

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, नागपूर

Dean(FW) / 53 27
Date: 19/9/2013

Minutes of Meeting of HoD held on 5th September 2013

Participants:

1. Dr. N. S. Chaudhari, Director
2. Dr. R. K. Ingle, Dean (Faculty Welfare)
3. Dr. G. P. Singh, Dean (Student Welfare)
4. Dr. S. R. Sathe, Dean (P & D)
5. Dr. O. R. Jaiswal, Dean (Academic)
6. Dr. H. M. Suryawanshi, Dean (R & C)
7. Dr. A. R. Dongre, HoD, Architecture & Planning Department
8. Dr. K. L. Wasewar, HoD Mechanical Engineering Department
9. Dr. P. P. Chakravarthy, HoD Mathematics Department
10. Dr. Yogesh Deshpande, HoD Humanities Department
11. Dr. S. S. Umare, HoD Chemistry Department
12. Dr. A. R. Tembhurkar, HoD Civil Engineering Department
13. Dr. K. D. Kulat, I/c HoD Electronics Engineering Department
14. Dr. V. K. Deshpande, HoD Physics Department
15. Dr. P. S. Deshpande, HoD Computer Science Department
16. Dr. R. R. Yerpude, HoD Mining Engineering Department
17. Dr. S. B. Thombre, HoD Mechanical Engineering Department
18. Dr. S. V. Bakre, HoD, Applied Mechanics Department
19. Dr. R. K. Paretkar, HoD, Metallurgy and Materials Engineering
20. Dr. M. V. Aware, HoD Electrical Engineering Department
21. Dr. B. M. Ganveer, Registrar

The following points were discussed.

1. Meeting started with briefing by HODs about activities in their department, HoDs are requested to update the achievement register and faculty movement register in their department. HoDs are also requested to check the Institute website about departmental information, upload all the minutes of meeting (Departmental and BoS) on web. Other point i.e. SCI and good journal, Tier-I and II conferences, Institute website, course books, M. Tech projects evaluation, need for revised exam scheme for Research Assistants were also discussed.
2. Institute is in process of appointing Faculty on contract track position. It is suggested to reserve some accommodation in transit hostel and few rooms in guest house on payment basis.
3. Dean (Academic) informed about convocation arrangements, rehearsal, suggestion on class Committee data, List of academically weak students. It is informed those letters are being sent to parents of all such students. HoDs are requested to send names of experts for peer review to Dean(Acad).
4. It is suggested to deliberate on student monitoring program effectively. Students shall be convinced to register backlog subjects first before registering higher semester subject.
5. Revised norms for CPDA are circulated to all. It is suggested to constitute a committee to look into details of CPDA, its operation, procurement of items, entry in DSR, etc With following members,
 - i) Dr. L. M. Gupta, Chairman
 - ii) Dr. S. R. Sathe, Dean (P & D)
 - iii) Dr. V. K. Deshpande, HoD (Physics)
 - iv) Dr. R. R. Yerpude, HoD (Mining Engineering Department)
 - v) Dr. P. S. Deshpande, HoD (Computer Science Department)
 - vi) Shri. A. P. Virodkar, DR (Accounts)
6. It is informed that copy of purchase procedure will be circulated after approval from BoG.
7. HoD suggested having updating the fire frightening equipments in all the departments. Registrar is requested to do the needful in this matter.

Meeting ended with thanks to the Chair.

Submitted to the Director for kind approval.

M. Chaudhari

R. K. Ingle
Dean (Faculty Welfare)

To
All above members