

“Dissemination of Education for Knowledge, Science and Culture”
-Shikshanmaharshi Dr. Bapuji Salunkhe

**Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur
(An Empowered Autonomous Institute)**

**Department of Electronics
Notice (Dept. faculty members)**

Date: 16/06/2025

All the faculty members of this department hereby informed that a First Term meeting of the academic year 2025-26 will be held on 17 June, 2025 at department. All should remain present. The meeting Agenda is as follows:

**Meeting Agenda
(First Term 2025-26)**

Date: 17 June, 2025

Time: 11.30 AM to 1.00 PM

Agenda:

- 1) To collect and analyze previous academic year's second term result of all classes- B.Sc. I, II, III
- 2) To distribute the Teaching workload of the department among the faculty
- 3) To distribute the syllabus among the faculty
- 4) To discuss and finalize the Academic calendar-(2025-26)
- 5) To finalize the Examination Panel (Paper setter, Examiner, Moderator) of Department
- 6) To discuss about Teaching plans, preparation of notes
- 7) To discuss about how to conduct skill courses included as per NEP-2020 2.0 curriculum framework guidelines.
- 8) To discuss about what will be the syllabus contents for B.Sc. III class as per NEP-2020 -1.0 credit framework.
- 9) To distribute the departmental work among the faculty
- 10) Any other issue with the permission of the chair.

Faculty members:

- 1) Mr. P. R. Bagade
- 2) Dr. Mrs. P. S. Jadhav
- 3) Mr. G. B. Jirage
- 4) Mr. R. A. Deshmukh


(Dr. C. B. Patil)

HEAD
DEPARTMENT OF ELECTRONICS
VIVEKANAND COLLEGE, KOLHAPUR
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(EMPOWERED AUTONOMOUS)
Department of Electronics**

Minutes of Meeting (First Term 2025-26)

The First Term meeting of the department of the academic year 2025-26 was held
on 17 June, 2025 at Electronics department.

Present:

- 1) Dr. C. B. Patil
- 2) Mr. P. R. Bagade
- 3) Dr. Mrs. P. S. Jadhav
- 4) Mr. G. B. Jirage
- 5) Mr. R. A. Deshmukh

Absent: Nil

Approval of Agenda: The agenda was unanimously approved as distributed.

Decisions:

- 1) Result collection and analysis task was allotted among the faculty members-
B.Sc. I class- Dr. Mrs. P. S. Jadhav and Mr. G. B. Jirage
B.Sc. II class- Dr. C. B. Patil and Mr. P. R. Bagade
B.Sc. III class- Mr. R. A. Deshmukh
- 2) Workload of all classes was distributed among the faculty members
- 3) Syllabus of all classes was distributed among the faculty members
- 4) Finalized the Academic calendar-(2025-26) by thorough discussion among faculty members
- 5) Finalized the Examination Panel (Paper setter, Examiner, Moderator) of Department.
- 6) Planned to: Teaching plans, preparation of notes and Use of ICT.
- 7) Planned to conduct skill courses included as per NEP-2020 2.0 curriculum framework guidelines
- 8) It is decided to conduct various activities such as Seminars, workshops, Wall Paper presentation, Project Exhibition and Guest lectures etc. Work distribution is as follows:



Sr. No.	Name of activity	Convener
1	Organization of Seminars, Webinars and workshops	Dr. C. B. Patil
2	Examination Panel	Dr. C. B. Patil
3	Wall Paper/Poster presentation	Mr. R. A. Deshmukh
4	Project Exhibition	Dr. C. B. Patil
5	Guest lectures	Mr. G. B. Jirage
6	Internal Examinations	Dr. P. S. Jadhav
7	MOOC and CoC	Mr. P. R. Bagade
8	Industrial visit/Study Tour	Mr. G. B. Jirage
9	e-waste collection and hand over to licensed Authority/Agency	Mr. P. R. Bagade
10	Departmental Library record keeping	Mr. Rohit Nigave
11	Slow and Advanced Learner Teaching	Dr. P. S. Jadhav
12	BOS meeting preparation	Mr. R. A. Deshmukh
13	Internship/OJT/Field Projects	Mr. P. R. Bagade
14	Alumni meet	Mr. G. B. Jirage
15	Students participation in various competitions	Dr. P. S. Jadhav
16	Placement data collection	Mr. G. B. Jirage
17	Research paper publications	Dr. C. B. Patil
18	Text book writing	Dr. P. S. Jadhav
19	Consultancy	Mr. P. R. Bagade
20	Updation and repair of desktop computers and electronic equipments	Mr. G. B. Jirage, Mr. Rohit Nigave Mr.M.D. Hiremath
21	Internet and CCTV issues	Mr. R. A. Deshmukh Mr. Rohit Nigave Mr.M.D. Hiremath
22	BSNL and JIO internet Bills	Mr. P. R. Bagade
23	Lead College proposal & activity	Mr. P. R. Bagade Mr. G. B. Jirage
24	Online UPS, Inverter	Mr. R. A. Deshmukh



9) Decided to conduct E-waste activity.

10) The Chairman encouraged faculty members to submit proposal to various funding agencies for Research projects.

Adjournment: Meeting was adjourned at 1.15 PM by Dr. C.B. Patil.

Minutes submitted by: Dr. C.B. Patil



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