



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: 21/06/2022, Time: 1:00 pm to 2:00 pm, Venue: Principal's Cabin

### AGENDA

IQAC, Hi-Tech Institute of Technology, Aurangabad, held first 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 27.03.2022.
- 2) To discuss about the formulation of academic calendar and load sheet.
- 3) To ensure quality of academic programs.
- 4) To create student centric teaching environment conducive to imparting quality education and document the steps taken and process implemented, leading to quality enhancement.
- 5) To discuss about the activities to be taken under AKAM.
- 6) To discuss about different placement related activities to be arranged for the students.



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**Internal Quality Assurance Cell (IQAC)****Minutes of IQAC Meeting****21/06/2022**

The first IQAC meeting for Academic Session 2022-23 was held on 21<sup>st</sup> June, 2022. 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  
BAJAJNAGAR, AURANGABAD.





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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 27.03.2022.

**Resolution:** The previous IQAC meeting was conducted on 27 March 2022 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 formulation of academic calendar and load sheet.

**Resolution:** Academic calendar for the new academic year has to be formulated for the institute and individual department. The dates and events should match with the University Academic Calendar. The load sheet of individual faculty is also to be formulated according to AICTE and Institute

**Action took by:** All HOD, Time Table In-Charge & Academic Dean

## Agenda 3: To ensure quality of academic programs.

**Resolution:** Steps are to be taken to improve academic activities. Based on the result analysis of previous year, measures have to be taken to enhance quality education. The faculties have to use technology-enhanced learning tools and resources such as the smart boards, Projectors etc.

**Action took by:** Academic Dean

## Agenda 4: To create student centric teaching environment conducive to imparting quality education.

**Resolution:** Providing resources like counseling services, peer mentoring, and social-emotional learning programs to support students' overall well-being. Allowing students to have a say in their learning process, including choices in assignments, project topics, and class activities.

**Action taken by:** All HOD's (Teacher Guardians (Mentors)/Project Guides/Subject Teacher).

## Agenda 5: To discuss about the activities to be taken under AKAM.





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**Resolution:** The institute is organizing various activities under AKAM (Azadi Ka Amrut Mahotsav). There is a good response from students. More activities are needed to be conducted in coming months of new academic year, especially the events to be organized in the month of August-2022.

**Action taken by:** AKAM coordinator

**Agenda 6: To discuss about different placement related activities to be arranged for the students.**

**Resolution:** Placement of the students is the important concern of any institute. Special attention is to be given on this. Students needed to be taught aptitude topics.

**Action taken by:** Training and Placement Officer

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)

CC to:

1. All committee members
2. Office



Principal  
PRINCIPAL  
HI-TECH INSTITUTE OF TECHNOLOGY  
BAJAJNAGAR, AURANGABAD.