


**BALASAHEB DESAI COLLEGE PATAN**  
**DEPARTMENT OF MICROBIOLOGY**  
**MEETING NOTICE**

Date: 26/11/2023

All the staff members of Microbiology department were here by informed that departmental meeting is scheduled on Wednesday, 29 /11/2023 (12.15 pm). All are requested to remain present in Microbiology department.



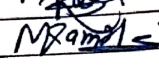
Agenda of meeting:

- Confirmation of minutes of previous meeting
- Review of first term departmental work
- Discussion on student article writing in *Daulat*
- Discussion on extracurricular activity
- Planning of study tour.
- Any other

  
**Head**  
Department of Microbiology  
Balasaheb Desai College, Patan  
Dist. Satara 415 206

BALASAHEB DESAI COLLEGE PATAN  
DEPARTMENT OF MICROBIOLOGY  
DEPARTMENTAL MEETINGS YEAR 2023-24

A meeting of the Microbiology department faculties was held on Thursday, 29 /11/2023 at 12.15 pm. under the Chairmanship of Dr. Mrs. M. R. Sapkal (Head of Department) in the Staff Room. The following members were present.

Sr. No.	Name of the member	Designation	Sign
1	Dr. Mrs. M. R. Sapkal	Head and Associate professor	
2	Ms. P. V. Khairmode	Assistant Professor	
3	Ms. M. A. Kambale	Assistant Professor	

**Proceeding of Meeting Dated 29 /11/2023**

At the beginning Dr. Mrs. M. R. Sapkal (Head of Department) welcomes all the members of the department.

- **Agenda 1:- Confirmation of minutes of previous meeting**

Dr. Mrs. Sapkal M.R. read the minutes of previous meeting and with consent of all members it was finalised.

- **Agenda 2:- Review of first term departmental work**

Second term commences on 24/11/23 so in the first meeting after Diwali vacation Head of department discuss on the activities run in first term and also review was taken on first term academic calendar

- **Agenda 3:- Discussion on student article writing in Daulat**

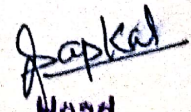
Discussion have been took place on making awareness among student to write in college magazine.

- **Agenda 4:- Discussion on extracurricular activity**

As per discussion it was decided to conduct Staining day activity as a extracurricular activity .All students from Part I, II and III were asked to participate in above activity.

- **Agenda 5:- Planning of study tour**

Discussion took place on student field visit. It was decided to visit NIASM Malegaon for third year and for First study tour will be at Sakas dairy in the month of February

  
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