


**Vivekanand College, Kolhapur (Autonomous)**  
**Department of English**  
**Notice**

Date: 20.08.2022

All the faculty members of the Department of English are informed that the meeting of the 1<sup>st</sup> term of the academic year 2022-2023 will be held on Saturday, 25<sup>th</sup> August 2022 at 11.00 am in Room no. 28. to discuss the following agenda.

The agenda of the meeting is as follows:

1. Confirmation of the minutes of the last meeting.
2. To conduct departmental activities as per the Academic Calendar.
3. To discuss about Welcome function.
4. To arrange Monsoon Excursion.
5. To discuss about Value Added course in 'Grooming for Professional Excellence.
6. To arrange workshop on Translation.
7. Any other matter with permission of the Chair Person.

  
(Dr. Kavita Tiwade)  
DEPARTMENT OF ENGLISH  
VIVEKANAND COLLEGE  
KOLHAPUR (AUTONOMOUS)

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

**Minutes of the meeting of Department of English held on Saturday, 25th August 2022 at 11.00 am in Room 28.**

**Members Present:** Dr.K.D.Tiwade

Dr.S.M.Joshi

Ms.S.M.Patil

Dr.S I .Maner

Ms.M.S.Pawar

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

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

**Item No. 2 : To conduct departmental activities as per the Academic Calendar.**

Departmental Academic Calendar is already planned. Accordingly, activities will be conducted at department level. Duties were allotted to the teachers.

**Item No. 3 : To decide about Welcome function.**

It was resolved that a Welcome function will be organised for the first year students of the department during the second week of September.

**Item No.4: To arrange Monsoon Excursion**

It was resolved to arrange Monsoon Excursion to Manoli dam and waterfall during the last week of September.

**Item No. 5: To discuss about Value Added Course**

After discussion, it was resolved that a Value Added Course on "Grooming for Professional Excellence" will be conducted in the second term.

**Item No 6: To arrange workshop on translation.**

It was decided that a workshop on the topic 'Translation : An Enriching Experience' will be organised around the second week of October 2022. The resource person will be decided later.

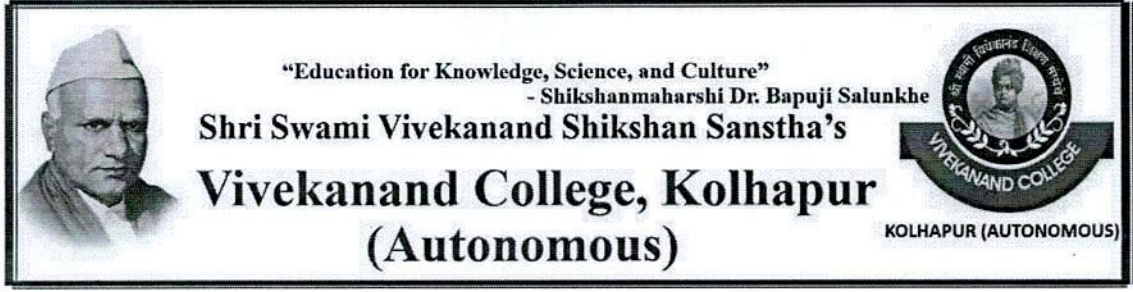
**Item No.6 : Any other matter with permission of the Chair Person**

Since there was no other matter for discussion, the meeting ended with a vote of thanks to the chair.



**(Dr. Kavita Tiwade)**

DEPARTMENT OF ENGLISH  
VIVEKANAND COLLEGE  
KOLHAPUR (AUTONOMOUS)



Department of English

Notice

Date: 14<sup>th</sup> January 2023

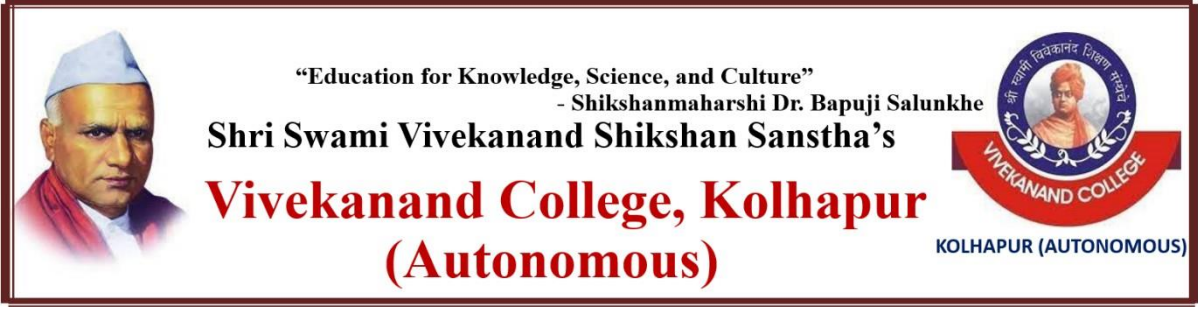
All the faculty members of the Department of English are informed that the meeting of the second semester of the academic year 2022-2023 will be held on Wednesday, 18<sup>th</sup> January 2023 at 11.00 am in Room no. 28. to discuss the following agenda.

The Agenda

1. Confirmation of the minutes of the last meeting.
2. To organize one day workshop on 'Grammar for English Communication'
3. To arrange a Trip.
4. To discuss about conducting a Value Added course.
5. To organize 'Observation of English Week'.
6. Any other matter with permission of the Chair Person.

  
(Dr. Kavita Tiwade)

**Head**  
DEPARTMENT OF ENGLISH  
VIVEKANAND COLLEGE  
KOLHAPUR (AUTONOMOUS)



## Department of English

Minutes of the meeting held on Wednesday, 18<sup>th</sup> January 2023 at 11.00 a.m. in Room no .28.

Members Present: Dr .K.D.Tiwade

Dr. S.M.Joshi

Dr. S. M.Patil

Ms.S. I. Maner

Ms .M.S.Pawar

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

The minutes of the last meeting were read and approved by the Head of the department.

**Item No.2:** To organize one day workshop on ' Grammar for English Communication

Considering the weaknesses of the students, it was resolved that a one day workshop on ' "Grammar for English Communication" will be organised in the month of March 2023.

The resource person will be Dr.Shridhar Gokhale , Former Head of Department of English , Pune .

**Item No. 3:** To arrange a Trip

Considering the demand of the students, a pleasure trip will be conducted to Panhala. The dates will be decided later.

**Item No 4 :** To discuss about conducting a Value Added Course.

It was decided to conduct Value Added Course in 'Grooming for Professional Excellence' from 15<sup>th</sup> February to 15<sup>th</sup> April 2023. An expert from the outside will be invited to conduct the course, considering the workload of the teachers.

**Item No 5: To organize 'Observation of English Week'**

It was resolved to organize 'Observation of English Week from 5<sup>th</sup> April to 12<sup>th</sup> April 2023.

**Item No 6: Any other matter with permission of the Chairman.**

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

  
(Dr. Kavita Tiwade)

**Head**  
DEPARTMENT OF ENGLISH  
VIVEKANAND COLLEGE  
KOLHAPUR (AUTONOMOUS)

Head  
DEPARTMENT OF ENGLISH  
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