2019-20

Date: 06/06/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)
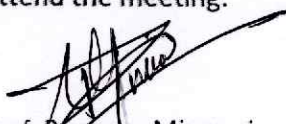
2019-20/01 MEETING AGENDA

To,

1. **Dr. Rohini Kelkar**
2. **Girish Gokhale**
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. **Dr. Ashwini Joshi**
12. **Reshma Suryavanshi**
13. **Shri Milind Tadvalkar**
14. **Aditya Karandikar (Alumni)**
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani

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 2019-20 is scheduled to be held on 10th June, 2019 at 10:30 am in Board Room M Block 7th Floor. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/01 MEETING AGENDA

The following agenda-items shall be discussed in the Meeting of IQAC that has been

Scheduled to be held on 10th June, 2019 in Board Room, M Block.

Agenda Item	Particulars
1	To confirm the minutes of Meeting of IQAC held on 02nd March, 2019
2	Re constitution of IQAC
3	Proposed IQAC Activities for AY 2019-20
4	Introduction to New Committee Members
5	Proposal for introducing Innovative Bridge Courses
6	Any other matter for quality improvement

Meeting Schedule Time : 10: 30 am	Starting Time :		10: 30 am		
Meeting of	IQAC	Meeting No.	2019-20/01	Held on	10/06/2019

Members present:

1. Dr. Rohini Kelkar
2. **Girish Gokhale**
3. **Murli Anantha**
4. **Pooja Ghag**
5. **Asif Rampurawala**
6. **Vijay Gawde**
7. **Pushpa Mahapatro**
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. Dr. Ashwini Joshi
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. **Principal Venkatramani**
15. **Prof. Suresh Patil**
16. Poonam Mirwani

The following are the Minutes of Meeting of IQAC held on 10/06/2019 at 10:30 am in the Board Room, M Block.

Sr. No.	Minutes of Meeting
1	Welcome of all members by Dr. Rohini Kelkar
2	Introduction of all committee members
3	Re Constitution of IQAC team The following IQAC Members have been appointed: |	
1. Chairperson	Dr. Rohini Kelkar	

	2. Senior Administrative officers	1. Shri Girish Gokhale 2. Murli Anantha 3. Pooja Ghag	
	4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Pushpa Mahapatro 4. Dr. Sarika Chouhan 5. Sandip Khandekar 6. Sindhu Krishnan 7. Dr. Ashwini Joshi 8. Reshma Suryavanshi	
	4. One member from the Management	Shri Milind Tadvalkar	
	5. One/two nominees from local society, Students and Alumni	1. Aditya Karandikar (Alumni) 2. Riya Khanna	
	6. One/two nominees from Employers/industrialists/stakeholders	1. Principal Venkatramani 2. Prof. Suresh Patil	
	7. Director of IQAC	Ms. Poonam Mirwani	

4	**Proposed IQAC Activities:** • Principal Dr Rohini Kelkar suggested Moodle to be used as LMS. • Parent Interaction Committee to organise One Week orientation and Induction programme for the students of 2019-20 Batch • Awareness Drive by Anti-Ragging Committee in three phases • Review on Budget 2019 • Preparation for College Development Committee Meeting
5	Introduction to New Committee Members
6	Discussion on introduction of Innovative Bridge Courses, detailed proposal to be submitted by IT, Commerce and Management Departments within 10 days.
7	**Other dialogues** • Quality policy and ICT Policy to be re framed

The meeting ended with a vote of thanks.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

VSIT | Vidyalankar School of
Information Technology
NAAC ACCREDITED COLLEGE

The following members were present for the IQAC meeting held on 10/06/2019 at 10:30 am in the Board Room, M Block.

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	Present
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Dr. Ashwini Joshi	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	Absent
14	Riya Khanna (GS Council)	Absent
16	Principal Venkatramani	Present
17	Prof. Suresh Patil	Present
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
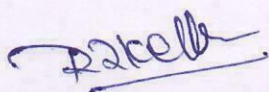**Principal**

Date: 06/07/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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 held on 10th June, 2019 at 10:30 am in Board Room M Block 7th Floor

Sr. No.	Minutes of Meeting	ATR
1.	Introduction of all committee members	
2.	Re Constitution of IQAC team	
3.	Proposed IQAC Activities: • Principal Dr Rohini Kelkar suggested Moodle to be used as LMS. • Parent Interaction Committee to organise One Week orientation and Induction programme for the students of 2019-20 Batch • Awareness Drive by Anti-Ragging Committee in three phases • Review on Budget 2019 • Preparation for College Development Committee Meeting	All activities proposed by IQAC were planned and executed by respective departments and committees.
4.	Introduction to New Committee Members	
5.	Discussion on introduction of Innovative Bridge Courses, detailed proposal to be submitted by IT, Commerce and Management Departments within 10 days.	Bridge Courses on Digital Electronics and Applied Mathematics, Basic programming concepts, Microprocessor, Numerical & Statistical Methods were Planned and detailed proposal was submitted.
6.	Other dialogues • Quality policy and ICT Policy to be re framed	Quality policy and ICT Policy were reframed

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 09/07/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/02 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. Dr. Ashwini Joshi
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani
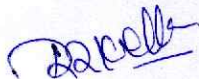
Dear Sir/Madam,

It is my pleasure to inform you that the 2nd Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 15th July 2019 at 11:00 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

VSIT | Vidyalankar School of Information Technology
NAAC ACCREDITED COLLEGE

2019-20/02 MEETING AGENDA

The following agenda-items shall be discussed in the 2nd Meeting of IQAC that has been

scheduled to be held On 15th July, 2019 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 1st Meeting of IQAC held on 10th June ,2019
2	Planning of Committee Activities
4	Placement Orientation for Third Year Students
5	Proposal for Educational Tours, Industrial Visits and Guest lectures by Industry experts in different domains.
6	Planning for Mid Term Exams for all streams
7	Any other matter for quality improvement

Meeting Schedule Time : 11:00 am		Starting Time :		11:00 am	
Meeting of	IQAC	Meeting No.	2019-20/02	Held on	15/07/2019

Members present:

1.   Dr. Rohini Kelkar
2.   Girish Gokhale
3.   Asif Rampurawala
4.   Vijay Gawde
5.   Pushpa Mahapatro
6.   Dr. Sarika Chouhan
7.   Sandip Khandekar
8.   Sindhu Krishnan
9.   Dr. Ashwini Joshi
10. Reshma Suryavanshi
11. Shri Milind Tadvalkar
12. Poonam Mirwani

The following agenda-items were discussed in the 2nd Meeting of IQAC that held on 15th July 2019 at 11:00 am. In the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 10th June 2019 were read by IQAC coordinator Ms. Poonam Mirwani and confirmed by members
2	Resolved that all committees to conduct activities as per plan during ODD Semester 2019-20
3	Resolved that Mid Term Exams of all streams to be conducted in Mid-August
3	Resolved that Placement Committee will organise the orientation session for all final year students
4	Resolved that Educational Tours, Industrial visits and Guest Lectures to be organised immediately after Mid-Term Exams
5	Resolved that World Entrepreneur Day Celebration to be organised by E Cell

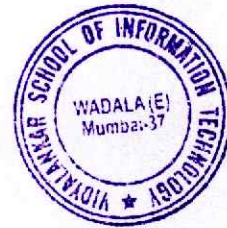| 6	Resolved that following activities will be conducted in August 2019: Seminar on "Write a Quality Research Paper", AM CAT aptitude test 2019 and Star Alumni Event

The meeting ended with a vote of thanks to the Chair

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

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NAAC ACCREDITED COLLEGE

The following members were present for the IQAC meeting held 15th July 2019 at 11:00 am.
In the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	AB
4	Pooja Ghag	AB
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Dr. Ashwini Joshi	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	AB
14	Riya Khanna (GS Council)	AB
16	Principal Venkatramani	AB
17	Prof. Suresh Patil	AB
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

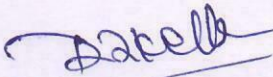Dr. (Mrs.) Rohini Kelkar
Principal

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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 2019-20 held on 15th July 2019 at 11:00 am in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Resolved that all committees to conduct activities as per plan during ODD Semester 2019-20	Regular monitoring was done by IQAC to ensure conduct of Committee and departmental activities as per the planned schedule.
2.	Resolved that Mid Term Exams of all streams to be conducted in Mid-August	Mid Term Exams of all streams were conducted in the month of August.
3.	Resolved that Placement Committee will organise the orientation session for all final year students	Orientation sessions were organised by Placement Committee for all final year students
4.	Resolved that Educational Tours, Industrial visits and Guest Lectures to be organised immediately after Mid-Term Exams	Educational Tours, Industrial visits and Guest Lectures were planned by each department to bridge the gap between industry and academia.
5.	Resolved that World Entrepreneur Day Celebration to be organised by E Cell	E Cell has planned to celebrate World entrepreneur day on 20th August 2019 by inviting eminent speaker Mr. Raghunath Medge, former President of Mumbai Dabbawala Association and Mr. Pradeep Lokhande, Social Entrepreneur.
6.	Resolved that following activities will be conducted in August 2019: Seminar on "Write a Quality Research Paper", AM CAT aptitude test 2019 and Star Alumni Event	R & D Committee has planned to organise seminar on "Write a Quality Research Paper for students on 22nd August 2019. Star Alumni Event was conducted on 10-08-2019 by Alumni Committee

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 10/08/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/03 MEETING AGENDA

To,

1.   **Dr. Rohini Kelkar**
2.   **Girish Gokhale**
3.   **Murli Anantha**
4.   Pooja Ghag
5.   Asif Rampurawala
6.   Vijay Gawde
7.   Pushpa Mahapatro
8.   Dr. Sarika Chouhan
9.   Sandip Khandekar
10. Sindhu Krishnan
11. Dr. Ashwini Joshi
12. **Reshma Suryavanshi**
13. **Shri Milind Tadvalkar**
14. **Aditya Karandikar (Alumni)**
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 3rd Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 19th August 2019 at 11:00 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/03 MEETING AGENDA

The following agenda-items shall be discussed in the 3rd Meeting of IQAC that has been

scheduled to be held on 19th August,2019 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 2nd Meeting of IQAC held on 15th July,2019
2	MOOCs, NPTEL and Swayam Courses for faculty and students
3	Strengthening Seminars and Workshops
4	Applications for Sponsored Minor Research Projects to University of Mumbai
5	Briefing the committee about status of AQAR 2018-19
6	Planning for Media Conclave -MAADHYAM and HR conference
7	Any other matter for quality improvement

Meeting Schedule Time : 11:00 am	Starting Time :		11:10 am		
Meeting of	IQAC	Meeting No.	2019-20/03	Held on	19/08/2019

Members present:

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Dr. Sarika Chouhan
8. Sandip Khandekar
9. Sindhu Krishnan
10. **Dr. Ashwini Joshi**
11. **Reshma Suryavanshi**
12. **Principal Venkatramani**
13. **Poonam Mirwani**

The following agenda-items were discussed in the 3rd Meeting of IQAC that held on 19th August 2019 at 11:10 am, in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 15th July 2019 were read by IQAC coordinator confirmed by members
4	Resolved that Multi-disciplinary Seminar and Hands on Workshops to be conducted at a large scale
5	Resolved that MOOCs, NPTL and Swayam Courses to be promoted and undertaken by Faculty and students
6	Resolved that Media Conclave -MAADHYAM to be organized on October 2019
7	Resolved that HR conference to be organised in association with HRFI
7	Annual Quality Assurance Report • Tasks to be assigned criteria wise

| | • Criteria reports with all supporting documents to be submitted by all the members by 30/10/2019 |
| | • AQAR to be uploaded on NAAC Website by December 31/12/2019 |

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

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 19th August 2019 at 11:10 am. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	**Murli Anantha**	Present
4	**Pooja Ghag**	Present
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Absent
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	**Sindhu Krishnan**	Present
10	Dr. Ashwini Joshi	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Absent
13	Aditya Karandikar (Alumni)	Absent
14	Riya Khanna (GS Council)	Absent
16	Principal Venkatramani	Present
17	**Prof. Suresh Patil**	Absent
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 11/09/2019

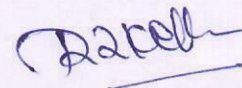## INTERNAL QUALITY ASSURANCE CELL (IQAC)

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 2019-20 held on 19th August 2019 at 11:10 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 15th July 2019 were read by IQAC coordinator confirmed by members	
2.	Resolved that Multi-disciplinary Seminar and Hands on Workshops to be conducted at a large scale	Various Multi-disciplinary Seminar and Hands on Workshops were planned & organised by various departments as per schedule
3.	Resolved that MOOCs, NPTEL and Swayam Courses to be promoted and undertaken by Faculty and students	Various MOOCs, NPTEL and Swayam Courses were undertaken by Faculty And students.
4.	Resolved that Media Conclave - MAADHYAM to be organized on October 2019	Media Conclave –MAADHYAM to be Conducted on 4th October 2019
5.	Resolved that HR conference to be organised in association with HRFI	HR conference was organised in association with HRFI on 12th October 2019
6.	Annual Quality Assurance Report • Tasks to be assigned criteria wise • Criteria reports with all supporting documents to be submitted by all the members by 30/10/2019 • AQAR to be uploaded on NAAC Website by December 31/12/2019	Annual Quality Assurance Report Tasks has been assigned as per the plan

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 06/09/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/04 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. **Dr. Ashwini Joshi**
12. **Reshma Suryavanshi**
13. **Shri Milind Tadvalkar**
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 4th Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 16th September 2019 at 1:00 pm in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/04 MEETING AGENDA

The following agenda-items shall be discussed in the 4th Meeting of IQAC that has been scheduled to be held on 16th September,2019 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 3rd Meeting of IQAC held on 19th August 2019
2	Proposal for International Multidisciplinary Conference VCMT 2020 and pre Conference workshop
3	Annual Day, Departmental Sports League and Other extracurricular activities
4	Strengthening Alumni Association and its activities
5	Performance Improvement & Merit Batch sessions for Academically weak and potential toppers.
6	Library Committee activities
7	Any other matter for quality improvement

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NAAC ACCREDITED COLLEGE

Meeting Schedule Time : 1:00 pm		Starting Time :		1:00 pm	
Meeting of	IQAC	Meeting No.	2019-20/04	Held on	16/09/2019

Members present:

1. Dr. Rohini Kelkar
2. Shri Girish Gokhale
3. Murli Anantha
4. Asif Rampurawala
5. Vijay Gawde
6. Pushpa Mahapatro
7. Sandip Khandekar
8. Abhijit Rane
9. Dr. Sarika Chouhan
10. Shri Milind Tadvalkar
11. Riya Khanna (GS Council)
12. Ms. Poonam Mirwani

The following agenda-items were discussed in the 4th Meeting of IQAC that held on 16th September 2019 at 1:00 pm. in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 19th August 2019 were read by IQAC coordinator Ms. Poonam Mirwani and confirmed by members
2	Resolved that International Multidisciplinary Conference VCMT 2020 and pre conference workshop to be held in February 2020
4	Resolved that Verve, Vigour, Maay Marathi to be conducted in December 2019
5	Resolved that Performance Improvement & Merit Batch sessions to be conducted for academically weak and potential topper students before semester end exams
6.	Resolved that Library Committee to organise AD Shroff Memorial Elocution Competition
7	Resolved that Departmental Sports League to be conducted

8	Resolved that Ganpati Mandal Street Plays to organised by NSS during Ganpati Festival in September 2019

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

Prof. Poonam Mirwani
Coordinator IQAC

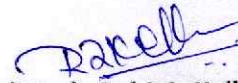Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 16th September 2019 at 1:00 pm. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	AB
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	AB
10	Dr. Ashwini Joshi	AB
11	Reshma Suryavanshi	AB
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	AB
14	Riya Khanna (GS Council)	Present
16	Principal Venkatramani	AB
17	Prof. Suresh Patil	AB
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 07/10/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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 2019-20 held on 16th September 2019 at 1:00 pm. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 19th August 2019 were read by IQAC coordinator Ms. Poonam Mirwani and confirmed by members	
2.	Resolved that International Multidisciplinary Conference VCMT 2020 and preconference workshop to be held in February 2020	Research And Development Activities Committee has planned to organise International Multidisciplinary Conference VCMT 2020 and preconference workshop on 7th & 8th February 2020
3.	Resolved that Verve, Vigour, Maay Marathi to be conducted in December 2019	Verve, Vigour, Maay Marathi will be organised by respective committees in the second & third week of December 2019
4.	Resolved that Performance Improvement & Merit Batch sessions to be conducted for academically weak and potential topper students before semester end exams	Performance Improvement & Merit Batch sessions to be conducted as per the planned schedule.
5.	Resolved that Library Committee to organise AD Shroff Memorial Elocution Competition	Conducted on 29th Sept 2019
6.	Resolved that Departmental Sports League to be conducted	Departmental Sports League to be conducted in the month of February 2020
7.	Resolved that Ganpati Mandal Street Plays to organised by NSS during Ganpati Festival in September 2019	Conducted from 2nd Sept to 10th Sept 2019

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 06/10/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/05 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. **Dr. Ashwini Joshi**
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 5th Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 14th October 2019 at 11:00 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/05 MEETING AGENDA

The following agenda-items shall be discussed in the 5th Meeting of IQAC that has been scheduled to be held on 14th October,2019 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 4th Meeting of IQAC held on 16th September,2019
2	To organise Scholars Day to felicitate topper students from all streams
3	Book Review/Paper Review/Technical Review by Faculty members during Diwali non-instructional period
4	NSS Camp, Organ Donation Session and Diwali Party (Team building activity)
5	Any other matter for quality improvement

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NAAC ACCREDITED COLLEGE

Meeting Schedule Time : 11:00 am		Starting Time :		11:15 am	
Meeting of	IQAC	Meeting No.	2019-20/05	Held on	14/10/2019

Members present:

1. Dr. Rohini Kelkar
2. **Murli Anantha**
3. Asif Rampurawala
4. Vijay Gawde
5. Umesh Koyande
6. Sandip Khandekar
7. Dr. Sarika Chouhan
8. Reshma Suryavanshi
9. Shri Milind Tadvalkar
10. Aditya Karandikar (Alumni)
11. Principal Venkatramani
12. Ms. Poonam Mirwani

The following agenda-items were discussed in the 5th Meeting of IQAC that held on 14th October 2019 at 11:15 pm. in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 19th August 2019 were read by IQAC coordinator Ms. Poonam Mirwani and confirmed by members
2	Resolved that Scholars Day to be held in October to felicitate topper students from all streams.
3	Discussion on the Themes and resource persons for VCMT-2020
4	**Resolved to Conduct Book Review/Paper Review/Technical Review for faculties from Mid October 2019**
5	Resolved that Special NSS Camp to be organised to Village Palsunde, Taluka Mokhada, District Palghar in November 2019 and Organ Donation Session and Diwali Party (Team building activity) to be organised

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

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

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NAAC ACCREDITED COLLEGE

The following members were present for the IQAC meeting held on 14th October 2019 at 11:15 pm. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	AB
3	Murli Anantha	Present
4	Pooja Ghag	AB
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	AB
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	AB
10	Dr. Ashwini Joshi	AB
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	Present
14	Riya Khanna (GS Council)	AB
16	Principal Venkatramani	Present
17	Prof. Suresh Patil	AB
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

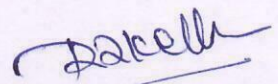Dr. (Mrs.) Rohini Kelkar
Principal

Date: 29/11/2019

<u>**INTERNAL QUALITY ASSURANCE CELL (IQAC)**</u>

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 2019-20 held on 14th October 2019 at 11:15 pm. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 19th August 2019 were read by IQAC coordinator Ms. Poonam Mirwani and confirmed by members	
2.	Resolved that Scholars Day to be held in October to felicitate topper students from all streams.	Scholars Day was conducted as per the planned schedule.
3.	Discussion on the Themes and resource persons for VCMT-2020	Research & Development Committee is working on finalising the Theme and resource persons for VCMT 2020
4.	Resolved to Conduct Book Review/Paper Review/Technical Review for faculties from Mid-October 2019	Book Review/Paper Review/Technical Review was conducted as per the plan for faculties
5.	Resolved that Special NSS Camp to be organised to Village Palsunde, Taluka Mokhada, District Palghar in November 2019 and Organ Donation Session and Diwali Party (Team building activity) to be organised	All planned activities were organised by respective committees as per the schedule.

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 01/11/2019

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/06 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Dr. Sarika Chouhan
9. Sandip Khandekar
10. Sindhu Krishnan
11. Dr. Ashwini Joshi
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 6th Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 4th November 2019 at 10:30 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/06 MEETING AGENDA

The following agenda-items shall be discussed in the 6th Meeting of IQAC that has been scheduled to be held on 4th November,2019 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 5th Meeting of IQAC held on 14th October 2019
2	To conduct AAP Workshop for all the courses for even semester 2019-20
3	To organise Seminars and workshops in upcoming semester
4	To conduct Bridge Courses and Value Added Courses
5	Annual Festival Planning
7	Marathi Bhasha Sanwardhan Pandharawada
8	Any other matter for quality improvement

Meeting Schedule Time : 10:30 am	Starting Time :		10:30 am	
Meeting of	IQAC	Meeting No.	2019-20/06	Held on	04/11/2019

Members present:

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Pooja Ghag
4. Asif Rampurawala
5. Vijay Gawde
6. **Pushpa Mahapatro**
7. **Dr. Sarika Chouhan**
8. **Sandip Khandekar**
9. **Sindhu Krishnan**
10. **Dr. Ashwini Joshi**
11. Reshma Suryavanshi
12. Shri Milind Tadvalkar
13. Riya Khanna (GS Council)
14. Poonam Mirwani

The following agenda-items were discussed in the 6th Meeting of IQAC that held on 4th November 2019 at 10:30 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 14th October 2019 were read by IQAC coordinator Ms Poonam Mirwani and confirmed by members
2	Resolved that AAP Workshop to be conducted in Mid November 2019 for all departments and industry mentors to be invited to review AAP.
3	Resolved that Bridge Courses and Value Added Courses to be conducted from December 2019
4	Resolved that Annual Fest Verve, Vigour and My Maay Marathi to be held in December End 2019 and dialogues about Budget Planning and implementation of fest were held.
5	Celebration of Marathi Bhasha Sanwardhan Pandharawada in January 2020

6	Resolved that Self Defense Workshop to be organised in December, 2019

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

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

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The following members were present for the IQAC meeting held on on 4th November 2019 at 10:30 am. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	AB
4	Pooja Ghag	Present
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Dr. Ashwini Joshi	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	AB
14	Riya Khanna (GS Council)	Present
16	Principal Venkatramani	AB
17	Prof. Suresh Patil	AB
18	Poonam Mirwani	Present

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

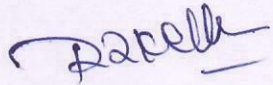**VSIT** | Vidyalankar School of Information Technology

Date: 04/01/2020

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 2019-20 held on 4th November 2019 at 10:30 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 14th October 2019 were read by IQAC coordinator Ms Poonam Mirwani and confirmed by members	
2.	Resolved that AAP Workshop to be conducted in Mid-November 2019 for all departments and industry mentors to be invited to review AAP.	Conducted on 11th Sept 2019
3.	Resolved that Bridge Courses and Value-Added Courses to be conducted from December 2019	Bridge Courses and Value-Added Courses was planned and conducted as per the schedule
4.	Resolved that Annual Fest Verve, Vigour and My Maay Marathi to be held in December End 2019 and dialogues about Budget Planning and implementation of fest were held.	All programs were organised as per the plan. Students participated wholeheartedly in all the events.
5.	Celebration of Marathi Bhasha Sanwardhan Pandharawada in January 2020	Marathi Bhasha Sanwardhan Pandharawada will be organised by Marathi Vangmay MandaL on 9th & 10th January 2020
6.	Resolved that Self Defense Workshop to be organised in December 2019	Conducted on 10th December 2019

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

VSIT | Vidyalankar School of Information Technology
NAAC ACCREDITED COLLEGE

Date: 02/01/2020

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/07 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. **Dr. Sarika Chouhan**
9. **Sandip Khandekar**
10. Sindhu Krishnan
11. Dr. Ashwini Joshi
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Dr. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 7th Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 10th January 2020 at 11:00 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/07 MEETING AGENDA

The following agenda-items shall be discussed in the 7th Meeting of IQAC that has been

scheduled to be held on 10th January,2020 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 6th Meeting of IQAC held on 4th November 2019
2	**To conduct BIZCON 20**
3	To conduct Tantravihar Project exhibition and V-Search – 2020 National Level Research Paper Conference for students
4	To introduce Hobby Booster Series
5	Finalization of Schedule for VCMT-2020
6	To conduct Intercollegiate Short Film Festival V-Talkies
7	**To conduct Degree Distribution Ceremony**
8	Any other matter for quality improvement

Meeting Schedule Time : 11:00 am		Starting Time :		11:00 am		
Meeting of	IQAC	Meeting No.	2019-20/07	Held on	10/01/2020	

Members present:

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. Sandip Khandekar
9. Sindhu Krishnan
10. Dr. Ashwini Joshi
11. Reshma Suryavanshi
12. Shri Milind Tadvalkar
13. Prof. Suresh Patil
14. Dr. Poonam Mirwani

The following agenda-items were discussed in the 7th Meeting of IQAC that held on 10th January 2020 at 11:00 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 4th November 2020 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members
2	Resolved To conduct BIZCON 2020 on 5th and 6th March 2020 To conduct and for students To introduce Hobby Booster Series Finalization of Schedule for VCMT-2020 To conduct Intercollegiate Short Film Festival V-Talkies To conduct Degree Distribution Ceremony

3	Resolved to conduct Intercollegiate Final Year Project exhibition Tantavihar 2020 on 6th March 2020
4	Resolved to conduct Intercollegiate National Level Research Paper Conference V-Search – 2020 on 29th February 2020
5	Resolved to finalize the schedule for VCMT-2020 to be held on 7th & 8th February 2020.
6	**Resolved to conduct Intercollegiate short Film Festival V-Talkies on 27th February 2020.**
7	**Resolved to conduct Degree Distribution Ceremony on 23rd of February 2020.**
8	Resolved to parcipate in Walkathon by Tata Memorial and HOSH Foundation
9	Resolved to organise Annual Alumni Meeting V Meet on 1st February 2020

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

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 10th January 2020 at 11:00 am. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	Present
4	Asif Rampurawala	Present
5	Vijay Gawde	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Absent
8	Sandip Khandekar	Present
9	Sindhu Krishnan	Present
10	Dr. Ashwini Joshi	Present
11	Reshma Suryavanshi	Present
12	Shri Milind Tadvalkar	Present
13	Aditya Karandikar (Alumni)	Absent
14	Riya Khanna (GS Council)	Absent
16	Principal Venkatramani	Absent
17	Prof. Suresh Patil	Present
18	Dr. Poonam Mirwani	Present

Dr. Poonam Mirwani
Coordinator IQAC

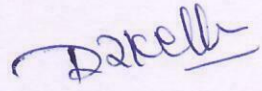Dr. (Mrs.) Rohini Kelkar
Principal

Date: 08/02/2020

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken Report

Following is the Action taken Report of Seventh Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2019-20 held on 10th January 2020 at 11:00 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 4th November 2020 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members	
2.	Resolved to conduct BIZCON 2020 on 5th and 6th March 2020	BIZCON 2020 conducted on 5th and 6th March 2020
3.	To introduce Hobby Booster Series	Hobby Booster Series to be conducted on 29th February 2020
4.	Resolved to conduct Intercollegiate Final Year Project exhibition Tantavihar 2020 on 6th March 2020	To be Conducted on 6th March 2020
5.	Resolved to conduct Intercollegiate National Level Research Paper Conference V-Search – 2020 on 29th February 2020	To be Conducted on 29th February 2020
6.	Resolved to finalize the schedule for VCMT-2020 to be held on 7th & 8th February 2020.	Conducted on 7th & 8th February 2020.
7.	Resolved to conduct Intercollegiate short Film Festival V-Talkies on 27th February 2020.	To be conducted on 27th February 2020
8.	Resolved to conduct Degree Distribution Ceremony on 23rd of February 2020.	To be conducted on 23rd of February 2020.
9.	Resolved to participate in Walkathon by Tata Memorial and HOSH Foundation	Conducted on 4th February 2020
10.	Resolved to organise Annual Alumni Meeting V Meet on 1st February 2020	Conducted on 1st February 2020

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 07/02/2020

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2019-20/08 MEETING AGENDA

To,

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Murli Anantha
4. Pooja Ghag
5. Asif Rampurawala
6. Vijay Gawde
7. Pushpa Mahapatro
8. **Dr. Sarika Chouhan**
9. **Sandip Khandekar**
10. **Sindhu Krishnan**
11. Dr. Ashwini Joshi
12. Reshma Suryavanshi
13. Shri Milind Tadvalkar
14. Aditya Karandikar (Alumni)
15. Riya Khanna (GS Council)
16. Principal Venkatramani
17. Prof. Suresh Patil
18. Dr. Poonam Mirwani

Dear Sir/Madam,

It is my pleasure to inform you that the 8th Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology is scheduled to be held on 13th February 2020 at 11:30 am in the Principal's cabin. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Prof. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

2019-20/08 MEETING AGENDA

The following agenda-items shall be discussed in the 8th Meeting of IQAC that has been

scheduled to be held on 13th February,2020 in the Principal's cabin.

Agenda Item	Particulars
1	To confirm the minutes of 7th Meeting of IQAC held on 10th January,2020
2	To hold College Development Committee Meeting
3	International Women's Day Celebration
4	National Digital Library of India (NDLI) awareness program
5	To conduct Industrial Visits and Guest Lectures for all the courses
6	Any other matter for quality improvement

Meeting Schedule Time : 11:30 am		Starting Time :		11:40 am	
Meeting of	IQAC	Meeting No.	2019-20/08	Held on	13/02/2020

Members present:

1. Dr. Rohini Kelkar
2. Girish Gokhale
3. Pooja Ghag
4. Asif Rampurawala
5. Vijay Gawde
6. Pushpa Mahapatro
7. Dr. Sarika Chouhan
8. Sandip Khandekar
9. Reshma Suryavanshi
10. Shri Milind Tadvalkar
11. Prof. Suresh Patil
12. **Dr. Poonam Mirwani**

The following agenda-items were discussed in the 9th Meeting of IQAC that held on 13th February 2020 at 11:40 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 10th January,2020 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members
2	Resolved to conduct Industrial Visits for all the courses after Mid-Term Exams
3	Resolved to conduct Guest Lectures for all courses in the Month of February & March
4	**Resolved to hold CDC Meet in March last week**
5	**Resolved to celebrate International Women's Day on 8th March 2020 and finalisation of resource person for the event**
6	Resolved to organise National Digital Library of India (NDLI) awareness program in March last week.

| 7 | To host UGC Academic staff college RUSA sponsored Refresher Course on Data Science and Machine Learning |

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

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

VSIT | Vidyalankar School of Information Technology
NAAC ACCREDITED COLLEGE

The following members were present for the IQAC meeting held on 13th February 2020 at 11:40 am. in the Principal's cabin:

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	AB
4	Pooja Ghag	Present
4	Asif Rampurawala	Present
5	**Vijay Gawde**	Present
6	Pushpa Mahapatro	Present
7	Dr. Sarika Chouhan	Present
8	Sandip Khandekar	Present
9	Sindhu Krishnan	AB
10	Dr. Ashwini Joshi	AB
11	**Reshma Suryavanshi**	Present
12	**Shri Milind Tadvalkar**	Present
13	Aditya Karandikar (Alumni)	AB
14	Riya Khanna (GS Council)	AB
16	Principal Venkatramani	AB
17	Prof. Suresh Patil	Present
18	Dr. Poonam Mirwani	Present

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

Date: 02/06/2020

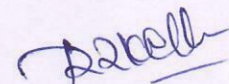## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken Report

Following is the Action taken Report of Eighth Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2019-20 held on 13th February 2020 at 11:40 am. in the Principal's cabin:

Sr. No.	Minutes of Meeting	ATR
1.	Minutes of the previous meeting held on 10th January,2020 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members	
2.	Resolved to conduct Industrial Visits for all the courses after Mid-Term Exams	Industrial Visits conducted by various departments as per schedule
3.	Resolved to conduct Guest Lectures for all courses in the Month of February & March	Guest Lectures were conducted by various departments as per the plan
4.	Resolved to hold CDC Meet in March last week	CDC Meeting was held as per the schedule.
5.	Resolved to celebrate International Women's Day on 8th March 2020 and finalisation of resource person for the event	Conducted on 8th March 2020
6.	Resolved to organise National Digital Library of India (NDLI) awareness program in March last week.	National Digital Library of India (NDLI) awareness program was organised as per the plan

Dr. Poonam Mirwani
Coordinator IQAC

Dr. (Mrs.) Rohini Kelkar
Principal