

**Internal Quality Assurance Cell (IQAC)  
Academic Year 2020 - 21**

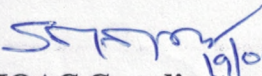
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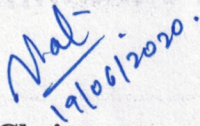
Date: 19/06/2020

**11<sup>th</sup> IQAC MEETING NOTICE**

It is hereby notified that the 11<sup>th</sup> meeting for internal audit of Internal Quality Assurance Cell (IQAC) is planned on Thursday, 2<sup>nd</sup> July 2020 in Board Room (Ground Floor) at 3:00 PM. All departmental IQAC members are invited to attend this meeting and HoDs are invited members. The Agenda of the meeting is attached with this notice.

Please go through it and all concerned are requested to take necessary action in this regard.

  
19/06/2020  
**IQAC Coordinator**  
(Dr. Mohan Mahalakshmi Naidu S.)

  
19/06/2020  
**Chairperson**  
(Dr. Vaishali V. Patil)

**Copy to:** Prof. Ravindra Joshi Senior Teacher, I²IT  
Prof. Deptii Choudhari – Computer Dept., I²IT  
Prof. Manjusha Amritkar – IT Dept., I²IT  
Prof. Anjali Jagtap – E&TC Dept., I²IT  
Prof. Rupali B. Yeole – ES Dept., I²IT  
Dr. Sashikala Mishra – HoD Computer Dept., I²IT  
Dr. Risil Chhatrala – HoD E&TC Dept., I²IT  
Prof. Sarang Saoji – HoD IT Dept., I²IT  
Prof. Rakhi P. Wagh – HoD Engineering Sciences Dept., I²IT

*Handwritten notes:*  
Mishra 19/6/2020  
Deptii 19/6/20  
Manjusha 19/6/20  
Anjali 19/6/20  
Rupali 19/6/20  
Sashikala 19/6/20  
Risil 19/6/20  
Sarang 19/6/20  
Rakhi 19/6/20



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Hope Foundation's

International Institute of Information Technology (I²IT)

Hinjawadi, Pune- 411057

**Internal Quality Assurance Cell (IQAC)  
Academic Year 2020 - 21**

**11<sup>th</sup> IQAC Meeting Agenda**

**Date:** 02/07/2020

**Location:** Board Room (Ground Floor)

**Time:** 3:00 PM

**Called by:** IQAC Coordinator

**Attendees:** Departmental IQAC Committee Members

**Agenda Items:**

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**Single point of agenda of this meeting is to finalize the IQAC file structure and the formats so as to adopt it from this academic year i.e. effective Sem-I of AY2020-21. Any other item as suggested by the committee members with permission of chairperson.**



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International Institute of Information Technology (I²IT)

Hinjawadi, Pune- 411057

Internal Quality Assurance Cell (IQAC)

Academic Year 2020 - 21

11<sup>th</sup> IQAC Meeting Attendance

11<sup>th</sup> IQAC meeting held on 2nd July 2020 at Hope Foundation's International Institute of Information Technology (I²IT), Hinjawadi, Pune- 411057

Members Present:

- Dr. Vaishali Patil – Principal, I²IT
Prof. Ravindra Joshi Senior Teacher, I²IT
Prof. Manjusha Amritkar – IT Dept. I²IT
Prof. Rupali B. Yeole – ES Dept. I²IT
Prof. Deptii Choudhari – Computer Dept. I²IT
Prof. Anjali Jagtap – E&TC Dept., I²IT
Dr. S M Mahalakshmi Naidu – IQAC Coordinator, I²IT

Invited Members:

- Dr. Sashikala Mishra – HoD Computer Dept., I²IT
Dr. Risil Chhatrala – HoD E&TC Dept., I²IT
Prof. Sarang Saoji – HoD IT Dept., I²IT
Prof. Rakhi P.Wagh – HoD Engineering Sciences Dept., I²IT

Handwritten signatures and dates: Nat 02/07/2020, P.S.Y. 02/07/20, Dept 02/07/20, S.M. Mahalakshmi Naidu 2/7/2020, f ol, Chhatrala 2/7/2020, P. Wagh 02/07/2020.

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**Internal Quality Assurance Cell (IQAC)**  
**Academic Year 2020 - 21**

**Minutes of 11<sup>th</sup> IQAC Meeting**

**Date: 09/07/2020**

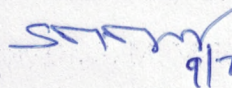
The 11<sup>th</sup> meeting of the Internal Quality Assurance Cell (IQAC) was held in the Board room (Ground Floor) on Thursday, 2nd July 2020 at 3.00 PM.

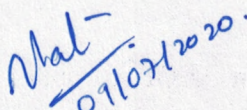
**Members Present:** Dr. Vaishali Patil, Prof. Ravindra Joshi, Prof. Manjusha Amritkar, Prof. Deptii Choudhari, Prof. Anjali Jagtap, Prof. Rupali B. Yeole, Dr. S. M. Mahalakshmi Naidu, Dr. Sashikala Mishra, Dr. Risil Chhatrala, Prof. Sarang Saoji, Prof. Rakhi P. Wagh.

The coordinator, Dr. S. M. Mahalakshmi Naidu welcomed the members to the 10<sup>th</sup> IQAC meeting.

- 1. Approval of Agenda items:** Accepted.
- 2. Review of the 10<sup>th</sup> IQAC minutes of meeting:** IQAC Committee members along with invited heads of the departments have reviewed the minutes of 9<sup>th</sup> IQAC meeting.
- 3. IQAC file structure and format changes:** Based on the inputs received from internal and external members of IQAC committee during the 9<sup>th</sup> meeting, IQAC Committee members resolved in the 10<sup>th</sup> meeting for revision of IQAC file structures. The IQAC departmental members along with coordinator presented the draft of file structure. Head of the department Dr. Risil Chhatrala suggested to include the CO-PO attainment files file in the academic conduction. With other few changes and suggestions from other heads, file structure was finalized. Chairperson, Dr. vaishali V. Patil approved the file structure and informed the HoDs to adopt it from Sem-I of AY 2020-21.

The meeting was concluded with a thank you note from chairperson.

Prepared by,  
  
Dr. S. M. Mahalakshmi Naidu  
IQAC Coordinator

  
Dr. Vaishali V. Patil  
Chairperson