Ref : VI-K/Gen/2019-20/   Date : 11/02/2021

IQAC Meeting Notice

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

Date: 13/02/2021   **Time: 02.00 pm**   **Venue: Online mode**
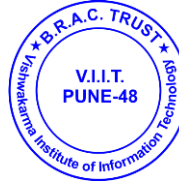
Agenda:

1. NIRF Action Plan

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: 24/03/2021

Minutes of Meeting held on 13th Feb 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) Improve admissions to PG/PhD: a) Counselling to students to appear for GATE examination b) Thought for conducting Integrated BTech and MTech program c) The faculty who have completed 3 years after PhD should apply for PhD guideship	1) a) T&P section to conduct GATE awareness program for the students b) Dean academics to review the possibility and advantage of conducting integrated Btech and Mtech Program c) Dean R&D to present the list of faculty who can apply for guide ship and status of the process	
		2) New recruitment drive should consider faculty having experience greater than 8 years with PhD qualification 3) Work out the means by which we can maintain faculty-student	2) Director along with Dean Administration to conduct recruitment to maintain faculty-	

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

			ratio as 1:15 4) To identify current staff who are pursuing PhD along with those who are not pursuing PhD 5) HOD to discuss with each faculty about the status of PhD /reason for not registering for PhD 6) To decide facilities need to be provided for aspiring candidates to expediate completion of PhD 7) To improve R&D activity 50% UG projects to be industry sponsored and 50% to be academic based research projects 8) To improve the publication count it is decided that each faculty to do atleast one publication as a first author 9) T&P Incharge to discuss with students about the list/dream companies they expect to come for placement drive in VIIT 10) Prepare ELITE batch of students that can be specially trained to help them getting recruited in their dream companies 11) Awareness of NIRF/NAAC/NBA to each faculty through department sessions	student ratio as 1:15 3) HOD to present the statistics of the PhD pursuing and non-pursuing faculty of their department 4) Department project coordinators to maintain record of the current year projects and achieve the targets set for next academic year 21-22 5) Dean R &D to communicate this to staff and monitor that the condition is satisfied by each faculty from next academic year 21-22 6) T&P incharge to present the list of expected companies by students for	

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

			placement drive in VIIT 7) Finishing school for potential students for placement and imparting soft skills to students 8) Dean QA to conduct awareness session in each department	

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