



"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**

**2021-2022**

Date :07\10\2021

A meeting of the Department of Home Science Vivekanand College ,Kolhapur (Autonomous) has been convened on ,Saturday09\10\2021at 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. U.S. Khot

Ms.S.S.Patil

Ms. A.G.Power

  
Urmila Khot

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

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



KOLHAPUR

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

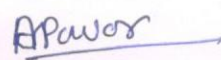
Date :09\10\2021

The meeting of all faculty members of the Department of Home Science was held in Home Science department on Saturday 09\10\2021 under the Chairmanship of head of department Ms. U. S. Khot

Member Present

Ms. U.S. Khot 

Ms.S.S.Patil 

Ms. A.G.Power 

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		04	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. A.G.Power

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 according to workload distribution

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

Item No.5) To discuss the 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.



  
Urmila Khot

HoD Home Science

Head of the  
Department of Home Science  
Vivekanand College, Kolhapur