

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

**Notice** (Dept. faculty members ) Date: 1/8/2022

All the faculty members of this department hereby informed that a First Term meeting of the academic year 2022-23 will be held on 2 Aug, 2022 at department. All should remain present. The meeting Agenda is as follows:

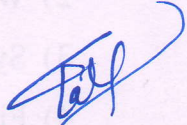
**Meeting Agenda  
(First Term 2022-23)**

Date: 2 August, 2022

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(2022-23)
- 5) To discuss about Teaching plans and preparation of notes
- 6) To distribute work of project guide
- 7) To discuss and finalize Departmental Examination panel
- 8) Any other issue with the permission of the chair.

  
(Dr. C. B. Patil)

**Head**

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

Faculty members:

- 1) Dr. C. B. Patil
- 2) Mr. P. R. Bagade
- 3) Mr. N. P. Mote
- 4) Dr. Mrs. P. S. Jadhav
- 5) Dr. M. S. Patil
- 6) Mr. G. B. Jirage



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

**Minutes of Meeting**

**(First Term 2022-23)**

The First Term meeting of the department of the academic year 2022-23 was held on 2 Aug, 2022 at Electronics department.

**Present:**

- 1) Dr. C. B. Patil
- 2) Mr. P. R. Bagade
- 3) Mr. N. P. Mote
- 4) Dr. Mrs. P. S. Jadhav
- 5) Dr. M. S. Patil
- 6) Mr. G. B. Jirage

**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 Mr. G. B. Jirage  
B.Sc. II class- Dr. C. B. Patil and Mr. P. R. Bagade  
B.Sc. III class- Mr. N. P. Mote and Dr. M. S. Patil
- 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(2022-23) by thorough discussion among faculty members
- 5) Teaching plans were prepared
- 6) Allotment of project guide was done
- 7) Finalized the Departmental Examination panel
- 8) Planned and distributed the work to conduct workshop on PLC
- 9) It is decided to conduct Guest lectures on topics such as *Advance Electronics Communication, Internet of Things (IoT)*



10) The theme for Wall paper presentation has been decided and distributed the Work to conduct the activity.

11) The Chairman encouraged faculty members to submit proposal to various funding agencies for Research projects.

**Adjournment:** Meeting was adjourned at 12.35 PM by Dr. C.B. Patil.

**Minutes submitted by:** Dr. C.B. Patil

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

### Meeting Agenda

(Second Term 2022-23)



Date: 5 Jan 2023

Time: 11.30 AM to 12.30 PM

Agenda:

- 1) To collect and analyze the result of previous term of all classes B.Sc. I, II, III
- 2) To Plan and distribute the work to conduct Career Oriented Course (COC) in "Arduino-based Embedded System Design"
- 3) To Plan and distribute the work to arrange Project Exhibition
- 4) To plan Industrial Visit
- 5) Any other issue with the permission of the chair.

(Dr. C. B. Patil)

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

Faculty members:

- 1) Dr. C. B. Patil
- 2) Mr. P. R. Bagade
- 3) Mr. N. P. Mote
- 4) Dr. Mrs. P. S. Jadhav
- 5) Dr. M. S. Patil
- 6) Mr. G. B. Jirage

