. 2014. The said data should be submitted on or before 30/9/2014. Principal showed disappointment about negligence of faculty members and HODs about update for college website. Everyone should visit college website periodically and update information about respective department.
- 8) **Patentable M. Tech. Thesis:** All HODs were informed to shortlist the M. Tech. thesis from academic year 2009-10 onwards which are patentable. The abstracts of the same should be submitted to the Principal on or before 27/9/2014.

- 9) **Training Programmes at ESC, Hyderabad:** The schedule of various training programmes organized by ESC, Hyderabad was circulated to all. Interested faculty members are informed to apply to attend the training programme as per standard procedure.
- 10) **TNA:** All HODs were informed to submit the TNA requirements to Prof. D. S. Bankar, TEQIP-II, TNA Coordinator on or before 27/9/2014. The Principal appealed all faculty members to utilize the vacation period for availing the training under TNA.
- 11) **Five Things You Should Never Do at Work:** The Principal circulated the article on '**Five Things You Should Not Do at Work**'. Discussion on the same was expected to take place. However, due to time constraint discussion on the same could not be completed. The same issue will be discussed in the next meeting.
- 12) **Submission of Examination Forms:** The list of students of B. Tech. (Sem.-I) who have not yet submitted their examination forms was given to respective HOD. All HODs were informed to display the notice regarding the same for the students of Sem. – III, V and VII also. The students shall submit the examination forms on or before the due date to avoid further complications.
- 13) **Panel of Examiners:** The meeting scheduled on 25/9/2014 to finalize the examiners for the forthcoming university examinations. All Chairmen – BOS were informed to update the existing panel of examiners and get the approval of the Dean, Faculty of Engg. & Tech., BVU, Pune on or before 24/9/2014.
- 14) **NANOCON 014:** NANOCON 014 is scheduled on 14 & 15 Oct. 2014 at Hotel le Meridian, Pune. Conference received tremendous response from national and international researchers, scholars, academicians and educationalists for the participation. Inauguration of the conference is scheduled on 14 Oct. 2014. All faculty members are invited for the inauguration programme at 9.30 am and cultural programme followed by dinner on 14 Oct. 2014 at 7 pm.