

Academic Assessment and Quality Improvement Committee (AAQIC)
Department of Information Technology,
MET's Institute of Engineering, Bhujbal Knowledge City, Adgaon, Nashik-03.

Academic Assessment and Quality Improvement Committee (AAQIC) Minutes of Meeting

2024-25 SEM-I

Date: 9th Nov 2024

Venue: Hardware Lab.

Time: 10:00AM

Academic Assessment and Quality Improvement Committee (AAQIC) Meeting is scheduled on 9th November 2024 at 10:00 AM.

Sr. No.	Name	Sr. No.	Name
1	Dr. V. P. Wani	11	Prof. R D Deokar
2	Mr. Milind Tanksale	12	Prof. R C Sonawane
3	Prof. N. L. Bhale	13	Prof. K B Dhomse
4	Dr. P. M. Yawalkar	14	Prof. K M Mahale
5	Dr. S V Gumaste	15	Prof. D. Shingate
6	Dr. N R Kale	16	Prof. H R Khairnar
7	Dr. P S Lahane	17	Ms. T B Kushare
8	Prof. K A Patil	18	Mr. A. B. Valte
9	Prof. P E Patel		
10	Prof. K R Ahire		

Agenda:

The agenda for the meeting:

1. Analysis of End-Semester results of SE, TE, BE for the examinations conducted during the second half of the academic year 2023-24 (Concern class coordinator and Individual Subject Teacher). [Result Analysis hardcopy duly signed by concern staff]
2. Discussion on guidelines prepared for Seminar Evaluation (Prof. Kishor Mahale). [Process of seminar / Topic selection and procedure of conduction and evaluation]
3. Syllabus Coverage (Class Coordinator) [Month wise completion record]
4. Review on the progress of BE Projects (Dr. Priti Lahane). [Process of Project / Topic selection and procedure of conduction and evaluation]
5. Preparations for examinations (Class Coordinators, Prof. Kunal Ahire). [how department supports in conduction of examinations, procedure]
6. Follow-up of Academic monitoring (Class Coordinators / Time Table I/C).
7. Analysis of Feedback for first phase of current semester. (Prof. Kirti Patil, Feedback files)
8. T& P activities discussed by Prof. Datta Shingate
9. Any other points raised during the meeting.

Minutes:

In the beginning HOD, Dr. N. R. Kale welcomed all the members of AAQIC for academic audit in the academic year 2024-25. She gave an introduction of all members to the august gathering. She also read out the agenda focusing on objectives of implementing the actions suggested by the committee.

Hon'ble Principal Dr. V P. Wani appreciated the conduction of academic audit at regular intervals. Mr. Milind Tanksale, Prof Bhale N. L. were the chairperson of the meeting and Dr. P. M. Yawalkar, Dr. S. V. Gumaste joined meeting as a committee member.

Agenda Point #1 Analysis of End-Semester results of SE, TE, BE for the examinations conducted during the second half of the academic year 2023-24

Result analysis of SE, TE, BE for End-Semester examinations of the second (even) semester were shared among committee members by class coordinators of the previous and current semester. Prof. Puneet Patel, compared and discussed the result of S.E., Prof. Kirti Patil, discussed the result of T.E. and also compared the current result with previous year result. Prof. Ratan Deokar highlighted B.E. result

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

Prof. Kishor Mahale explained in details the conduction of seminar. The seminar evaluation for the current semester is already done. He explained students study different IEEE papers for same. Mr. Tanksale asked about whether the topic is selected from students interest or not. He also suggest to ask industry persons to come for week and guide students for seminar. Prof. Bhale sir asked about what percentage of students have referenced IEEE papers. Staffs were concerned about the quality of reports submitted by students for which Prof. Bhale suggested arranging extra sessions specially focusing on making aware about reading and extracting required content from papers.

Agenda Point#3 Syllabus Coverage.

All respective class coordinator had shown the month-wise syllabus coverage along with available (planned) classes and classes conducted. Dr. Priti Lahane discussed content beyond syllabus for required subjects and explain in detail how sessions are being conducted. Prof Yawalkar asked about attendance of students during the early morning sessions and during afternoon sessions. Prof. Bhale sir asked how department focuses on week students and encourage bright students. How department feed their minds. Department can asked students to do some certifications. Even open book test using reference books can encourage students for reading.

Agenda Point#4 Review on the progress of BE Projects.

Dr. Priti Lahane provided a thorough explanation of the project topic selection process, highlighting the current progress. She also discussed how the seminars and internships from the TE (Third Year) have significantly contributed to students' understanding of their project topics, while also raising awareness about important social issues that need attention. Mr

Tanksale emphasized the importance of competitive experiences in shaping students' practical skills. Building on this, Prof. Bhale encouraged a forward-thinking approach by suggesting the incorporation of diverse technologies in project topics. His idea was to create projects that not only blend different tech domains but also inspire students to explore new intersections, ensuring a more holistic and future-ready understanding of the tech landscape

Agenda Point#5, 6 Exam coordination and Follow-up of Academic monitoring.

Prof. Kunal Ahire outlined the university's exam structure, consisting of a 30-mark internal assessment (insem) and a 70-mark final exam (end sem). In response to this, Prof. Bhale proposed introducing extra assignments and surprise open-book tests as a way to motivate students. He suggested that this approach would not only help improve writing efficiency but also foster a sense of seriousness and engagement with academics. By adding an element of unpredictability, Prof. Bhale emphasized that students would stay focused and continue to approach their studies with dedication.

Agenda Point#7 Analysis of Feedback for first phase of current semester.

Prof. Kirti Patil shared insights on the student feedback process, highlighting that feedback on both academic performance and campus facilities is collected annually for each class. She emphasized the importance of this feedback in identifying areas for improvement. When panel members inquired about the corrective actions taken based on feedback, Prof. Patil explained that the feedback is carefully reviewed, and necessary steps are implemented to enhance the student experience.

Agenda Point#8 T & P activities discussed by Prof. Datta Shingate

Shifting focus, Prof. Datta Shinagte then provided an update on placements, detailing how the Training & Placement (T&P) cell is proactively organizing a variety of sessions aimed at preparing students for the job market and helping them build the skills necessary for successful placements. Also he highlighted on MoU signed by department with couple of Industry in this semester.

Panel also recommended facilitating interactions between BE (final-year) and TE (third-year) students, and even bringing in alumni to share their experiences with the current batch. To take it a step further, the panel proposed setting up mentorship programs where BE students could guide their junior counterparts through subject matter, project work, and even career choices

Vote of Thanks

Dr. N. R. Kale delivered the vote of thanks and assured the 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.


Dr. N. R. Kale
HOD