

Date: 3th September, 2025

DEPARTMENT OF INFORMATION TECHNOLOGY

ARMY INSTITUTE OF TECHNOLOGY, PUNE

Minutes of Meeting: Departmental Meeting

Academic year 2025-26

Departmental Meeting was held on Wed, 3th September 2025 at 4:00pm. Following members have attended meeting:-

Sr. No	Name of Member	Status
1	Dr. (Mrs.) Sangeeta Jadhav	HOD, IT
2	Dr. Rahul Desai	Associate Professor
3	Dr. Ashwini Sapkal	Associate Professor
4	Dr. G M Walunjkar	Associate Professor
5	Prof. Vaishali Ingale	Assistant Professor
6	Prof. Geeta Patil	Assistant Professor
7	Prof. Sandeep Samleti	Assistant Professor
8	Dr. Rupali Bagate	Assistant Professor
9	Dr. Dipika Birari	Assistant Professor
10	Prof. Anjali Hudedamani	Assistant Professor
11	Prof. Kavita Arakeri	Assistant Professor
12	Prof. Jayshree Lavhare	Assistant Professor
13	Prof. Trupti Najan	Assistant Professor
14	Prof. Madhuri Arya	Assistant Professor
15	Prof. Pratima Bharati	Assistant Professor
16	Prof. Snehal Shinde	Assistant Professor
17	Prof. Gauri Mane	Assistant Professor
18	Prof. Snehal More	Assistant Professor
19	Prof. Sachin Gaikwad	Assistant Professor

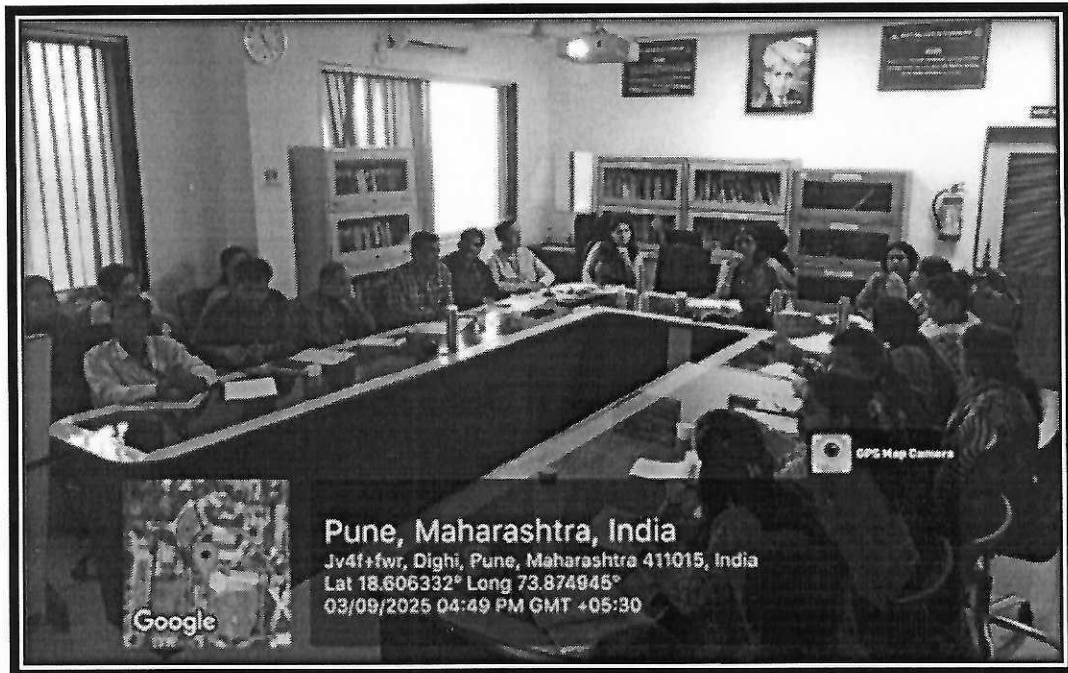
The meeting started at 4:00 pm with welcome note by Dr. (Mrs.) Sangeeta Jadhav, HOD IT.

Point discuss in meeting are as follows:

- Dr. (Mrs.) Sangeeta Jadhav, HOD IT discussed about upcoming planned event for subject, submit with Title, Speaker, Date till Monday.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT congratulated InSem Coordinator, CCE Coordinator and Autonomy Coordinator for exam related work.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed about AAC Meeting and BOS Meeting is planned and advised to keep syllabus ready.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT discussed about pending CO – PO Mapping and attainment to be completed.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed about new Director's joining.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed about attendance of students will be viewed seriously.
 - Subject teachers will put attendance of students below 30%.
 - Count of students on leave sanctioned, Internships will be maintained by class teachers and counsellors.
 - If attendance is less than FE – 70%, SE – 50%, TE – 50% then parent visit, (Physical attendance) is compulsory till 30th September.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed to analyze the list of companies submitted for Internship. Share that data by counsellor or class teacher.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed that Adm inspection will be there in next 10 days.



- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed to submit Blue Book and Yellow Books to Shrushti by Monday.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT discussed regarding CCE2 for NEP should be planned. Plan test (assignment/Open Book Test) 24, 25 & 26 September on unit 3 & 4.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed to keep Lab Exams in between before final Exams.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT informed that CCE for Digital Finance in next week.
- Dr. (Mrs.) Sangeeta Jadhav, HOD IT discussed syllabus Autonomy Review. SE, TE and BE coordinator to discuss on MDM minor topic and finalize it.
- The meeting was over at 5 pm with concluding remarks from Dr. (Mrs.) Sangeeta Jadhav, HOD IT.

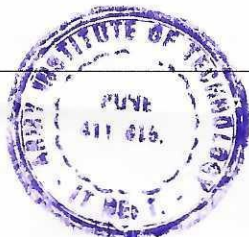


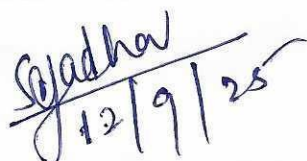
S. Jadhav
12/9/25
Dr. Mrs. Sangeeta Jadhav
HOD IT

ARMY INSTITUTE OF TECHNOLOGY
DEPARTMENT OF INFORMATION TECHNOLOGY
MEETING

Date :- 03-09-2025

Sr. No	Name	Signature
1	Dr. Mrs. Sangeeta Tadhar	
2	Dr. Rahul Desai	
3	Dr. Ashwini Sapkal	
4	Dr. Gajanan. Walunjkar	
5	Vaishali Ingale	
6	Ms. Geetika Patel	
7	Prof. S.D. Samlekar	
8	Dr. Dipika Bisari	
9	Dr. Rupali Borgekar	
10	Snehal More	
11	Madhuri Arora	
12	Pratima Bharati	
13	Jayshree Lathare	
14	Kavita Arakeri	
15	Toupti Mogan	
16	Gauri More	
17	Snehal Shinde	
18	Anyali Hudedamow	
19	Sachin Guikwad	




12/9/25