Army Institute Of Technology (AIT), Dighi Camp, Pune - 15.

Director : 7249250115, Joint Director : 7249250117, Principal : 7249250186
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Website : www.aitpune.com Email : ait@aitpune.edu.in
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IQAC AND HOD MEETING HELD ON 06TH OCTOBER 2022

MINUTES OF MEETING

1. The meeting was attended by following IQAC Internal committee members-

Director – Brig Abhay Bhat (Retd.)	- Chairperson
Joint Director – Col M K Prasad	- Member
Principal - Dr. B P Pail	- Member
HOD E&TC - Dr. G R Patil	- Member
HOD Comp - Dr. S Dhore	- Member
HOD IT - Dr. S Jadhav	- Member
HOD ASGE - Dr. S A Kulkarni	- Member
Dean R&D – Dr. Surekha	- Member
IQAC Coordinator – Dr. S Tiwari	-Member
NAAC Co-coordinator- Dr. Sushma Patil	-Member
Project Officer - Mr. R Patil	-Member
TPO – Mr Manoj Khaladkar	- Member

2. IQAC Coordinator Dr. S Tiwari welcomed all and discussed points are mentioned below-

Sr. No.	Point for action from last meeting	Progress
1	Feedback form for students	Dr Sushma Patil and Prof Nikita presented the points considered in the new academic feedback form and following suggestions were given by members- a) Feedback on curriculum should be taken from all year students. b) Feedback on syllabus and its transaction should be added.

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		c) If students disagree with any point from the feedback or give less than average grade, they must give reason.
2	Internal Audit	Dr S Tiwari displayed the schedule of internal audit for AY 2021-2022. Principal also suggested to conduct external audit for AY 2021-2022. All HsOD were requested to do the needful.
	New Points-	
3	Tentative schedule of alumni meet	TPO, Prof Khaladkar informed the tentative schedule of alumni meet i.e on 3rd Dec 2022 and said that time will be fixed soon.
4	Format of Target to departments	1. Dr S Tiwari discussed the format of target for departments and following suggestions were given by members- a) Number of MOOC Courses developed by faculty members should be added in Criterion 2 b) Add SGPA of student result for all years. c) Only quality publications should be considered in Criteria 3 d) Consultancy amount should be included in the Criteria 3 e) In IPR, monetization should be included f) Faculty participation as resource person in national/ international FDPs, conference, etc should be included. g) Sponsored labs to be added in Criteria 4. 2. Director suggested that after consideration of above points target format should be circulated to all departments. IQAC Coordinator and Principal will do the needful.
5	AQAR & SSR Status	1. Dr. Tiwari informed about completion status of AY 2020-2021 AQAR & tentative schedule for data collection of AY 2021-2022 AQAR.

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		2. Tentative road map to be followed for SSR 2023 completion was discussed.
6	Syllabus completion status and undertaking status of defaulter students.	1. Dr S Dhore presented the syllabus completion status and undertaking status of defaulter students of Comp Dept. 2. Dr GR Patil presented the syllabus completion and undertaking status of defaulter student's status of E&TC Dept. 3. Dr S Jadhav presented the syllabus completion status and undertaking status of defaulter students of IT Dept. 4. Dr UV Awsarmol presented the syllabus completion status and undertaking status of defaulter students of Mech Dept. 5. Principal told the IQAC Co-ordinator to collect syllabus completion status from all Departments.
7	AIT Day celebration	Director informed that this time college is planning to call Chief Of Army Staff (COAS) on AIT Day 2023 and details will be shared in next IQAC meeting.
8	Storage of NAAC related Institutional data	Director instructed to NAAC Co-ordinators to store all NAAC related data on NAS. Dr Tiwari asked co-ordination by HOD Comp for central storage of data criteria wise and year wise.

Approved By-

Brig Abhay A. Bhat (Retd)
Director
16 Nov 22