
R. C. PATEL

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Date: 06/12/2015

Venue: Seminar Hall

Agenda for Meeting:

1. Regarding academic calendar
2. Regarding Academic Portfolio
3. Regarding question bank and lab manual

Minutes of Meeting: The following points were discussed during meeting

1. Confirmation of minutes of last meeting
2. Dr. A AShirkhedkar Vice Principal discuss academic calendar for 2nd term of academic year 2015-16. He also overview about tentative dates for internal as well as University examination.
3. Committee discussed about the feedback analysis report of I, III, V and VII sem students
4. Dr. S J Surana, Principal discuss about different academic portfolio and duties allotment. He also discusses appointment of class teachers and incharge for academic year 2015-16
5. It is decided that from this academic session question banks and laboratory manual are compulsory to be distributed among students by all faculty members
6. All HODs are instructed to verify regularly academic diary and local guardian book
7. Meeting was concluded with permission of chair and vote of thanks.

Members present:

1. Dr. S J Surana
2. Dr. A AShirkhedkar
3. Dr. P H Patil
4. Dr. C R Patil
5. Dr. A U Tatiya
6. Dr. H S Mahajan


Dr. S. J. Surana
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