

**Internal Quality Assurance Cell (IQAC)
Academic Year 2023 - 24**

Minutes of the 18th IQAC Meeting

Date: 14/07/2023

The 18th Internal Quality Assurance Cell (IQAC) meeting was held in the Board room (Ground Floor) on Monday, 10th July 2023 at 10 AM.

Members Present: Dr. Vaishali Patil, Mr. Dinesh Joje, Prof. Ravindra Joshi, Prof. Prashant Ahire, Prof. Sarang Saoji, Prof. Rupali Yeole, Prof. Dipak Uploankar, Dr. S. M. Mahalakshmi Naidu, Dr. Jyoti V. Surve, Prof. Rakhi P. Wagh, Dr. Ajitkumar Shitole, Dr. R. A. Patil, and Dr. Sunil Mane. The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 18th IQAC meeting of the Institute.

1. **Approval of Agenda items:** Accepted.

2. **Minutes of the 17th IQAC meeting:**

The minutes of the 17th IQAC meeting were confirmed.

3. Approval of IQAC Action Plan for Semester I of AY 2023-24: The IQAC coordinator, in consultation with the Chairperson, prepared a draft of the action plan for Semester I of AY 2023-24. The draft was presented to committee members and Heads of Departments (HoDs) during the meeting, and the plan was subsequently approved.
4. The IQAC meeting was convened before the commencement of the academic year to ensure a smooth and effective start. The agenda included reviewing and finalizing the academic calendar, discussing updates to the curriculum, and addressing any infrastructural or administrative concerns.
5. The Chairperson emphasized the importance of maintaining high standards in teaching and learning and outlined the goals for the upcoming academic year, which include enhancing student engagement, improving assessment methods, and implementing new quality assurance measures.
6. A key highlight of the meeting was the Chairperson's address, where she extended heartfelt congratulations to all stakeholders for their significant achievement in securing NBA (National Board of Accreditation) accreditation. The Chairperson acknowledged the collective effort and dedication





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that led to this prestigious recognition, emphasizing that this milestone reflects the high quality of academic and administrative practices in place.

7. The Chairperson expressed appreciation for the hard work and commitment demonstrated by everyone involved, from faculty members to administrative staff, and encouraged continued excellence as the institution moves forward. The accreditation is seen as a testament to the institution's commitment to quality education and will serve as a motivating factor for ongoing improvement and innovation.
8. . The meeting concluded with a call for continued collaboration among all departments to achieve the objectives set for the year.

Prepared by

S. M. Mahalakshmi Naidu
Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator

Vaishali V. Patil
Approved by

Dr. Vaishali V. Patil
IQAC Chairperson



Internal Quality Assurance Cell (IQAC)
Academic Year 2023 - 24

Minutes of the 19th IQAC Meeting

Date: 09/11/2023

The 19th Internal Quality Assurance Cell (IQAC) meeting was held in the Board room (Ground Floor) on Monday, 06th November 2023 at 10 AM.

Members Present: Dr. Vaishali Patil, Mr. Dinesh Joje, Prof. Ravindra Joshi, Prof. Prashant Ahire, Prof. Sarang Saoji, Prof. Rupali Yeole, Prof. Dipak Uploankar, Dr. S. M. Mahalakshmi Naidu, Dr. Jyoti V. Surve, Prof. Rakhi P. Wagh, Dr. Ajitkumar Shitole, Dr. R. A. Patil, and Dr. Sunil Mane. The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 19th IQAC meeting of the Institute.

1. Approval of Agenda items: Accepted.

2. Minutes of the 18th IQAC meeting:

The minutes of the 18th IQAC meeting were confirmed. This meeting was convened specifically to approve the IQAC Action Plan for Semester I of the Academic Year 2023-24 and to acknowledge the achievement of NBA accreditation.

3. Data Collection for AQAR for the Academic Year 2022-23:

The meeting focused on the data collection process for the Annual Quality Assurance Report (AQAR). The IQAC Coordinator provided an overview of the specific data required. Each department was assigned the responsibility of gathering relevant data and submitting it to the IQAC. It was discussed that the data needs to be accurate, comprehensive, and submitted within the given timeline. A follow-up meeting will be held to review the collected data and ensure it meets the AQAR submission standards.

4. Preparation for NAAC second cycle:

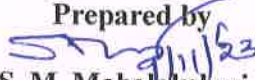
The meeting focused on the primary discussion regarding preparations for the NAAC second cycle. The NAAC Coordinator outlined the key requirements and expectations for the upcoming cycle. Departments were briefed on the importance of gathering relevant data for the Self-Study Report (SSR). It was agreed that a detailed action plan would be developed in the upcoming



month. Initial deadlines and responsibilities were discussed, with a tentative timeline for data collection to be finalized later.

5. Any other item with the permission of the Chairperson

- (a) Approval of IQAC Action Plan for Semester II of AY 2023-24: The IQAC coordinator, in consultation with the Chairperson, prepared a draft of the action plan for Semester II of AY 2023-24. The draft was presented to committee members and Heads of Departments (HoDs) during the meeting, and the plan was subsequently approved.
- (b) The audit for Semester I & II of the ES and E&TC departments, along with Semester II of the CS and IT departments for the academic year 2022-23, was successfully conducted from October 11th to October 14th, 2023.

Prepared by

Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator




Approved by
Dr. Vaishali V. Patil
IQAC Chairperson

Internal Quality Assurance Cell (IQAC)
Academic Year 2023- 24

Minutes of 20th IQAC Meeting

Date: 13/12/2023

The 20th meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Tuesday, 12th December 2023 at 03.00 PM.

Members Present: Dr. Vaishali Patil, Mr. Dinesh Joje, Prof. Ravindra Joshi, Prof. Prashant Ahire, Prof. Sarang Saoji, Prof. Rupali Yeole, Prof. Dipak Uploankar, Dr. S. M. Mahalakshmi Naidu, Dr. Ajitkumar Shitole, Dr. Jyoti V. Surve, Prof. Rakhi P. Wagh, Dr. Varsha Degaonkar, Dr. Bhavana Kanawade. The Chairperson, Dr. Vaishali V. Patil, welcomed the members to the 20th IQAC meeting of the Institute.

- 1. Approval of Agenda items:** Accepted.
- 2. Minutes of the 19th IQAC meeting:** It was resolved that the minutes of 19th IQAC meeting were confirmed.
- 3. Planning of Annual Technical & Cultural Festival Dhruva 2024:** The committee members, Heads of Departments, and APMC Coordinator Dr. Varsha Degaonkar, along with Chief Coordinator of Student Affairs Dr. Bhavana Kanawade, convened to discuss the forthcoming Annual Technical & Cultural Festival, "Dhruva-2024." The dates for the festival have been confirmed and scheduled for January 19th and 20th, 2024.

It has been resolved to prepare a detailed schedule of all activities for the event. Various committees have been established to ensure the smooth execution of the festival. The following faculty members have been appointed as Faculty Coordinators:

- Dr. Bhavana Kanawade
- Dr. Deepak Uploankar
- Prof. Mahesh Waghmare
- Prof. Nitin Alzende





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- Prof. Raksha Naidu
- Mr. Prabodhan Sawant

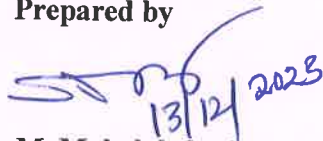
Additionally, the following students have been designated as Student Coordinators:

- Piyu Ballal - Dhruva Coordinator (Phone: 8530919764)
- Palak Oza - Cultural Coordinator (Phone: 7447477858)
- V. Vamshi - Technical Coordinator (Phone: 7389221634)
- Avishkar Patil - Finance Coordinator (Phone: 9284608123)
- Shubham Maharaj - Anchoring Coordinator (Phone: 7045243977)

4. Any other item with the permission of Chairperson

- a) It has been resolved that the academic audit for the Academic Year 2023-24, encompassing both Semester I and Semester II, will be scheduled subsequent to the NBA accreditation visit.
- b) The Chairperson, Dr. Vaishali Patil, and the IQAC Coordinator, Dr. S. M. Mahalakshmi Naidu, reviewed the department's preparations for the upcoming NBA Expert Team visit.
- c) The meeting concluded with a note of thanks.

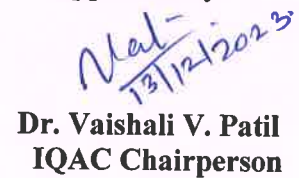
Prepared by


13/12/2023

Dr. S. M. Mahalakshmi Naidu
IQAC Coordinator



Approved by


13/12/2023

Dr. Vaishali V. Patil
IQAC Chairperson



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Internal Quality Assurance Cell (IQAC)

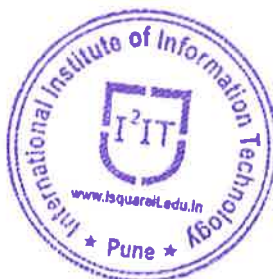
**IQAC Action Plan for Semester-I of AY 2023-24
(Departmental Academic Event Targets)**

07/07/2023

Sr. No.	Event Name	AY 2023-24 Sem-I Target	Remark
1	Augmentation Course/ Content Beyond Syllabus	All subjects of FE, SE, TE, BE (Minimum 5 hours for each subject)	Curriculum GAP filling
2	Add-On Workshop (Compulsory and Free with Certificate)	SE: 01, TE: 01, BE: 01 (Minimum 30 hours per course)	Skills Required by the Industry
3	Value-Added Event/Workshop (Optional and paid by the student, Certificate)	01/Department	State of the Art Technology. It is open for all department students
4	Expert/Guest Lectures and Minimum two webinars of top professional	Minimum Three/Class (Suggested: One/Subject)	Domain Applications/Views by the Industry Experts
5	Industrial Visits	One/ Class (Virtual Mode/Tour as per the feasibility)	Insight Into the Internal Working Process of a Company
6	Student Association Activities	Minimum Three Events (One/Month)	60% Technical and 40% Non-Technical Events
7	Sponsored Projects	60%/Year	Technically/Finacially Sponsored
8	Student Internships	SE: 40%, TE & BE: 50% FE students should be encouraged to go for internship	Paid/Non-paid
9	Student MOOC Certifications (Mentor)	SE: 40%, TE & BE: 60% FE students should be encouraged to do programming related MOOCs	Exposure to incorporate the global resources in the discipline
10	Student Participation in Events (S/N/I) (Mentor)	FE, SE, TE, and BE: Average 40%	Technical as well Non-Technical Activities
11	Events Through MoU Partners	One/MoU/Sem	
12	MoUs	Three/Year/Dept. to be added	Functional MoUs with an Organization with Minimum 50 Employees
13	Grants/ Consultancy	Grant/ Consultancy of minimum One Lakh/Year/Dept.	Govt. or Non-Govt. Agency
14	Publications (Jnl, Conf, Books, Book Chapters etc.)	Min. One/Faculty Member/Sem	Scopus Indexed/ IEEE with DoI
15	Attending FDP/STTP/Conf./WS etc. by Faculty Members	One/Faculty Member/Sem	Self development
16	Conducting FDP/STTP/ Conf./WS etc. for Faculty Members	One/Dept./Sem	Faculty member empoement
17	Faculty Member MOOC Certifications	One/Faculty Member/Sem	Self development towards niche areas
18	Patents	Four /Dept./ Year	Verified by R&D Cell
19	IPR	Eight /Dept./ Year	Verified by R&D Cell

Any subsequent changes during the term would be notified accordingly.

(Dr. S. M. Mahalakshmi Naidu)
IQAC Coordinator



(Dr. Vaishali V. Patil)
Principal



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**IQAC Action Plan for Semester-II of AY 2023-24
(Departmental Academic Event Targets)**

Sr. No.	Event Name	AY 2023-24 Sem-II Target	02/01/2024 Remark
1	Augmentation Course/ Content Beyond Syllabus	All subjects of FE, SE, TE, BE (Minimum 5 hours for each subject)	Curriculum GAP filling
2	Add-On Workshop (Compulsory and Free with Certificate)	SE: 01, TE: 01, BE: 01 (Minimum 30 hours per course)	Skills Required by the Industry
3	Value-Added Event/Workshop (Optional and paid by the student, Certificate)	One/Department	State of the Art Technology. It is open for all department students
4	Expert/Guest Lectures and Minimum two webinars of top professional	Minimum Three/Class (Suggested: One/Subject)	Domain Applications/Views by the Industry Experts
5	Industrial Visits	One/ Class (Virtual Mode/Tour as per the feasibility)	Insight Into the Internal Working Process of a Company
6	Student Association Activities	Minimum Three Events (One/Month)	60% Technical and 40% Non-Technical Events
7	Sponsored Projects	60%/Year	Technically/Finacially Sponsored
8	Student Internships	SE: 40%, TE & BE: 50% FE students should be encouraged to go for internship	Paid/Non-paid
9	Student MOOC Certifications (Mentor)	SE: 40%, TE & BE: 60% FE students should be encouraged to do programming related MOOCs	Exposure to incorporate the global resources in the discipline
10	Student Participation in Events (S/N/I) (Mentor)	FE, SE, TE, and BE: Average 40%	Technical as well Non-Technical Activities
11	Events Through MoU Partners	One/MoU/Sem	
12	MoUs	Three/Year/Dept. to be added	Functional MoUs with an Organization with Minimum 50 Employees
13	Grants/ Consultancy	Grant/ Consultancy of minimum One Lakh/Year/Dept.	Govt. or Non-Govt. Agency
14	Publications (Jnl, Conf, Books, Book Chapters etc.)	Min. One/Faculty Member/Sem	Scopus Indexed/ IEEE with DoI
15	Attending FDP/STTP/Conf./WS etc. by Faculty Members	One/Faculty Member/Sem	Self development
16	Conducting FDP/STTP/ Conf./WS etc. for Faculty Members	One/Dept./Sem	Faculty member empoement
17	Faculty Member MOOC Certifications	One/Faculty Member/Sem	Self development towards niche areas
18	Patents	Four /Dept./ Year	Verified by R&D Cell
19	IPR	Eight /Dept./ Year	Verified by R&D Cell

Any subsequent changes during the term would be notified accordingly.

(Dr. S. M. M. Naidu)
IQAC Coordinator



(Dr. Vaishali V. Patil)
Principal