Army Institute of Technology

Dighi Hills, Pune 411 015

DEPARTMENT OF INFORMATION TECHNOLOGY

18 Apr 2022

Following members have attended meeting:-

1 Dr. (Mrs) Sangeeta Jadhav HOD, IT

2 Prof. D G Auradkar

3 Dr. Rahul Desai

4 Dr. Ashwini Sapkal

5 Prof. Vaishali Ingale

6 Prof. Geeta Patil

7 Prof. G M Walunjkar

8 Prof. Yuvraj Gholap

9 Prof. Sandeep Samleti

10 Prof. Rupali Bagate

11 Prof. Aparna Joshi

12 Prof. Dipika Birari

S. No	Description	Action/Info
	HOD welcomed all faculty and staff who attended the meeting.	
1.	Discussion was carried out about the forthcoming NAAC visit and progress of NBA SAR which will be uploaded on NBA portal before due date.	HOD / NAAC & NBA Coordinators
2.	Review of attendance of SE to BE was also taken. Actions to be taken on the students whose attendance is less than 75% are discussed. Class teachers and class counsellors are also informed to contact their parents and council those students	Class Teachers/ Class Counsellors
3.	Counselling and related reporting is also discussed with Counsellors.	Class Counsellors
4.	Tentative schedule of submission of students Practical work and PR/Oral Exams of SE-BE is also discussed.	Exam Coordinator – Prof. Vaishali Ingale.
5.	Academic Audit report and their feedback and various observations are also discussed.	Dr. Ashwini Sapkal / Dr. Rahul Desai
6.	AAC meet is planned either on 05 May or 06 May 2022. Discussion was also took place regarding the agenda points of upcoming AAC meet.	Dept. AAC Members

7	Discussion also took place regarding five years plan of dept.	HOD
	The meeting was over at 3:0 pm with concluding remarks from Dr. (Mrs.) Sangeeta Jadhav, HOD IT	