

**Minutes of The HOD cum IQAC Meeting Held on Wednesday
Meeting No- 17 (21st December 2021)A.Y 2021-2022**

1. Fortnightly Meeting was held on Tuesday, 21st December 2021 at 0230 hrs in New Conference Hall of AIT. The following members attended the meeting,

A	Col MK Prasad	Joint Director
B	Dr. B.P. Patil	Principal
C	Prof. Dr. S.M. Sansgiri	HOD, Meeh
D	Prof. Dr. G.R. Patil	HOD, E&TC
E	Prof. Dr. S.R. Dhore	HOD, Comp
F	Prof D.G. Auradkar	I/c HOD, IT
G	Prof. Dr. Swati Kulkarni	HOD, ASGE
H	Dr. Surekha K.S.	Dean, R&D
J	Dr. Seema Tiwari	Coordinator, NAAC
K	Mr. Rushikesh Patil	Project Officer

S. No	Description	Action	Info
1.	The Joint Director welcomed all the HOD's and staff those who attended for meeting and asked members to start the proceedings.	-	-
2	All Departments were expected to give presentation on following agenda points :		
	Agenda points of the meeting :-		
	<ul style="list-style-type: none"> • Documents required to be kept ready for NAAC (Visit - Dr Seema Tiwari NAAC Coordinator). • DELNET Membership presentation by OIC Library - Dr JD Patil and Dr U Jagtap. • Progress on Syllabus of SE - HODs. • Progress on PR/OR/TW/Seminar - HODs. • Dean R&D- Present Quarterly report (AUG - Nov 21). • Progress on Placements - TPO. 		


3.	<p>Documents required to be kept ready for NAAC Visit: (Dr.Seema Tiwari- NAAC Coordinators</p> <p>NAAC Status Report for the period July to November 2021 was presented.</p> <ul style="list-style-type: none"> • She has also given impasses on Internal Audit to be done • Incharge for each criteria are regular to be appointed. • Tentative dates for NAAC visit in January 2022. 																																																																
	<p>Decisions :</p> <ul style="list-style-type: none"> • “Check list for documents to be kept ready” is once again shared to all in charges and HOD’s • Criteria wise Incharge to be detailed by Principal • Audit format to be prepared by 10th January 2022 • Give tentative plan for inspection of documents to all concern. Keeping NAAC visit date in mind. 																																																																
	<p>Points Presented by Dean R & D -Dr. Surekha K.S.</p> <p>Dean R & D, Dr. Surekha K. S. presented progress on R & D activities, from July to November 2021.</p> <table border="1" data-bbox="232 721 1202 1435"> <thead> <tr> <th>Particular</th> <th>2021-22</th> <th>Remark</th> </tr> </thead> <tbody> <tr> <td>Journal</td> <td>7</td> <td>Quality Publication 6</td> </tr> <tr> <td>Conference</td> <td>7</td> <td></td> </tr> <tr> <td>Books</td> <td>1</td> <td></td> </tr> <tr> <td>Books Article</td> <td>3</td> <td></td> </tr> <tr> <td>Workshop Seminar</td> <td>4</td> <td>Webinar 2 , Workshop 2</td> </tr> <tr> <td>MOU</td> <td>1</td> <td>Medyog Tech, Bangalore</td> </tr> <tr> <td>Patent</td> <td>4</td> <td>Published</td> </tr> <tr> <td>Grant</td> <td>3</td> <td>Received Grant Rs.3.00Lakh -02 in process</td> </tr> <tr> <td>Copyright</td> <td>1</td> <td></td> </tr> <tr> <th>Particular</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> </tr> <tr> <td>Journal</td> <td>24</td> <td>46</td> <td>61</td> </tr> <tr> <td>Quality Publication</td> <td>10</td> <td>24</td> <td>36</td> </tr> <tr> <td>Conference</td> <td>26</td> <td>28</td> <td>23</td> </tr> <tr> <td>Book/Book Articles</td> <td>08</td> <td>09</td> <td>16</td> </tr> <tr> <td>Patent(Published/ Granted)</td> <td>01</td> <td>06</td> <td>10</td> </tr> <tr> <td>Copyright</td> <td>03</td> <td>02</td> <td>02</td> </tr> <tr> <td>Funded Projects</td> <td>05</td> <td>02</td> <td>04 Under Review</td> </tr> </tbody> </table> <p>Decision - Research Grant received from NCSC to AIT-Computer department to be added.</p>	Particular	2021-22	Remark	Journal	7	Quality Publication 6	Conference	7		Books	1		Books Article	3		Workshop Seminar	4	Webinar 2 , Workshop 2	MOU	1	Medyog Tech, Bangalore	Patent	4	Published	Grant	3	Received Grant Rs.3.00Lakh -02 in process	Copyright	1		Particular	2018-19	2019-20	2020-21	Journal	24	46	61	Quality Publication	10	24	36	Conference	26	28	23	Book/Book Articles	08	09	16	Patent(Published/ Granted)	01	06	10	Copyright	03	02	02	Funded Projects	05	02	04 Under Review	<p>Director</p> <p>Joint Director</p> <p>Dean(R & D) HOD(Comp)</p>	<p>Director</p> <p>Joint Director</p> <p>Principal</p>
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4	<p>DELNET Membership presentation by QIC Library - Dr JD Patil and Dr U Jagtap.</p> <p>Dr. J.D.Patil giving a presentation towards Delnet Membership. (Developing Library Network). For the first time registration fees will be 19470/- inclusive of GST and 2nd year onwards total amounting Rs. 13500/- inclusive of GST. Around 7224 libraries was connected though network out of that 22 are overseas country. All of them are sharing information, E Books, E Journals, E Publication, Delnet provides - 1. Union catalog and database. 2. Technical Support for open source software. 3. Reference facility. 4. Inter library loan and documents(books) delivery system. 5. Own Guest house facility.</p>		<p>Director</p> <p>Joint Director</p> <p>Principal</p>																																																														

	<p>Decisions : Following points to be clarified from DELNET</p> <ul style="list-style-type: none"> • Is permission is required for sharing e resources from college. • In case of loss of costly book by borrower, who will take responsibility? • E Journals which are made available by DELNET, can we get relaxation to buy such subscription by AICTE? • Do we have to share entire data base to DELNET network. • Library should create data base of final year project. • All departments are request to send hard copy of paper publications. This will made available to staff and students. 	<p>QIC Library</p> <p>All HOD's</p>	
5	Progress on Syllabus of SE & Progress on PR/OR/TW/Seminar - HODs.		
A	<u>Computer Enqq Dept:</u>		
	<p>All activities is under control</p> <p>90% theory syllabus completed, 100% laboratory work completed</p> <p>TE & B.E. Practical Examination was started on 16th December 2021 and will finish on 24th December 2021.</p> <p>SE- Practical's will finish on 26th December 2021. Practical Examination is scheduled from 27th December 2021 to 31st December 2021.</p> <p>B.E. Project Examination will be conducted from 29th December 2021.</p> <p>It was confirmed that all Practical examination will be concluded on or before 31st December 2021.</p> <p>Revision of Theory session will be conduct after practical examination.</p>		<p>Director</p> <p>Joint Director</p> <p>Principal</p>
	<p><u>Decision:</u></p> <p>Faculty should conduct extra classes to complete the syllabus.</p>	<p>HOD Computer</p>	
B	<u>Information Technology: -</u>		
	<p>80 to 85% theory syllabus completed, 95% laboratory work completed</p> <p>TE & B.E. Practical Examination has started. 50% project review was completed.</p> <p>SE Practical Examination will start from 27th December 2021</p> <p>It was Confirmed that all Practical examination /Mock Test/ Semester examinations will be concluded on or before 31st December 2021.</p>		<p>Director</p> <p>Joint Director</p> <p>Principal</p>
	<p><u>Decision:</u></p> <ul style="list-style-type: none"> • Ensure 100% completion of Syllabus by taken extra classes. 	<p>HOD (IT)</p>	

No	Description	Action	Info
6	<p><u>Points from Principal :-</u></p> <ul style="list-style-type: none"> As per information received from authorities, backlog examination will be conducted by SPPU tentatively from 15th January 2022 and regular examination from 11th February 2021. Commencement of next academic for session (SEM II) for SE/TE/BE w.e.f. 11th January 2022. Make available Course/Division/year wise as well as individual Time table and Subject allocation before the same. Mechanical Department uploaded SSR on NBA portal Computer Department ready with compliance report The Principal welcomed and introduced Mr. Vaibhav Khare who has recently taken over the charge of Registrar 	All HODs	Director Joint Director
7	<p><u>Points from Joint Director:</u></p> <ul style="list-style-type: none"> Take care of S.E. Students as they are new to the campus and not aware of AIT culture. AIT culture to be inculcated to the S.E. Students. For B.E. Student Hostel fees will be charged as per pro rata basis. But those who do not present physically will be charged full fees excluding mess if rooms are allotted. On 25th December 2021- Christmas celebration will be carried out on the campus On 01st January 2022- New Year Celebration will be carried out on the campus For both the functions staffs along with family are cordially invited Few B.E. students are facing internet connectivity issues – Request to resolve the issue by HOD Computer. 	Principal, All HODs	Director

Army Institute of Technology
Dighi Hills, Pune 411015

Date : 21 Dec. 2021


(Abhay A. Bhat)
Brig
Director