

**Shri Swami Vivekanand Shikshan Sanstha's  
VIVEKANAND COLLEGE, KOLHAPUR (AUTONOMOUS)  
Department of Electronics**

**Notice** (Dept. faculty members ) Date: 1/10/2021

All the faculty members of this department hereby informed that a First Term meeting of the academic year 2021-22 will be held on 3 Oct, 2021 at department. All should remain present. The meeting Agenda is as follows:

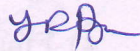
**Meeting Agenda  
(First Term 2021-22)**

Date: 3 Oct, 2021

Time: 11.30 AM to 12.30 PM

**Agenda:**

- 1) To collect and analyze previous academic year's second term result of all classes- B.Sc. I, II, III
- 2) To distribute the workload of the department among the faculty
- 3) To distribute the syllabus among the faculty
- 4) To discuss and finalize the Academic calendar-(2021-22)
- 5) To finalize the Examination Panel, (Paper setter, Examiner, Moderator) of Department
- 6) Any other items with the permission of the chair.

  
(Mr. P. R. Bagade)

**Head  
Department of Electronics  
Vivekanand College, Kolhapur.**

**Faculty members:**

- 1) Mr. N. P. Mote
- 2) Dr. Mrs. P. S. Jadhav
- 3) Dr. M. S. Patil



“Dissemination of education through Knowledge, Science and Culture”

-Shikshanmaharshi Dr. Bapuji Salunkhe

**Shri Swami Vivekanand Shikshan Sanstha's**  
**VIVEKANAND COLLEGE, KOLHAPUR (AUTONOMOUS)**  
**Department of Electronics**

**Minutes of Meeting**

**(First Term 2021-22)**

The First Term meeting of the department of the academic year 2021-22 was held on 3 Oct, 2021 at Electronics department.

**Present:**

- 1) Mr. P. R. Bagade
- 2) Mr. N. P. Mote
- 3) Dr. Mrs. P. S. Jadhav
- 4) Dr. M. S. Patil


**Absent:** Nil

**Approval of Agenda:** The agenda was unanimously approved as distributed.

**Decisions:**

- 1) Result collection and analysis task was allotted among the faculty members-  
B.Sc. I class- Dr. Mrs. P. S. Jadhav and Dr. M. S. Patil  
B.Sc. II class- Mr. P. R. Bagade  
B.Sc. III class- Mr. N. P. Mote
- 2) Workload of all classes was distributed among the faculty members.
- 3) Syllabus of all classes was distributed among the faculty members
- 4) Finalized the Academic calendar-(2021-22) by thorough discussion among faculty members.
- 5) Finalized the Examination Panel (Paper setter, Examiner, Moderator) of Department.
- 6) The theme for Wall paper presentation has been decided and distributed the Work to conduct the activity.
- 7) The guest has been finalized for webinar on Embedded System and committee has been formed to conduct the activity.

**Adjournment:** Meeting was adjourned at 12.45 PM by Mr. P. R. Bagade

**Minutes submitted by:** Mr. P. R. Bagade - 

**Head**

**Department of Electronics**  
**Vivekanand College, Kolhapur.**

