

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

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

Date : 10/01/2021

IQAC Meeting Notice

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

Date: 12/01/2021

Time: 02.00 pm

Venue: Online mode

Agenda:

1. Action items to achieve the targets set for NIRF

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: 13/01/2021

Minutes of IQAC Meeting held on 12th Jan 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. Based on the suggestions by the committee members, the targets were revised. The action plan to achieve the same was proposed by Dean QA.	1) To improve TLR: a) Identify associate guides and appoint them for VIIT research center. b) Ensure all allotted PhD students take admission for PhD course c) Improve Institutional facilitation for PhD students d) To discuss with top ranking universities about conduction of PhD program in their institute and measures to improve PhD admissions in our Institute e) To increase the number of PhD qualified staff in the Institute (Responsibility of Dean R&D and	--



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

			<p>Director. f) Utilize the entire budget proposed and approved for each department(responsibility Director and HOD)</p> <p>2) GO: a) Set a mechanism in order to trace students opting for higher studies and create statistical data (Responsibility: Dean Administration) b)Additional efforts to create awareness and encourage students to take up higher studies (For eg. GATE exam) c) Motivate students to appear for GATE exam by reimbursing the GATE exam FEE if they have result with valid gate score. d) Provide some FEE concession/discount for students taking PG admission with valid GATE score e)</p>	
--	--	--	--	--



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

			<p>To improve students placements conduct trainings through experts for enhancing softs kills in students.(T&P)</p> <p>f) Improve programming skills and problem solving techniques by conducting tests, training or through curriculum. (HOD)</p> <p>g) Identify organizations which will provide trainings and placement for unplaced students</p> <p>h) Measures to improve the median salary (Dean Industry Relations)</p> <p>3) OI: a) Improve Publicity of VIIT for admission of students from other states (Director and Digital Marketing incharge)</p> <p>b) Additional effort to provide facilitation for ICCR</p>	
--	--	--	--	--



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

			<p>students (Dean administration & Director) c) For few students full tuition FEE reimbursement to be granted by Management (Director).</p> <p>4) PR: Efforts to create and improve publicity and branding of VIIT. Probable industries to be informed to fill out NIRF surveys (Digital marketing Incharge).</p> <p>5) RP: a) Each and every staff google scholar, Scopus and Web of Science profile to be updated and verified by R&D coordinator b) One faculty-one paper as first author is to be set as target. c) Measures to improve citation to be taken (Dean R&D)</p>	
--	--	--	---	--



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

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