

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

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

Date : 15/07/2020

**IQAC Meeting Notice**

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

**Date: 18/07/2020**

**Time: 02.00 pm**

**Venue: Online mode**

**Agenda:**

1. NBA Planning
2. NBA SAR Preparation

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

To,

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





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**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: 21/07/2020

**Minutes of IQAC Meeting held on 18<sup>th</sup> July 2020**

Sr. No.	Agenda point	Details of discussions & conclusion	Action Plan (Responsibility & Target Date)	Follow Up (status/ remarks)
01	NBA Planning	Dean QA presented Philosophy of CO-PO attainment process. Proposed two methods of attainment. Some faculty members supported VIT philosophy of CO-PO attainment and some supported the alternative philosophy proposed by Dean QA.	1) Prof.S.R.Sakhare, Prof V.A Patil and Prof.S.V.Patil shall implement CO-PO attainment using both the proposed methods. They shall present it on 23 <sup>rd</sup> July 2020. 2) Based on the actual implementation and obtained inferences one of the proposed method of CO-PO attainment shall be finalized. 3) Dean QA of VIT will attend the next IQAC meeting scheduled on 23 <sup>rd</sup> July.	--
		NBA SAR preparation	All Head of Departments to complete SAR by 10 <sup>th</sup> Aug	



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		CO, PO, and PSO revision process.	All Head of Departments to verify that CO,PO, and PSO revision process is completed by 21 <sup>st</sup> July 2020. Status of the same shall be communicated to Dean QA.	
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**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**

