

Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) of Vidya Pratishthan's Institute of Information Technology, Baramati.

Date: 9th August 2014

Time: 4.50 pm

Venue: VIIT Conference Hall

The following members attended:-

1. Dr. Amol Goje	: Head of the Institution
2. Mr. Sanjay Jagtap	: Administrative officer
3. Mr. Dhananjay Jamdar	: Nominee from Employer
4. Mr. Ravi Jhala Stakeholder	: Nominee from Industry
5. Dr. R.M Shah	: Member from Management
6. Dr. Rupendra Gaikwad	: Teacher Representative
7. Dr. Rajendra Chaudhari	: Teacher Representative
8. Mr. Dhananjay Bhavsar	: Teacher Representative
9. Ms. Prajakta Dhodapkar	: Teacher Representative
10. Mr. Vijay Jambunathan	: Nominee from Alumni
11. Ms. Anjali Kumari	: Nominee from students
12. Ms. Meghana Sawant	: Nominee from Students
13. Mr. P N Mohite	: Co-Ordinator

Agenda:

1. Formation of Internal Quality Assurance Cell (IQAC) in the institute.
2. To decide objectives of IQAC.
3. Any other business by permission of the chair.

Resolutions:

The above agenda was discussed and following decisions were made:

1. Agenda # 1: Formation of Internal Quality Assurance Cell (IQAC) in the institute.

ATTESTED

DIRECTOR VIIT BARAMATI.

Resolution # 1: As per the directives given by the Local Management Committee of VITI an Internal Quality assurance Cell has been formed. Following are the members of IQAC

1. Dr. Amol Gope	Head of the Institution
2. Mr. Sanjay Jagtap	Administrative officer
3. Mr. Dhananjay Jambdar	Nominee from Employer
4. Mr. Ravi Dhala Stakeholder	Nominee from Industry
5. Dr. R M Shah	Member from Management
6. Dr. Rupendra Gaikwad	Teacher Representative
7. Dr. Rajendra Chaudhari	Teacher Representative
8. Mr. Dhananjay Bhavtar	Teacher Representative
9. Ms. Prajakta Deshpakkar	Teacher Representative
10. Mr. Vijay Jambunathan	Nominee from Alumn
11. Ms. Anjali Kumari	Nominee from students
12. Ms. Meghana Sawant	Nominee from Students
13. Mr. P N Mohite	Co-Ordinator

Agenda # 2: To decide objectives of IQAC.

Resolution # 2: The IQAC members discussed and decided following objectives unanimously

1. To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of VITI
2. To promote measures for institutional functioning towards quality enhancement through quality culture and institutionalization of best practices

ATTESTED
DIRECTOR VITI

DATE	10/11/2018
TIME	

Jr. No. Name and Designation Sign

1. Dr. Amol Goje - Head of the Institution

2. Mr. Sanjay Jagtap - Admin. officer S.ijay

3. Mr. Dhananjay Taudar - Nominee Due from Employer

4. Mr. Ravi Thala - Nominee from Industry Stakeholder gopal

5. Dr. R. M. Shah - Member from Management

6. Dr. Lupendra Gaikwad - Teacher Representative (L)

7. Dr. Rajendra Chaudhari - Teacher Representative

8. Mr. Dhananjay Bhavsar - Teacher Representative DB

9. Ms. Prajarkeri Dhadapkar - Teacher Representative Prakhar

10. Mr. Vijay Tambmathan - Nominee from Alumni Vijay

11. Ms. Anjali Kurni - Nominee from student

12. Ms. Meghana Savoont - Nominee from student Meghana

13. Mr. P. N. Mahite ATTESTED P.N.Mahite

DIRECTOR WIT BARAMATI.

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) of Vidya Pratishthan's Institute of Information Technology, Baramati.

Date: 5th Sept, 2015

Time: 4.00 pm

Venue: VIIT Conference Hall

Agenda:

1. To read and approve the minutes of the previous meeting held on 9th Aug, 2014 at VIIT Conference Hall
2. To formulate mechanism for Academic and administrative Audit to enable improvement of overall performance of VIIT.
3. To initiate action for development of Quality Culture and to devise and follow the best institutional practices.
4. Any other business with the permission of the chairman of Meeting.

ATTESTED

DIRECTOR VIIT BARAMATI.

**VIDYA PRATISHTHAN'S
INSTITUTE OF INFORMATION TECHNOLOGY, BARAMATI**

MINUTES OF MEETING

Committee: **INTERNAL QUALITY ASSURANCE CELL (IQAC)**
Date: **5th September 2015**
Time: **4.00 PM**
Venue: **VIIT Conference Hall**

Following members were present for the meeting.

1. Dr. Amol C. Goje	Chairman, Head of the Institution
2. Mr. Sanjay Jagtap	Admin Officer
3. Mr. Dhananjay Jambdar	Nominee of Employer
4. Mr. Ravi Jhala	Nominee of Industry Stakeholder
5. Dr. R. M. Shah	Member from Management
6. Dr. Rupendra R. Gaikwad	Teacher Representative
7. Dr. Rajendra Chaudhari	Teacher Representative
8. Mr. Dhananjay Bhavasar	Teacher Representative
9. Ms. Prajakta Dhosapkar	Teacher Representative
10. Mr. Vijay Jambunathan	Nominee from Alumni
11. Ms. Anjali Kumari	Nominee from Students
12. Ms. Meghna Sawant	Nominee from Students
13. Mr. P. N. Mohite	Coordinator

Agenda #1: To read and approve the minutes of the meeting held on 9th August 2014.

Resolution #1: The minutes of the meeting held on 9th August 2014 were read and approved.

Agenda #2: To devise a mechanism for Academic and Administrative audit and implement it same fiscal academic year 2015-16.

ATTESTED

DR. VIT BAPNA

The following members attended

- | | | |
|-----------------------------|-------------------------------------|----------------------|
| 1. Dr. Amol Goje | : Head of the Institution | <i>Amol Goje</i> |
| 2. Mr. Sanjay Jagtap | : Administrative officer | <i>Sanjay Jagtap</i> |
| 3. Mr. Dhamanjay Jamdar | : Nominee from Employer | <i>D.J.</i> |
| 4. Mr. Ravi Jhala | : Nominee from Industry Stakeholder | <i>Ravi Jhala</i> |
| 5. Dr. R.M Shah | : Member from Management | |
| 6. Dr. Rupendra Gaikwad | : Teacher Representative | <i>R.G.</i> |
| 7. Dr. Rajendra Chaudhari | : Teacher Representative | <i>R.C.</i> |
| 8. Mr. Dhamanjay Bhavasar | : Teacher Representative | |
| 9. Ms. Prajakta Dhadphalkar | : Teacher Representative | <i>P.D.</i> |
| 10. Mr. Vijay Jambunathan | : Nominee from Alumni | <i>V.J.</i> |
| 11. Ms. Anjali Kumar | : Nominee from students | |
| 12. Ms. Meghanti Sawant | : Nominee from Students | <i>Meghanti</i> |
| 13. Mr. P N Mohite | : Co-Ordinator | <i>P.N. Mohite</i> |

ATTESTED
DIRECTOR VIT BARAMATI.

Resolution #2: It was unanimously decided as per suggestions given by LMC that academic and administrative audit may be conducted through formulation of checklist with appropriate assessment parameters.

The checklist must fetch binary result of yes or no. The members had asked the institute officials to complete such checklist within a month's time.

Agenda #3: To initiate action for development of quality culture and to devise & follow the best international practices.

Resolution #3: It was discussed by the Hon. Members and unanimously decided that involvement of Bharatiya Yuva Shakti Trust (BYSI) and Vasundhara Vahini needs to be encouraged for creating entrepreneurial culture with the help of Haramati Chamber of Commerce and Industries (HCCI) and Haramati Industries Manufacturing Association (HIMA). This collaboration is necessary to enhance the institute's relationship with industry.

Agenda #4: Any other business with the permission of the Hon'ble Chairman of the meeting.

Resolution #4: Following matters were taken for discussion as any other business.

- (i) The members suggested to initiate online feedback mechanism.
- (ii) It was also suggested to refer the IQAC reports of other institutes on NAAC website.
- (iii) It was decided that with reference to the instructions given by the LMC members Team and Train scheme should be followed with the help of SMEs in Haramati MIDC.
- (iv) Another suggestion of inviting industry experts to conduct mock GD and PI has been also accepted unanimously.
- (v) One software for language development, named, Rosetta Stone was suggested by Mr. Ravi Jhala. The committee assured for studying usefulness of the said software for our students.
- (vi) It was suggested to rework on the SWOT analysis of the institute.
- (vii) Chairman Dr. Goje assured to identify the possibility to initiate NSS in our institute.
- (viii) Chairman Dr. Goje proposed the name of Dr. Sateeshchandra Joshi as a Teacher Representative in place of Mr. Dhananjay Bhavsar and also suggested to have four student representatives in place of Ms. Anjali Kumari. The following names be added to the committee:
 - 1) Mr. Haran Vohra- MBA-II
 - 2) Ms. Rutuja Atalkar-MBA-II
 - 3) Ms. Prachi Bhosle- MCA-III
 - 4) Mr. Rakesh Kulkarni- MCA-III
- (ix) The committee accepted his proposals unanimously.

ATTESTED

DIRECTOR-VIT HARAMATI

**VIDYA PRATISHTHAN'S
INSTITUTE OF INFORMATION TECHNOLOGY, BARAMATI**

MINUTES OF MEETING

Committee: **INTERNAL QUALITY ASSURANCE CELL (IQAC)**
Date: **16th May 2016**
Time: **4.00 PM**
Venue: **VIIT Conference Hall**

Following members were present for the meeting.

1. Dr. Amol C. Goje Chairman, Head of the Institution
2. Mr. Sanjay Jagtap Admin Officer
3. Mr. Dhananjay Jamdar Nominee of Employer
4. Mr. Ashish Pallod Nominee of Industry Stakeholder
5. Dr. R. M. Shah Member from Management
6. Dr. Rupendra R. Gaikwad Teacher Representative
7. Dr. Rajendra Chaudhari Teacher Representative
8. Dr. Sateeshchandra Joshi Teacher Representative
9. Mr. Vijay Jambunathan Nominee from Alumni
10. Ms. Meghna Sawant Nominee from Alumni
11. Ms. Anjali Kumari Nominee from Students
12. Mr. P. N. Mohite Coordinator

ATTESTED


DIRECTOR VIIT BARAMATI.

Agenda #1: To - - and approve the minutes of the meeting held on 15th January 2016.

Resolution #1: The minutes of the meeting held on 15th January 2016 were read and approved.

Agenda #2: To welcome of new member Mr.Ashish Pallod in the IQAC

Resolution #2: The membership of Mr.Ashish Pallod was proposed by Mr. Mohite and it was unanimously accepted by all members. They welcomed him with claps.

Agenda #3: To change the Name plates of all committee members as per new appointments.

Resolution #3: It was unanimously decided that the name plates should be replaced with the names of new members in all committees.

Agenda #4: To update about organizing one day Conference on AAA sponsored by NAAC

Resolution #4: The follow up of the said conference will be taken by the IQAC with NAAC and the mechanism to make it a grand success will be planned in due course of time.

Agenda #5: Any other business with the permission of the Hon'ble Chairman of the meeting.

Resolution #5: Following matters were taken for discussion as any other business.

1. To devise a mechanism for Academic and Administrative audit and implement the same from academic year 2015-16.

2. It was also suggested to refer the IQAC reports of other institutes on NAAC Website.

3. It was also decided to streamline the IQAC more effectively Mr.Popat Mohite will coordinate the cell for next two years with the present IQAC members.

4. Mr. Ashish Pallod has given the analytical views and suggestions for raising the standard of the institution qualitatively. Those are as follows:

- a) Tie-up with the SAARC countries for students exchange programme
- b) Admission from the out of state and country need to try for the institute
- c) Inter Collegiate collaborative research need to carry

ATTESTED

DIRECTOR VIIT BARAGAONL

- d) Collaborative research papers need to publish with the other institutions
- e) Foreign language learning facility need to establish. Chinese, French, Spanish languages suggested by him.
- f) Data of the graduating students to be displayed on the institute's website,
- g) Research papers to be published on Google Research/FT45/SCOPUS,
- h) Citation, if any, of research papers written by staff need to display.
- i) Public Perception Feedback mechanism to be implemented.
- j) Data of Academic outcome to be displayed.
- k) Next meeting should be held in the presence of Chairman, IQAC, Dr. Amol Goje

ATTESTED

DIRECTOR VIT BARAMATI

VIIT IQAC MEMBERS

1. Dr. Amol C Goje : Head of the Institution
2. Mr. Sanjay Jagtap : Administrative Officer
3. Mr. Dhananjay Jamdar : Nominee from Employer
4. Mr. Ashish Pallod: Nominee from Industry stakeholder
5. Dr. R.M.Shah: Member from Management
6. Dr. Rupendra Glakwad: Teacher Representative
7. Dr. Rajendra Chuadhari: Teacher Representative
8. Dr. Sateeschandra Joshi: Teacher Representative
9. Ms. Prajka Dhodapkar: Teacher Representative
10. Mr. Vijay Jabunathan : Nominee from Alumni
11. Ms. Meghna Sawant : Nominee from Alumni
- 12 Ms. Anjali Kumari: Nominee from students
13. Mr. Popat Mohite : Coordinator

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ATTESTED

DIRECTOR VIIT BARAMATI.

**VIDYA PRATISHTHAN'S
INSTITUTE OF INFORMATION TECHNOLOGY, BARAMATI**

MINUTES OF MEETING

Committee: **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: **16th May 2016**

Time: **4.00 PM**

Venue: **VIII Conference Hall**

Following members were present for the meeting.

1. Dr. Amol C. Goje	Chairman, Head of the Institution
2. Mr. Sanjay Jagtap	Admin Officer
3. Mr. Dhananjay Jamdar	Nominee of Employer
4. Mr. Ashish Pallod	Nominee of Industry Stakeholder
5. Dr. R. M. Shah	Member from Management
6. Dr. Rupendra R. Gaikwad	Teacher Representative
7. Dr. Rajendra Chaudhari	Teacher Representative
8. Dr. Sateeshchandra Joshi	Teacher Representative
9. Mr. Vijay Jambunathan	Nominee from Alumni
10. Ms. Meghna Sawant	Nominee from Alumni
11. Ms. Anjali Kumari	Nominee from Students
12. Mr. P. N. Mohite	Coordinator

Agenda #1: To read and approve the minutes of the meeting held on 15th January 2016.

Resolution #1: The minutes of the meeting held on 15th January 2016 were read and approved.

ATTESTED

DIRECTOR VIIT BARAMATI

1. To review IQAC related activities held during last semester.
2. Welcome of new member Mr.Ashish Palled in the IQAC.
3. To change the Name plates of all committee members as per new appointments.
4. To update about organizing one day Conference on AAA sponsored by NAAC.
5. AOB

Agenda #2: To welcome of new member Mr.Ashish Palled in the IQAC

Resolution #2: The membership of Mr.Ashish Palled was proposed by Mr. Mohite and it was unanimously accepted by all members. They welcomed him with claps.

Agenda #3: To change the Name plates of all committee members as per new appointments.

Resolution #3: It was unanimously decided that the name plates should be replaced with the names of new members in all committees.

Agenda #4: To update about organizing one day Conference on AAA sponsored by NAAC

Resolution #4: The follow up of the said conference will be taken by the IQAC with NAAC and the mechanism to make it a grand success will be planned in due course of time.

Agenda #5: Any other business with the permission of the Hon'ble Chairman of the meeting.

Resolution #5: Following matters were taken for discussion as any other business.

1. To devise a mechanism for Academic and Administrative audit and implement the same from academic year 2015-16.

2. It was also suggested to refer the IQAC reports of other institutes on NAAC Website.

3. It was also decided to streamline the IQAC more effectively Mr.Popat Mohite will coordinate the cell for next two years with the present IQAC members.

4. Mr. Ashish Palled has given the analytical views and suggestions for raising the standard of the institution qualitatively. Those are as follows:

- a) Tie-up with the SAARC countries for students exchange programme

- b) Admission from the out of state and country need to try for the institute courses

ATTESTED

DIRECTOR VIIT BARAMATI

- c) Inter Collegiate collaborative research need to carry
- d) Collaborative research papers need to publish with the other institutions
- e) Foreign language learning facility need to establish. Chinese, French, Spanish languages suggested by him.
- f) Data of the graduating students to be displayed on the institute's website.
- g) Research papers to be published on Google Research/ET4S/SCOPUS.
- h) Citation, if any, of research papers written by staff need to display.
- i) Public Perception Feedback mechanism to be implemented.
- j) Data of Academic outcome to be displayed.
- k) Next meeting should be held in the presence of Chairman, IQAC, Dr. Amol Goje

ATTESTED

DIRECTOR VIT BARAMATI.

Date: 29th April 2017

Venue: VJIT Conference Hall

Time: 3.00 pm

Following members were present for the meeting.

1. Dr. Amol C. Goje (Chairman,
Head of the institute) *Amol G.*

2. Mr. Sanjay Jagtap (Admin. officer) *Sanjay J.*

3. Mr. Dhananjay Tawader (Nominee of
Employer) *D.T.*

4. Mr. Ashish Palkod (Nominee of
Industry) *A.P.*

5. Dr. R.M. Shah (Member, Management) *R.M.S.*

6. Dr. R.R. Gaikwad (Teacher Rep.) *R.R.G.*

7. Dr. R.D. Chaudhari (Teacher Rep.)

8. Dr. S.P. Toshi (Teacher Rep.) *S.P.T.*

9. Ms. Rohini Gaikwad (Teacher Rep.) *Rohini G.*

10. Mr. Vijay Tambunathan (Nominee
of Alumni) *Vijay T.*

ATTESTED Ms. Meghna Sawant (Nominee
of Alumni) *Meghna S.*

DIRECTOR VIIT BARAVALI

Mr. P.N. Mohite (Coordinator) *P.N.M.*

Agenda

1. To read and confirm the minutes of last meeting
2. To review TQC related activities held during last semester
3. To upgrade and enhance Teaching and Learning process, new mechanism for students evaluation to be developed
4. To organise free Workshops for the aspirant of MCA and MBA courses.
5. To upgrade the essential Skill through Faculty Development Programme (FDP) and the Administrative Staff Development Programme.
6. To understand the new updates of the corporate world in connection with Syllabus and incorporate same. Such new updates in teaching process, fifteen days programme to be organised for the faculty members to gain more Practical Learning with the industries of Baramati MIDC
7. Any other Business with the permission of the Chair.

ATTESTED

SECTOR MIT BARAMATI

Agenda 1: To read and confirm of last meeting held on 12th May, 2016.

Resolution 1: The minutes of meeting held on 12th May, 2016 was read by Prof. Popat while CECOC Coordinator and approved unanimately by all the members.

Agenda 2: To review IIMC related activities held during last Semester 2016-17.

Resolution 2: The following major activities were highlighted there -

1. IIMC Sponsored IASL pro programme was conducted on 17th Feb 2017.
2. Student driven activities were conducted for their academic and overall development of students. Around 100 placement drives were carried out. Foot print work for academic year 2016-17 is in progress.
3. Entrepreneurial Awareness Camps were conducted for the students of the vicinity of Government Technical.
4. BIST programmes were regularly conducted once in a month to motivate student entrepreneurship.
5. Industrial Visit to various places were organized for different specializations like SISL, Labour Law, Industrial Court, RBL Bank, Kite, Moga, Major Perfumes, Gurugram, Ray Stree. Excursion was arranged for the students to know about environmental diversity.

ATTESTED

RECTOR JYOTI BHAWNA

Agenda 3: To upgrade and enhance Teaching and Learning process new mechanism would be initiated students evaluation to be developed.

Resolution 3:

To strengthen students overall academic excellence the new mechanism would be initiated in the respective areas & the quality enhancement will remain the prime motto during such initiatives.

Webinar will be one of the parameter for teaching learning process and it will be evaluated by the faculty members by conducting aptitude or presentation of the students

The new trends of Teaching Methodology are to be invented by the respective faculty members. They need to be more flexible.

To excel globally, the student would be given exposure to learn at least one foreign language during their team tenure. The necessary planning would be done by Dr. Rupendra Chakraborty / Dr. Sateek Joshi / Prof. Purna Majhi. The budget of the same would be put for the further approval of the Director

To make more vibrant Entrepreneurial programme, MSME to be contacted for necessary funding process.

ATTESTED

DIRECTOR VIT Bhubaneshwar It was unanimously decided to strengthen assessment quality of internal papers. The papers to be seen and checked by outside experts.

contd-

Agenda 4: To organize free workshops for the aspirant of MCA and MBA courses
 Resolution 4: The required module has been prepared by the respective MCA & MBA faculty accordingly.

Agenda 5: To upgrade the essential skills through Faculty Development Programme to be organised.

Resolution 5: To upgrade the essential skills among faculty and Administrative staff one day programme would be planned by us. Dr. Rupendra Gaikwad Dr. Sureshchandra Joshi will take care of the faculty development programme. Dates of the above programmes would be finalized after having consultation with the concerned stakeholders.

Agenda 6: Industry Training programme for the faculty members to update their knowledge with industry.

Resolution 6: From 20th June to 30th June, 2017 each of the faculty members would visit the industry and the allotment of the industries will be done once we receive the acceptance from the industry for the said training.

Agenda 7: Any other Business within the permission of the Chair.

Resolution 7: Mr. Ashish Paliwal Sir ATTESTED suggested to access SAARC Country network for MBA and MCA admission. DIRECTOR VIJAY BARAIKATI, The said task is planned as under

To attract SAARC Country those are Afghanistan, Bangladesh, Bhutan, India, Nepal, Maldives, Pakistan & Sri Lanka for Student for MBA and MCA programme. Dr. Rupendra Gaikwad & Mr. Satyendra Joshi would work on it. The budget for the same would be put for the further approval to the authority.

The faculty exchange programme would be initiated within the SAARC countries and will be initiated by Dr. Gaikwad & Dr. Joshi. Dr. for To increase the public image the following plans will be initiated as follows-

Faculty collaborative research activities would take place next year onwards for BCSD research projects.

NIRF data will be filled up by the office in given stipulated period Dr. Joshi & Dr. Gaikwad will lead this activity.

VIIT youtube channel to be prepared and regularly updated by Ms. Rohini Gaikwad and Ms. Kalpana Nagthane. The technical staff will help for the same.

The meeting ended with the vote of thanks by Prof. P.P. Mohite.

ATTESTED

DIRECTOR VIIT BARAONI

Date - 07/10/2017

Venue - VIIT Conference Hall

Following members were present for the meeting

1. Dr. Amol C. Gade (Chairman - Head of Institute)
2. Mr. Sanjay Jagtap (Admin. Officer) - ~~Mr.~~
3. Mr. Dhananjay Tamdar (Nominee of - ~~Mr.~~ Employer)
4. Mr. Ashish Paliwal (Nominee of Industry) ~~Mr.~~
5. Dr. R.M. Shah (Member Management) ~~for~~
6. Dr. R.R. Gaikwad (Teacher Rep) - ~~Mr.~~
7. Dr. S.P. Joshi (Teacher Rep) - ~~Mr.~~
8. Ms. Rehini Gaikwad (Teacher Rep) - ~~Mr.~~
9. Mr. Vijay Jambunathan (Nominee of - ~~Alumni~~)
10. Ms. Meghna Sawant (Nominee of - ~~Alumni~~)
11. Mr. P.N. Mohite (Coordinator) - ~~Mr.~~

{ ATTESTED

DIRECTOR VIIT BARAULI

(TQAC Meeting)

Agenda

Date - 07-11-01-2017

Time - 9.30 am

Venue - VIT Conference Hall

1. To read and confirm the minutes of last meeting
2. To review and discuss AQAR for 2016-17
3. To brief the committee about the steps taken to pursue Academic and Administrative Audit for the year 2016-17.
4. To upgrade the essential skills through Faculty Development Programme (FDP) and the Administrative staff development to be organised
5. To Plan Industry Training Programme for our faculty members to update their knowledge with industry after 1st Term End (Last week of December-2017)
6. AOB with the permission of Chair

ATTESTED

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DIRECTOR VIT BARAATI.

Minutes of Meeting

Date - 7th October 2017

Time: 9.30 am

Venue - Conference Room

Agenda 1: To read & confirm the minutes of last meeting held on 29th April, 2017

Resolution: The minutes of the meeting held on 29th April, 2017 were read by

Prof. Rakesh N. Motilal (TQAC coordinator) and approved unanimously by all the members.

Agenda 2: To review and discuss AQAR for 2016-17

Resolution 2: Report of AQAR 2016-17 was kept before the meeting. The following major activities were highlighted here-

1. Student Driven Activities were conducted for their academic and overall development of students. 110 activities were carried out. Footprint work for academic year 2016-17 is final and will be displayed on the website soon.

2. Entrepreneurial Awareness Camps (Total eight) were conducted for the students of vicinity of Beramati Tahsil.

3. BYST Programmes were regularly conducted once in a month to motivate aspiring entrepreneurs.

Agenda 3: To brief the committee about the steps taken to pursue Academic and Administrative Audit for the year 2015-16

ATTESTED
RECTOR VIIT BARAONI

Resolution 3: The focus will be on strengthening the weak areas so that the

Agenda 4: The faculty and Administrative Staff were motivated.

Agenda 5: To upgrade the essential skills through Faculty Development Programme (FDP) and the administrative Staff Development Programme to be organised

Resolution 4: The faculty and Administrative Staff motivated to attend (FDP) Invited FDP were conducted to bridge the gap between expected & actual outcome

Agenda 5: To plan Industry Training

Programme for our Faculty members to update their knowledge with industry after the 1st Term (Last week of December -2017)

Agenda 6: AOB with permission of Chair

Resolution 6:

IRAC members did the following discussion and unanimously accepted the action plan as discussed. The detailed discussions are as follows-

Mr. Ashish Patted - gave the brief "Industrial visits are necessary to gain the practical knowledge apart from the theory".

Prof. Popat Motile - gave the briefing ~~ATTESTED~~ that Institute students had visited various industries to gain practical knowledge. Industrial visits were organised for different speciality such as E&TC, Labour Court, Industrial court, RBS-Durg, JKUK-Malegaon, Cetechking PIA Ltd., Benchmark, etc. Rajasthani excursion was also arranged for the students to know about Chirannu and its diversification.

Dr. Anmol Goje proposed to have feedback about such visits. Prof. Papat Maitra suggested that such feedbacks had been taken. The students were given assignments. These are returned to them at the end of the semester. He further stated that such written as well as video record as sample feedback will be kept for evidence purpose.

Mr. Ashish Pallos further emphasised on the Guest Lecturer series importance. Guest sessions to be planned with the help of present Industry TAAC members and have practical input.

Accordingly, this semester five guest sessions were conducted.

Dr. Anmol Goje suggested that the institute must conduct at least 20 guest sessions for both the programme (CMBN/MET) The list of the same will have to be prepared accordingly to facilitate this activity. The sub-committee will meet at least once in a month.

Dr. Anmol Goje further insisted to have students innovation through their hobbies which will help their self development. Students those who are interested to be identified and such students must go for online certificate courses per semester.

ATTESTED
DIRECTOR VII BAPMATH
Ashish Pallos stated that Institute must see itself among top 50 in the NIRF ranking process at least next year. He shared the concern of

appropriately take care

Dr. Anmol Gajre assured the next year
MIRF process and care will be taken
accordingly in this regard

Mr. Ashish Patilas pointed out the
admission area of foreign student
of Indo-Afghan student recharge
programme and Maharashtra overseas
Places like Belgaum etc.

Dr. Anmol Gajre has supported the above
proposed thought and assured that 2018-19
admission will be taken care by the
Institute (such Admissions campaign will
be planned at the places like Belgaum
etc.)

Mr. Ashish Patilas stated that
consultancy assignments are to be
inversed by raising the necessary
evidence of the consultancy & obtain
the approval from the management
Dr. Anmol Gajre has expressed that
a such consultancy has been done by
him but without any charge to
the concerned parties.

The meeting ended with vote
of thanks by Prof. Prof. Rakesh Mahale

ATTESTED

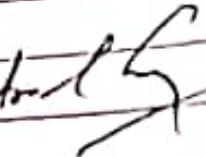
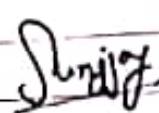
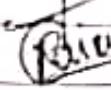
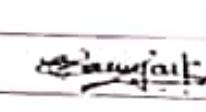
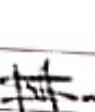
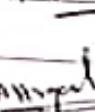
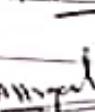
DIRECTOR VIT BARAONI

Internal Quality Assurance Cell (IQAC)

PAGE NO.
DATE

Date : 29/06/2018 Time : 11.30 am
Venue :- VIT, Conference Hall.

following members were present for the meeting,

1. Dr. Amol C. Giroje (Chairman & Head of the institution) 
2. Mr. Sanjay Jagtap (Admin. officer) 
3. Mr. Dhananjay Tamdar (Nominee of employer) 
4. Mr. Ashish Palle (Nominee of Industry) 
5. Dr. R. M. Shah (Member from management) 
6. Dr. Saleeshchandra Joshi (Teacher Rep.) 
7. Mr. Rohini Gaikwad (Teacher Rep.) 
8. Mr. Mayank Kothawade (Proposed Teacher Rep.) 
9. Ms. Manisha Shelkonde (Proposed Teacher Rep.) 
10. Ms. Meghna Sawant (Proposed, TPO) 
11. Mr. Asmita Aragade (Proposed Admin. officer) 
Account. 
12. Mr. Vijay Jambunathan (Alumni Representative) 
13. Mr. Sandeep Nimbalkar (co-ordinator) 

DIRECTOR OF PARAMATI.

Agenda 1 : To read and confirm the minutes of the last meeting held on 7th October 2017.

Resolution 1 :- The minute of the meeting held on 7th October 2017 were read by Mr. Sagar Nimbalkar (TAC Coordinator) and approved unanimously by all the members.

Agenda 2 : To introduce new members of TAC

Resolution 2 : According to new guidelines of NAAC regarding composition of TAC following members are proposed and approved unanimously by all.

Sr. No.	New member	In place of
1	Ms. Manisha Shelkande (Teacher-Rep)	Dr. P.P. Gaikwad
2	Mr. Mayank Kothawade (Teacher-Rep)	Dr. R.D. Chavhan
3	Mr. Amilca Arjade (Admin. Rep)	Newly proposed
4	ML. Mejhana Savani (TPO)	Newly proposed
5	Need to propose Alumni representative (MCH)	Mr. Vijay Samantekar
6	Need to propose alumni representative (MGA)	Mr. Mukund Savan
7	Need to propose student representative (MCH)	Newly proposed
8	Need to propose student representative (MGA)	Newly proposed
9	Mr. Sagar Nimbalkar (Coordinator)	Mr. P.N. Mahite

It was resolved that alumni representation and student representative should be decided through discussions in the staff meeting.

Agenda 3 :- To review and discuss AQAR for 2017-18

Resolution 3 : As per NAAC AQAR 2017-18 should be prepared for the period 1st July 2017 to 30th June 2018. Accordingly the work is initiated for drafting of AQAR with the help of Footprint (A comprehensive document with record of activities conducted through the said period). It is proposed that the draft of the AQAR should be ready by 31st July 2018 against the deadline 9-31st Dec 2018 laid by NAAC Bangalore.

ATTESTED

PROFESSOR VITTHAL BAPNA (The activities conducted through the said period). It is proposed that the draft of the AQAR should be ready by 31st July 2018 against the deadline 9-31st Dec 2018 laid by NAAC Bangalore.

It was also decided to resolve that a review of AQAR will be done by

REC No.	
DATE	

Will be taken in the next meeting of TQAC scheduled in the last week of September 2017.

Agenda #4: To discuss the new guidelines for composition of TQAC and submission of AQR from July 2016 laid down by NAAC.

Resolution #4: The new guidelines for composition of TQAC and composition submission of AQR from July 2016 laid down by NAAC were reviewed and accordingly following was resolved.

- i. Appropriate constitution of TQAC
- ii. Frequency of the meeting: Four meetings in an academic year. It was decided that TQAC should meet once in a quarter. Accordingly it was decided that the meetings would be scheduled in the last week of month of September, December, March and June on a convenient day for all members.
- iii) The TQAC may create its exclusive window tab on its institution's website for keeping the records/file & NAAC, Peer Review Reports, AQR and certificate & Accreditation outcomes and regularly upload / report on its activities, as well as for hosting the AQR.

Agenda #5: AOB with the permission of chair.

Resolution #5: The following things were suggested by Mr. Ashish Patil,

- a. Institute's Website: Institute's website is updated but it ~~should~~ be more user friendly.
- b. Needs assessment activity should be carried out before conducting training programs for skills development (either for students or staff), through surveys.
- c. Profiling of students should be done in order to identify their needs and prepare action plan accordingly.
- d. More number of students should be encouraged to do it.

- e. staff members should develop rapport with the HR and respective departmental managers such as, finance, marketing, etc. of the companies in the vicinity.
- f. Activities should be conducted to develop analytical thinking skills among students.
- g. NJRTE should be taken seriously.
- h. In case of effects related to the admissions, concerned students & VP should be convened for their choice of the institute and reasons for their choice.
- i. During parents meeting, focus should be on career guidance.
- j. In case of student activities (elets, IT and RT meets), part of the funding should be done by institute.

Director sir, the teacher's representatives, training and placement offices informed about the kind of activities that have taken place in the institution during the last academic year (2017-18).

The meeting ended with vote of thanks by Dr. Sateeshwar Joshi.

ATTESTED

DIRECTOR VIIT BARAMATI.

Internal Quality Assurance Cell (IQAC)

Meeting

Date : 01/12/2018

Time : 10.30 am

Venue : VIIT, Conference Hall

Following members were present for the meeting.

1. Dr. Saleeshchandra Joshi (I/c Director) ~~not present~~
2. Mr. Sarjay Jagtap (Admin. officer)
3. Mr. Dhananjay Tamdar (Nominee of employer) ~~not present~~
4. Mr. Ashish Paliwal (Nominee of industry) ~~not present~~
5. Dr. R. M. Shah (Member from management) ~~not present~~
6. Mr. Rehini Gaikwad (Teacher Rep.)
7. Mr. Mayank Kothawade (Teacher Rep.) ~~not present~~
8. Mr. Manisha Shelkonde (Teacher Rep.) ~~not present~~
9. Ms. Mejhana Sawant (T.P.O.) ~~not present~~
10. Mrs. Armita Argade (Admin. officer-Account) ~~not present~~
11. Ms. Vaishnavi Tilekar (Alumni Rep.) ~~not present~~
12. Mrs. Gauri Sure-Pawar (Alumni Rep.)
13. ~~Mr. Bevin Bazel (Student Rep.)~~ ~~not present~~
14. ~~Mr. Prashant Jaiswal (Student Rep.)~~ ~~not present~~

ATTESTED
DIRECTOR VIIT & PROFOUND INDIA FOUNDATION
Dr. Dhananjay Tamdar (Student Rep.) ~~not present~~

Agenda -1 : To read and confirm the minutes of the last meeting held on 29th June 2018.

Resolution -1 : The minutes of the meeting held on 29th June were read by Mr. Sagar Himborkar (JQAC co-ordinator) and approved unanimously by all the members.

Agenda -2 : To introduce new members of JQAC

Resolution 2 : As decided in the previous meeting 1st July through discussion with staff members, alumni and Student representatives were nominated and selected as follows,

SR.NO.	Level of representation	Name of member
1	Alumni Representation (MCA)	Mr. Vaishnavi Tilolo
2	Alumni Representation (ITB)	Ms. Gauri Surepura
3	Student Representation (MCA)	Mr. Pravin Bajaj
4	Student Representation (MSc)	Ms. Shradha Tambe

Agenda 3 : To review and discuss AQAR and DDI for 2017-18.

Resolution 3 : As per NAAC, AQAR 2017-18 is prepared for the period 1st July 2017 to 30th June 2018. The said report is uploaded on the institute's website and submitted to NAAC through email. Academic & Administrative Audit report is also presented in the meeting and areas to work in for improvement have been identified.

Agenda 4 : To discuss the new guidelines for composition of JQAC and submission of AQAR from July 2018 laid down by NAAC

ATTESTED DIRECTOR VIIT BARAVALI (HOD) 4 : The new guidelines for composition of JQAC and submission of AQAR from July 2018 laid down by NAAC were reviewed and accordingly following was resolved
No

meet the			
team			

- i. Appropriate composition of JBNB.
- ii. Frequency of meetings: Four meetings in an academic year. It was decided that JBNB should meet once in a quarter. Accordingly it was decided that the meetings would be scheduled in last week of month of September, December, March and June as a convenient day for all members.
- iii. The JBNB may create its exclusive window stub on its institutional website for keeping the records/files of NBNB, Peer team reports, DAIR and Certificate of Accreditation outcomes and regularly upload/report on its activities, as well as for hosting the DAIR.

Appendix S:- AOB with the permission of chair.

Resolution S:- The following points were discussed with the permission of chair,

- a. Mr. Palled suggested some website related things, such as differentiating staff commitment from students, importance of placement fees, infrastructure and NBNB ranking tabs.
- Students profiling should be done in order to match skill set and industry.

International Internships Opportunities should be tapped especially with SHNRC.

Institute should think of providing QSI guidance to the aspirants from engineering colleges (VPHBCOL, Baroda). He also suggested to Dr. R.M. Shah for liberal funding policy of Institute to student organized events. As per funding is concerned, there should be a

ATTESTED sponsorship committee of the students.

DIRECTOR VITAE
Individual assignments should be given to students.

for present students.

Expectations of present students and alumni
feedback should be given importance for
improvement in present practices.

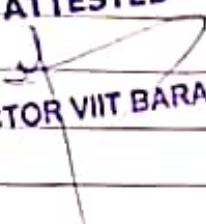
Students should speak in english. In this con-
text he suggested some activities such as don on
Hindi and Marathi for seven days etc

b. Mr. Dhananjay Tamdar suggested focusing on
organization of job drives in the institute.

c. Ms. Vaishnavi Tilekar (Alumni Representative)
& Mr. Shradha Tamdade (Student Representative)
expressed their views on student driven
activities conducted by the institute

The meeting ended with vote of thanks by
Mr. Sagar Nimbalkar.

ATTESTED


DIRECTOR VIIT BARAMATI.

REC'D NO.

Internal Quality Assurance Cell (CJQAC)

Date: 16/05/2019

Time: 3:00 pm

Venue: VIT, Conference Hall.

following members were present for the meeting.

1. Dr. Sateeshchandra Joshi (TIC Director) ~~Chairman~~
2. Mr. Sanjay Jagtap (Admin. Officer) ~~Secretary~~
3. Mr. Dhananjay Samdar (Nominee of employer)
4. Mr. Ashish Pallod (Nominee of industry) ~~Chairman~~
5. Dr. R. M. Shah (Member from management) ~~Secretary~~
6. Mr. Mayank Kathawade (Teacher Rep.) ~~Secretary~~
7. Ms. Manisha Sholtande (Teacher Rep.) ~~Other~~
8. Ms. Meghna Sawant (TPO) ~~Secretary~~
16/05/19
9. Mrs. Asmita Argade (Admin Officer Accounts) ~~Chairman~~
16/05/19
10. Ms. Vaishnavi Tikekar (Alumni Rep.)
11. Ms. Gauri Sure-Pawar (Alumni Rep.)
12. Ms. Pravin Bagal (Student Rep.) ~~Secretary~~
16/05/19

ATTESTED Mr. Shradha Tamdade (Student Rep.) ~~Secretary~~

DIRECTOR VIT BARAONI Sagar Nimbalkar (Co-ordinator) ~~Secretary~~

Agenda #1: To read and confirm the minutes of the last m held on 1st December 2018.

Resolution #1: The minutes of the meeting held on 1st Decemb 2018 were read by Mr. Sagar Nimbalkar (SANC-co-ordinator) and approved unanimously by all the members.

Agenda #2: To brief about action taken on resolutions of previous meeting:

Resolution #2: Dr. Satishchandra Joshi, M-chancellor director briefed about the action taken on the resolutions of the previous meeting such as,

New members, (student representatives and alumini) representatives are incorporated.

AQAR and APP for 2017-18 uploaded and submitted to NAAC through email.

AQAR for 2018-2019 will be compiled as per new guidelin Institute has already created space for uploading varie reports such as AQAR, APP etc on its website.

Suggestions of Mr. Poddar are being implemented in a phased manner, owing to the dearth of faculties.

Job fairs as suggested by Mr. Jamdar will be organis in the forthcoming academic year.

Agenda #3: Inform the committee about the updates of events took place since last meeting.

Resolution #3: All the events took place since last SANC meeting (01/12/2018) were briefed by Dr. Satishchandra Joshi. The events took place are like,

ATTESTED) Staff meeting for subject allocation and internal FDP - 11

i) Governing council meeting - 24/11/2018

DIRECTOR VIT BARAONI) Awareness campaign - an outreach activity - 24/11/2018

ii) Commencement of academic sessions for MBA & MCA - 01/01

iii) Pandharpur School children visit to VIT - 04/01/2019

iv) Expert talk on "Digital Marketing - Anomies, facets and busi

v) opportunities" at VIT, Baraon - 05/01/2019

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- viii) Boramati Industrial Estate (CIVIL) Project's survey - 8/01/2019.
- ix) Chandrapur mobile computing van project visit - 14th, 15th Jan 2019.
- x) Brainwave - 2019 - 17/01/2019
- xi) Pariksha Pe Charcha - PM Mr. Narendra Modi's interaction Live. 29th Jan 2019.
- xii) Budget Session - live telecast - 1st Feb. 2019.
- xiii) "Facts & cyber security" by Mr. Mayank Kothawade - 1st and 2nd February 2019.
- xiv) Mr. Suresh Kulkarni interaction with students - 6 Feb. 2019.
- xv) Foundation day / Vardhman Din 'Y' 11/5 - 12 Feb. 2019.
- xvi) JC3 regional forum Beramati - 12 Feb. 2019.
- xvii) Six Sigma Green belt certification programme - 22nd to 24th Feb. 2019.
- xviii) How to crack CET workshops - 23 Feb. 2019.
- xix) Industrial visit - 12 March 2019.
- xx) C-ITBM - 2019 - 14th and 15th March 2019.
- xxi) Guest session on Emotional Intelligence - 22 March 2019.
- xxii) Rubicon Experts session - 6th and 7th March 2019.
- xxiii) Session for heads & deans/heads of departments and institutions within Vidyarthikhan's campus - C-DNC and other courses being offered by VIII, 30th March 2019.
- xxiv) Farewell party for seniors - 12th April 2019.

Agenda #4 : Regarding preparation for second cycle of NAAC.

Resolution #4: All pre-preparation for second cycle of NAAC, academic files as required by NAAC are being compiled (Last Date 30th June 2019).

Plan to compile annuals (chapter wise). File used for re-purpose.

ATTESTED
in academic year "Footprint"

necessary staff members archiving recruited

DIRECTOR VIIT BARAMATI.

Agenda #5: Plans for next academic year

Resolution #5: Dr. Salreshchandra Joshi proposed following plan.

1. To ensure that every teaching session has a last 10 minutes ensuring a take away skill.
2. The skills imparted would be practised at skill lab designated at 11th floor and supervised by TPO.
3. The students will be warned to be compulsorily attending
 - a. Class sessions (8.30 to 1.30)
 - b. Lab sessions (8.30 to 1.30)
 - c. Library sessions (8.30 to 1.30)
 - d. Skill sessions (2.30 to 4.30) or the student must work part and produce relevant certificate to that effect.
4. Three phased action plan,
 - i) To connect with city based institutions for student and faculty exchange as a result of MOU.
 - ii) To connect with other state based institutions for student and faculty exchange as a result of MOU.
 - iii) To liaise with foreign universities and institutions : student and faculty exchange through MOU.

Agenda #6: Review of admissions process for academic year 2019-20.

Resolution #6 The efforts taken for admissions of next academic year 2019-20 are briefed by Mr. Salreshchand Joshi.

Around 20 undergraduate colleges are visited by team of faculty members for career guidance, offer MCA & MR. awareness & MH-CET and details of interested candidate. Through this activity, we have database of 1072 undergraduate students.

1. Details & registration for MH-CET 2019.

ATTESTED

RECTOR VIIT BARHAMATI.

Sr. NO.	Program	No. of registered students
1	MBA	~6
2	MCA	55.



2. One day workshop "How to crack MH-CET."

- * A workshop was organized on 23rd Feb. 2019 to guide students aspiring for MBA and MCA.
- * Resource persons were in-house faculty members.
- * Total 85 students registered for the workshop.

3. Promotional activities for MH-CET and one day workshop.

- * Through Varanasi Community Radio, a jingle is broadcasted for creating awareness of MH-CET 2019 for both the courses.
- * Through multi-sms software, students are communicated about CET registration schedule.

4. Bridge course is designed to facilitate MBA and MCA aspirants and it is scheduled on 17th Mar. 2019.

Agenda of T: AOB with the permission of Chair.

- a. Mr. Poddar suggested that special counseling sessions of engineering graduates who are aspiring for MBA should be organized.
He also suggested that placements of the institute should get wide publicity so that talented students will aspire for MBA/MCA programs of VIT.

He suggested other workshops or seminars, students should be asked to complete related assignments.

- b. Dr. Shah suggested in order to improve communication skills of the students, separate classes of English language should be taken.

- c. Mrs. Mejhna Savant (TPO) informed about the placements secured by MBA (66%) and MCA (63%) student.

ATTESTED

DIRECTOR VIIT PARAMATH
Meeting ended with vote of thanks by
Mr. Sagar Nimbalkar

Internal Quality Assurance Cell (IGAC)

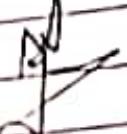
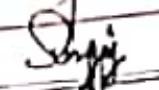
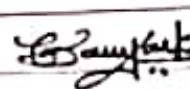
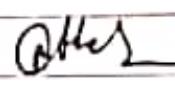
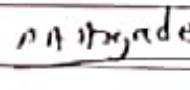
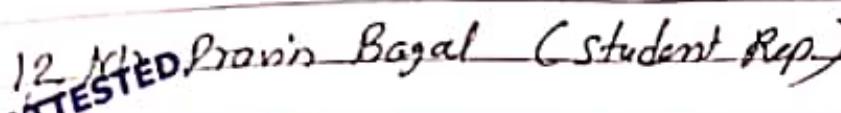
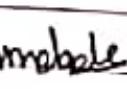
meeting.

Date: 18/12/2019

Time: 3:00 PM

Venue: VIIT, Conference Hall

Following members were present for the meeting:

1. Dr. Saleeshchandra Jesti (C/I/C Director) 
2. Mr. Sanjay Jagtap (Admin. Officer) 
3. Mr. Dhananjay Jamdar (Nominee of Employer)
4. Mr. Ashish Palled (Nominee of Industry) 
5. Dr. R.M. Shah (member from management) 
6. Mr. Mayank Kolhawade (Teacher Rep.) 
7. Ms. Manisha Sherkar (Teacher Rep.) 
8. Mrs. Meghna Sawant (TPO)
9. Mrs. Asmita Argade (Admin. Officer, Accounts) 
10. Ms. Vaishnavi Tilakar (Alumni Rep.)
11. Ms. Gauni Sure-Pawar (Alumni Rep.)
12. ~~Pravin Bagal~~ (Student Rep.) 
~~ATTESTED~~
13. ~~Neeraj Radha Jamdade~~ (Student Rep.) 
~~DIRECTOR VIETNAMAT~~
14. Mr. Sagar Nimbalkar (Co-ordinator) 

Agorenda #1: To read and confirm the minutes of last meeting held on 16th May 2013.

Resolution #1: The minutes of the meeting held on 16th May 2013 was read by Mr. Sajeev, Coordinator, IITAC Committee and approved unanimously by all the members.

Agorenda #2: To brief about actions taken on resolution of the previous meeting.

Resolution #2: The IITAC Coordinator gave a brief detailing of actions taken on resolutions of the previous meeting.

Meeting: 16/05/2013

Action taken report-IITAC meeting.

To implement decision of the above mentioned meeting of IITAC, the following actions taken.

Decisions	Actions
To upload and submit AGAR, AGPR and AAA for 2017-18 and AAA for 2018-19 to NANC thru email.	uploaded and submitted to NANC through mail
To create space for uploading initiates has already created various reports such as AGAR, AAA etc on its website.	space for uploading various reports such as AGAR, AAA etc on its website.
To prepare for a second cycle Academic files as required by IITAC, plan to compile research (Chapt. wise), file used date 30 th April 2013, to submit for the purpose is respective year midpoint.	IITAC are being compiled (for year 2013-14) to be compiled till mid 2014
ATTESTED: DIRECTOR VIIT BATHURU necessary staff members are appointed.	All the appointments are being made in accordance of the requirements
To prepare plan for next academic year 2013-14	Plan for next academic year has been formulated

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Decisions	Actions
To review admission process for 2019-2020	The scenario is being continuously reviewed
To consider and implement suggestions given by NACC members from time to time on various activities such as Counseling, Engineering, Review & improvement in students to seek admissions, Overall quality and creation of institutional brand.	Suggestions & honourable members' recommendations such as Counseling, Engineering, Review & improvement in students to seek admissions, Overall quality and creation of institutional brand, publicity & programs etc. are being seriously implemented. Document record has been regularly published thru institution's website.

Agenda #3: To consider and approve AGAR 18-19
(Concise submission)

Resolution #3: AGAR for 2018-19 is to be submitted online as per the guidelines of NAAC. The report is compiled and is ready for upload. However in view of TQFA submission, the second cycle file link for upload is not activated yet.

Agenda #4: To summarize the events for first term of academic year 2018-19.

Resolution #4: Various events, those took place between last and current meeting were briefed by incharge director to all the honorable members. Members expressed their gratitude on the events took place. They suggested more such events must take place to enhance job related skills.

ATTESTED

DIRECTOR VIIT, BARBATH important activities are viz. Campus drive, Infrys and Land & Finance Ltd., Teacher's day, Reading Hour, Induction program, 'Human' soft skills.

Agenda #5: To consider and approve proposal for submitting online journals and e-books for academic year 2019-20.

Resolution #5: The matter was discussed and after deliberations it was suggested that after reviewing the quantum of budget to be spent, appropriate proportion be spent on online journals and/or e-books, it should be in line with the recommendations of appropriate authorities like AICTE, DSE etc.

Agenda #6: Regarding preparation for second cycle of NAAC.

Resolution #6: In-charge director and SBAC Co-ordinator gave a brief about second cycle of NAAC. The preparation stage is on. All the staff members are actively participating in documentations required to support second cycle of NAAC.

Agenda #7: AOB with the permission of chair.

Resolution #7: Following matters were deliberated up
a. Mr. Ashish Patel suggested related to appointment of permanent staff, inputs for the students apart from syllabus, centralized placement cell and library facilities (for selected online resources such as research journals and databases) for video prashikshan.

b. Dr. R.M. Shah suggested having sessions for students to improve their English communication skills.

The meeting ends with vote of thanks by Mr. Sajeev Limbalker.

ATTESTED

DIRECTOR VIIT BARAMATI.