Ref : VI-K/Gen/2019-20/   Date : 05/02/2021

IQAC Meeting Notice

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

       Date: 09/02/2021   **Time: 02.00 pm**   **Venue: Online mode**
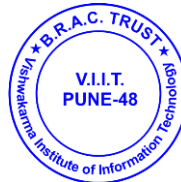
Agenda:

1. Discussion on NIRF Targets

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.

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Dt. 1/03/2018

Date: 10/02/2021

Minutes of Meeting held on 9th February 2021

Sr. No.	Agenda point	Details of discussions & conclusion	Action Plan (Responsibility & Target Date)	Follow Up (status/ remarks)
01	To discuss the action items to achieve the targets set for NIRF in the coming years and revise the target scores in the existing plan	Dean QA presented the targets set for NIRF ranking in coming years. Each parameter of the ranking, including its sub-parameters and their targets, were discussed. Following are the points suggested in the meeting: 1) Set goals for each department and monitor the goals set. 2) Track the performance of the staff in line with NAAC and NIRF requirements.	1) Brain storming activity to be conducted across the department and targets in specific categories to be set. 2) Based on the goals set, KPI needs to be defined for the same	
		3) Review data of private institution rankings and analyze in which categories we can perform best 4) Pursue comparatively bigger targets in important categories like R&D and T&P 5) Define measures to improve students average median salary	3) Reference leading indicators for the set targets in the categories we perform best 4) Implement Mentor Mentee scheme to achieve targeted publication 5) Finishing school for potential students for placement and imparting soft skills to students.	

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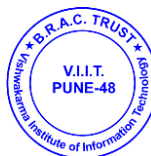NAAC Accredited with 'A' Grade, ISO 9001:2015 Certified Institute

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		6) Endeavors to be attempted to expand PG and PhD admissions	6) Aggravating the approval process for Autonomous research center in VIIT	
		7) Develop Qualitative activities with specific purpose and expected outcomes for particular categories	7) Develop a plan to achieve the targets across all departments	
		8) Find some common approach to improve the Perception	8) Action plan to find survey questionnaire about improving perception	
		9) Implementation of common data repository for easy data recovery 10) Good practices should be adapted across all the three institutes		

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