

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

Ref : VI-K/Gen/2019-20/

Date : 09/10/2020

**IQAC Meeting Notice**

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

**Date: 12/10/2020**

**Time: 02.00 pm**

**Venue: Online mode**

**Agenda:**

1. NBA Planning Review
2. NIRF Data Analysis

**Dr. Y.H.Dandawate**  
**Dean Quality**

To,

1. Director
2. All Deans
3. All HODs
4. Head – System Dept.





Bansilal Ramnath Agarwal Charitable Trust's  
**Vishwakarma Institute of Information Technology, Pune.**  
(An Autonomous Institute Affiliated to Savitribai Phule Pune University)  
NAAC Accredited with 'A' Grade, ISO 9001:2015 Certified Institute

Form No.: CPF 8.2  
Rev. No- 0  
Dt. 1/03/2018

Date: 16/10/2020

**Minutes of IQAC Meeting held on 12<sup>th</sup> October 2020**

Sr. No.	Agenda point	Details of discussions & conclusion	Action Plan (Responsibility & Target Date)	Follow Up (status/ remarks)
01	NBA Planning	NBA SAR preparation	All Head of Departments to complete SAR by end of August	--
02	NIRF Data Analysis	Dean QA presented the comparative NIRF data analysis.	Based on the analysis the targets for achieving good score in NIRF is to be set by Dean QA and the same targets are to be mapped with Key Performance Index	--

**Meeting attended by:**

1. Director
2. All Deans
3. Associate Dean Academics
4. Associate Dean Quality

Signature of the Dean QA

Signature of the Director

