

Vivekanand College, Kolhapur (Autonomous)
Department of English

Notice

Date: 6th July ,2019

All the faculty members of the Department of English are informed that the meeting for the 1st semester of the academic year 2019-2020 will be held on Tuesday, 9th July 2019 at 11.00 am in the Room no. 25 to discuss the following agenda.

Agenda

1. Confirmation of the minutes of the last meeting.
2. To finalise and distribute the work load
3. To discuss the PSOs and COs of the newly introduced syllabus of BA, B.Com., B.Sc.
4. To discuss about question paper setting and examination.
5. To plan conduction of departmental activities as per the Academic Calendar.
6. To discuss about organising a national symposium or seminar.
7. Any other matter with permission of the Chair Person.



(Dr. P. A. Patil)

Head
DEPARTMENT OF ENGLISH
VIVEKANAND COLLEGE
KOLHAPUR (AUTONOMOUS)

Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur (Autonomous)
Department of English

Minutes of the meeting held on Saturday , 9th July 2019 at 11.00 a.m. in Room no .25

Members Present: Mr.S.M .Ruikar

Dr. K.D.Tiwade

Dr. S.M.Joshi

Ms. S. M . Patil

Dr. Salama Maner

The Proceedings of the meeting are as follows:

Item no 1: Confirmation of the minutes of the last meeting.

The minutes of the previous meeting of faculty members of the department were read and confirmed unanimously by all the members.

Item no 2: To finalise and distribute the work load

After a thorough discussion about the annual workload, the faculty members were allocated with respective **papers** and other departmental work / annual duties.

Item no 3: To discuss the PSOs and COs of the newly introduced syllabus of BA, B.Com., B.Sc.

The newly introduced syllabi of all second year UG courses and the COs and PSOs were discussed and finalised.

Item no 4: To discuss about question paper setting and examination.

The nature of question papers and marking system was explained to all the faculty members. The list of external paper setters for the year 2019-2020 was also finalised. The list was approved by all members of the department.

Item No 5 : To plan conduction of departmental activities as per the Academic Calendar.

A discussion was carried out on organisation of departmental activities as per the Academic Calendar. Duties were allotted to the faculty members.

Item No 6: To discuss about organising a national symposium or seminar

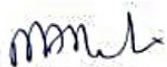
It was decided that a National Symposium on ‘The Role of Mass Media in Teaching languages’ will be organized in the month of October.

Proposed by : Dr .P. A. Patil

Seconded by : Dr.K.D .Tiwade

Item No 7. Any other matter with permission of the Chair .

As there was no other matter to discuss, the meeting ended with a vote of thanks to the Chair.


(Dr. P. A. Patil)
Head
DEPARTMENT OF ENGLISH
VIVEKANAND COLLEGE
KOLHAPUR (AUTONOMOUS)

Vivekanand College, Kolhapur (Autonomous)
Department of English


Notice

Date: 30th December ,2019

All the faculty members of the Department of English are informed that the meeting for the second term of the academic year 2019-2020 will be held on Tuesday , 9th January 2020 at 11.00 am in the Principal's Cabin to discuss the following agenda.

The agenda

1. Confirmation of the minutes of the last meeting.
2. To report the activities conducted in the first semester.
3. Discussion on visit to Bar. Balasaheb Kharadekar Library , Shivaji University ,Kolhapur.
4. To arrange Monsoon Excursion.
5. To arrange social outreach Programme
6. To arrange Lead college workshop on 'Grooming for Professional Standards'
7. To organize 'Observation of English Week
8. Organization of a workshop on " Compering Skills"
9. Any other matter with permission of the Chair Person.


(Dr. P. A. Patil)
Head
DEPARTMENT OF ENGLISH
VIVEKANAND COLLEGE
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Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur (Autonomous)
Department of English

Minutes of the meeting held on Tuesday , 9th January 2020 at 11.00 am in the Principal's Cabin

Members Present: Mr.S.M .Ruikar
Dr. K.D.Tiwade
Dr. P.A. Patil
Dr. S.M.Joshi
Ms.S.M.Patil
Dr.Salama Maner

The proceedings of the meeting are as follows:

Item No. 1: Confirmation of the minutes of the last meeting.

The minutes of the last meeting were read by the head of the department and approved by the faculty members.

Item No. 2: To report the activities conducted in the first semester

It was resolved to set question papers well in advance and to maintain the confidentiality .

Item No. 3: Discussion on visit to Bar. Balasaheb Kharadekar Library , Shivaji University ,Kolhapur

As per every year, this year too students will be motivated to visit the Bar. Balasaheb Kharadekar Library, SUK in order to observe the rich research resources. It was decided that a permission request will be sent to the concerned authority.

Item No. 4 : To arrange Excursion trip.

It was proposed by Dr. K.D. Tiwade to organise a pleasure excursion as a part of extra-curricular activities. The proposal was unanimously accepted by the members.

Item No. 5 : To arrange social outreach Programme .

It was decided to conduct Social Outreach Programme at Sakharshala run by Avani, Kolhapur for the children of sugarcane workers. Our students will be allotted with a schedule of 15 days. They will be trained to prepare lesson plans and teach the children units from their school syllabus.

Item No. 6 : To arrange Lead college workshop on 'Grooming for Professional Standards.

It was decided to send proposal to Shivaji University Kolhapur for organising Lead college workshop on "Grooming for Professional Standards' .The resource persons were finalized for the workshop.


Item No. 7 : To organize 'Observation of English Week'.

In order to provide the students a stage for presenting different skills, every year various competitions are organised under English Week. The duties for organising these activities were distributed among teachers and rough dates were decided.

Item No 8: Organization of a workshop on " Compering Skills"

It was suggested that a workshop on " Compering Skills" be organised.

Item No 9 : Any other matter with permission of the Chair Person.


(Dr. P. A. Patil)
Head
DEPARTMENT OF ENGLISH
VIVEKANAND COLLEGE
KOLHAPUR (AUTONOMOUS)

