

Vivekanand College, Kolhapur (Autonomous)  
Department of Political Science  
Notice of Meeting

01/09/22

A meeting of the faculty of Political Science Department is organised at 10:45 AM on 02 September, 2022 in Room No. 27. You are informed to attend the meeting.

The agenda of the meeting is as follows:

- 1) Confirmation of the minutes of the last meeting.
- 2) To distribute the workload of the department among the Faculty.
- 3) To plan the activities of the first term of the year 2022-23.
- 4) To prepare the SEC proposal for the First Year of 2022-23.
- 5) To discuss the future plan of the department with the long-term growth in sight.
- 6) To plan the departmental activities as per NAAC guidelines.
- 7) Items with the permission of the Chair.



Samiksha Farakate  
**Head**  
DEPARTMENT OF POLITICAL SCIENCE  
VIVEKANAND COLLEGE  
KOLHAPUR (AUTONOMOUS)

Vivekanand College, Kolhapur (Autonomous)

Department of Political Science

Minutes of Meeting held on 02/09/2022

The first meeting of Political Science Department was held at 10:45 AM on 02 September, 2022 in Room No. 27. The following members were present:

- 1) Ms. S. A. Farakate, Head
- 2) Mr. D. D. Jadhav, Faculty member

The minutes of the meeting are as follow:

- 1) Confirmation of the minutes of the last meeting.

The minutes of the last meeting held in the previous academic year were read and the same were confirmed. The Action Taken report of the meeting is given below:

Sr. No.	Item	Action Taken
1	Organising Guest Lecture	The Guest lecture on 'Journey of Russia as Superpower' was organised.
2	Organising Mock Parliament	The Mock Parliament was organised by the department at college (inter-departmental level) on 21 May, 2022.
3	Planning a tie-up with the Local Self Government Institute in Kolhapur.	No Action was taken in this regard, the steps are planned to be taken in the ongoing semester.
4	Conducting a Diagnostic Test for First and Third year	Diagnostic Test was not conducted in the last semester, but it was held for the FY in the beginning of this year.
5	Implementing Mentor-Mentee program for the Third year	The Third year students were divided between two faculty members and the mentees were mentored regarding their problems and career by the respective Mentors.

- 2) To distribute the workload of the department among the Faculty.

The workload was distributed as given below:

Name of the Techer	FY lectures per week	SY lectures per week	TY lectures per week	Total lecture
S A Farakate	4	4	10	18
D D Jadhav	2	2	5	9
Ajay Patil	2	2	5	9
Total	8	8	20	36

The papers (courses) of Semester I were divided thus:

Name of the Techer	First Year (Paper Number)	Second Year (Paper Number)	Third Year (Paper Number)	Total courses
S A Farakate	I	III	VII, X, IX (half)	5
D D Jadhav	I (half)	IV (half)	IX (1/4), XI	2 1/2
Ajay Patil	I (half)	IV (half)	VIII, IX (1/2)	2 1/2



3) To plan the activities of the first term of the year 2022-23.

The following activities were planned for the First Term of the AY 2022-23.

Sr. No.	Activity	Month/Date
1	Wallpaper presentation on 'Gorbachev, the Agent of Peace'	September last week
2	Guest Lecture on the occasion of Gandhi Jayanti	October 1 <sup>st</sup> week
3	Visit to Mangaon Gram Panchayat	October 1 <sup>st</sup> week

Apart from the activities, the following were planned as part of the processes.

Sr. No.	Activity	Month/Date
1	Division of TY students as Mentees	September last week
2	Practice Examinations for all year students	Ideally once after two chapters
3	Group Discussions	Every alternate Saturday
4	FY and TY student seminars	As and when required

4) To prepare the SEC proposal for the First Year of 2022-23.

After consideration of possible courses, it was decided to introduce 'Media and Politics' as the series of SEC courses (6 courses) from First Year to Third Year. The course content, schedule and mode will be submitted to the IQAC of the college in this month.

5) To discuss the future plan of the department with the long-term growth in sight.

- It was decided to create Videos on the 'Democracy, Elections, Good Governance' course in this Year.
- It was decided to prepare individual study notes for each topic in the syllabus for distribution among students.
- It was decided to apply for subscription of Sage journal Studies in Indian Politics.
- It was decided to organise workshop on preparation for NET examination.
- It was decided to organise lectures by professionals on skills required in fields related with Political Science.

6) To plan the departmental activities as per NAAC guidelines.

- It was decided to distribute and study the SSR format among all faculties of the department.
- It was decided to prepare the files of the previous years as per NAAC format.
- It was decided to focus on research output by faculty members.
- It was decided to plan social outreach activities.

7) Items with the permission of the Chair.

- It was decided to install a notice board in BA III class.



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