

Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur
(An Empowered Autonomous Institute)
Department of Zoology
Academic Year: 2025 -26

Date: 01/07/2025


NOTICE

All faculties of Department of Zoology hereby informed that, the Departmental meeting of first semester is scheduled on 03/07/2025, Thursday at 11.30 am onwards in faculty room. Be present on time

Agenda:

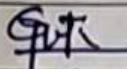
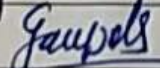

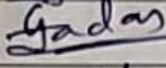
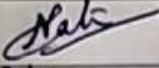
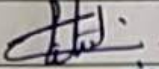

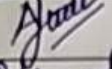
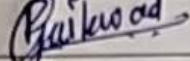
1. To confirm of minutes of last meeting
2. To Prepare academic calendar for academic year 2025-26
3. To distribute syllabus of B. sc. I, II and III among the faculty
4. To Prepare teaching plan
5. To decide departmental committee
6. To conduct add on course
7. To organize wildlife week
8. To Discuss on conduction of guest lecture
9. To distribute departmental activities among the faculties
10. To organize study tours and visits for students of B. sc. I, II and III
11. Any other with permission of chair




Dr. G. K. Sontakke
HEAD
DEPARTMENT OF ZOOLOGY
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

Minutes of Departmental meeting held on 03/07/2025 at 11.30 am onwards in faculty room.

Members Present

Sr. No.	Name of faculty	Signature
1.	Dr. G. K. Sontakke, HoD and Assistant Professor	
2.	Dr. T. C. Gaupale, Assistant Professor	
3.	Dr. S. S. Desai, Assistant Professor	
4.	Mr. G. H. Fadake, Assistant Professor	
5.	Ms. N. A. Patel, Assistant Professor	
6.	Dr. T. C. Patil, Assistant Professor	
7.	Ms. P. S. Shetfalkar, Assistant Professor	
8.	Ms. N. A. Jadhav, Assistant Professor	
9.	Ms. P. R. Gaikwad, Assistant Professor	

Head, Department of Zoology welcomed and briefed agenda. The Head and other faculty members discussed thoughts and ideas as per the agenda of meeting and following resolution are approved.

Minutes:

Item 1: To confirm of minutes of last meeting

Minutes of last meeting are read and discussed, after discussion minutes are approved and confirmed with consent with all faculty members of department.

Item 2: To Prepare academic calendar for academic year 2025-26

For the preparation of academic calendar all faculty members discussed, referred the academic calendar provided by college and prepared the academic calendar for academic year 2025-26.

Item 3: To distribute syllabus of B. sc. I, II and III among the faculty

The syllabus for B. sc. I, II and III distributed among the faculties by considering Major, Minor, Open elective, VSC subjects and the specialization of faculties

Item 4: To Prepare teaching plan

Discussed for the preparation of teaching plans and guided for preparation of teaching plan

Item 5: To decide departmental committee

As per departmental workload, activities and academic calendar the different departmental committees decided and prepared for smooth conduction of work

Item 6: To conduct add on course

Discussed and decided to conduct add on course Nutrition and Dietetics

Item 7: To organize wildlife week

For the celebration of wildlife week different activities and competitions are decided and also, the activity co-ordinators are decided

Item 8: To Discuss on conduction of guest lecture

Discussed on guest lectures and its topics and decided to conduct guest lectures

Item 9: To distribute departmental activities among the faculties

Other activities which are included in academic calendar distributed among the faculty members.

Item 10: To organize study tours and visits for students of B. sc. I, II and III

As per practical syllabus discussed on organization of study tours and visits for students B. sc. I, II and III

Item 11: Any other with permission of chair

Faculty members discussed on different issue related to workload, seating arrangements, Practical batches etc.



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HEAD

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