

“Education for Knowledge, Science & Culture”
Shikshanmaharshi Dr. Bapuji Salunkhe



Shri Swami Vivekanand Shikshan Sanstha's
VIVEKANAND COLLEGE, KOLHAPUR (AUTONOMOUS)

DEPARTMENT OF HOME SCIENCE

Notice of the Meeting

2019-2020

Date: 24/06/2019

A meeting of the Department of Home Science Vivekanand College, Kolhapur (Autonomous) has been convened on Wednesday, 26/06/2019 at 10:00 a.m. in the Home Science Department. All the faculty members are required to attend the meeting.

Agenda-

- 1) To confirm the minutes of last meeting.
- 2) Distribution of workload.
- 3) Preparation of departmental academic calendar.
- 4) Preparation of Teaching Plan according to workload distribution
- 5) To discuss on results of previous exams.
- 6) Any other issue with the permission of the chair.

Name of the faculty-

Ms. S. R. Halvankar

S Halvankar

Ms. B.M. Mude

Bm



S Halvankar

Ms. S. R. Halvankar
HoD Home Science

Head of the
Department of Home Science
Vivekanand College, Kolhapur

Shri Swami Vivekanand Shikshan Sanstha's
VIVEKANAND COLLEGE, KOLHAPUR (AUTONOMOUS)



KOLHAPUR

Department of Home Science
Minutes of Departmental Meeting

Date :26/06/2019

The meeting of all faculty members of the Department of Home Science was held in home Science department on Wednesday, 26/06/2019 under the Chairmanship of head of department Ms. S. R. Halvankar

Member Present

Ms. S. R. Halvankar S Halvankar

Ms. B.M. Mude Bm

Item No.1: To confirm the minutes of last meeting.

The minutes of the previous meeting were read & confirmed.

Item No.2; Distribution of workload.

Distribution of workload as follows:

Ms. S. R. Halvankar

Class	Paper no.	Theory	Practical	Total
B. A. I	I,II	01	04	05
B. A. II	III , V	02	02	04
B. A. III	VII , XII	03	04	07
B. A. III	IX, XIV	04	-	04
B. A. III	XI, XVI	04	-	04
Total				24

Ms. B.M. Mude

Class	Paper no.	Theory	Practical	Total
B. A. I	I,II	01	04	05
B. A. II	IV, VI	02	02	04
B. A. III	VIII, XIII	04	04	08
B.A.III	X, XV	03	04	07
Total		10	14	24

Item No.3) Preparation of departmental Academic Calendar.

It was decided to prepare an academic calendar and to organize various Activities accordingly.

Item No.4) Preparation of Teaching Plan according to workload distribution

It was decided to prepare Teaching Plan according to workload distribution.

Item No.5) To discuss on results of previous exams.

It was decided that result of previous exam should be analyzed.

Item No.6) Any other issue with the permission of the chair

As there was no other business the meeting ended with a vote of thanks.



S. R. Halvankar

S. R. Halvankar
HoD Home Science

**Head of the
Department of Home Science
Vivekanand College, Kolhapur**