

MET's Institute of Engineering
Bhujbal Knowledge City
Department of Computer Engineering

Date: 08/03/2019

Academic Assessment and Quality Improvement Committee (AAQIC) Meeting

Venue: ME Class Room

Time: 3.15 pm

A meeting of Academic Assessment and Quality Improvement Committee was conducted on 7th March 2019 at 3.15 pm in ME Class Room. Following members were present for the meeting:

SN	NAME	Designation
1	Dr. V. P. Wani	Principal
2	Dr. R. S. Tiwari	Committee Member
3	Dr. S. S. Sane	Committee Member
4	Dr. S. V. Gumaste	Committee Member
5	Dr. M U. Kharat	Committee Member
6	Prof. P. M. Yawalkar	Committee Member
7	Prof. V. B. More	FacultyMember
8	Prof A. R. Ugale	FacultyMember
9	Prof. S. C. Vidhate	FacultyMember
10	Prof R. P. Aher	FacultyMember
11	Prof V. D. Dabhade	FacultyMember

SN	NAME	Designation
12	Prof R. V. Chaudhari	FacultyMember
13	Prof M. V. Shinde	FacultyMember
14	Prof S. W. Jadhav	FacultyMember
15	Prof V. R. Khandave	FacultyMember
16	Prof S. B. Borse	FacultyMember
17	Prof. A. J. Gosavi	FacultyMember
18	Prof T. G. Patil	FacultyMember
19	Prof. P. B. Deore	FacultyMember
20	Prof A. S. Kale	FacultyMember
21	Prof A. S. Chaudhari	FacultyMember
22	Prof Sneha Pekhale	FacultyMember (Engineering Maths)

Agenda:

1. Analysis of End-Semester results of FE, SE, TE, BE for the examinations conducted during first half of the academic year 2018-2019.
2. Discussion on guidelines prepared for Seminar Evaluation.
3. Discussion on corrective actions if any on phase-I Feedback analysis.
4. Review on progress of BE Projects.
5. Preparation for In-sem and online examinations (SE online and TE, BE In-sem).
6. Follow-up of Academic monitoring.
7. Discussion on change in time table for On-line/ In-sem Examination and its impact on continuous evaluation; suggestions and corrective actions.
8. Any other point.

Minutes:

In the beginning HOD, Dr. M. U. Kharat welcomed all the members of AAQIC and briefed about the agenda for meeting and requested Dr R. S. Tiwari to chair the meeting.

Agenda Point #1 Analysis of End-Semester results of FE, SE, TE, BE for the examinations conducted during first half of the academic year 2018-2019:

Prof Amol Gosavi briefed on the **division wise result of FPL** highlighting the minimum of 54.41% for division B while maximum of 77.61% for division F. Dr M. U. Kharat pointed towards the improvement in results as compared to previous year result. He also inquired about the extra efforts taken for improvement in the results, identifying weak students, remedial actions for them and target attainment set for previous year. Prof Ravi Aher and Prof Ashutosh Kale informed that there was MCQ solving sessions carried out to clear the idea about logic relative to the topics of FPL Content, although the weak students were identified but due to short time span only few remedial activities of the planned could be implemented. Prof Gosavi gave the details of previous set attainment and target attainment achieved.

Dr M. U. Kharat insisted on focusing weak students by solving their doubts about the hard topics before main exam and also informed all FE teachers for concentrating on securing result of 75% and above in FPL-II.

The SE Result Analysis was briefed by Prof Vaishali Khandave highlighting the improvement in Discrete Structures and Data Structures. Dr M. U. Kharat suggested to compare the result with at least 3 to 4 other nearby colleges, and urged for

motivating students to prepare for all six units and attempt complete paper. Prof Shailendra Vidhate and Prof Samadhan Jadhav highlighted on students casual approach while writing the paper, incomplete answers, incomplete attempt, that reduces the score.

Prof Ravi Aher suggested solving at least two previous question papers and explaining in the class, can help in improving the results.

Prof Rekha Chaudhari gave the details of **TE Result Analysis** highlighting the minimum result for TOC and maximum for ISEE. Prof P. M. Yawalkar gave the details of his analysis for the subject by mentioning that almost all the failure students are having very less attendance, also randomly attending the classes does not help in logical subjects like TOC, so attempt should be made for improving the attendance of students. Prof Shailendra Vidhate also agreed for the need to improve the students attendance and urged for some strict actions at department as well as institute level for detention of students having very less attendance which was further backed by all Faculty members. Dr M. U. Kharat informed to write letter as well as call to the parents about students' attendance. He also insisted on completing the detention process and display provisionally detained students list immediately after the insem exam.

In this connection Dr R. S. Tiwari suggested some tips for stress free teaching. One of the activity suggested to prepare one video lecture by faculty member by themselves on interested topic that will help everyone to complete syllabus in stipulated time. In the same line, Dr M. U. Kharat suggested to prepare video lectures for core subjects of SE, TE, BE considering GATE exam subjects.

Prof Archana Ugale described the **result analysis for BE** and highlighted the subjects having 100% result. Dr M.U.Kharat suggested for identifying the failed students in the respective subject and giving proper input before the end semester examination to improve the result.

Agenda Point#2 Discussion on guidelines prepared for Seminar Evaluation:

Prof Shailendra Vidhate described the 10 point seminar process to be followed by the faculties for completing the seminar activity of respective students. Dr M. U. Kharat insisted on completing the activity considering all the points suggested in the process. He also urged for motivating students to participate in conferences for paper presentation based on their seminar. He further informed that from next year, every faculty member should give 8-10 seminar topics of their interested domain. Students will select topic of their interest and those students will be associated to the respective faculty for guiding them.

Agenda Point#3 Discussion on corrective actions if any on phase-I Feedback analysis :

Prof Sunita Borse described feedback analysis to the Committee. Committee members seen the documents and verified the feedback analysis. Dr. R. S. Tiwari suggested faculties to take efforts so that the feedback becomes excellent. Dr. M. U. Kharat added that feedback analysis is part of the faculty appraisal system. Therefore, everyone must take efforts to gain excellent feedback.

Agenda Point#4 Review on progress of BE Projects :

Prof Vaibhav Dabhade described the progress of BE project to the committee. Committee members seen the documents and verified the progress. Dr M. U. Kharat informed all faculties to complete the project activities in due time. Dr R. S. Tiwari suggested faculties to motivate students for incorporating IOT techniques in their projects this will add value in their projects.

Agenda Point#5 Preparation for In-semester and online examinations (SE online and TE, BE In-sem):

Prof Ravi Aher explained the preparation for In-Semester and online examination to be scheduled from 11th of March 2019. Time table for in-semester exam and online exam is displayed. Dr M U Kharat asked about the syllabus completion for the said examination. Class Co-ordinators and faculties informed that syllabus completion required for in-semester exam and online exam is done. Prof Ravi Aher informed that the class test activity is carried out by all faculties. This is the continuous evaluation activity.

Agenda Point#6 Follow-up of Academic monitoring:

As part of academic monitoring, Class Coordinators informed that they will ensure syllabus completion of all the faculties in due course of time before main examination. Since this time there is short duration remaining after in-semester examination to the end-semester examination, Dr R S Tiwari suggested to inform University about this short duration so that University will take necessary action further.

Agenda Point#7 Discussion on change in time table for On-line/ In-sem Examination and its impact on continuous evaluation; suggestions and corrective actions:


Dr. M.U.Kharat informed to the committee and all members that minimum 90 days working must be there in a semester to complete academic activities including holidays and any other activities. Therefore, syllabus completion, continuous evaluation, remedial actions, improvements must be carried out during this period.

Any other point:


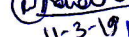



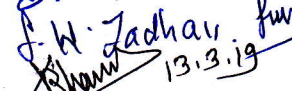

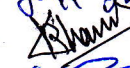


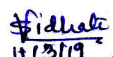
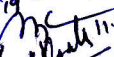

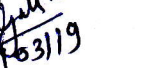





Prof Vijay More informed the NPTEL student participation and Faculty participation statistics for the department for March-April 2019 examination. Dr M. U. Kharat highlighted that the ratio of conversion from course enrolment to Exam registration is very less number and appealed all the faculties to motivate the students for the same. He also urged faculties to enrol and register for various subjects of their domain and make value addition in their personal profile.

Vote of Thanks

Prof P.M.Yawalkar delivered vote of thanks and assures committee to improve academics as per suggestions provided by the committee. The meeting has been summarized with review and confirmation of the above mentioned points.


13-3-19
Dr. M. U. Kharat
HOD

Signature of Faculties

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|---|---|
| 1. Dr. S.V. Gumaste  | 12. R. V. Chaudhari  |
| 2. Prof. P.M. Yawalkar  | 13. Shinde M.V.  |
| 3. V.D. Dabhade  | 14. J.W. Zadhav  |
| 4. Amol J. Gosavi  | 15.  |
| 5. Pankaj B. Dente  | 16.  |
| 6. S.C. Vidhate  | 17. |
| 7. V. B. More  | 18. T.G. Patil  |
| 8. Archana S. Banait  | 19. |
| 9. R. P. Aher  | 20.  |
| 10. | 21.  |
| 11. | 22.  |
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