

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

Ref : VI-K/Gen/2023-24/

Date :16/10/2023

**IQAC Meeting Notice**

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

**Date: 17/10/2023**

**Time: 02.00 pm**

**Venue: IQAC Cell**

**Agenda:**

1. Review of last minutes of IQAC Meeting
2. Discussion about New performance appraisal form for AY 23-24.
3. Criteria for Faculty Feedback
5. Any other points



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

To,

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





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

**Minutes of IQAC Meeting held  
on 17th October 2023**

**Date: 17/10/2023**

Sr. No.	Agenda point	Details of discussions & conclusion	Action Plan (Responsibility & Target Date)	Follow Up (status/ remarks)
01	Discussion about Performance Appraisal of teaching faculty for AY- 2023-24	1. Dean QnA presented the new appraisal form to all Head of Departments. 2. Dean student raised an issue about faculty feedback	2. Director sir asked ERP coordinator to verify the criteria for faculty feedback.	--
02	Discussion about Performance Appraisal of Heads and Deans for AY- 2023-24	Director sir informed that there will be separate KPIs for Heads and Deans. Also need to send the list of various duties of Heads to Director sir.	Dean QnA will compile all suggestions from Heads and Deans.	
03	Any other points	1. Director sir asked all Heads to utilize the budget allocated to the respective departments. 2. Librarian Mrs. Jamkar briefed about NDL club. Any extra academic activity can be connected to NDL club.		.



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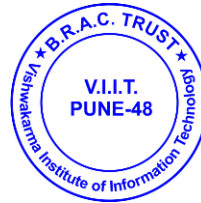
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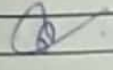
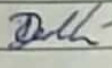


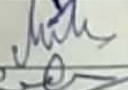



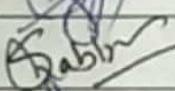


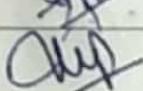
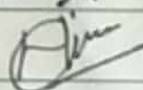


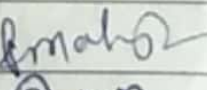
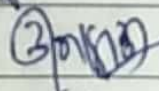




**Signature of the Dean QA**

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**Signature of the Director**



**Vishwakarma Institute of Information Technology**  
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**Attendance**

S.N.	Name of the Committee Member	Particular	Sign
1.	Prof. (Dr.) V. S. Deshpande	Director	
2.	Dr. B. S. Sule	Management Representative	
3.	Prof. (Dr.) Y.H. Dandawate	Dean Quality Assurance,	
4.	Mr. Niranjana Upadhye	Industry Representative	
5.	Prof. (Dr.) A.V. Chitre	Dean Academics	
6.	Dr.(Mrs.) P.N. Mahalle	Dean Research & Development, HoD, AI & DS Department	
7.	Prof. (Dr.) A. P. Kulkarni	Dean Industry-Institute Interaction Cell / Teacher Representative	
8.	Dr. (Ms.) R. G. Purandare	Dean Students' Activity	
9.	Prof. (Dr.) M. S. Karyakarte	Dean Finance / Teacher Representative	
10.	Prof. (Dr.) T. R. Jadhav	Dean Examinations	
11.	Prof. (Dr.) S. R. Sakhare	HoD, Computer Engg. / Teacher Representative	
12.	Prof. (Dr.) S. K. Habbu	HoD, E & TC Engg. / Teacher Representative	
13.	Prof. (Dr.) P.R. Futane	HoD, Information Technology / Teacher Representative	
14.	Prof. (Dr.) S.T. Shinde	HoD, Civil Engg. / Teacher Representative	
15.	Prof. (Dr.) S. S. Kore	HoD, Mechanical Engg. / Teacher Representative	
16.	Prof. (Dr.)N. P. Sable	HoD, CS-AI Department	
17.	Dr. (Mrs.) G. R. Shinde	HoD,CS-AI & ML Department	
18.	Dr. (Mrs.) L. A. Deshpande	HoD,CS- SE Department	
19.	Dr. (Mrs.) P. S. Shelke	HoD,CS-IoT,CS(BL) Department	
20.	Dr. (Mrs.) R. A. Mahajan	HoD,CS-AI & ML Department	
21.	Prof. A.B. Raut	HoD, E & AS / Teacher Representative	
22.	Dr. (Mrs.) Vaishali A. Patil	Dean - Administration	
23.	Mr. M. S. Kurulekar	Registrar	
24.	Prof. Vishal Ambhore	Alumni Representative	
25.	Dr. N.V. Phatangare	Director of Physical Education	
26.	Ms. S.M. Jamkar	Librarian	
27.	Mr. V.B. Kate-Deshmukh	T & P Officer	
28.	Mrs. Manjiri Deshpande	Parent Representative	
29.	Mr. Siddarth Sutar	Student Representative	
30.	Dr. (Mrs.) K. H. Wanjale	Associate Dean Quality / Teacher Representative	