

Shri Shahu Chhatrapati Shikshan Sanstha's
SHRI SHAHAJI CHHATRAPATI MAHAVIDYALAYA,
KOLHAPUR

**DEPARTMENT
OF
ENGLISH**

Staff Meetings

Academic Year: 2023-2024



Shri Shahu Chhatrapati Shikshan Sanstha's
SHRI SHAHAJI CHHATRAPATI MAHAVIDYALAYA
2968, 'C' Dasara Chowk, Kolhapur-416 002

DEPARTMENT OF ENGLISH

Second Meeting: Academic Year-2023-2024

NOTICE

All the faculty members are informed to attend the meeting to be held in the Department of English on Wednesday 10th April 2024 at 10.30 a.m. The agenda of the meeting is attached herewith for your perusal.

Thanking you in anticipation.

Sr.	Name	Signature
1	Dr. Namdev S. Jadhav	
2	Dr. M. R. Vairat	
3	Dr. R. J. Biraje	
4	Dr. Ms. S. G. Mandi	
5	Ms. S. K. Bhosale	
6	Dr. S. A. Chalake-Mhamane	
7	Dr. R. R. Kuldeep	



Dr. N. S. Jadhav

Professor and Head, Department of English

Head,

Department of English

Shri Shahaji Chhatrapati Mahavidyalaya,
Kolhapur



Shri Shahu Chhatrapati Shikshan Sanstha's
SHRI SHAHAJI CHHATRAPATI MAHAVIDYALAYA
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AGENDA

- 1.1: Reading and confirmation of the minutes of the last meeting.
- 1.2: Review of the Activities organized in the Academic Year 2023-2024.
- 1.4: Preparation of Reports of the Activities organized.
- 1.5: Submission of Documents to IQAC as per demand.
- 1.5: Any other matter with the permission of the chairperson.



N. S. Jadhav

Dr. N. S. Jadhav
Professor and Head, Department of English

Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya,
Kolhapur



Shri Shahu Chhatrapati Shikshan Sanstha's
SHRI SHAHAJI CHHATRAPATI MAHAVIDYALAYA
2968, 'C' Dasara Chowk, Kolhapur-416 002

Day:

Date:

Time: 10.30 a.m.

Venue: Department of English

DEPARTMENT OF ENGLISH
Meeting Attendance

Sr.	Name of the Faculty	Signature
1	Dr. N. S. Jadhav	
2	Dr. M. R. Vairat	
3	Ms. Bhosale. S. K	
4	Dr. Susekha G. Mandi	
5	Dr. R. S. Biruje	
6	Dr. S. A. Chalke - Phamane	
7		



Dr. N. S. Jadhav

Professor and Head, Department of English
Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya,
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DEPARTMENT OF ENGLISH

Minutes

Motion No. 1: Reading and confirmation of the minutes of the last meeting.

Dr. N. S. Jadhav, Professor and Head of the Department, read and confirmed the minutes of the last meeting held on Thursday 20th July 2023 All the members confirmed the motion.

Vote: All in favour.

Resolved: Motion carried.

Motion No. 2: Review of the Activities organized in the Academic Year 2023-2024.

The issue was discussed among the faculty members. Dr. N. S. Jadhav, Professor and Head, took review of all the activities organized in the Academic Year 2023-2024. He pointed out that these activities kept the atmosphere more vibrant throughout the year. He mentioned that the activities of Grammar Kattar provided more exposure to the students. He expressed the need to attend more number of activities in the next academic year.

Vote: All in favour.

Resolved: Motion carried.

Motion No. 3: Preparation of Reports of the Activities organized.

The agenda number three was discussed and it was decided to prepare the reports of all the activities as per the latest report format submitted by IQAC. It was decided to prepare the complete file of reports will all relevant documents including attendance sheet, photos, news etc. and submit the same to IQAC at earliest.

Vote: All in favour.

Resolved: Motion carried.

Motion No.4: Submission of Documents to IQAC as per demand.

It was decided to submit the individual record of each faculty of department to IQAC. The documents demanded by IQAC and it was decided to prepare at individual level and submit the same. Dr. N. S. Jadhav informed to get No Dues Certificate from IQAC after submitting all the documents and submit the copy of the same to the department.

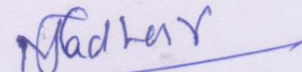
Vote: All in favour.

Resolved: Motion carried.

Motion No. 5: Any other matter with prior permission of the chairperson

As there was no other business, the meeting ended with chairperson's permission. At the end of the meeting Dr. R. J. Biraje expressed vote of thanks.





Dr. N. S. Jadhav

Professor and Head, Department of English
Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya
Kolhapur



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DEPARTMENT OF ENGLISH

First Meeting: Academic Year-2023-2024

NOTICE

All the faculty members are informed to attend the meeting to be held in the Department of English on Thursday 20th July 2023 at 11.00 a.m. The agenda of the meeting is attached herewith for your perusal.

Thanking you in anticipation.

Sr.	Name	Signature
1	Dr. Namdev S. Jadhav	
2	Dr. M. R. Vairat	
3	Dr. R. J. Biraje	
4	Dr. Ms. S. G. Mandi	
5	Ms. S. K. Bhosale	
6	Dr. S. A. Chalake-Mhamane	
7	Dr. R. R. Kuldeep	



Dr. N. S. Jadhav

Professor and Head, Department of English
Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya,
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AGENDA

- 1.1: Reading and confirmation of the minutes of the last meeting.
- 1.2: Discussion on Workload distribution and allotment of Papers for teaching.
- 1.4: Planning of organizing activities of the Academic Year.
- 1.5: Result Scrutiny of the Academic Year-2022-2023.
- 1.5: Any other matter with the permission of the chairperson.



N. S. Jadhav

Dr. N. S. Jadhav
Professor and Head, Department of English
Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya,
Kolhapur



Shri Shahu Chhatrapati Shikshan Sanstha's
SHRI SHAHAJI CHHATRAPATI MAHAVIDYALAYA
2968, 'C' Dasara Chowk, Kolhapur-416 002

Day:

Date:

Time: 11.00 a.m.

Venue: Department of English

DEPARTMENT OF ENGLISH
Meeting Attendance

Sr.	Name of the Faculty	Signature
1	Dr. N. S. Jadhav	
2	Dr. M. R. Vairat	
3	Ms. Bhosale S. K.	
4	Dr. Susekha G. Mandi	
5	Dr. R. J. Birujle	
6	Dr. S. A. Chalke-Mhamane	
7		



Dr. N. S. Jadhav
Professor and Head, Department of English
Head,
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DEPARTMENT OF ENGLISH

Minutes

Motion No. 1: Reading and confirmation of the minutes of the last meeting.

Dr. N. S. Jadhav, Professor and Head of the Department, read and confirmed the minutes of the last meeting 25th April 2023. All the members confirmed the motion.

Vote: All in favour.

Resolved: Motion carried.

Motion No. 2: Discussion on Workload distribution and allotment of Papers for teaching.

There was discussion on the issue. The workload was distributed among all the faculty members as per their specialization. Then, it was decided to prepare master timetable, individual timetable and study budget and submit the same to the department at earliest.

Vote: All in favour.

Resolved: Motion carried.

Motion No. 3: Planning of organizing activities of the Academic Year.

There was discussion regarding this motion and all members agreed to organize various activities as per the perspective plan submitted to IQAC. It was decided that the activities should ensure the holistic development of the students throughout the academic year. It was decided to provide more exposure to the students in the activities organized under the aegis of English Language and Literary Association (ELLA).

Vote: All in favour.

Resolved: Motion carried.

Motion No.4: Result Scrutiny of the Academic Year-2022-2023.

It was decided to complete the result scrutiny of the Academic Year 2022-2023 after the availability of ledger from Shivaji University, Kolhapur.

Vote: All in favour.

Resolved: Motion carried.

Motion No. 5: Any other matter with prior permission of the chairperson

As there was no other business, the meeting ended with chairperson's permission. At the end of the meeting Dr. Ms. S. G. Mandi expressed vote of thanks.



Dr. N. S. Jadhav

Professor and Head, Department of English
Head,
Department of English
Shri Shahaji Chhatrapati Mahavidyalaya,
Kolhapur