

"Education for Knowledge, Science and Culture."

– Shikshan maharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's  
**Vivekanand College, Kolhapur**  
**(An Empowered Autonomous Institute)**  
**Department of Botany**  
Academic Year 2025-2026

**Departmental Meeting Notice 2025-2026**







Date: 06/08/2025

All the staff of department of Botany here by informed that, Departmental First Term meeting is held on 07/08/2025 at 03.00 pm. All are requested to be present on time in room no 314.

**Agenda:**

1. Confirm minutes of previous meeting.
2. Review and planning of the Academic calendar.
3. Finalization of departmental timetable.
4. Distribution of Syllabus (Theory and Practical) among Faculty.
5. Discussion on Internal Evaluation.
6. Organization of study tour for B.Sc. I, B.Sc. II and B.Sc. III (Major and Minor) botany students.
7. Distribution of departmental committees.
8. Planning and Arrangements of Webinars.
9. Collaborative publication of Academic books.
10. Research paper writing initiative.

**Faculty present for the meeting:**

Sr. No	Name of faculty	Signature
1.	Dr. B. T. Dangat, H.O.D and Assistant Professor	
2.	Dr. A. R Kasarkar, Assistant Professor	
3.	Dr. A. R. Alvikar, Assistant Professor	
4.	Dr. P.D. Patil, Assistant Professor	
5.	Dr. M. N. Desai Assistant Professor	
6.	Dr. S. S. Wadkar, Assistant Professor	

7.	Dr. P. P. Jadhav, Assistant Professor	P.P. Jadhav
8.	Miss. A. A. Bogare, Assistant Professor	A.A. Bogare
9.	Miss. P. A. Talekar, Assistant Professor	P.A. Talekar
10.	Miss. S. V. Khorate, Assistant Professor	S.V. Khorate

*[Signature]*  
06.08.25

Head

Department of Botany

HEAD

DEPARTMENT OF BOTANY  
VIVEKANAND COLLEGE, KOLHAPUR  
(EMPOWERED AUTONOMOUS)

"Education for Knowledge, Science and Culture."

– Shikshan maharshi Dr. Bapuji Salunkhe

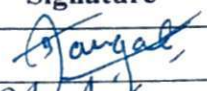
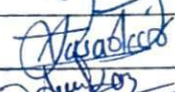


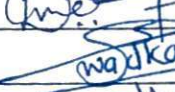
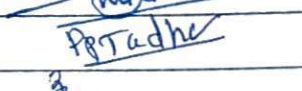
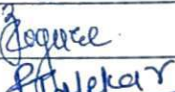


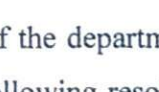
Shri Swami Vivekanand Shikshan Sanstha's  
**Vivekanand College, Kolhapur**  
**(An Empowered Autonomous Institute)**  
**Department of Botany**  
Academic Year 2025-2026

---

**Minutes**

Minutes of the meeting of Botany department was conducted on 07/08/2025 at 3.00 pm in Faculty room No.314.

Faculty present for the meeting:

Sr. No	Name of faculty	Signature
1.	Dr. B. T. Dangat, H.O.D and Assistant Professor	
2.	Dr. A. R Kasarkar, Assistant Professor	
3.	Dr. A. R. Alvkar, Assistant Professor	
4.	Dr. P.D. Patil, Assistant Professor	
5.	Dr. M. N. Desai Assistant Professor	
6.	Dr. S. S. Wadkar, Assistant Professor	
7.	Dr. P. P. Jadhav, Assistant Professor	
8.	Miss. A. A. Bogare, Assistant Professor	
9.	Miss. P. A. Talekar, Assistant Professor	
10.	Miss. S. V. Khorate, Assistant Professor	

Head, department of Botany welcomed and briefed the agenda of the department. After exchange of ideas and thoughts made by the members the department following resolution was approved.

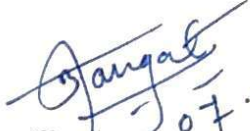
**Minutes:**

**Item No:- 1** Confirmation of minutes of previous meeting was approved.

**Item No:- 2** The academic calendar for the current term has finalized and distributed.

**Item No:- 3** The departmental timetable for theory, practicals and Co-curricular activities was finalized and circulated.

- Item No:-4** Faculty members were assigned for specific portions of theory and practical syllabus for B.Sc. I, B.Sc. II and B.Sc. III (Major and Minor).
- Item No:-5** Date for internal assessments, and assignment submissions were confirmed.
- Item No:-6** Discussion was done regarding to arrange one day study tour for B. Sc. II and B.Sc. III Major students at Barki Waterfall.
- Item No:-7** Various departmental committees were formed, each committee included at least one faculty coordinator.
- Item No:-8** Semesterwise offline webinars are held on relevant and contemporary topics. The first webinar is scheduled on 07 August 2025 on "Opportunities for Higher Studies Abroad".
- Item No:-9** The department resolved to collaboratively publish two academic books within the academic year.
- Item No:-10** It was made mandatory that every faculty member must publish at least one research paper in a recognized journal during the academic year.

  
07.08.25  
Head  
Department of Botany  
EKANAND COLLEGE, KOLHAPUR  
EMPOWERED AUTONOMOUS