

Date: 12/08/2020	Venue: Conference Room, SIT
Time: 1.00 P.M	

The followings points were discussed and resolved in the meeting:

Agenda	Discussion	Decisions
1. Institute Academic Calendar.	<ul style="list-style-type: none"> The Institute academic calendar is to be prepared once the university publishes the same. 	<ul style="list-style-type: none"> All the HODs/In-charges were requested to prepare the draft departmental activity calendar. The same may be finalized after publication of Institute academic calendar.
2. Academic activities	<ul style="list-style-type: none"> Discussions were held about commencement of the odd sem classes for the continuing batches. The members informed that the classes will be conducted in on-line mode. 	<ul style="list-style-type: none"> All the HODs/In-charges were requested to submit the Course description of the courses for record keeping. All the HODs/In-charges were requested to take advantage of the virtual labs for conduction of practical classes. The mapping for Virtual labs were published by MAKAUT on 15.05.2020.
3. Feedback on the Curriculum and its Execution.	<ul style="list-style-type: none"> Feedback analysis reports on the Curriculum and its Execution as received from the different stakeholders were discussed. 	<ul style="list-style-type: none"> It is decided that the following observations by the departments are to be taken care off. <ul style="list-style-type: none"> I. Conducted classes for competitive programming and aptitude practice. II. Training program on “ML using PYTHON. III. Training program on “Industrial Automation”. HODs & the T&P cell is advised to do the needful.
4. Any other issues with the permission of the chairman.	<ul style="list-style-type: none"> It was discussed that looking at the present situation of COVID19, the departments should take initiative to maintain contact with the students for their wellbeing.. 	<ul style="list-style-type: none"> Members informed that the mentors are in touch with their mentees. Depending on the situation many of them are also visiting the department for academic & personal requirements.

The meeting ended conveying thanks to and from the chair.



Chairperson

Academic Committee-AICTE, SIT