



Bhartiya Gramin Punarrachna Sanstha's

# Hi-Tech Institute of Technology, Aurangabad

A Pioneer to Shape Global Technocrats

Approved By AICTE, DTE Govt. of Maharashtra & Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere, Raigad  
P-119, Bajaj Nagar, MIDC Waluj, Aurangabad, Maharashtra, India - 431136P: (0240) 2552240, 2553495, 2553496 Web: <http://hitechengg.edu.in/>

## MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) (A. Y. 2022-23)

Date: 24/04/2023, Time: 1:00 pm to 2:00 pm, Venue: Principal's Board Room

### AGENDA

IQAC, Hi-Tech Institute of Technology, Aurangabad, held fourth meeting for the academic year 2022-23. The meeting lasted for about one hour from 1.00 pm to 2.00 pm in the afternoon. Honorable principal took over the meeting. The agenda for the meeting is as follows:

- 1) Review of Previous IQAC Meeting held on 15.02.2023.
- 2) To discuss about the maintenance of lab wise lab status record.
- 3) To discuss about student feedback and syllabus completion.
- 4) To discuss about practical/oral exam and term-work.
- 5) To discuss about the social activities and eco-friendly activities.
- 6) To discuss about industry academia collaboration.





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## Internal Quality Assurance Cell (IQAC)

### Minutes of IQAC Meeting


24/04/2023

The fourth IQAC meeting for Academic Session 2022-23 was held on 24<sup>th</sup> April, 2024. The following members attended the meeting.

Sr. No.	Name(s)	Designation	Nature of membership
1.	Prof. Govind S. Dhage	Principal	Chairperson
2.	Mr. Aman E. Jadhav	Joint Secretary, BGPS	Member
3.	Prof. R. F. Siddiqui	Assistant Professor and HOD (Civil Engg.)	Member
4.	Prof. P. M. Mohite	Assistant Professor and HOD (CSE)	Member
5.	Prof. B. P. Pingle	Assistant Professor and HOD (FY)	Member
6.	Prof. S. E. Ingale	Assistant Professor (CSE-AI&ML)	Member
7.	Prof. C. P. Jadhav	Assistant Professor (FY)	Member
8.	Prof. R. S. Aher	Assistant Professor (Civil Engineering)	Member
9.	Prof. J. K. Bhor	Assistant Professor and In charge T&P	Member
10.	Prof. S. T. Khajekar	Assistant Professor (CSE)	Member
11.	Mr. B. B. Jadhav	Administrative Officer	Member
12.	Mrs. Vimal Bodkhe	Nominee from Local Society	Member
13.	Mr. Suyash Yadav	Nominee from Students	Member
14.	Mr. Mahendra Walunjkar	Nominee from Alumni	Member
15.	Mr. Navnath Dhesale	Nominee from Employers	Member
16.	Mr. Jyotiba Patil	Nominee from Industrialists	Member
17.	Mr. Shankar Pawar	Parent Representative Nominee from Stakeholders	Member
18.	Prof. Amol S. Adkine	Assistant Professor and HOD (Mech Engg)	Coordinator

  
Coordinator (IQAC)



  
PRINCIPAL  
HI-TECH INSTITUTE OF TECHNOLOGY  
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The Chairperson welcomed the members for the meeting. The following points were discussed in the meeting:

**Agenda 1: Review of Previous IQAC Meeting held on 15.02.2023.**

**Resolution:** The previous IQAC meeting was conducted on 15<sup>th</sup> February, 2023 at 1:00 p.m. to 2:00 p.m. The minutes of the meeting were read out with a formal discussion with all IQAC members. These minutes of the meeting were approved by the IQAC members

**Action took by:** Director of IQAC

**Agenda 2: To discuss about the maintenance of lab wise lab status record**

**Resolution:** Lab incharges have to maintain the lab log book, lab status, lab notice board. The notice board should contain the lab I/C profile, lab time table, practical list and lab layout. The dead stock register should be updated with duly signed by the HOD and Principal.

**Action took by:** Lab In charge

**Agenda 3: To discuss about student feedback and syllabus completion**

**Resolution:** Feedback from the students, parents and visitors have to be collected for proper output. Subject wise feedback from students should be collected from students in each semester. This is required for proper working of the academic activities. Changes in the departmental activities can be made accordingly.

**Action took by:** All Head of the Department

**Agenda 4: To discuss about practical/oral exam and term-work**

**Resolution:** Subject wise practical, Oral and Termwork record has to be maintained for each department. Marks should be allocated as per the DBATU criterion.

**Action took by:** Practical/Oral Termwork In charge

**Agenda 5: To discuss about the social activities and eco-friendly activities.**

**Resolution:** Activities are needed to be organized under IQAC and NSS. To ensure community engagement, social interaction and collective well-being social activities are needed to be arranged like the blood donation camp etc. Also to promote environmental





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sustainability and reduce negative impact on the planet eco-friendly activities are needed to be organized.


Action took by: NSS Officer

## Agenda 6: To discuss about industry academia collaboration.

**Resolution:** To foster innovation, enhance educational programs and address real world challenges industry-academia collaboration is needed. This bridges the gap between theoretical research and practical applications.

Action took by: Academic Dean

Coordinator of IQAC thanked all the members for their sustained efforts and cooperation in the activities of IQAC. IQAC Coordinator proposed the date for the next meeting. The meeting ended with a formal vote of thanks by IQAC Coordinator.

  
Coordinator (IQAC)



  
Principal

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CC to:

1. All committee members
2. Office