Bansilal Ramnath Agarwal Charitable Trust's
Vishwakarma Institute of Information Technology, Pune

Ref : VI-K/Gen/2018-19/   Date : 23/01/2019

IQAC Meeting Notice

All the members are requested to attend the IQAC meeting as per following details.

Date: 29/01/2019   **Time: 10.30 am**   **Venue: IQAC Office**

Agenda:

1. Review of last IQAC meeting:
   a) PBL and Self learning needs to be added in curriculum – discussion in each department should be carried out and details are to be presented in IQAC meeting
   b) Details of ICT tools – planning by faculty for the same - details are to be presented in IQAC meeting
   c) Funded Project Proposal details – minimum 2 proposals should be ready with each department
   d) MOOC completion with certificates should be done by all faculty – details of each department to be presented in IQAC meeting.
   e) Formation of Departmental Academic and Exam committee
   f) Organization of Guest lecture for deciding CO-PO attainment criteria - status

2. CO-PO attainment criteria – Inputs from various departments and further discussions
3. Identification of weak and bright students - Inputs from various departments and further discussions

Dr. (Mrs.) S. V. Patil
IQAC coordinator

To,

1. Director
2. All Deans
3. All HODs
4. Institute NBA coordinator

Bansilal Ramnath Agarwal Charitable Trust's
Vishwakarma Institute of Information Technology, Pune

Minutes of IQAC-Meeting held on 29/01/2019

Date: 31/01/2019

Sr. No.	Agenda point	Details of discussions & conclusion	Responsibility
01.	Review of last IQAC meeting:		
	a. PBL and Self learning needs to be added in curriculum – discussion in each department should be carried out and details are to be presented in IQAC meeting	All heads reported the inputs obtained through department discussions regarding effective implementation of PBL.	
	b. Details of ICT tools – planning by faculty for the same - details are to be presented in IQAC meeting	All heads reported the details of ICT tools being used in the departments	
	c. Funded Project Proposal details – minimum 2 proposals should be ready with each department	**Comp:** one proposal is ready, second is in process **IT:** two proposals identified and are in process **E&TC:** two proposals identified and are in process **Mech:** two proposals identified and are in process **Civil:** one proposal submitted and one is ready **E&AS:** informed to faculty, proposal identification is in process	
	d. MOOC completion with certificates should be done by all faculty – details of each department to be presented in IQAC meeting.	All heads reported that 90% faculty from each department have completed MOOC with certificates and remaining have registered in current semester.	
	e. Formation of Departmental Academic and Exam committee	Departmental Academic and Exam committee is formed by all departments	

	f. Organization of Guest lecture for deciding CO-PO attainment criteria - status	Institute NBA coordinator – Dr. T. R. Jadhav suggested that course end survey and co-curricular activities can be used as indirect tool. To select appropriate co-curricular activity as indirect tool, all heads are assigned a task to prepare CO-PO mapping matrix for all courses of 2017 pattern, identify the courses having low mapping and identify the co-curricular activity to improve the mapping.	
02.	CO-PO attainment criteria - Inputs from various departments and further discussions	Will be discussed in next IQAC meeting	
03.	Identification of weak and bright students - Inputs from various departments and further discussions	Identification of weak and bright students through • Tutorials and Practical • Continuous Evaluation • PBL assignment	All HODs

Dr. (Mrs.) S. V. Patil
IQAC Coordinator

Dr. Bilavari S. Karkare
Director