

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-II

Date: 12-04-2025

Venue: Hardware Lab.

Time: 10:00AM

Academic Assessment and Quality Improvement Committee (AAQIC) Meeting is scheduled on 12-04-2025 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. Varte
9	Prof. P E Patel		
10	Prof. K R Ahire		

Agenda:

The agenda for the meeting:

1. Analysis of First-Semester results of SE, TE, BE for the examinations conducted during the second half of the academic year 2024-25 (Concern class coordinator and Individual Subject Teacher). [Result Analysis hardcopy duly signed by concern staff]
2. Discussion on guidelines prepared for Internship Evaluation (Prof. Kishor Mahale). [Process of internship company/topic selection and procedure of evaluation]
3. Syllabus Coverage (Class Coordinator) [Month wise completion record]
4. Review on the progress of BE Projects (Dr.Priti Lahane). [Process 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 SEM-II. 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 was the chairperson of the meeting and Prof Bhale N. L, Dr. P. M. Yawalkar and Dr. S. V. Gumaste joined meeting as a committee member.

Agenda Point #1 Analysis of first-Semester results of SE, TE, BE for the examinations conducted during the first half of the academic year 2024-25

Result analysis of SE, TE, BE for End-Semester examinations of the first (odd) 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. Staff also summarised the efforts taken for results improvement and overall conduct.

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

Prof. Kishor Mahale sir explained in detail the conduction of internships evaluations through a combination of progress presentations, industry supervisor feedback, and a final report. The industry supervisor provides feedback of the student's performance, which is followed by a presentation and report submission. He also highlighted how different MoU's signed by the department have helped students approach and get benefits from these industries. The overall assessment combines these elements to evaluate the student's academic and practical growth, contributing to their final grade.

Agenda Point#3 Syllabus Coverage.

The respective class coordinators presented an overview of the month-wise syllabus coverage, detailing the planned classes as well as those already conducted.

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

Dr. Priti Lahane provided an update on the various suggestions regarding the conduction of the final exams for BE projects, along with the current progress and the status of evaluations completed so far. Mr. Milind Tanksale recommended motivating students to participate in online project competitions to boost their morale. Dr. Lahane acknowledged the suggestion and agreed to encourage students to prepare for and participate in these online competitions.

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

Prof. Kunal Ahire provided an overview of the university's exam pattern, with 30 marks allocated for the midterm (Insem) and 70 marks for the final exam (Endsem). Faculty expressed concerns about the decreased writing speed of students. In response, Prof. Bhale suggested offering additional assignments and organizing surprise open-book tests to motivate students. He emphasized that these measures could help improve writing efficiency while maintaining academic seriousness and focus. All staff members provided an overview of how unit-wise question banks and assignments were distributed to students for both midterm (Insem) and final (Endsem) exams. They also explained the strategies in place to ensure students are well-prepared for these assessments. The preparation process was then shared with the committee members for review.

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

Prof. Kirti Patil discussed the student feedback process, including feedback on facilities, which is collected once a year for each class. Panel members inquired about the corrective actions taken based on this feedback. In response, Prof. Patil explained feedback analysis in detail and corrective actions taken if any.

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

Also Prof. Shingate provided an update on placements, explaining how the Training and Placement (T&P) team organizes various sessions to support students. He also explained different MoU's signed in this semester with several industries Haron Ltd, Imarticus Learning, Cyber Sanskar, Sachitech, Nashik.etc.,

The panel recommended organizing hackathons or coding challenges, with alumni participation, where students can showcase their skills and receive real-time feedback from industry experts, bridging the gap between academic learning and industry expectations.

Vote of Thanks

Dr. 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