

Date: 28/06/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

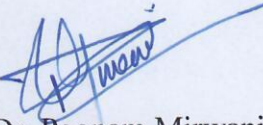
2023-24/01 MEETING AGENDA

Dear Sir/Madam,

It is my pleasure to inform you that the First Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 8th July, 2023 at 11:30 AM in Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

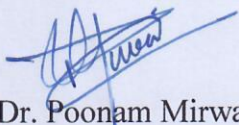
Agenda Item	Particulars
1	Discussion on restructuring the Internal Quality Assurance Cell for enhanced functionality
2	Finalizing strategies and action plans for NAAC Cycle II accreditation following the submission of IIQA
3	Finalization of committee conveners for the academic year 2023-24
4	Planning initiatives for institutional collaborations with academic organizations and NGOs
5	Strategies to strengthen quality research publications and promote sponsored research projects
6	Reviewing the implementation progress of the Academic Bank of Credits (ABC)
7	Finalizing value-added courses, workshops and beyond-syllabus activities for Odd Semester 2023-24
8	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC

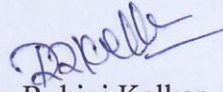



Dr. Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Pooja Ghag
3. Teachers	1. Dr. Lakshmi Kavitha 2. Dr. Sarika Chouhan 3. Dr. Anindita Banerji 4. Dr. Ujwala Sav 5. Dr. Sandip Khandekar 6. Sindhu Krishnan 7. Umesh Koyande 8. Reshma Suryavanshi
4. One member from the Management	Shri Milind Tadvalkar
5. One/two nominees from local society, Students and Alumni	1. Ms. Rashmi Joshi (Environment Consultant) 2. Sagar Amale (Alumni) 3. Samruddhi Kalamkar (GS Council)
6. One/two nominees from Employers/industrialists/stakeholders	1. Dr. Chandrahas Deshpande 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal


Meeting Schedule Time : 11:30 AM		Starting Time :		11:30 AM	
Meeting of	IQAC	Meeting No.	2023-24/01	Held on	08/07/2023

The following are the Minutes of Meeting of IQAC held on 08/07/2023 at 11:30 AM in Board Room.

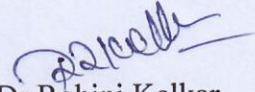
Sr. No.	Minutes of Meeting														
1	Welcome of all members by Dr. Poonam Mirwani														
2	<p>The meeting began with a discussion on restructuring the IQAC to enhance its operational efficiency. Following will be the IQAC Composition for AY 2023-24.</p> <table> <tr> <td>1. Chairperson</td><td>Dr. Rohini Kelkar</td></tr> <tr> <td>2. Senior Administrative officers</td><td> 1. Girish Gokhale 2. Pooja Ghag </td></tr> <tr> <td>3. Teachers</td><td> 1. Dr. Lakshmi Kavitha 2. Dr. Sarika Chouhan 3. Dr. Anindita Banerji 4. Dr. Ujwala Sav 5. Dr. Sandip Khandekar 6. Sindhu Krishnan 7. Umesh Koyande 8. Reshma Suryavanshi </td></tr> <tr> <td>4. One member from the Management</td><td>Shri Milind Tadvalkar</td></tr> <tr> <td>5. One/two nominees from local society, Students and Alumni</td><td> 1. Ms. Rashmi Joshi (Environment Consultant) 2. Sagar Amale (Alumni) 3. Samruddhi Kalamkar (GS Council) </td></tr> <tr> <td>6. One/two nominees from Employers/industrialists/stakeholders</td><td> 1. Dr. Chandrahas Deshpande 2. Mr. Uday Tardalkar </td></tr> <tr> <td>7. Director of IQAC</td><td>Dr. Poonam Mirwani</td></tr> </table>	1. Chairperson	Dr. Rohini Kelkar	2. Senior Administrative officers	1. Girish Gokhale 2. Pooja Ghag	3. Teachers	1. Dr. Lakshmi Kavitha 2. Dr. Sarika Chouhan 3. Dr. Anindita Banerji 4. Dr. Ujwala Sav 5. Dr. Sandip Khandekar 6. Sindhu Krishnan 7. Umesh Koyande 8. Reshma Suryavanshi	4. One member from the Management	Shri Milind Tadvalkar	5. One/two nominees from local society, Students and Alumni	1. Ms. Rashmi Joshi (Environment Consultant) 2. Sagar Amale (Alumni) 3. Samruddhi Kalamkar (GS Council)	6. One/two nominees from Employers/industrialists/stakeholders	1. Dr. Chandrahas Deshpande 2. Mr. Uday Tardalkar	7. Director of IQAC	Dr. Poonam Mirwani
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7. Director of IQAC	Dr. Poonam Mirwani														
3	The strategies and action plans for NAAC Cycle II accreditation were reviewed following the submission of the IIQA. The preparation for the NAAC Cycle II Self-														

	Study Report was the key focus, with emphasis on areas such as teaching-learning processes, student support systems and research and innovation. A comprehensive timeline for the SSR preparation was established and specific responsibilities were assigned to all criteria owners and head of departments to ensure accurate data collection, documentation and submission for the upcoming accreditation process.
4	A discussion was held regarding potential institutional collaborations with academic organizations and NGOs. The idea to strengthen industry-academic linkages, along with partnerships for community outreach programs was well received by all the members. A task force will be set up to explore collaboration opportunities and initiate dialogues with prospective partners.
5	Strategies to enhance research output were discussed including advance publication grant, workshops on research methodologies and promoting faculty participation in national and international journals. The creation of a dedicated research fund for faculty and students was also proposed. An action plan will be developed to support these initiatives.
6	The progress of the Academic Bank of Credits (ABC) implementation was reviewed. It was noted that faculty training on ABC systems is ongoing and efforts to integrate the ABC mechanism into the academic structure are progressing well. The next step involves conducting awareness sessions for students and ensuring smooth digital integration.
7	The value-added courses, workshops, and beyond-syllabus activities for the Odd Semester 2023-24 were finalized. A mix of technical, soft skill, and professional development programs will be offered. The activities were aligned with the institution's strategic goals of enhancing employability and holistic student development. Departments will begin the implementation in the coming weeks.
8	Committee conveners for the academic year 2023-24 were finalised. The proposed conveners were reviewed and approvals were granted for the following committees: Grievance Redressal , Alumni Committee , Anti -Ragging, Career counselling, Final year projects quality assurance, Entrepreneurship Development Activity, R & D activities committee, Staff Development Committee and Staff Welfare Committee
9	The meeting ended with a brief discussion on additional quality improvement measures. A proposal for increasing student feedback and its integration into teaching-learning practices was discussed. The introduction of a new mentoring system was also suggested, with faculty being assigned specific mentoring duties to guide students through academic and career-related challenges.

The meeting ended with a vote of thanks to the chair.


Dr. Poonam Mirwani
Coordinator IQAC





Dr. Rohini Kelkar
Principal

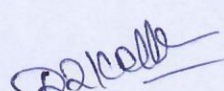
INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 08th July, 2023 at 11:30 AM in Board Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Pooja Ghag	ABSENT
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Present
7	Dr. Ujwala Sav	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadwalkar	Present
13	Ms. Rashmi Joshi	Present
14	Sagar Amale	Present
15	Samridhi Kalamkar	Present
16	Dr. Chandras Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 30/09/2023

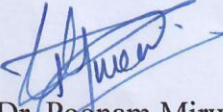
INTERNAL QUALITY ASSURANCE CELL (IOAC)

Action taken Report

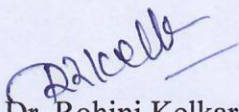
Following is the Action taken Report of First Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-234 held on 08/07/2023 at 11:30 AM in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	IQAC Restructuring:	IQAC composition for AY 2023-24 was successfully restructured as per the approved members list.
2.	NAAC Cycle II Accreditation Preparation:	Responsibilities for SSR preparation were assigned to all criteria owners and members, and a timeline was established. The SSR was successfully submitted on the NAAC portal on 18th September 2023. Following this, NAAC conducted the Student Satisfaction Survey, and we are currently awaiting updates on the DVV process.
3.	Institutional Collaborations:	A task force was formed under the supervision of the R&D Committee to explore partnerships with academic institutions, industries, and NGOs. As a result, three collaborations have been finalized: ICT Academy, Ms. Rashmi Joshi (Environment Consultant) and Quantum Learning.
4.	Research Output Enhancements:	<p>Preliminary discussions were held on organizing research workshops and securing dedicated research funding. The following activities were conducted and planned:</p> <p>Conducted:</p> <ol style="list-style-type: none"> 1. Seminar on Innovation and Entrepreneurship Outreach Program 2. Seminar on Guidelines for Writing Research Project Synopsis <p>Planned:</p> <ol style="list-style-type: none"> 1. Ten Workshops on Research Methodology 2. Workshop on Patent Drafting and

		Copyrights 3. Visit to VJTI Incubation Centre (as part of National Start-up Week celebrations)
5.	ABC Implementation:	Faculty training on the Academic Bank of Credits (ABC) was completed, and awareness sessions for students were conducted by the team to familiarize them with the system and its benefits.
6.	Value-Added Courses:	Departments have started implementing workshops and activities aligned with the institution's goals of enhancing employability and holistic development. A total of 32 Value-Added Courses (VAC) are planned for the academic year 2023-24, with 5 courses already underway.
7.	Committee Appointments:	Conveners for institutional committees were appointed for AY 2023-24.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 04/10/2023

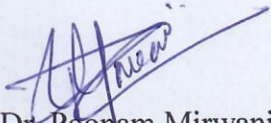
INTERNAL QUALITY ASSURANCE CELL (IQAC)**2023-24/02 MEETING AGENDA**

Dear Sir/Madam,

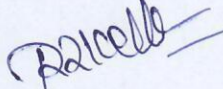
It is my pleasure to inform you that the Second Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 14th October, 2023 at 11:00 AM in Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

Agenda Item	Particulars
1	Planning and implementation of an AR/VR hub to facilitate virtual simulation projects and hands-on learning
2	Presenting key achievements and exploring the adoption of effective best practices for quality improvement.
3	Discussion on the installation of smart boards in all classrooms to enhance teaching and learning through interactive technology
4	Proposal to upgrade the media lab with modern computers, advanced sound systems, and recording and editing equipment for improved multimedia education
5	Upgradation of the research center with the latest computers and specialized software to support advanced research and data analysis
6	Strategies to foster environmental awareness and promote sustainable practices through Green Club activities, such as tree plantation drives, energy conservation campaigns, and waste management initiatives
7	Discussion on any other matters aimed at improving the quality of education, research and institutional practices


Dr. Poonam Mirwani
Coordinator IQAC

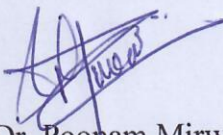



Dr. Rohini Kelkar
Principal


INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 14th October, 2023 at 11:00 AM in M Block Board Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Absent
3	Pooja Ghag	Present
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Present
7	Dr. Ujwala Sav	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadwalkar	Present
13	Ms. Rashmi Joshi	Present
14	Sagar Amale	ABSENT
15	Samridhi Kalamkar	Present
16	Dr. Chandras Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

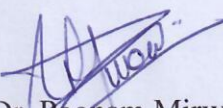
Meeting Schedule Time : 11:00 AM		Starting Time :		11:00 AM	
Meeting of	IQAC	Meeting No.	2023-24/02	Held on	14/10/2023

The following are the Minutes of Meeting of IQAC held on 14/10/2023 at 11:00 AM in Board Room.

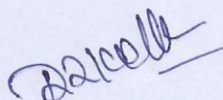
Sr. No.	Minutes of Meeting
1	<p>Minutes of the previous meeting held on 08th July 2023 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members.</p> <p>Additionally, she informed that the NAAC Cycle II Self-Study Report was successfully submitted on 18th September. The students' satisfaction survey was conducted successfully. The NAAC team is currently working on addressing the recommendations from the DVV (Data Validation and Verification) process.</p>
2	<p>A detailed discussion was held on the establishment of an AR/VR hub to facilitate virtual simulation projects and enhance hands-on learning experiences for students and faculty. The proposal was welcomed by all members, emphasizing the importance of integrating advanced technology into the curriculum. A sub-committee headed by Prof. Sanjeela Sagar will be formed to identify the necessary resources, budget and timeline for implementation.</p>
4	<p>The proposal for the installation of smart interactive panels in all classrooms was presented highlighting the benefits of interactive teaching and learning. The discussion emphasized the need for faculty training to effectively utilize this technology.</p> <p>It was agreed that the project would be implemented in phases, starting with the installation of 20 interactive panels to assess usage. By the end of the academic year, all classrooms will be equipped with smart interactive panels ensuring comprehensive integration of the technology across the institution.</p> <p>A detailed budget proposal will be developed to support the phased rollout.</p>
5	<p>The media lab upgrade proposal was discussed with a focus on incorporating modern computers and updated recording and editing equipment. The aim is to improve the quality of multimedia education and provide students with hands-on experience using industry-standard tools.</p> <p>A team headed by Dr. Anindita Banerjee will assess the requirements and an implementation plan will be presented in the next meeting.</p>
6	<p>The need to upgrade the research center was discussed with a focus on acquiring the latest computers and specialized software to support advanced research and data analysis for Faculty, PhD Scholars and PG students. The importance of keeping</p>

	<p>research infrastructure up to date to stay aligned with global standards was emphasized.</p> <p>A proposal will be prepared by Dr. Ujwala Sav for funding and procurement with a target implementation timeline.</p>
7	<p>Key achievements in the areas of academic progress, student support and infrastructure development were highlighted. The discussion then focused on adopting effective best practices to further improve quality. Strategies for embedding best practices across all departments were proposed with departments encouraged to share successful practices that could be implemented institution-wide. A framework will be developed by IQAC along with department heads for evaluating and adopting these practices.</p>
8	<p>The discussion focused on fostering environmental awareness and promoting sustainability through Green Club activities.</p> <p>Initiatives such as tree plantation drives, energy conservation campaigns and waste management programs were proposed by Ms. Rashmi Joshi. Members suggested the formation of student-led committees to oversee these activities with a focus on creating long-term impact. A comprehensive action plan will be drafted and the Green Club will be tasked with leading these initiatives.</p>
9	<p>The meeting concluded with a brief discussion on additional initiatives to improve the quality of education, research and institutional practices.</p> <p>Suggestions included enhancing digital resources for students, expanding research funding opportunities and improving inter-departmental collaboration. It was decided that a survey would be conducted to gather feedback from students and faculty on areas requiring further improvement.</p>

The meeting ended with a vote of thanks to the chair.


 Dr. Poonam Mirwani
 Coordinator IQAC




 Dr. Rohini Kelkar
 Principal

Date: 30/11/2023


INTERNAL QUALITY ASSURANCE CELL (IOAC)

Action taken Report

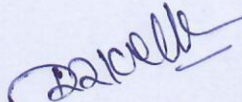
Following is the Action taken Report of Second Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 held on 14/10/2023 at 11:00 AM in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	NAAC SSR Submission:	The NAAC Self-Study Report (SSR) was successfully submitted on 18th September 2023. Following this, the DVV recommendations were submitted on 10th October 2023. The next phase involves preparing for the peer team visit, which is an essential step in the NAAC accreditation process.
2.	AR/VR Hub:	The committee is currently assessing the resources needed for the AR/VR hub, which includes evaluating the necessary technology, space and staff requirements. A proposal detailing the hub's establishment, covering aspects such as curriculum integration, faculty training and potential industry partnerships has been submitted to the authorities. Additionally, a group of IT and Data Science students under the guidance of faculty members is actively working on the project to ensure its successful implementation.
3.	Smart Interactive Panels:	The Smart Interactive Panels project is currently progressing with vendor selection and finalizing the budget for the first phase. So far, 20 panels have been installed, and the next batch will be implemented in phases during January and March 2024. The goal is to enhance classroom learning through technology, with vendor selection focused on quality, support services, and cost-effectiveness. Finalizing the budget ensures the project is in line with the institution's financial plans.
4.	Media Lab Upgrade:	The media lab has been successfully upgraded, with the assessment identifying current limitations and technological needs. As part of the upgrade, 20 iMac PCs have

		been installed, and various high-tech instruments have been procured to enhance the lab's capabilities. Further improvements are being planned, which include additional infrastructure enhancements, equipment acquisition and faculty/staff training.
5.	Research Centre Upgrade:	The research centre upgrade was discussed, focusing on acquiring the latest computers and specialized software to support advanced research and data analysis for faculty, PhD scholars, and PG students. The importance of maintaining research infrastructure aligned with global standards was emphasized. As part of the upgrade, the latest SPSS software has been procured.
6.	Green Club Initiatives:	The action plan for the Green Club is in the final stages, and initial activities are scheduled to begin soon. These activities include sustainability campaigns, waste reduction initiatives, campus greening efforts. The goal would be to engage students and staff in creating an environmentally conscious community.
7.	Best Practices Adoption:	Departments shared their best practices and initiatives, which were discussed for institution-wide implementation. A framework was developed by IQAC along with department heads to evaluate and adopt these practices.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 01/12/2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)


2023-24/03 MEETING AGENDA

Dear Sir/Madam,

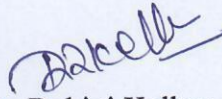
It is my pleasure to inform you that the Third Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 09th December, 2023 at 11:30 AM in Principal Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

Agenda Item	Particulars
1	Discussing preparations for the NAAC Cycle II peer team visit, including document readiness, presentations, and stakeholder involvement.
2	Reviewing current OBE practices and discussing measures for effective learning outcome assessments and attainment improvement.
3	Exploring strategies for conducting regular FDPs to enhance teaching skills and improve pedagogical practices.
4	Discussion on timelines, roles and responsibilities for the upcoming Academic and Administrative Audit.
5	Reviewing existing feedback mechanisms and discussing improvements for effective implementation and action planning.
6	Open discussion on other matters related to quality improvement in academics, administration, research and student development.


Dr. Poonam Mirwani
Coordinator IQAC





Dr. Rohini Kelkar
Principal

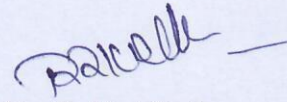
INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 09th December, 2023 at 11:30 AM in Principal Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Pooja Ghag	Present
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Present
7	Dr. Ujwala Sav	ABSENT
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	ABSENT
13	Ms. Rashmi Joshi	Present
14	Sagar Amale	Present
15	Samridhi Kalamkar	Present
16	Dr. Chandrahas Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Meeting Schedule Time : 11:30 AM		Starting Time :		11:30 AM	
Meeting of	IQAC	Meeting No.	2023-24/03	Held on	09/12/2023

The following are the Minutes of Meeting of IQAC held on 09/12/2023 at 11:30 AM in Principal Room.

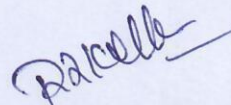
Sr. No.	Minutes of Meeting
1	The minutes of the previous meeting held on 14th October 2023 were read by the IQAC Coordinator Dr. Poonam Mirwani, and were confirmed by the members. Additionally, the Action Taken Report from the previous meeting was presented for review.
2	<p>The meeting began with a detailed discussion on preparations for the NAAC Cycle II peer team visit. It was emphasized that all required documents must be organized and readily accessible. The preparation of presentations especially on key institutional achievements and processes was assigned to specific departments.</p> <p>The involvement of stakeholders including faculty, students and administrative staff in the peer team visit process was also discussed.</p> <p>It was agreed that mock sessions will be conducted to ensure preparedness.</p>
3	<p>The current practices for Outcome-Based Education were reviewed. A gap analysis was conducted, identifying areas for improvement in assessing and improving learning outcomes.</p> <p>Members discussed measures such as revising threshold, enhancing course delivery methods and improving student feedback systems to better evaluate attainment.</p> <p>The next steps involve providing faculty with training on OBE. The Staff Development Committee will be responsible for planning and organizing the training programs to equip faculty with the necessary skills and knowledge for effective implementation of OBE.</p>
4	<p>The discussion focused on strategies to organize regular Faculty Development Programs aimed at enhancing teaching skills and improving pedagogical practices. A calendar for upcoming FDPs will be developed and topics such as innovative teaching methods, student engagement strategies and use of AI for teaching will be covered.</p> <p>The CAOs were assigned the task of coordinating with external experts to lead some of these programs.</p>
5	IQAC will undertake the responsibility of coordinating the overall preparation for the upcoming Academic and Administrative Audit 2022-23. This includes facilitating the formation of the internal audit team, overseeing the preliminary review and ensuring the timely compilation of relevant documents and reports.

	Additionally, IQAC will play a key role in liaising with HoDs to ensure that all areas including curriculum delivery, administrative processes, student support services and research activities, are thoroughly reviewed and aligned with audit requirements before the external team arrives.
6	<p>The existing feedback mechanisms were reviewed focusing on their effectiveness in gathering relevant data for quality improvement. The need to streamline the process and ensure timely action on feedback was discussed.</p> <p>Suggestions included increasing the frequency of feedback collection, improving the analysis process and ensuring clear communication of actions taken in response to feedback.</p> <p>A follow-up plan will be implemented to ensure feedback results are effectively incorporated into institutional processes.</p>
7	<p>The meeting concluded with an open discussion on various matters related to quality improvement in academics, administration, research and student development.</p> <p>Suggestions included enhancing the integration of technology in teaching, promoting interdisciplinary research and improving student wellness programs.</p> <p>It was agreed that a working group will be formed to address the most pressing concerns identified during the discussion.</p>

The meeting ended with a vote of thanks to the chair.



Dr. Poonam Mirwani
Coordinator IQAC

Dr. Rohini Kelkar
Principal

Date: 05/01/2024

INTERNAL QUALITY ASSURANCE CELL (IOAC)


Action taken Report

Following is the Action taken Report of Third Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 held on 09/12/2023 at 11:30 AM in Principal Room.

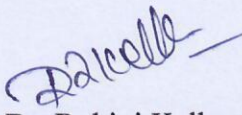
Sr. No.	Minutes of Meeting	ATR
1.	Preparation for NAAC Cycle II Peer Team Visit:	<ul style="list-style-type: none"> • Documents and Presentations: The necessary documents were organized and made readily accessible. Specific departments were assigned the responsibility of preparing presentations highlighting key institutional achievements and processes to be presented during the peer team visit. • Stakeholder Involvement: Faculty, students and administrative staff were actively engaged in the preparations for the peer team visit, ensuring comprehensive representation and participation. • Mock Sessions: Mock sessions were conducted to ensure preparedness for the peer team visit, providing an opportunity to rehearse presentations and address potential questions.
2.	Review of Outcome-Based Education:	The gap analysis for Outcome-Based Education (OBE) was conducted, identifying areas for improvement, including revising thresholds, enhancing course delivery methods and improving student feedback systems. Following this, the thresholds were revised and an FDP on OBE was successfully organized by the Staff Development Committee in December 2023 to equip faculty members with the necessary tools and knowledge for effective implementation.
3.	Preparation for Academic and Administrative Audit 2022-23:	<ul style="list-style-type: none"> • Internal Audit Team Formation: IQAC took responsibility for coordinating the overall preparation for the upcoming Academic and Administrative Audit. This included the formation of the internal audit team, overseeing the

		<p>preliminary review, and ensuring that all relevant documents and reports were compiled in a timely manner. The Academic and Administrative Audit is scheduled for 15th February 2024.</p> <ul style="list-style-type: none"> • Review of Audit Areas: IQAC collaborated with HoDs to ensure a thorough review of curriculum delivery, administrative processes, student support services and research activities, aligning them with audit requirements before the external team arrives.
4.	Faculty Development Programs:	<p>The following Faculty Development Programs (FDPs) have been conducted:</p> <ul style="list-style-type: none"> • Five-Day Faculty Development Program on AWS Cloud Practitioner • Workshop on Ph.D. Coursework on Research Methodology • FDP on Bootstrap <p>A calendar for upcoming FDPs was also developed, covering topics like innovative teaching methods, student engagement strategies, and the use of AI in teaching. CAOs were assigned the task of coordinating with external experts to lead certain FDPs ensuring a diverse and enriching learning experience for the faculty.</p>
5.	Review of Feedback Mechanisms:	<ul style="list-style-type: none"> • Feedback Process Streamlining: The existing feedback mechanisms were reviewed, with a focus on improving their effectiveness in gathering relevant data for quality improvement. A plan to streamline the feedback process and ensure timely action on feedback was discussed. • Improvements Implemented: Suggestions included increasing the frequency of feedback collection, enhancing the analysis process and ensuring clear communication regarding the actions taken in response to feedback. A follow-up plan was implemented to ensure that feedback results were effectively incorporated into institutional processes
6.	Open Discussion on Quality Improvement:	<ul style="list-style-type: none"> • Technology Integration: Plans are being developed to enhance the use of technology

		<p>in teaching, with a focus on selecting tools that can support interactive learning and increase student engagement.</p> <ul style="list-style-type: none">• Interdisciplinary Research: Efforts are being made to encourage interdisciplinary research by facilitating collaboration between different departments and supporting research initiatives that combine various fields of study.• Student Wellness Programs: Initiatives to improve student wellness programs are being explored, including mental health resources, physical well-being activities and counselling services to promote overall student development.
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Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 30/12/2023

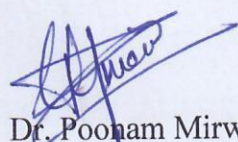
INTERNAL QUALITY ASSURANCE CELL (IQAC)**2023-24/04 MEETING AGENDA**

Dear Sir/Madam,

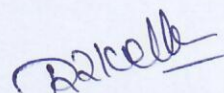
It is my pleasure to inform you that the Fourth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 06th January, 2024 at 11:00 AM in Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

Agenda Item	Particulars
1	Deliberating on preparations and readiness for the NAAC Cycle II peer team visit, including stakeholder roles and logistical arrangements.
2	Discussion on organizing research workshops in collaboration with eminent institutes to foster academic research and enhance research capabilities.
3	Exploring strategies to encourage and support faculty and students in registering patents and copyrights.
4	Discussing measures to increase the number of research papers published by staff and students in reputable indexed journals.
5	Strategies to promote and support student participation in events such as Avishkar, Smart India Hackathon and other prestigious technical competitions.
6	Open discussion on any other matters aimed at enhancing the quality of institutional practices in academics, research, and student development.



Dr. Poonam Mirwani
Coordinator IQAC





Dr. Rohini Kelkar
Principal


INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 06th January, 2024 at 11:00 AM in M Block Board Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Absent
3	Pooja Ghag	Present
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Present
7	Dr. Ujwala Sav	Absent
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Absent
12	Shri Milind Tadvalkar	Present
13	Ms. Rashmi Joshi	Present
14	Sagar Amale	Absent
15	Samridhi Kalamkar	Absent
16	Dr. Chandrahas Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal


Meeting Schedule Time : 11:00 AM		Starting Time :		11:00 AM	
Meeting of	IQAC	Meeting No.	2023-24/04	Held on	06/01/2024

The following are the Minutes of Meeting of IQAC held on 06/01/2024 at 11:00 AM in Board Room.

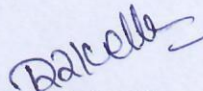
Sr. No.	Minutes of Meeting
1	The minutes of the previous meeting held on 09th December 2023 were read by the IQAC Coordinator Dr. Poonam Mirwani, and were confirmed by the members. Additionally, the Action Taken Report from the previous meeting was presented for review.
2	<p>The meeting began with a detailed review of the preparations for the NAAC Cycle II Peer Team Visit.</p> <p>Key documents required for the visit were identified and it was agreed that all documents should be organized and ready for display.</p> <p>The departments will prepare individual presentations highlighting their achievements, processes and outcomes.</p> <p>Additionally, the Principal and IQAC Director will prepare a comprehensive presentation that provides an overview of the institution's progress, quality initiatives and future goals.</p> <p>Specific areas for document display, including the Self-Study Report, NAAC-related data and evidence of implemented quality measures were discussed.</p> <p>A timeline was set for completing these preparations and responsibilities were assigned to ensure timely readiness for the visit.</p>
3	<p>A proposal to organize research workshops in collaboration with renowned academic institutes like ICSSR, TISS etc. was discussed. These workshops aim to enhance the research capabilities of both faculty and students.</p> <p>The workshops will cover topics such as advanced research methodologies, writing high-impact research papers and securing research funding.</p> <p>R&D Committee will identify potential institutions for collaboration and to design the workshop schedule and content.</p>
4	<p>Strategies to encourage and support faculty and students in registering patents and copyrights were discussed. R&D Committee to provide guidance on the patent and copyright registration process.</p> <p>Additionally, workshops will be organized to inform faculty and students about the importance of intellectual property rights and the steps involved in registering</p>

	patents and copyrights. Incentives and recognition will also be introduced for those who achieve successful publications.
5	<p>The meeting focused on strategies to increase the number of research papers published by faculty and students in reputed indexed journals listed on Scopus, ABDC, Elsevier, WOS etc.</p> <p>Ideas discussed included providing faculty with research grants, encouraging interdisciplinary collaborations and organizing writing workshops to enhance research writing skills.</p> <p>The need for a structured mentoring system for research was emphasized and a follow-up plan will be put in place to monitor progress.</p>
6	<p>The discussion moved towards strategies to promote and support student participation in prestigious events such as Smart India Hackathon, Avishkar and other technical competitions.</p> <p>A dedicated support system will be created to assist students with their project development, mentorship and guidance. Students will also be encouraged to form teams and engage in cross-disciplinary collaborations.</p> <p>VSIT will facilitate registrations, travel arrangements and preparatory workshops to ensure effective participation in such events.</p>
7	<p>The meeting concluded with an open discussion on various other matters aimed at enhancing the quality of institutional practices in academics, research and student development.</p> <p>Suggestions included strengthening alumni networks to foster mentorship opportunities, integrating more industry-related projects into the curriculum and exploring further digitalization of administrative and academic processes to enhance efficiency.</p>

The meeting ended with a vote of thanks to the chair.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 06/02/2024

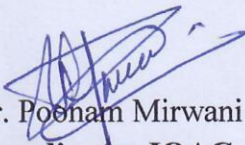
INTERNAL QUALITY ASSURANCE CELL (IOAC)

Action taken Report

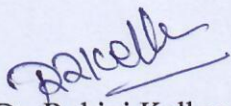
Following is the Action taken Report of Fourth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 held on 06/01/2024 at 11:00 AM in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	NAAC Peer Team Visit Preparation:	Key documents for the visit have been identified and are being organized for display. Departments have been assigned to prepare individual presentations. A comprehensive presentation by the Principal and IQAC Director is under preparation, covering the institution's progress and future goals. A timeline has been set for completion, and mock sessions are also planned to ensure readiness for the visit.
2.	Research Workshops Proposal:	The R&D Committee is collaborating with institutes like ICSSR and TISS to organize workshops on advanced research methodologies, paper writing, and securing research funding. An ICSSR-sponsored research workshop has already been conducted. Additionally, other funding opportunities are actively being sought to further support research initiatives.
3.	Patent and Copyright Strategy:	Workshop on intellectual property rights was be organized and incentives for successful publications are being planned.
4.	Research Publications Strategy:	A structured mentoring system for research is being developed and plans are in place to offer research grants, encourage interdisciplinary collaboration and organize writing workshops to enhance research skills.
5.	Student Participation in Competitions:	A dedicated support system for students participating in events like Smart India Hackathon and Avishkar has been developed. This includes mentorship, assistance with project development, travel arrangements, and preparatory workshops. The system aims to provide students with the necessary resources, guidance, and exposure to excel in these prestigious competitions, encouraging

		cross-disciplinary collaboration and innovation.
6.	Alumni Networks & Industry Collaboration:	Strengthening alumni networks for mentorship opportunities and integrating industry-related projects into the curriculum are being prioritized.
7.	Discussion on Institutional Quality Improvement:	VSIT is focusing on enhancing digitalization by improving website functionality and further digitizing academic and administrative processes. Website Committee is working on implementing these strategies and monitor progress to enhance the overall quality of institutional practices.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 01/02/2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2023-24/05 MEETING AGENDA

Dear Sir/Madam,

It is my pleasure to inform you that the Fifth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 10th February, 2024 at 10:30 AM in M Block Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

Agenda Item	Particulars
1	Discussion on finalizing the plan, schedule, and execution of the Academic and Administrative Audit for 2022-23
2	Discussing the progress and preparedness for the NAAC Cycle II peer team visit, focusing on documentation, logistical arrangements, and active stakeholder engagement.
3	Planning activities and campaigns to promote the Nation First policy among students and staff to instil patriotism and national values.
4	Exploring strategies to enhance collaborations with industry and expand placement and internship opportunities for students to improve employability.
5	Discussing additional initiatives, such as skill-building programs, value-added courses, and co-curricular activities, to ensure overall student and staff development.
6	Open discussion on any other matters aimed at improving institutional quality across academics, administration, and research.



Dr. Poonam Mirwani
Coordinator IQAC

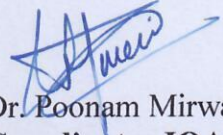


Dr. Rohini Kelkar
Principal


INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 10th February, 2024 at 10:30 AM in M Block Board Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Pooja Ghag	Present
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Present
7	Dr. Ujwala Sav	Present
8	Sandip Khandekar	Absent
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadwalkar	Present
13	Ms. Rashmi Joshi	Absent
14	Sagar Amale	Absent
15	Samridhi Kalamkar	Absent
16	Dr. Chandras Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal


Meeting Schedule Time : 10:30 AM		Starting Time :		10:30 AM	
Meeting of	IQAC	Meeting No.	2023-24/05	Held on	10/02/2024

The following are the Minutes of Meeting of IQAC held on 10/02/2024 at 11:30 AM in Board Room.

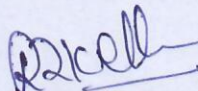
Sr. No.	Minutes of Meeting
1	The minutes of the previous meeting held on 06th January 2024 were read by the IQAC Coordinator Dr. Poonam Mirwani, and were confirmed by the members. Additionally, the Action Taken Report from the previous meeting was presented for review.
2	<p>The meeting began with discussions on finalizing the plan, schedule, and execution of the Academic and Administrative Audit for the academic year 2022-23.</p> <p>It was confirmed that the audit will take place on 15th February 2024.</p> <p>IQAC will be responsible for overseeing the entire audit process, including conducting a final review to ensure all documents and reports are prepared and ready. Specific roles and responsibilities were assigned to all departments to ensure their cooperation and timely preparation for the audit.</p>
3	<p>The meeting focused on reviewing the progress and preparedness for the NAAC Cycle II peer team visit, with an emphasis on documentation, logistical arrangements, and stakeholder involvement. It was agreed that all departmental presentations and required documents would be finalized soon.</p> <p>The IQAC will be responsible for conducting the final review of all presentations and documents to ensure they meet the required standards and are ready for submission. The roles of stakeholders, including faculty and administrative staff, were confirmed to ensure active participation during the visit. Logistical arrangements, including travel, accommodation, and hospitality for the peer team, were also discussed and finalized.</p>
4	<p>Strategies to promote the Nation First policy among students and staff were discussed.</p> <p>Various activities and campaigns will be organized to instil patriotism and national values.</p> <p>The Electoral Club will be actively involved in these initiatives with a special activity planned for new voters called "Majha Pahila Vote" to encourage voter awareness and participation.</p> <p>The Electoral Club will also prepare a mock poll booth to simulate the voting process and educate students about the electoral system.</p>

	These activities will help foster a sense of national responsibility and pride among the institution's community.
5	<p>The meeting focused on exploring strategies to strengthen collaborations with industry partners to expand placement and internship opportunities for students.</p> <p>It was suggested that placement cell, Career Counselling, Industry Interaction Committee, to identify potential partners, create internship pipelines and facilitate industry visits and networking opportunities for students.</p> <p>Additionally, faculty members will be encouraged to establish industry ties and secure internships for students in relevant sectors enhancing their employability.</p>
6	<p>The discussion moved to additional initiatives aimed at promoting overall student and staff development.</p> <p>It was agreed to introduce skill-building programs, value-added courses and co-curricular activities. These will be designed to enhance the practical skills, soft skills and professional development of students and staff alike.</p> <p>A proposal for new certificate courses and industry collaborated workshops was suggested with an emphasis on skill enhancement and employability.</p>
7	<p>The meeting concluded with an open discussion on other matters that could further improve institutional quality in academics, administration and research.</p> <p>Suggestions included implementing a more structured approach to faculty development, enhancing research collaborations and improving the efficiency of administrative processes through digitalization.</p> <p>A follow-up action plan will be created to address the suggestions and integrate them into the institution's long-term goals.</p>

The meeting ended with a vote of thanks to the chair.


 Dr. Poonam Mirwani
 Coordinator IQAC




 Dr. Rohini Kelkar
 Principal

Date: 23/03/2024


INTERNAL QUALITY ASSURANCE CELL (IOAC)

Action taken Report

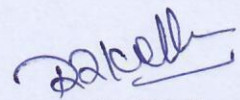
Following is the Action taken Report of Fifth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 held on 10/02/2024 at 10:30 AM in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	Academic and Administrative Audit	The Academic and Administrative Audit for 2022-23 was successfully conducted on 15th February 2024.
2.	NAAC Cycle II Peer Team Visit	<p>The NAAC Peer Team Visit was successfully conducted on 29th February and 1st March 2024.</p> <p>The visit showcased our well-organized documentation, systematic processes and quality standards.</p> <p>Management, Faculty, Administrative staff, Support Staff, Students, Alumni and Parents actively participated, demonstrating their preparedness and alignment with institutional goals.</p> <p>The peer team commended the efforts in fostering academic excellence, infrastructural development and stakeholder engagement.</p> <p>Smooth execution of logistical arrangements, including hospitality, travel, and accommodation, ensured a positive and seamless experience.</p> <p>The visit highlighted our commitment to continuous improvement and quality assurance.</p>
3.	Nation First Policy Initiatives	<p>The Electoral Club organized activities, including "Majha Pahila Vote," a voter awareness program for new voters.</p> <p>A mock poll booth was created to educate students about the electoral process, fostering a sense of civic responsibility.</p> <p>Campaigns promoting patriotism and National values were conducted</p>

4.	Strengthening Industry Collaborations	<p>The Placement Cell, Career Counselling, and Industry Interaction Committee identified potential industry partners.</p> <p>Internship pipelines and industry visit opportunities were developed to enhance placement outcomes.</p> <p>Faculty members initiated efforts to establish stronger industry ties for securing internships for students.</p>
5.	Skill-Building and Value-Added Courses	<p>Skill development programs and value-added courses like Business Analytics using Advanced Excel with Microsoft Certification, Quantitative Aptitude for Competitive Examinations, AI ML with Microsoft Certification, Soft Skills, Overview of Capital Market, Film-Making, Key Industry Practices in Banking, Certificate Program on Train, Earn and Learn were introduced to enhance students' practical and professional skills.</p> <p>Proposals for new certificate courses and industry-collaborated workshops were drafted and sent for approval.</p> <p>Workshops focused on employability and skill enhancement were conducted for students and staff.</p>
6.	General Institutional Improvement Initiatives	<p>FDP on OBE was structured to enhance teaching and research capabilities.</p> <p>Research collaboration strategies were explored with both national and international partners.</p> <p>Administrative efficiency was improved through digitalization initiatives, enhancing administrative processes.</p>


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal

Date: 07/03/2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)

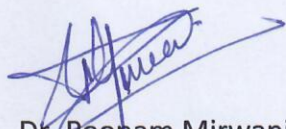
2023-24/06 MEETING AGENDA

Dear Sir/Madam,

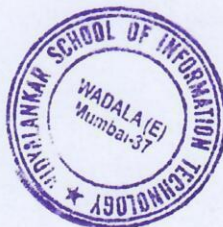
It is my pleasure to inform you that the Sixth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 is scheduled to be held on 28th March, 2024 at 10:30 am in M Block 7th Floor Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

The following agenda-items shall be discussed in the Meeting.

Agenda Item	Particulars
1	Perspective Plan 2024-2028
2	Planning for Faculty Development Program
3	Initiatives concentrating on Sustainable Development Goals
4	NEP Integration for all programs
5	Any other matter for quality improvement



Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

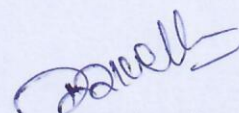
INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 28th March, 2024 at 10:30 AM in M Block Board Room.

Sr No.	Name of Member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Pooja Ghag	Present
4	Dr. Lakshmi Kavitha	Present
5	Dr. Sarika Chouhan	Present
6	Dr. Anindita Banerji	Absent
7	Dr. Ujwala Sav	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Umesh Koyande	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadwalkar	Absent
13	Ms. Rashmi Joshi	Present
14	Sagar Amale	Absent
15	Samridhi Kalamkar	Present
16	Dr. Chandrahas Deshpande	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal


Meeting Schedule Time : 10: 30 AM		Starting Time :		10: 30 AM	
Meeting of	IQAC	Meeting No.	2023-24/06	Held on	28/03/2024

The following are the Minutes of Meeting of IQAC held on 28/03/2024 at 11:30 AM in Board Room.

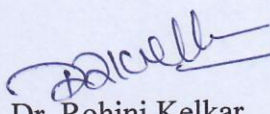
Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 10 th February 2024 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members
2	The meeting started with welcome note by Dr. Poonam Mirwani. A brief overview of near past activities was given by the principal, which included NAAC Cycle II, Research Policy, Increase in number IPR and quality publications, installation of integrated panels, outreach activities and NEP integration for all post graduate programs. Deliberations were made for strengthening consultancy and revenue sources other than students' fees.
3	NAAC reforms 2024 were discussed to kick start preparation of perspective plan 2024-2028. NAAC Reforms 2024 – Binary Accreditation key indicators were discussed as for designing the perspective plan. Following suggestions were given by the members: Dr. Chandrahas Deshpande: <ul style="list-style-type: none"> • Research collaborations eminent institutes such as ICRIR, CMNI, and IGR. • Requirement of a dedicated research approach by students and faculty • Enhance research curiosity among faculty through thought-out associations and MoUs with different research institutions. • Formation of a committee to identify the needs of students and faculty. Uday Tardalkar: <ul style="list-style-type: none"> • Four-day training program in association with NISM for students' skill enhancement. • Long term Partnerships and relationship management with industry for enhancing students' outcome in form of enhanced internship and placement opportunities • Ensure Optimal usage of available infrastructure Rashmi Joshi: <ul style="list-style-type: none"> • Connections with corporates for CSR projects • Green initiatives through offering an inclusive FDP on Carbon Footprints
4	Resolved to organize Faculty Development Program on Outcome Based Education in the first week of June 2024 with involvement of both faculty and industry professionals. The comprehensive FDP would cover: <ul style="list-style-type: none"> • Course Outcome (CO) and Program Outcome (PO) Mapping and Attainment • Implement OBE Principles in Teaching Practices • Methods for assessing and evaluating student attainment • Utilizing Feedback Mechanisms IQAC will plan and execute the program

5	<p>A discussion was held regarding the United Nations' creation of 17 Sustainable Development Goals (SDGs) and how Vidyalankar School of Information Technology (VSIT) has strategically embraced several key SDGs. These include:</p> <ul style="list-style-type: none"> • SDG 4: Quality Education • SDG 5: Gender Equality • SDG 8: Decent Work and Economic Growth • SDG 9: Industry, Innovation, and Infrastructure • SDG 16: Peace, Justice, and Strong Institutions <p>In line with our commitment to advancing these SDGs, Ms. Rashmi Joshi proposed organizing Faculty Development Program focusing on energy conservation. She also suggested implementing projects such as solar panel installation and rainwater harvesting. Additionally, discussions touched upon initiatives like dedicated programs for women empowerment and climate action.</p> <p>The Principal proposed forming a sustainability committee within the institute, aiming to enhance our efforts towards sustainability. Additionally, Dr. Chandrahas Deshpande suggested referencing the progress report of Niti Ayog on India, highlighting Kerala's leadership in achieving the Sustainable Development Goals</p>
6	<p>Discussions were focused on multidisciplinary education, fostering innovative teaching practices, enhancing faculty training and support, implementing competency-based assessments, promoting research and entrepreneurial initiatives, and ensuring inclusivity and equity in educational delivery.</p> <p>A suggestion was made to extend invitations to heads of departments from autonomous colleges that have already integrated the National Education Policy into all their programs. These individuals would serve as mentors for VSIT, guiding us through the entire process. This collaborative approach allows us to leverage the expertise of institutions that have successfully implemented the NEP and accelerates our own integration efforts.</p>
7	<ul style="list-style-type: none"> • Technical literacy sessions and Financial literacy programs to be organized aiming to bridge the gap in understanding between different departments and enhance overall knowledge sharing within the institution. • Integrating artificial intelligence (AI) into the insurance value added course for BBI students, with a specific focus on collaboration with the National Insurance Academy (NIA). This collaboration aims to enrich the curriculum and provide students with practical insights into the application of AI in the insurance sector. • Capacity Building Program holistic wellness and alternative healthcare practices for non-teaching staff. • Library Policy tailored for alumni students. This initiative seeks to engage alumni in the institution's academic and intellectual pursuits while providing them with continued access to resources and support from the library.

The meeting ended with a vote of thanks to the chair.


 Dr. Poonam Mirwani
 Coordinator IQAC




 Dr. Rohini Kelkar
 Principal

Date: 31/05/2024


INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken Report

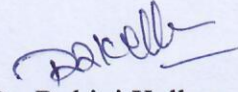
Following is the Action taken Report of Sixth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2023-24 held on 28/03/2024 at 10:30 AM in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	NAAC Reforms and Perspective Plan (2024-2028):	Discussions on NAAC Reforms 2024 and their incorporation into the institution's perspective plan were initiated. Suggestions included establishing research collaborations with eminent institutes like ICRIR and IGR, promoting research-oriented faculty-student partnerships and drafting MoUs with research institutions were put into action. The formation of a dedicated committee to address faculty and student needs was approved and initiated.
2.	Faculty Development Program on Outcome-Based Education (OBE):.	Preparations began for an FDP on OBE scheduled for June 2024. The program will emphasize CO-PO mapping, applying OBE principles in teaching and evaluating student attainment. IQAC is tasked with structuring the program and involving experts professionals to ensure relevance and impact
3.	SDG Initiatives:	VSIT's commitment to SDGs 4, 5, 8, 9, and 16 was reinforced through initiatives like energy conservation, projects on e-waste management and rainwater harvesting. A sustainability committee was proposed to steer these efforts. Programs for women empowerment and climate action were discussed, and references to NITI Aayog's progress report on SDGs were included in strategic planning.
4.	NEP Implementation wef 2024-25	Strategies to integrate the National Education Policy (NEP) were deliberated, emphasizing competency-based assessments, innovative teaching practices and inclusivity in learning. Invitations were extended to HODs from

		autonomous colleges to mentor the institution during the process. As a result of these efforts the NEP has been successfully implemented for all programs, effective from the academic year 2024–25.
5.	Additional Initiatives:	Plans for technical and financial literacy sessions were finalized to promote knowledge sharing. A library policy for alumni engagement was drafted, fostering lifelong intellectual connections.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. Rohini Kelkar
Principal