

**Vivekanand College, Kolhapur (Autonomous)**

**Department of Commerce**

**(2021-22)**

**Second Staff Meeting**

**Notice**

**Date –8<sup>th</sup> January, 2022**

All the faculty members of department hereby informed that departmental meeting is scheduled on 11<sup>th</sup> January, 2022 at 11.00 am in Room No. 53, so all faculty members are requested to present on time.

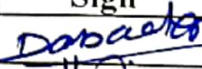
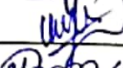
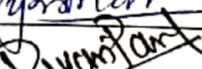
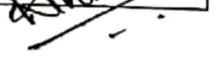
**Agenda of Meeting**

1. Confirm the minutes of previous departmental meeting.
2. To retrospect regarding academic calendar activity conducted in first term.
3. To Discuss on BOS meeting
4. Any other matter with the permission of Head.

Mr. S. S. Kale

**Head of the Department**

HOD  
Department of Commerce  
Vivekanand College  
Kolhapur

Sr. No.	Faculty Name	Sign
1.	Mr. U. D. Dabade	
2.	Mrs. P. C. Parishwad	
3.	Dr. Y. B. Mane	
4.	Dr. R. R. Patil	




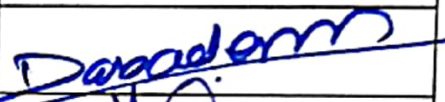
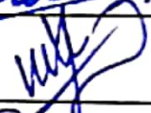
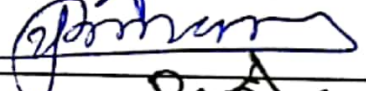
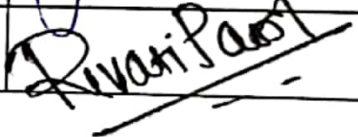
# Vivekanand College, Kolhapur (Autonomous)

## Department of Commerce

Attendance Second staff Meeting

Academic Year 2021-22

Held on - 11<sup>th</sup> January, 2022

Sr. No.	Faculty Name	Sign
1	Mr. S. S. Kale (Chairman)	
2.	Mr. U. D. Dabade	
3	Mrs. P. C. Parishwad	
4	Dr. Y. B. Mane	
5	Dr. R. R. Patil	



# Vivekanand College, Kolhapur (Autonomous)

## Department of Commerce

Minutes of second staff Meeting

Academic Year 2021-22

Held on – 11<sup>th</sup> January, 2022

Item – I	Confirm the minutes of previous departmental meeting.
	[Note: Mr. S. S. Kale read the Minutes of Previous meeting ]
	Previous meeting minutes were approved by the staff members
Item – II	To retrospect regarding academic calendar activity conducted in first term.
	[Note: Discussion were held in the meeting about academic calendar activity conducted in first term]
	Department head Mr. S. S. Kale had retrospect regarding academic calendar activity conducted in first term and activities done by concern faculty members and further instruction given by head of the department.
Item – III	To discuss on B. O. S meeting
	[Note: Discussion were held in the meeting on conduct the B.O.S. meeting]
	Department head Mr. S. S. Kale ad discussed on conduct the BOS meeting in Business Management, Accountancy and Commerce to be held on 17 <sup>th</sup> , 18 <sup>th</sup> and 19 <sup>th</sup> January, 2022 respectively and allotted work regarding BOS meeting (preparation of Notice, Minutes, Invitation , thanks letters and Remuneration of BOS members ) to Mr. U. D. Dabade.
Item – IV	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 Dr. Y.B. Mane





Mr. S. S. Kale

Head of the Department  
Department of Commerce  
Vivekanand College  
Kolhapur

