

**Linguistic (Telugu) Minority Institution**  
**Padmashali Shikshan Sanstha's**  
**A.R. Burla Mahila Varishtha Mahavidyalaya, Solapur**

**BCA Department**

**NOTICE**

**Date- 08/06/2022**

All the teachers are requested to attend the meeting of BCA on 15<sup>th</sup> June, 2022 at 11:30 am in the Principal's Cabin.

Dr. Ashok Yakkaldevi  
Coordinator, BCA

Dr. Annie John  
IQAC Coordinator

Dr. Rajendra Shendage  
Principal & Chairman BCA

**AGENDA**

- 1] Confirmation of the minutes of the previous meeting.
- 2] Planning of the new Academic Calendar [2022-2023].
- 3] Planning of the academic and other activities.
- 4] Planning of department and committee activities.
- 5] To motivate and prepare students for the various competitions.
- 6] Details of teaching, learning and evaluation
- 7] Enrichment/Bridge/Remedial Teaching for all subjects
- 8] Details of the webinars/workshops and other activities taken.
- 9] Planning of Certificate Courses
- 10] Any other business with the permission of the Chairman.

## **Minutes of the Meetings**

The meeting of BCA Dept. was held on 15<sup>th</sup> June, 2022 at 11:30 am in the Principal's Cabin. The agenda given above was discussed thoroughly to execute the plan.

- The minutes of the previous meeting were read out, confirmed, and signed by the Chairman.
- It was resolved to prepare and finalize the Academic Calendar for the year 2021-22.
- It was resolved to plan programs, events and various other activities.
- It was resolved to plan department and other committee activities.
- All the staff members were asked to give details about teaching, learning and evaluations.
- It was resolved to conduct Enrichment/Bridge/Remedial Classes for the students of all subjects.
- It was resolved to prepare the students for various competitions. The members of the Competition Committee were entrusted with the task of doing the same.
- All the staff members were asked to give details about seminars/workshops & other activities taken during the academic year.
- It was resolved to finalize the certificate course " Mobile Application in Everyday life" to be conducted for the academic year 2022-23.
- As there was no other business to be transacted the meeting ended with a vote of thanks proposed by Prof. Gayatri Bengiri

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