

REPORT ON PAQIC MEETING – III

Academic Year 2025–26 (Odd Semester)

The PAQIC Meeting–III was conducted on 13th November 2025 at 10:30 a.m. in offline mode under the chairmanship of Prof. S. N. Deshpande (HOD). The meeting was organized to review academic and administrative preparedness as per the PAQIC Checklist–III.

The meeting was attended by faculty members holding various academic, administrative, and coordination responsibilities, including NBA/PAQIC coordination, academic coordination, NAAC/AQAR, examination, training and placement, project coordination, mentoring, R&D, NPTEL, and class advising. All invited members were present.

The primary agenda of the meeting was the discussion and verification of documents submitted as per the PAQIC Checklist–III. The meeting commenced with an address outlining the agenda and objectives.

During the meeting, it was confirmed that course exit feedback for all subjects had been successfully collected and submitted by the respective subject teachers. The teaching–learning feedback from IQSE was pending, and it was resolved that the same would be discussed once received.

Unit Test–1 and Unit Test–2 marks were verified and updated in all course files with student signatures. The UT–2 result analysis and supporting documents were assigned to be submitted by the Examination In-charge by 14/11/2025.

The project guidance preparedness was reviewed, and it was noted that term work marks were properly distributed and authenticated. Supporting documents for BE projects and TE projects were assigned to respective coordinators for submission by 20/11/2025.

The final syllabus completion reports and student attendance records were reviewed, and the Academic Coordinator was assigned to submit the consolidated supporting documents to PAQIC by 14/11/2025.

Participation of students in value-added courses, club activities, and training and placement programs was discussed. Reports with attainments and data were allocated to the respective coordinators with defined submission deadlines.

Stakeholder feedback, including parent feedback collected during PTM, was reviewed, and feedback analysis was assigned for submission. Faculty participation in activities outside the institute was also discussed, and verification responsibilities were assigned.

Additionally, discussions were held on best project selection rubrics, lab utilization reports, mentor reports, load distribution for Even Semester 2025–26, and preparation of the academic calendar for the upcoming semester, with clear resolutions and deadlines.

The meeting concluded with confirmation of responsibilities and timelines for document submission to ensure compliance with PAQIC requirements.

PAQIC Coordinator

Prof. Sarita Khedikar

Head of Department

Prof. S. N. Deshpande