

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

Meeting No.	289
	2018-19

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

Minutes of the HoD Meeting (24 January 2019)

1) Review of the Last Meeting:

- a) **Students' Information for Oracle PeopleSoft ERP:** The process of implementation of students' Information for Oracle PeopleSoft ERP is initiated in the college. It is mandatory to fill the information of all students in the standard format. It is observed that with repetitive instructions, few students were failed to submit the data on Oracle PeopleSoft ERP. All Heads of the Departments shall communicate these students regarding the importance of the Oracle PeopleSoft ERP and ask them to complete the registrations. These students shall update their attendance to Mr. Vishant Chimate.
- b) **Data of Visiting Faculty:** All Heads of the Departments shall submit the work load distribution of respective departments for regular faculty members. Further, if there is any requirement of visiting faculty members, it shall be submitted immediately to Principal's Office in the format mailed to all Heads of the Departments to avoid delay in approval.
- c) **ICT Mode (Online) STTP on "Development of Lab. Instruction and Manual:** NITTTR, Kolkata is organizing a Short Term Training Programme through ICT Mode (online) on Development of Laboratory Instruction an Manual (ICT12). As per the discussion in the HoD meeting it is decided that the STTTP shall be organized in the month of April 2019 so that academics will not hamper. Prof. Dr. Shruti Oza will coordinate the activity.
- d) **Internshala Career Scholarship for Girls 2019:** The Internshala Career Scholarship for Girls is an annual award of INR 25,000/- meant to help girl's career in her chosen field. All Heads of the Departments have submitted the number of girl students who have applied for Internshala Career Scholarship 2019. The review of same was taken in the meeting.
- e) **Pariksha Pe Charcha 2.0 :** The Hon`ble Prime Minister of India will be interacting with students, teachers and parents at 11 a.m. on 29th January, 2019 on the ways to reduce exam related stress, under the Pariksha Pe Charcha 2.0. All Heads of the Departments shall make an arrangement for the same and shall submit the photo and attendance record of the same to Principal's Office. Mr. Vishant Chimate will compile the record and prepare report for AICTE.
- f) **Internshala Record:** All Heads of the Departments shall submit the information of students who have received the internship through Internshala before next HoD meeting. Only Civil and Chemical department have submitted the record.

2) **Republic Day of India:** The notice related to flag hosting on the occasion of Republic day of India is circulated to all the departments. All faculty members shall present to the ceremony as per the schedule mentioned in the notice.

3) **Swayam Courses:** All faculty members shall register for the MOOCS courses provided by NPTEL and appear for the certification. All Heads of the Departments shall weekly monitor the execution of the activity. The review of the same will be taken in HoD meetings.