

Bharati Vidyapeeth College of Architecture, Navi Mumbai.

ACADEMIC MONITORING COMMITTEE

MEETING NOTICE

Academic Session (2024-25)

MEETING NO- 01

DATE: - 11/06/2024

All the members of Academic Monitoring committee, Principal and HODS are informed that, there will be the meeting scheduled on Wednesday, 12/06/2025 at 1 PM in seminar hall of B.V.C.O.A., Navi Mumbai.

All the members are hereby required to attend the meeting.

AGENDA OF MEETING

1. Distribution of work.
2. Review of work completed.
3. Focus area for the subject college project and elective.
4. Responsibilities of subject coordinator and class teacher.
5. Format for collection of design brief and lesson plan.

Bharati Vidyapeeth College of Architecture, Navi Mumbai.

ACADEMIC MONITORING COMMITTEE

MINUTES OF MEETING

DATE: - 12/06/2024

Meeting was held on Wednesday, 12/06/2025 at 1 PM in seminar hall.

The chairperson Prof. Satish Dhale (Principal B.V.C.O.A) welcomed all the members, Academic coordinator started the proceedings and following points were discussed:

1. Work completed for A.Y. 2024-25 till date-

a. Academic Calender completed and published on 10/05/24.

b. Timetable published on 23/05/2024. Revised timetable published on 05/06/2024.

2. Distribution of work-

a. Coordination with ERP team, collection of lesson plan, design brief – Madhura & Pooja.

b. Quality assurance – taking mid-term (1st week of August) Review from the students regarding – teacher performance, regularity, method of delivering lectures, marking system- Shradha, Priyanka & Pooja.

c. Mid-term Review of completion of syllabus and analysis of the same, actions to be taken- Shradha, Priyanka.

d. Maintaining records, reminders and notices- Harshada

e. Checking and maintaining Quality-Checking Cos, Design Brief, Elective and CP Proposals- All Members of Academic monitoring team.

2. Focus area for elective and college project-

For Elective-

a. Indian Knowledge System

b. Gender equity

c. Universal accessibility

d. Documentation of monuments, settlements and architectural style

For College Projects-

a. Inclusion of IIC mandate for CP. Focus areas for CP.

a. Health & wellness

b. Sport & Fitness

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c. Cultural Activities

d. Fine/Applied/Visual/Performing arts


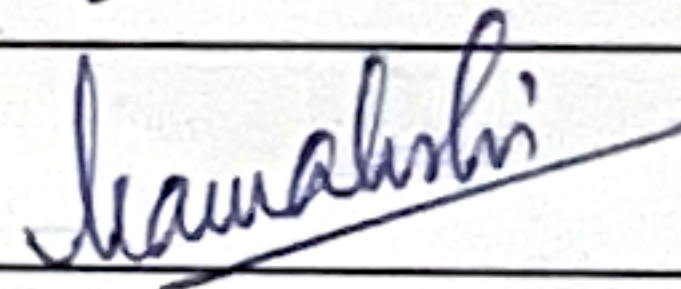
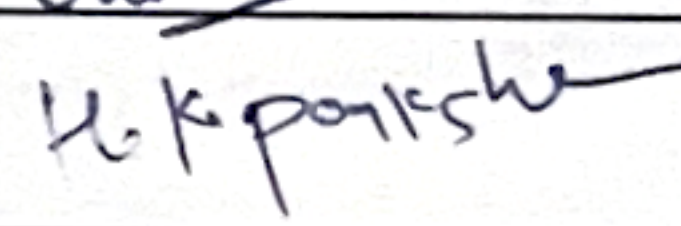
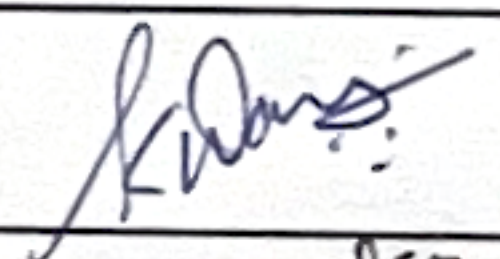
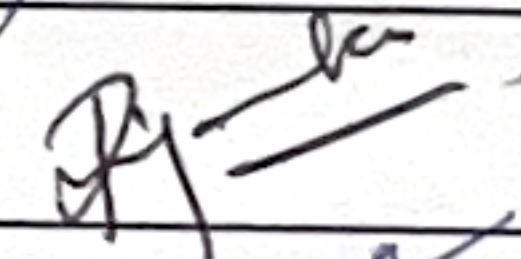
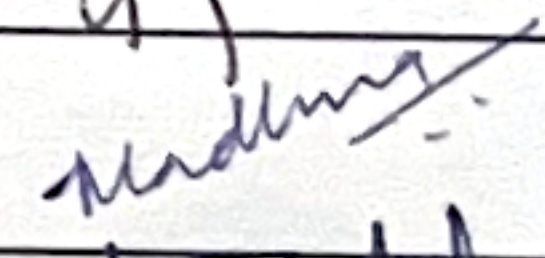
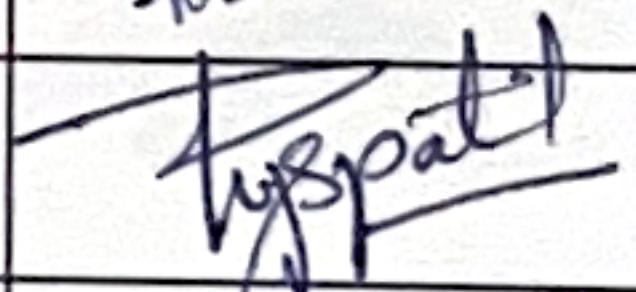
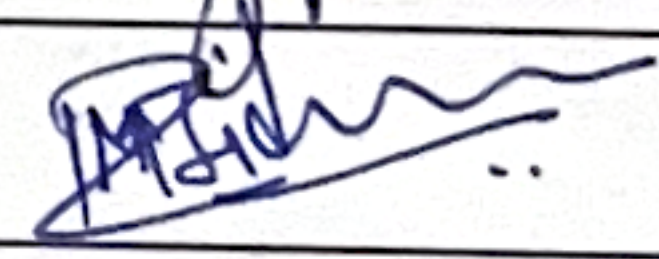
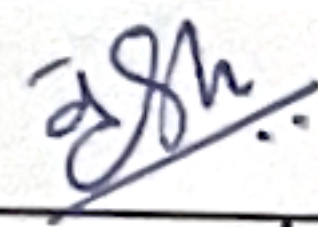
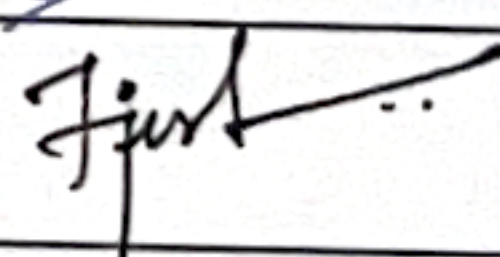
e. Indian Art & Craft

4. Responsibilities of Class Teachers and subject coordinators to be formulated.

5. ERP Format will be followed for lesson plans a Link to be floated on faculty group for submission of design brief.

The meeting ended with vote of thanks by chairman and all members of the department

The meeting was attended by the following members held on 12/06/2024.

Sr.No	Name of Member	Designation	Signature
1	Prof. Satish Dhale	Principal	
2	Prof. Kamakshi Vaidya	HOD B.Arch	
3	Asso. Prof. Harshada Ponkshe	Coordinator	
4	Asso. Prof Shradha Kapadia	Faculty Member	
5	Asso. Prof Priyanka Sinha	Faculty Member	
6	Asst. Prof Madhura Naik	Faculty Member	
8	Asst. Prof Pooja Patil	Faculty Member	
9	Asst. Prof. Milind Bidave	HOD M.Arch	
10	Asst. Prof. Vrushali Kamble	HOD B.Voc.	
11	Asst Prof Tejesh Nanaware	Faculty Member B.Voc	

Bharati Vidyapeeth College of Architecture, Navi Mumbai.

ACADEMIC MONITORING COMMITTEE

MEETING NOTICE

Academic Session (2024-25)

MEETING NO- 02

DATE: - 10/07/2024

All the members of Academic Monitoring committee, Principal and HODS are informed that, there will be the meeting scheduled on Wednesday, 11/06/2025 at 1 PM in seminar hall of B.V.C.O.A., Navi Mumbai.

All the members are hereby required to attend the meeting.

AGENDA OF MEETING

- 1.Format for submission of hard copies of design brief and lesson plan.
- 2.Difficulties in ERP upload
- 3.Instructions to Class-InCharge.

ACADEMIC MONITORING COMMITTEE

MINUTES OF MEETING

DATE: - 11/07/2024

Meeting was held on Wednesday, 11/07/2024 at 1 PM in seminar hall.

The chairperson Prof. Satish Dhale (Principal B.V.C.O.A) welcomed all the members, Academic coordinator started the proceedings and following points were discussed:

1. Lesson Plans to be prepared & printed in ERP format. Detail of the same as follows-

a. Title Page with Syllabus

b. Course Outcome (COs)

c. Unit Outcome

d. session List.

The printout should be signed and submitted.

2. ERP team to be instructed to take a session on uploading of Lesson Plan, committee activities and meeting details next week.

3. Review to be taken about the progress of Elective and CP in 3rd week of July.


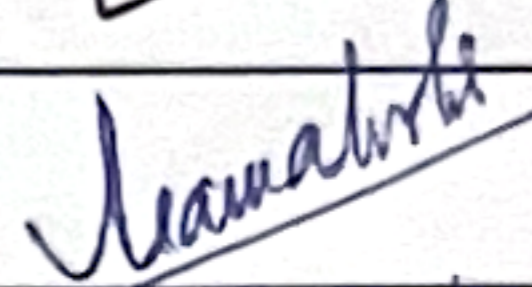
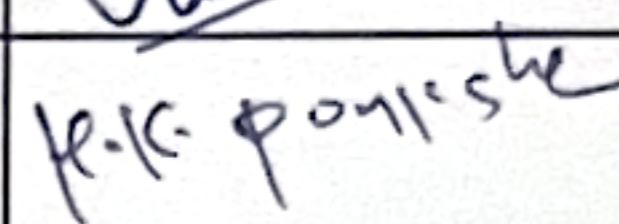
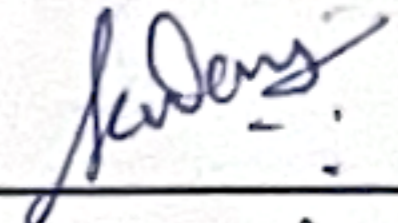
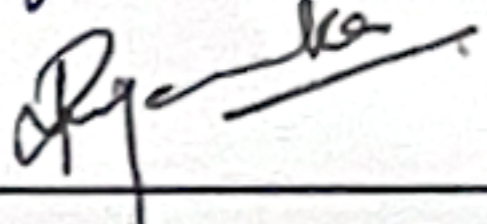
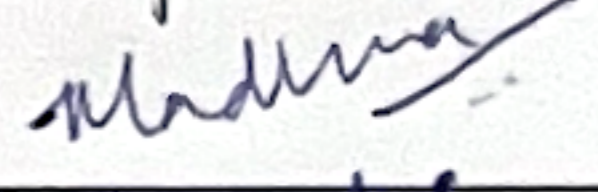
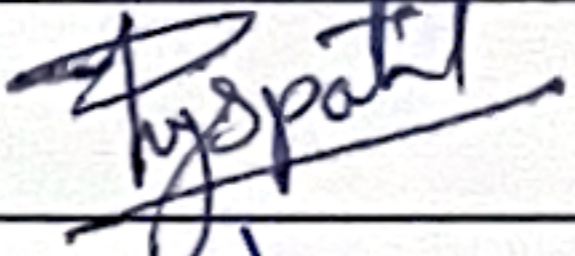


4. Resolving all the errors in students lists.

5. Repeated instructions to be given to Class in charge regarding finalizing of student list.

The meeting ended with vote of thanks by chairman and all members of the department

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The meeting was attended by the following members held on 11/07/2024.

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