

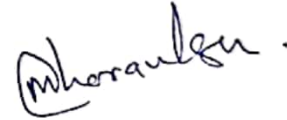
**Vivekanand College, Kolhapur (Autonomous)**  
**Department of Commerce**  
**(2018-19)**  
**Third Staff Meeting**  
**Notice**

Date -4<sup>th</sup> December, 2018

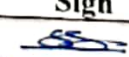
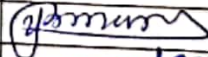


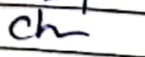

All the faculty members of department hereby informed that departmental meeting is scheduled on 6<sup>th</sup> December, 2018 at 11.30 am in Room No. 53, so all faculty members are requested to present on time.

**Agenda of Meeting**

1. Confirm the minutes of previous departmental meeting.
2. To plan regarding to academic calendar activity in second term.
3. To discuss on workload distribution
4. To discuss on faculty development activities- Research Paper, Research Project, FDP, Educational Videos Etc.
5. To discussion on BOS meeting
6. Any other matter with the permission of Head.



Dr. M. V. Charankar  
Head of the Department  
Department of Commerce  
Vivekanand College  
Kolhapur

Sr. No.	Faculty Name	Sign
1.	Shri. S. S. Kale	
2.	Mr. Y. B. Mane	
3.	Mr. U. D. Dabade	
4.	Mrs. P. C. Parishwad	
5.	Mss. M. M. Purohit	
6.	Shri. P. A. Chougale	



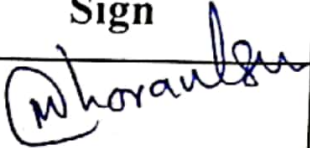

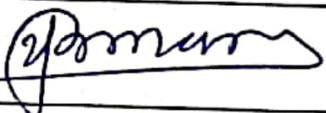
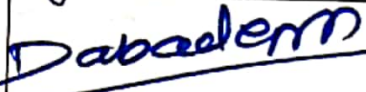

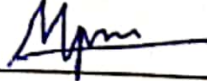

# Vivekanand College, Kolhapur (Autonomous)

## Department of Commerce

Attendance third staff Meeting

Academic Year 2018-19

Held on - 6<sup>th</sup> December, 2018

Sr. No.	Faculty Name	Sign
1	Dr. M. V. Charankar (Chairman)	
2	Shri. S. S. Kale	
3	Mr. Y. B. Mane	
4	Mr. U. D. Dabade	
5	Mrs. P. C. Parishwad	
6	Mss. M. M. Purohit	
7	Shri. P. A. Chougale	



# Vivekanand College, Kolhapur (Autonomous)

## Department of Commerce

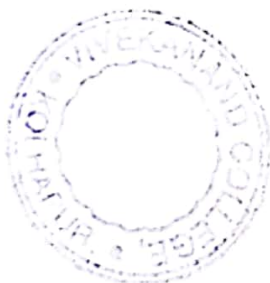
Minutes of Third staff Meeting

Academic Year 2018-19

Held on - 6<sup>th</sup> December, 2018

Item - I	Confirm the minutes of previous departmental meeting.
	[Note: Dr. M.V. Charankar read the Minutes of Previous meeting ]
	Previous meeting minutes were approved by the staff members
Item - II	To plan regarding to academic calendar activity in second term.
	[Note: Discussion were held in the meeting about departmental academic calendar activity in second term.]
	Department head Dr. M.V. Charankar had discussed on academic calendar and allotted activities of second term as per calendar to concern faculty member. Visit to Govt. Press- Mr. U. D. Dabade, Industrial Visit - Mr. S. S. Kale , Group Discussion-Mr. Y.B. Mane, oral- Dr. R. R. Patil.
Item - III	To discuss on workload.
	[Note: Discussion were held in the meeting about department workload for UG & PG programme.]
	Department head Dr. M.V. Charankar had discussed on total workload for B. Com. Grantable Division (Total workload - 88), B. Com- Non-Grantable Division (Total workload - 64) and M. Com. (Total workload - 64) for the academic year 2018-19. Workload distributed to exiting faculty members.
Item - IV	To discuss on faculty development activities- Research Paper, Research Project, FDP, Educational Videos Etc.
	[Note: Discussion were held in the meeting on various faculty development Activities.]
	Department head Dr. M.V. Charankar had discussed on research paper publication (Minimum - 2 Papers), guideline for Preparation of research proposal for College, UGC, ICSSR and other funding agencies, Suggestion regarding Ramanujan FDP program
Item - V	To discuss on B. O. S meeting

	[Note: Discussion were held in the meeting on conduct the B.O.S. meeting]
	Department head Dr. M.V. Charankar had discussed on conduct the BOS meeting in Business Management, Accountancy and Commerce to be held on Thursday, 27 <sup>th</sup> December, 2018 and allotted work regarding BOS meeting (preparation of Notice, Minutes, Invitation , thanks letters and Remuneration of BOS members ) to Mr. U. D. Dabade.
<b>Item – VI</b>	Any other matter with the permission of Head.
	[Note: No Discussion took place.]
	There was no other matter hence meeting ended with vote of thanks by Mr. U.D Dabade.



*M. V. Charankar*

Dr. M. V. Charankar  
**Head of the Department**  
 Department of Commerce  
 Vivekanand College  
 Kolhapur