


**Vivekanand College, Kolhapur (Autonomous)**  
**Department of Commerce**  
**(2021-22)**  
**Third Staff Meeting**  
**Notice**

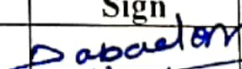
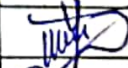
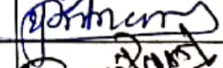

**Date -4<sup>th</sup> March, 2022**

All the faculty members of department hereby informed that departmental meeting is scheduled on 5<sup>th</sup> March, 2022 at 11.00 am in Room No. 57, 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. Any other matter with the permission of Head.

  
Mr. S. S. Kale  
**Head of the Department**  
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	




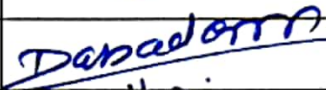
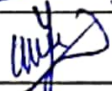
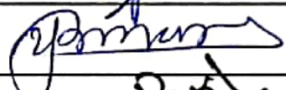
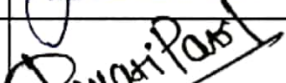
# Vivekanand College, Kolhapur (Autonomous)

## Department of Commerce

Attendance third staff Meeting

Academic Year 2021-22

Held on - 5<sup>th</sup> March, 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 Third staff Meeting

Academic Year 2021-22

Held on - 5<sup>th</sup> March, 2022

<b>Item - I</b>	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
<b>Item - II</b>	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 Mr. S. S. Kale had discussed on academic calendar and allotted activities of second term as per calendar to concern faculty member.
<b>Item - III</b>	To discuss on workload. [Note: Discussion were held in the meeting about department workload for UG & PG programme.] Department head Mr. S. S. Kale had discussed on total workload for B. Com. Grantable Division (Total workload - 88), B. Com- Non-Grantable Division (Total workload - 56) and M. Com. (Total workload - 48) for the academic year 2021-22. Workload distributed to exiting faculty members.
<b>Item - IV</b>	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 Mr. S. S. Kale 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
<b>Item - V</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.



Mr. S. S. Kale

Head of the Department

HOD

Department of Commerce

Vivekanand College

Kolhapur

