



“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**

**2020-2021**


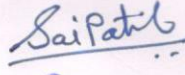

Date :24\02\2021

A meeting of the Department of Home Science Vivekanand College ,Kolhapur (Autonomous) has been convened on ,Friday 26\02\2021 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 like as syllabus.
- 5) To discuss on results of previous exams.
- 6) Any other issue with the permission of the chair.

#### Name of the faculty-

Ms. U.S. Khot   
Ms.S.S.Patil   
Ms. B.A. Mude 



  
Urmila Khot

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

Shri Swami VivekanandShikshanSanstha's  
**VIVEKANAND COLLEGE (AUTONOMOUS), KOLHAPUR**



**Department of Home Science**  
**Minutes of Departmental Meeting**

Date : 26\02\2021

The meeting of all faculty members of the Department of Home Science was held in home Science department on Friday 26\02\2021 under the Chairmanship of head of department Prof. Ms. U. S. Khot

Member Present

Ms. U.S. Khot

Ms.S.S.Patil

Ms. B.A. Mude

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

The minutes of previous meeting were read & confirmed.

Item No.2; Distribution of workload.

Distribution of workload as follows:

Ms. U.S. Khot

Class	Paper no.	Theory	Practical	Total
B. A. I	I,II	02	06	08
B. A. II	III , V	02	02	04
B. A. II	IV , VI	02	02	04
Total		06	10	16

Ms.S.S.Patil

Class	Paper no.	Theory	Practical	Total
B. A. III	VII ,XII	03	04	07
B. A. III	X , XV	-	04	04
B. A. III	XI , XVI	04	-	04
Total		07	08	15

Ms. B.A. Mude

Class	Paper no.	Theory	Practical	Total
B. A. III	VII , XIII	04	04	08
B. A. III	IX , XIV	04	-	04
B. A. III	X, XV	03	-	03
Total		11	04	15

Item No.3) Preparation of departmental Academic Calendar .

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

Item No.4) Preparation of Teaching Plan like as syllabus.

Preparation of 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 analysed.

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

  
UrmilaKhot



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