

Date: 01/06/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2021-22/01 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 2021-22 is scheduled to be held on 7th June, 2021 at 11:00 am on Ms Teams. 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	Re constitution of IQAC
2	To begin Academic year online amidst Pandemic
3	To Restructure BMS and BFM Department.
4	To finalise Institutional Committee conveners
5	To organise a Short Term Training Program on Integrating Lab Activities And Virtual Labs In Online Teaching Learning for VSIT Faculty members
6	To conduct online induction program for all Second and Third year students
7	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC





Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 11: 00 am		Starting Time :		11: 00 am	
Meeting of	IQAC	Meeting No.	2021-22/01	Held on	07/06/2021


The following are the Minutes of Meeting of IQAC held on 07/06/2021 at 11:00 am on Ms Teams Platform.

Sr. No.	Minutes of Meeting														
1	Welcome of all members by Dr. Rohini Kelkar														
2	<p>Re Constitution of Internal Quality Assurance Cell</p> <p>The following IQAC Members have been appointed:</p> <table border="1"> <tr> <td>1. Chairperson</td> <td>Dr. Rohini Kelkar</td> </tr> <tr> <td>2. Senior Administrative officers</td> <td> 1. Shri Girish Gokhale 2. Murli Anantha 3. Pooja Ghag </td> </tr> <tr> <td>4. Teachers</td> <td> 1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 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. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council) </td> </tr> <tr> <td>6. One/two nominees from Employers/industrialists/stakeholders</td> <td> 1. Dr. Sangita Joshi 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. Shri Girish Gokhale 2. Murli Anantha 3. Pooja Ghag	4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 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. Anamika Salvi (GS Council)	6. One/two nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar	7. Director of IQAC	Dr. Poonam Mirwani
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. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 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. Anamika Salvi (GS Council)														
6. One/two nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar														
7. Director of IQAC	Dr. Poonam Mirwani														
3	Declaration of all Institutional Committee conveners. Resolved that Committee Preview odd Semester 2021-22 will be conducted by IQAC, where all committees shall present their planned activities for the said period.														
4	<p>Restructuring BMS and BFM departments:</p> <p>Resolved that Prof. J Gunasundari and Dr. Poonam Mirwani shall act as Head of Department of BMS and BFM departments respectively.</p>														




5	All Odd Semester Second Year and Third Year regular classes will begin online through MS Teams, 21/06/2021 onwards.
6	An Induction Program will be conducted for all Odd Semester Second Year and Third Year classes to make students accustomed with forthcoming semester subjects, course contents and objectives, faculty in charges and other information about the program and institute.
7	Resolved that a Short Term Training Program on Integrating Lab Activities And Virtual Labs In Online Teaching Learning for VSIT Faculty members
8	Resolved that Innovative teaching methodologies to be applied for all programs in adherence to National Education Policy 2020
9	A comprehensive orientation to be organised for SYBMS and TYBAMMC for choosing their subject specialisation.
10	Considering demographical advantage of Online Activities it was resolved that International Symposium on Emerging Trends In Global Business Resilience Strategies to be organised by BMS Department in first half of August 2021
11	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • To organise Online special lecture series and guest lectures related to curriculum and social, environmental, geopolitical issues. • Gap analysis of all programs curriculum to be done considering cutting-edge industry requirements. Innovative Value added courses to be introduced to bridge gap between curriculum and latest industry requirements. • To introduce a new series for enlightening the students about latest technological updates. • To introduce a you tube channel through which students can get a platform for showcasing their knowledge and ideas about contemporary issues at domestic and international levels. • To collaborate with eminent institutes for students and faculty exchange programs. • To organise short term training program for integrating lab activities and virtual labs in online teaching learning • To organise various online cultural programs under NSS, DLLE, Marathi Vangmay Mandal and Students Council.

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 07/06/2021 at 11:00 am on Ms Teams.

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	Present
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Present
14	Aditya Karandikar (Alumni)	Present
15	Anamika Salvi (GS Council)	Present
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

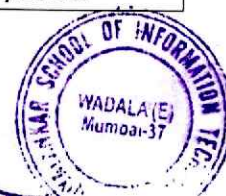
Date: 07/08/2021

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 2021-22 held on 07/06/2021 at 11:00 am on Ms Teams Platform.

Sr. No.	Minutes of Meeting	ATR
1.	Re Constitution of Internal Quality Assurance Cell	
2.	Declaration of all Institutional Committee conveners. Resolved that Committee Preview odd Semester 2021-22 will be conducted by IQAC, where all committees shall present their planned activities for the said period.	Committee Preview conducted by IQAC
3.	Restructuring BMS and BFM departments: Resolved that Prof. J Gunasundari and Dr. Poonam Mirwani shall act as Head of Department of BMS and BFM departments respectively.	Both Head of Departments took charge at beginning of academic year 2021-22
4.	All Odd Semester Second Year and Third Year regular classes will begin online through MS Teams, 21/06/2021 onwards.	All classes started as per schedule through online mode (Ms Teams)
5.	An Induction Program will be conducted for all Odd Semester Second Year and Third Year classes to make students accustomed with forthcoming semester subjects, course contents and objectives, faculty in charges and other information about the program and institute.	Online Induction Program was organised by all departments as per schedule
6.	Resolved that a Short Term Training Program on Integrating Lab Activities And Virtual Labs In Online	IQAC organised Short Term Training Program on Integrating Lab Activities And Virtual Labs In Online Teaching Learning for VSIT Faculty members on 31/07/2021.



	Teaching Learning for VSIT Faculty members	
7.	Resolved that Innovative teaching methodologies to be applied for all programs in adherence to National Education Policy 2020	Chief academic officers have initiated Innovative teaching methodologies for IT and CMA departments. All head of departments ensured that Education 4.0 techniques are applied in teaching learning
8.	A comprehensive orientation to be organised for SYBMS and TYBAMMC for choosing their subject specialisation.	Both orientation programs were organised successfully
9.	Considering demographical advantage of Online Activities it was resolved that International Symposium on Emerging Trends In Global Business Resilience Strategies to be organised by BMS Department in first half of August 2021	Department of BMS organised International Symposium on Emerging Trends in Global Business Resilience Strategies from 10/08/2021 to 14/08/2021
10.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> To organise Online special lecture series and guest lectures related to curriculum and social, environmental, geopolitical issues. Gap analysis of all programs curriculum to be done considering cutting-edge industry requirements. Innovative Value added courses to be introduced to bridge gap between curriculum and latest industry requirements. To introduce a new series for enlightening the students about latest technological updates. To introduce a you tube channel through which students can get a platform for showcasing their knowledge and ideas about contemporary issues at domestic and international levels. 	All IQAC initiatives were planned and executed by respective departments and committees.



	<ul style="list-style-type: none">• To collaborate with eminent institutes for students and faculty exchange programs.• To organise short term training program for integrating lab activities and virtual labs in online teaching learning• To organise various online cultural programs under NSS, DLLE, Marathi Vangmay Mandal and Students Council.	
--	---	--


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 02/08/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2021-22/02 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 2021-22 is scheduled to be held on 10th August, 2021 at 11:00 am on Ms Teams. 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	To confirm the minutes of 1 st Meeting of IQAC held on 7 th June ,2021
2	Planning of Departmental and Committee Activities
3	To launch Value Added/ certificate/ Add on Courses as per industry requirements
4	To improve Alumni and Parents engagement in students and institutional development
5	To discuss Internal Assessment Process and schedule for semester III ad V of all programs
6	To deliberate about First Year admission progression and orientation of new students
7	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC

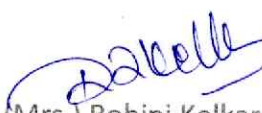



Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 11: 00 am		Starting Time :		11: 00 am	
Meeting of	IQAC	Meeting No.	2021-22/02	Held on	10/08/2021

The following agenda-items were discussed in the 2nd Meeting of IQAC that held on 10th August 2021 at 11:00 am on MS Teams Platform:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 07 th June 2021 were read by IQAC coordinator Dr. Poonam Mirwani and confirmed by members
2	Resolved that all committee and departmental activities to be well planned and executed through online platforms.
3	Deliberations were made on introducing Value Added/ certificate/ Add on Courses for instilling industry ready approach amongst undergraduates. Following Value Added courses were recommended: <ul style="list-style-type: none"> • Retail Banking • Working with Cassandra Database • International Financial Management • Python for Data Science • Quantitative Aptitude for Competitive Examinations for All Course Students • Digital Marketing by Microsoft
4	Admission status of academic year 2022-23 was discussed and it was resolved that a comprehensive Orientation and One Week Online Induction Program will be organised by all departments for welcoming new batch.
4	Alumni engagement to be enhanced by inviting them for first year induction program as guest speakers. Other ways of Alumni contribution be Final Year project guidance sessions, Informal Talks for sharing industry experience, Internship and Placement assistance. Resolved that Program wise Star Alumni Award will be declared every year during V Meet (Annual Alumni Meet)
5	Another important stakeholder for higher education institute are Parents. Their engagement to be enriched by inviting them during Orientation Programs, Degree Distribution Day, Scholars Day etc. Parents Explicit activities should be planned and executed by Parents Interaction Committee and structured feedback to be taken. Parents contribution can be through Internship and Placement assistance, Resource persons for events etc.
	Internal assessment reforms were discussed in line with National Education Policy 2020. A Comprehensive mechanism was introduced for all courses internal evaluation named CEPR (Continuous Evaluation Progress Report) which will be a real time report containing parameters like Attendance, Mid Term Exams, Class test, Mini Projects, Assignment, presentations, Education 4.0 activity assessments. The Chief Academic Officers to prepare and present draft CEPR for further endorsement.
6	IQAC Initiatives:

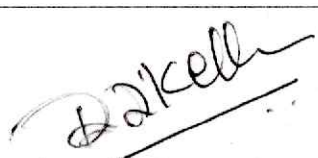


- International Webinar On Financial Functions in Excel
- Case Study Presentation On "Big Data Analysis"
- CSI Coding Club - Different Coding Environments and Basic Python Coding Constructs
- Investment Awareness Program
- Guest lecture: How to Create Effective Campaigns On Social Media
- World Entrepreneur Day Celebration - Videa Mela
- Skill Building Week – Android Application
- Connect with Cohort - BMS Department Alumni Meet
- Web Hosting and Cloud Application Workshop
- World Entrepreneur Day Celebration
- Webinar On Key to Health - Food & Beverage Committee Activity
- Dil Se Dil Tak: Mass Media Cultural Program
- Video Competition
- Orientation of First Year of Master of Science Information Technology 2021 - 22 Batch
- Session On Grooming & Styling by Hobby Club Committee
- Webinar On Digital Marketing
- Library Induction: Know Your Library
- Library in Your Pocket
- Human Library: Don't Judge a Book by Cover
- Art of Writing Research Paper
- Guest Lecture On NBFC: The Future of India
- Panel Discussion on "Recent Trends in IT"
- Seminar On Redesigning Marketing Strategy and Use of Robotics in Marketing
- Guest Lecture Series on Research Methodology

The meeting ended with a vote of thanks to the Chair


Dr. Poojam Mirwani
Coordinator IQAC





Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 10/08/2021 at 11:00 am on Ms Teams.

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	Present
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Present
14	Aditya Karandikar (Alumni)	Present
15	Anamika Salvi (GS Council)	Absent
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 21/09/2021

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 2021-22 held 10th August 2021 at 11:00 am on MS Teams Platform:

Sr. No.	Minutes of Meeting	ATR
1.	Resolved that all committee and departmental activities to be well planned and executed through online platforms.	Regular monitoring was done by IQAC to ensure conduct of Committee and departmental activities through online mode.
2.	Deliberations were made on introducing Value Added/ certificate/ Add on Courses for instilling industry ready approach amongst undergraduates. Following Value Added courses were recommended: <ul style="list-style-type: none"> • Retail Banking • Working with Cassandra Database • International Financial Management • Python for Data Science • Quantitative Aptitude for Competitive Examinations for All Course Students • Digital Marketing by Microsoft 	All planned Value Added/ certificate/ Add on Courses were introduced to enhance students readiness and fill the gap between academia and industry.
3.	Admission status of academic year 2022-23 was discussed and it was resolved that a comprehensive Orientation and One Week Online Induction Program will be organised by all departments for welcoming new batch.	A comprehensive Orientation Program was organised to welcome new batch students. Parents also were invited to attend the session. Further One Week Online Induction Program was organised by all departments for students.
4.	Alumni engagement to be enhanced by inviting them for first year induction program as guest speakers. Other ways of Alumni contribution be Final Year project guidance sessions, Informal Talks for sharing industry experience, Internship and Placement assistance. Resolved that Program wise Star Alumni Award will be declared every year during V Meet (Annual Alumni Meet)	Alumni engagement was heightened by inviting them for Induction Program and Resource Person for departmental guest lectures.



5.	<p>Another important stakeholder for higher education institute are Parents. Their engagement to be enriched by inviting them during Orientation Programs, Degree Distribution Day, Scholars Day etc. Parents Explicit activities should be planned and executed by Parents Interaction Committee and structured feedback to be taken. Parents contribution can be through Internship and Placement assistance, Resource persons for events etc.</p>	<p>Parents Interaction Committee and All Head of departments were instructed by IQAC to enrich involvement of parents through various activities.</p>
6.	<p>Internal assessment reforms were discussed in line with National Education Policy 2020. A Comprehensive mechanism was introduced for all courses internal evaluation named CEPR (Continuous Evaluation Progress Report) which will be a real time report containing parameters like Attendance, Mid Term Exams, Class test, Mini Projects, Assignment, presentations, Education 4.0 activity assessment. The Chief Academic Officers to prepare and present draft CEPR for further endorsement.</p>	<p>The Chief Academic Officers prepared and presented draft CEPR and it was approved. All departments were trained on Newly introduced evaluation system. Students Induction on Evaluation Reforms were also undertaken by each department.</p>
7.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Debate: Fight for Solution Is Ban On China Trade A Good Idea • Hands-On Workshop On Asp.Net Mvc5 Architecture • International Webinar On Financial Functions in Excel • Case Study Presentation On "Big Data Analysis" • CSI Coding Club - Different Coding Environments and Basic Python Coding Constructs • Investment Awareness Program • Guest lecture: How to Create Effective Campaigns On Social Media • World Entrepreneur Day Celebration - Videa Mela • Skill Building Week – Android Application • Connect with Cohort - BMS Department Alumni Meet • Web Hosting and Cloud Application Workshop • World Entrepreneur Day Celebration 	<p>All IQAC initiatives were planned and executed by respective departments and committees.</p>



- Webinar On Key to Health - Food & Beverage Committee Activity
- Dil Se Dil Tak: Mass Media Cultural Program
- Video Competition
- Orientation of First Year of Master of Science Information Technology 2021 - 22 Batch
- Session On Grooming & Styling by Hobby Club Committee
- Webinar On Digital Marketing
- Library Induction: Know Your Library
- Library in Your Pocket
- Human Library: Don't Judge a Book by Cover
- Art of Writing Research Paper
- Guest Lecture On NBFC: The Future of India
- Panel Discussion on 'Recent Trends in IT'
- Seminar On Redesigning Marketing Strategy and Use of Robotics in Marketing
- Guest Lecture Series on Research Methodology



Dr. Poonam Mirwani
Coordinator IQAC



Dr. (Mrs.) Rohini Kelkar
Principal

Date: 16/09/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2021-22/03 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 2021-22 is scheduled to be held on 25th September, 2021 at 11:00 am in NAAC 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	To confirm the minutes of 2 nd Meeting of IQAC held on 10 th August ,2021 and to discuss Action Taken Report
	To discuss on ground work of Annual International Research Conference VCMT 2021
2	To strengthen and streamline activities of Final Year Project Quality Assurance Committee and to decide on role of project mentor (Adjunct Faculty) in enhancing quality of final year projects.
3	To lead additional Value Added Courses and bridge courses during non-instructional period of Diwali Break
4	To deliberate on Institutional collaborations like IEEE, CSI, Spoken Tutorial by IITB.
5	To plan for Staff Welfare activities during Diwali Break
6	To decide on beginning Odd semester conclusion and Even semester beginning of AY 2021-22
7	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 11: 00 am		Starting Time :		11: 00 am	
Meeting of	IQAC	Meeting No.	2021-22/03	Held on	25/09/2021


The following agenda-items were discussed in the 3rd Meeting of IQAC that held on 25th September 2021 at 11:00 am in NAAC Room:

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 10 th August 2021 were read by IQAC Coordinator Dr. Poonam Mirwani and confirmed by members. Action Taken Report for the same was also presented.
2	Decided that VCMT 2021 will be organised by research & Development Committee in December first week. Organising Committee was finalised and instructed to conduct regular meetings and follow up.
3	Resolved that Final Year Project Quality Assurance Committee will organise A series of Expert sessions on Research for quality assurance of final year projects of all programs. Further selected projects will be presented to Project Mentors (Adjunct Faculty) for enhancing excellence. Periodic guidance sessions will be conducted by all guides and project mentors. The objective of this practice is to lead students to participate and win in Inter Collegiate project exhibitions and competitions.
4	Importance of designing and developing contemporary Value Added/ Certificate courses was discussed by the members. It was resolved that all departments shall do thorough gap analysis and propose Value Added/ Certificate courses which can be either conducted by VSIT faculty members or outsourced from any third party.
5	Institutional collaborations to be strengthened by organising collaborative activities. IEEE, CSI, CII, Spoken Tutorial by IITB, NPTEL and SWAYAM. Each collaboration will have one point of person to communicate with concerned institute and organise the activity.
6	Staff development and welfare committee to plan and organise Team Building activities for teaching and non-teaching staff during non-instructional period. Activities may include A Diwali get together or Any outbound get together
7	Resolved that Odd Semester of academic year to end on 14/10/2021 for Second and Third year of all programs and Online semester end exams to be in last week of October 2021. First year semester end would be in last week of December 2021 and Online semester end exams to be in second week of January 2022.
8	IQAC Initiatives:




- Establishment of A Legal Club at Institutional Level
- Guest Lecture Series On Research Methodology
- Webinar On HR Retention Strategies for The Hospitality Industry During COVID 19
- Guest Lecture On Video Podcasting
- Scriptwriting for Films, Television and The Web
- IEEE-VSIT WIE AG STEM Workshop for AXF Student
- Virtual Industrial Visit to RBI
- Workshop On Web Hosting
- CSI: E-Symposium in Recent Trends in IT
- Spoken Tutorial Online Exams
- Webinar On Overview of Business Law
- Guest Lecture On Industry 4.0
- Webinar On Data Analysis Using Excel
- Workshop On Video Making
- Workshop On Festive Healthy Sweets
- How to Start an Online Start Up
- Poster Making Competition
- Upgrade Your Financial Literacy with NJ Flap
- Declamation (Speech) Competition

The meeting ended with a vote of thanks to the Chair


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 18/11/2021

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 2021-22 held on 25th September 2021 at 11:00 am in NAAC Room:

Sr. No.	Minutes of Meeting	ATR
1.	Decided that VCMT 2021 will be organised by research & Development Committee in December first week. Organising Committee was finalised and instructed to conduct regular meetings and follow up.	Research and Development Committee has planned to organised 4 th International Multidisciplinary Research Conference themed "Transforming with Changing Dimensions in Industry & Education" on 4 th December 2021. All preliminaries are accomplished by the committee.
2.	Resolved that Final Year Project Quality Assurance Committee will organise A series of Expert sessions on Research for quality assurance of final year projects of all programs. Further selected projects will be presented to Project Mentors (Adjunct Faculty) for enhancing excellence. Periodic guidance sessions will be conducted by all guides and project mentors. The objective of this practice is to lead students to participate and win in Inter Collegiate project exhibitions and competitions.	A series of Expert sessions on Research for quality assurance of final year projects of IT and CMA programs is organised by final year project quality assurance committee. The lecture series is spread to a period of four months which includes basic to advanced understanding of technical and social sciences research. Selected projects were shortlisted and nominated for Intercollegiate project competitions. Six projects from IT department won first prize in different competitions. 5 projects from commerce and management departments participated in Avishkar Research Convention
3.	Importance of designing and developing contemporary Value Added/ Certificate courses was discussed by the members. It was resolved that all departments shall do thorough gap analysis and propose Value Added/ Certificate courses which can be either conducted	Well-structured Syllabus Gap analysis was undertaken by all departments. An inclusive report was submitted to IQAC aiming to introduce Value added and certificate courses



	by VSIT faculty members or outsourced from any third party.	
4.	Institutional collaborations to be strengthened by organising collaborative activities. IEEE, CSI, CII, Spoken Tutorial by IITB, NPTEL and SWAYAM. Each collaboration will have one point of person to communicate with concerned institute and organise the activity.	Collaborative activities were organised at regular intervals
5.	Staff development and welfare committee to plan and organise Team Building activities for teaching and non-teaching staff during non-instructional period. Activities may include A Diwali get together or Any outbound get together	Staff development and welfare committee organised Team Building activities for teaching and non-teaching staff during November 2021
6.	Resolved that Odd Semester of academic year to end on 14/10/2021 for Second and Third year of all programs and Online semester end exams to be in last week of October 2021. First year semester end would be in last week of December 2021 and Online semester end exams to be in second week of January 2022.	Semester ended on scheduled dates.
7.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Establishment of A Legal Club at Institutional Level • Guest Lecture Series On Research Methodology • Webinar On HR Retention Strategies for The Hospitality Industry During COVID 19 • Guest Lecture On Video Podcasting • Scriptwriting for Films, Television and The Web • IEEE-VSIT WIE AG STEM Workshop for AXF Student • Virtual Industrial Visit to RBI • Workshop On Web Hosting • CSI: E-Symposium in Recent Trends in IT • Spoken Tutorial Online Exams 	All IQAC initiatives were planned and executed by respective departments and committees.



	<ul style="list-style-type: none">• Webinar On Overview of Business Law• Guest Lecture On Industry 4.0• Webinar On Data Analysis Using Excel• Workshop On Video Making• Workshop On Festive Healthy Sweets• How to Start an Online Start Up• Poster Making Competition• Upgrade Your Financial Literacy with NJ Flap• Declamation (Speech) Competition	
--	--	--




Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 25/09/2021 at 11:00 am in NAAC Room.

Sr.No	Name of the member	Signature
1	Dr. Rohini Kelkar	Present
2	Girish Gokhale	Present
3	Murli Anantha	Present
4	Pooja Ghag	Present
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryayanshi	Present
13	Shri Milind Tadvalkar	Absent
14	Aditya Karandikar (Alumni)	Absent
15	Anamika Salvi (GS Council)	Absent
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 13/11/2021

INTERNAL QUALITY ASSURANCE CELL (IQAC)**2021-22/04 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 2021-22 is scheduled to be held on 22nd November, 2021 at 11:00 am in Principal's Cabin. 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	To confirm the minutes of 3 rd Meeting of IQAC held on 25 th September, 2021
2	To discuss groundworks of International Online Multidisciplinary Conference VCMT 2021
3	Planning for Departmental Review and preview presentations
3	To Propose organisation of National Level Faculty Development Program
4	To celebrate Marathi Bhasha Sanwardhan Pandhrawada as declared by University of Mumbai
5	To discuss on conducting activities on Women Development for faculty and students
6	To plan for organising an Intercollegiate Virtual Elocution Competition
7	To strengthen research and development through IPRs.
8	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC

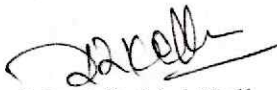



Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 11: 00 am		Starting Time :		11: 00 am	
Meeting of	IQAC	Meeting No.	2021-22/04	Held on	22/11/2021

The following agenda-items were discussed in the 4th Meeting of IQAC that held on 22nd November, 2021 at 11:00 am in Principal's Cabin

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 25 th September 2021 were read by IQAC Coordinator Dr. Poonam Mirwani and confirmed by members. Action Taken Report for the same was also presented.
2	Final discussions on preparations of International Online Multidisciplinary Conference VCMT 2021 were held.
3	Research and Development Committee to strengthen research culture in the institute and encourage faculty to author research papers in renowned journals.
4	IQAC initiated to acquire ISBN for faculty members' publications in their personal names, training for the same to be given to all faculty members. Further groundwork for a Bi Annual Institutional Journal to be carried on at a faster pace
5	Resolved that IQAC to organise National Level FDP: Bringing Learner Centricity To Teaching Learning Process in January 2022
6	R&D Committee to promote acquiring IPRs. An IPR Committee to be formed to motivate faculty members to register for Patents and Copyrights
7	Resolved that Departmental Review for odd Semester 2021-22 and Preview for Even Semester 2021-22 will organised by IQAC in first week of December 2021. All departments shall submit presentations by 05/12/2021.
8	Resolved to celebrate cultural program Marathi Bhasha Sanwardhan Pandhrawada as declared by University of Mumbai.
9	Deliberations were made on celebrating women centred activities related to their Physical and Mental health, Hygiene, Safety & Security. The activities should be focused towards Female Staff and students
10	Resolved that a Virtual Elocution Competition will be organised by Library Committee in collaboration with nominated external agency
11	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Spoken Tutorial Online Exams for all programs • Guest Lectures: <ul style="list-style-type: none"> • Professional Writing Skills • Digital Gaming Industry in India • International Seminar On It Auditing & Cyber Security



	<ul style="list-style-type: none"> • Blog Writing for TYBAMMC Journalism • PGIS by Mr. Micheal Hembrom • Computer Oriented Statistical Techniques (Cost) • Private Equity & Its Working Process • Igniting Young Minds • VAC/ Bridge Courses: <ul style="list-style-type: none"> • Bridge Course of Business Statistics • VAC On Data Visualization Using Power BI • Workshops: <ul style="list-style-type: none"> • How to Implement Logic Building Skills in Programming? • Personality Development for Grooming Management Skills • National Level Hands On Workshop - Trading for Beginners • Conscious Decision Making • Financial Econometrics • Corporate and Non Corporate Lending • Other: <ul style="list-style-type: none"> • Mathematics Champ Celebration of National Mathematics Day • Virtual Industrial Visit to RBI • Podcast Event Theme Techno women • Online Coding Competition
--	---

The meeting ended with a vote of thanks to the Chair


 Dr. Poonam Mirwani
 Coordinator IQAC




 Dr. (Mrs.) Rohini Kelkar
 Principal

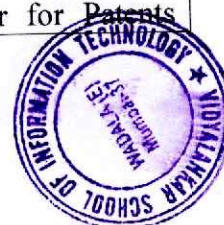
Date: 19/01/2022

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 2021-22 held on 22nd November, 2021 at 11:00 am in Principal's Cabin

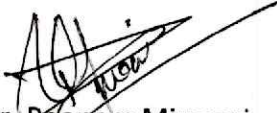
Sr. No.	Minutes of Meeting	ATR
1.	Final discussions on preparations of International Online Multidisciplinary Conference VCMT 2021 were held.	Research and Development Committee successfully organised 4 th International Multidisciplinary Research Conference themed "Transforming with Changing Dimensions in Industry & Education" on 4 th December 2021.
2.	Research and Development Committee to strengthen research culture in the institute and encourage faculty to author research papers in renowned journals.	Research and Development Committee shortlisted reputed listed journals and endorsed to all departments to publish quality research papers with an objective to strengthen research culture in the institute
3.	IQAC initiated to acquire ISBN for faculty members' publications in their personal names, training for the same to be given to all faculty members. Further groundwork for a Bi Annual Institutional Journal to be carried on at a faster pace	Through continuous efforts of IQAC, VSIT got its first institutional ISBN for two internal publications. <ul style="list-style-type: none"> • VCMT Conference Proceedings • Vijanan – Students Research Journal Further groundwork for Bi Annual Institutional ISSN Research Journal Pradnya was carried out to get faster approvals.
4.	Resolved that IQAC to organise National Level FDP: Bringing Learner Centricity To Teaching Learning Process in January 2022	IQAC organised National Level FDP: Bringing Learner Centricity To Teaching Learning Process from 08/01/2022 to 22/01/2022
5.	R&D Committee to promote acquiring IPRs. An IPR Committee to be formed to motivate faculty members to register for Patents and Copyrights	An IPR Committee was formed under leadership of Dr. N Lakshmi Kavitha to motivate faculty members to register for Patents



		and Copyrights. Copyright registration training workshop was undertaken by the committee.
6.	Resolved that Departmental Review for odd Semester 2021-22 and Preview for Even Semester 2021-22 will organised by IQAC in first week of December 2021. All departments shall submit presentations by 05/12/2021.	All scheduled reviews were held as per plan
7.	Resolved to celebrate cultural program Marathi Bhasha Sanwardhan Pandhrawada as declared by University of Mumbai.	All cultural programs were organised as per plan. Students participated wholeheartedly in all the events.
8.	Deliberations were made on celebrating women centred activities related to their Physical and Mental health, Hygiene, Safety & Security. The activities should be focused towards Female Staff and students	Planned to celebrating women centred activities related to their Physical and Mental health, Hygiene, Safety & Security. Women Development Cell/ Gender Sensitivity Cell presented a plan of various awareness activities to be conducted during first half of March 2022 to celebrate International Women Week.
9.	Resolved that a Virtual Elocution Competition will be organised by Library Committee in collaboration with nominated external agency	Intercollegiate Virtual Elocution Competition will be organised by Library Committee on 31/01/2022
10.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Spoken Tutorial Online Exams for all programs • Guest Lectures: <ul style="list-style-type: none"> • Professional Writing Skills • Digital Gaming Industry in India • International Seminar On It Auditing & Cyber Security • Blog Writing for TYBAMMC Journalism • PGIS by Mr. Micheal Hembrom • Computer Oriented Statistical Techniques (Cost) • Private Equity & Its Working Process • Igniting Young Minds • VAC/ Bridge Courses: 	All IQAC initiatives were planned and executed by respective departments and committees.



	<ul style="list-style-type: none">• Bridge Course of Business Statistics• VAC On Data Visualization Using Power BI • Workshops:<ul style="list-style-type: none">• How to Implement Logic Building Skills in Programming?• Personality Development for Grooming Management Skills• National Level Hands On Workshop - Trading for Beginners• Conscious Decision Making• Financial Econometrics• Corporate and Non Corporate Lending • Other:<ul style="list-style-type: none">• Mathematics Champ Celebration of National Mathematics Day• Virtual Industrial Visit to RBI• Podcast Event Theme Techno women• Online Coding Competition	
--	--	--




Dr. Poonam Mirwani
Coordinator IQAC



Dr. (Mrs.) Rohini Kelkar
Principal

The following members were present for the IQAC meeting held on 22/11/2021 at 11:00 am in 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
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Absent
14	Aditya Karandikar (Alumni)	Absent
15	Anamika Salvi (GS Council)	Present
16	Dr. Sangita Joshi	Absent
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 12/01/2022

INTERNAL QUALITY ASSURANCE CELL (IQAC)


2021-22/05 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 2021-22 is scheduled to be held on 21st January, 2022 at 1:00 pm in Board Room M Block. 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	To confirm the minutes of 4 th Meeting of IQAC held on 22 nd November, 2021
2	To propose Green, Energy and Environment Audit all institutes in Vidyalankar Educational Campus
3	Strengthening collaborated R&D Activities
4	Technological updates to students through Expert Sessions
5	Bridge courses in collaboration with Industry
6	International Panel Discussion on Redefining India
7	Discussion on Health and Hygiene awareness programs for faculty and students
8	Annual Sports and Cultural programs
9	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 1: 00 pm		Starting Time :		1: 15 pm	
Meeting of	IQAC	Meeting No.	2021-22/05	Held on	21/01/2022

The following agenda-items were discussed in the 5th Meeting of IQAC that held on 21st January, 2022 at 1:00 pm in Board Room M Block

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 11 th November 2021 were read by IQAC Coordinator Dr. Poonam Mirwani and confirmed by members. Action Taken Report for the same was also presented.
2	NAAC Cycle 2 process status was presented by Criteria Owners and members. Recommendations were given by IQAC for documentation.
3	Resolved that institute will undergo Green, Energy and Environment Audit. The audit will be undertaken for all institutes in Vidyalankar Educational Campus
4	Resolved that Research and Development Cell should submit list of activities to enrich research culture in the institute. Research related training programs should be identified by the committee.
5	The objective of making students industry ready should be achieved by planning and organising focused activities by all departments. Bridge courses to be designed by the departments and Collaborations can be sought from relevant organizations.
6	Resolved that International Panel Discussion titled "Start-up India - Redefining India growth Drivers, Challenges and Pillars of support" to be organised by BMS department in February 2022
7	Annual Sports and Cultural Programs to be organised taking care of social distancing
8	Placement Cell to assure Students Grooming through preplacement activities. The targets for placements to be set by the cell after conducting Progression Survey from outgoing students.
9	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Guest Lectures: <ul style="list-style-type: none"> • CSI Coding Club - Creating Flowcharts and Pseudocode • Women in Media • Menstrual Health and Hygiene • Food and Media • Union Budget Vishleshan • World of Radio with RJ Roshan • CSI: Building and Deploying a Web App Using Django and Heroku • Guest Lecture - Webinar On Strategies to Boost Effectiveness and Efficiency of Audit • Webinar On Challenges & Current Scenarios of Human Rights by Legal Club



	<ul style="list-style-type: none"> • Breast Cancer Awareness • Career Options in Finance • Workshops: <ul style="list-style-type: none"> • Questionnaire Framing • ISBN Book Registration Process • How to Write MRP Proposal • CSI: Workshop on Block chain • Other: <ul style="list-style-type: none"> • Virtual Industrial Visit - Yakult Danone India Pvt Ltd • Nutritious and Innovative Salads • Panel Discussion On 'Cyber Security and Soft Computing Techniques • Boot camp Lean Start-up & Minimum Viable Business or Product • Video Competition • Pod Cast Episode 5 Dreamers of Today and Achievers Of Tomorrow • Seminar On Final Year Project Testing • CSI: E-Symposium On Recent Trends in IT • Oster Presentation Competition - National Science Day • International Women's Day Celebration-' Stree@2022 Break The Bias By WIE-IEEE & WDC
--	--

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 21/01/2022 at 1:00 pm in 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
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Present
14	Aditya Karandikar (Alumni)	Absent
15	Anamika Salvi (GS Council)	Absent
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 01/03/2022

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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 2021-22 held on 21st January, 2022 at 1:00 pm in Board Room M Block

Sr. No.	Minutes of Meeting	ATR
1.	NAAC Cycle 2 process status was presented by Criteria Owners and members. Recommendations were given by IQAC for documentation.	NAAC Cycle 2 work is continuously monitored by IQAC. It is planned to apply for IQA and submit Self Study Report by July 2022.
2.	Resolved that institute will undergo Green, Energy and Environment Audit. The audit will be undertaken for all institutes in Vidyalankar Educational Campus	Green, Energy and Environment Audit work in progress through Senergy Consultants Pvt Ltd.
3.	Resolved that Research and Development Cell should submit list of activities to enrich research culture in the institute. Research related training programs should be identified by the committee.	Resolved that Research and Development Cell submit list of activities including Registration for IPR, Publications of Research Papers and Books, Undertaking sponsored Major/ Minor Research projects enrich research culture in the institute. Target for individual faculty members was set and communicated. Committee is regularly monitoring the progress.
4.	The objective of making students industry ready should be achieved by planning and organising focused activities by all departments. Bridge courses to be designed by the departments and Collaborations can be sought from relevant organizations.	Collaborated Value added courses/ certificate courses in association with ExcelR, Spoken Tutorial by IITB, NPTEL Swayam were offered to students during the period.
5.	Resolved that International Panel Discussion titled "Start-up India - Redefining India growth Drivers, Challenges and Pillars of support" to be organised by BMS department in February 2022	International Panel Discussion titled "Start-up India - Redefining India growth Drivers, Challenges and Pillars of support" to be organised by BMS department from 04/02/2022 to 05/02/2022
6.	Annual Sports and Cultural Programs to be organised taking care of social distancing	All Annual Sports and Cultural Programs were successfully



		organised taking care of social distancing
7.	Placement Cell to assure Students Grooming through preplacement activities. The targets for placements to be set by the cell after conducting Progression Survey from outgoing students.	Placement Cell organised preplacement activities. A well-structured Progression Survey was undertaken from outgoing students.
8.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Guest Lectures: <ul style="list-style-type: none"> • CSI Coding Club - Creating Flowcharts and Pseudocode • Women in Media • Menstrual Health and Hygiene • Food and Media • Union Budget Vishleshan • World of Radio with RJ Roshan • CSI: Building and Deploying a Web App Using Django and Heroku • Guest Lecture - Webinar On Strategies to Boost Effectiveness and Efficiency of Audit • Webinar On Challenges & Current Scenarios of Human Rights by Legal Club • Breast Cancer Awareness • Career Options in Finance • Workshops: <ul style="list-style-type: none"> • Questionnaire Framing • ISBN Book Registration Process • How to Write MRP Proposal • CSI: Workshop on Block chain • Other: <ul style="list-style-type: none"> • Virtual Industrial Visit - Yakult Danone India Pvt Ltd • Nutritious and Innovative Salads • Panel Discussion On 'Cyber Security and Soft Computing Techniques • Boot camp Lean Start-up & Minimum Viable Business or Product • Video Competition 	All IQAC initiatives were planned and executed by respective departments and committees.



	<ul style="list-style-type: none">• Pod Cast Episode 5 Dreamers of Today and Achievers Of Tomorrow• Seminar On Final Year Project Testing• CSI: E-Symposium On Recent Trends in IT• Oster Presentation Competition - National Science Day• International Women's Day Celebration- ' Stree@2022 Break The Bias By WIE-IEEE & WDC	
--	---	--


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 25/02/2022


INTERNAL QUALITY ASSURANCE CELL (IQAC)**2021-22/06 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 2021-22 is scheduled to be held on 05th March, 2022 at 11:30 am in Principal's Cabin. 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	To confirm the minutes of 5 th Meeting of IQAC held on 21 st January, 2022
2	To discuss Outcome Based Education in line with National Education Policy 2020
3	Green, Energy and Environment Audit work review
4	To discuss Getting students industry ready
5	To initiate V Pep Talk in line with TedX
6	Encouraging Experiential Learning to improve Teaching Learning
7	Boosting Entrepreneurship amongst students
8	Enhancing parents interaction with the institute
9	Declaring Even semester end dates
10	Any other matter for quality improvement


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 11:30 am		Starting Time :		11:30 am	
Meeting of	IQAC	Meeting No.	2021-22/06	Held on	05/03/2022

The following agenda-items were discussed in the 6th Meeting of IQAC that held on 05th March, 2022 at 11:30 am in Principal's Cabin.

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 21 st January, 2022 were read by IQAC Coordinator Dr. Poonam Mirwani and confirmed by members. Action Taken Report for the same was also presented.
2	Deliberations were made on Outcome Based Education in line with National Education Policy 2020. It was resolved that each program/ course should have structured Program Outcomes and Course outcomes as prescribed by NEP 2020.
3	NAAC Cycle 2 process status was presented by Criteria Owners and members. Recommendations were given by IQAC for data presentation and documentation.
4	Green, Energy and Environment Audit work review was taken by IQAC. The final audit agency visit will be done in March last week.
5	After due discussion with external member (Industry) it was resolved that Commerce department will initiate programs to prepare students for industry and entrepreneurship by organising Week long programs at all levels. The proposed activities are Daftar Ki Tayari, Grow - Get Ready for Opportunities at Work and V-Josh Saptah
6	For assuring sustainable development it is important to inculcate it in students at each stage during their graduation. It was resolved that Model Presentation of Green Computing shall be organised by IT department
7	V- PEP TALK activity to be organised by BMS department to create future leaders and orators. The practice should be in line with TEDX
8	Parents Interaction Committee to collaborate with other committee activities and invite parents as Chief Guests, Resource persons, Mentors, Counsellors etc. The practice should be continuous.
9	Ensuring usage of Experiential Learning in teaching methodology is highly needed as classroom teaching will start in academic year 2022-23. Faculty should be given required training through workshops and training programs to get back to regular classroom lectures




10	Resolve that even semester of academic year 2021-22 should in March 2022 last week for Second and Third year and for First year classes to be extended till last week of April 2022. All departments head to be communicated timely.
11	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Guest Lectures: <ul style="list-style-type: none"> • Statistical Methods in IT • Digital Marketing • Workshops: <ul style="list-style-type: none"> • Workshop On Brain, Mind and Body • Communication Etiquette • Ad-Wizards • Workshop On Data Analytics • 2 Days Workshop on Fundamental of Deep Learning • Other: <ul style="list-style-type: none"> • Tantravihar 2021-22 IT and Commerce, Management & Arts • Business Law Drama

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 05/03/2022 at 11:30 am in 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
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Absent
14	Aditya Karandikar (Alumni)	Absent
15	Anamika Salvi (GS Council)	Absent
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 06/04/2022

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 2021-22 held on 05th March, 2022 at 11:30 am in Principal's Cabin.

Sr. No.	Minutes of Meeting	ATR
1.	Deliberations were made on Outcome Based Education in line with National Education Policy 2020. It was resolved that each program/ course should have structured Program Outcomes and Course outcomes as prescribed by NEP 2020.	All department heads were trained for structuring Program outcome and Courses Outcome based assessment system.
2.	NAAC Cycle 2 process status was presented by Criteria Owners and members. Recommendations were given by IQAC for data presentation and documentation.	NAAC Cycle 2 work in continuously monitored by IQAC
3.	Green, Energy and Environment Audit work review was taken by IQAC. The final audit agency visit will be done in March last week.	Green, Energy and Environment Audit completed and Agency has submitted the report.
4.	After due discussion with external member (Industry) it was resolved that Commerce department will initiate programs to prepare students for industry and entrepreneurship by organising Week long programs at all levels. The proposed activities are Daftar Ki Tayari, Grow - Get Ready for Opportunities at Work and V-Josh Saptah	All proposed programs were organised by Commerce department during the period.
5.	For assuring sustainable development it is important to inculcate it in students at each stage during their graduation. It was resolved that Model Presentation of Green Computing shall be organised by IT department	Model Presentation of Green Computing organised by IT department
6.	V- PEP TALK activity to be organised by BMS department to create future leaders and orators. The practice should be in line with TEDX	V- PEP TALK activity organised by BMS department in line with TEDX



7.	Parents Interaction Committee to collaborate with other committee activities and invite parents as Chief Guests, Resource persons, Mentors, Counsellors etc. The practice should be continuous.	Parents involvement increased through various activities
8.	Ensuring usage of Experiential Learning in teaching methodology is highly needed as classroom teaching will start in academic year 2022-23. Faculty should be given required training through workshops and training programs to get back to regular classroom lectures	The workshop will be organised in May 2022
9.	Resolve that even semester of academic year 2021-22 should in March 2022 last week for Second and Third year and for First year classes to be extended till last week of April 2022. All departments head to be communicated timely.	All programs even semester concluded as per the schedule
10.	<p>IQAC Initiatives:</p> <ul style="list-style-type: none"> • Guest Lectures: <ul style="list-style-type: none"> • Statistical Methods in IT • Digital Marketing • Workshops: <ul style="list-style-type: none"> • Workshop On Brain, Mind and Body • Communication Etiquette • Ad-Wizards • Workshop On Data Analytics • 2 Days Workshop on Fundamental of Deep Learning • Other: <ul style="list-style-type: none"> • Tantravihar 2021-22 IT and Commerce, Management & Arts • Business Law Drama 	All IQAC initiatives were planned and executed by respective departments and committees.



Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Date: 01/04/2022

INTERNAL QUALITY ASSURANCE CELL (IQAC)

2021-22/07 MEETING AGENDA

Dear Sir/Madam,

It is my pleasure to inform you that the Seventh Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2021-22 is scheduled to be held on 09th April, 2022 at 02:30 pm in Principal's Cabin. 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	To confirm the minutes of 6 th Meeting of IQAC held on 05 th March, 2022
2	NAAC Cycle II groundwork review and AQAR 2020-21 presentation
3	Revision Lecture Series for even semester for all programs to assure students superior performance
4	Initiatives concentrating on Sustainable Development
5	Collaborated workshops for hands on experience for students and faculty
6	Stakeholders involvement at all stages
7	Knowledge addition during non-instructional period
8	Planning for Departmental Review and preview presentations, Committee activities review and AAP Workshop for all programs for academic year 2022-23.
9	Any other matter for quality improvement

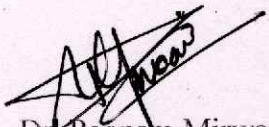


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Girish Gokhale 2. Murli Anantha 3. Pooja Ghag
4. Teachers	1. Asif Rampurawala 2. Vijay Gawde 3. Dr. Lakshmi Kavitha 4. Dr. Sarika Chouhan 5. Pushpa Mahapatro 6. Sandip Khandekar 7. Sindhu Krishnan 8. Reshma Suryavanshi
4. Management Representative	Shri Milind Tadvalkar
5. Nominees from Students and Alumni	1. Aditya Karandikar (Alumni) 2. Anamika Salvi (GS Council)
6. Nominees from Employers/industrialists/stakeholders	1. Dr. Sangita Joshi 2. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal

Meeting Schedule Time : 02:30 pm		Starting Time :		2:30 pm	
Meeting of	IQAC	Meeting No.	2021-22/07	Held on	09/04/2022

The following agenda-items were discussed in the 7th Meeting of IQAC that held on 09th April, 2022 at 02:30 pm in Principal's Cabin.

Sr. No.	Minutes of Meeting
1	Minutes of the previous meeting held on 05 th March 2022 were read by IQAC Coordinator Dr. Poonam Mirwani and confirmed by members. Action Taken Report for the same was also presented.
2	Annual Quality Assurance Report 2020-21 was presented and approved by members. Further NAAC Cycle II groundwork was reviewed by IQAC and recommendations were given for quality enhancement.
3	NSS and DLLE units of the institution to focus on activities leading to sustainable development. Collaborated activities with Government and Non-Government agencies to be organised and students' participation should be ensured.
4	Revision lecture series to be organised by all departments for final year students to ensure superior performance of students in their final exams.
5	Resolved that additional industry collaborations should be instigated. External members proposed few collaborations and offered assistance in accomplishing them
6	Discussion were made on Stakeholders involvement at all stages i.e. from Admission to Alumni. IQAC shall identify scope of each stakeholder and design a strategy to involve them.
7	Students should be offered Value Added/ Odd On/ Certificate courses on basic subjects like Communications Skills, Soft Skills, Professional Etiquettes, Email Writing etc during Summer Break. Communication Department to plan and organise these courses during the month of May 2022.
	IQAC to finalise schedule for All Departmental Review and preview presentations, Committee activities review and AAP Workshop for academic year 2022-23.
8	IQAC Initiatives: <ul style="list-style-type: none"> • Guest Lectures: <ul style="list-style-type: none"> • You as A Brand • Value Added Courses:



	<ul style="list-style-type: none">• My Brand My Website• Arduino• Other:<ul style="list-style-type: none">• Let's Meet and Greet –Parents Meet• Skill & Knowledge Enhancement Programme SKEP on Blender
--	---

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 09/04/2022 at 2:30 pm in 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
5	Asif Rampurawala	Present
6	Vijay Gawde	Present
7	Dr. Lakshmi Kavitha	Present
8	Dr. Sarika Chouhan	Present
9	Sandip Khandekar	Present
10	Pushpa Mahapatro	Present
11	Sindhu Krishnan	Present
12	Reshma Suryavanshi	Present
13	Shri Milind Tadvalkar	Present
14	Aditya Karandikar (Alumni)	Absent
15	Anamika Salvi (GS Council)	Absent
16	Dr. Sangita Joshi	Present
17	Mr. Uday Tardalkar	Present
18	Dr. Poonam Mirwani	Present



Dr. Poonam Mirwani
Coordinator IQAC



Dr. (Mrs.) Rohini Kelkar
Principal

Date: 02/06/2022

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 2021-22 held on 09th April, 2022 at 02:30 pm in Principal's Cabin.

Sr. No.	Minutes of Meeting	ATR
1.	Annual Quality Assurance Report 2020-21 was presented and approved by members. Further NAAC Cycle II groundwork was reviewed by IQAC and recommendations were given for quality enhancement.	Annual Quality Assurance Report 2020-21 submitted to NAAC
2.	NSS and DLLE units of the institution to focus on activities leading to sustainable development. Collaborated activities with Government and Non-Government agencies to be organised and students' participation should be ensured.	New Government and Non-Government agencies collaborations are in pipeline
3.	Revision lecture series to be organised by all departments for final year students to ensure superior performance of students in their final exams.	All revision lectures were conducted as per schedule
4.	Resolved that additional industry collaborations should be instigated. External members proposed few collaborations and offered assistance in accomplishing them	Proposed collaborations are in pipeline
5.	Discussion were made on Stakeholders involvement at all stages i.e. from Admission to Alumni. IQAC shall identify scope of each stakeholder and design a strategy to involve them.	List of processes was prepared by designated committee. Strategy planning is in process
6.	Students should be offered Value Added/ Odd On/ Certificate courses on basic subjects like Communications Skills, Soft Skills, Professional Etiquettes, Email Writing etc during Summer Break. Communication	VAC on communication skills is planned to be conducted during first half of June 2022



	Department to plan and organise these courses during the month of May 2022.	
7.	IQAC to finalise schedule for All Departmental Review and preview presentations, Committee activities review and AAP Workshop for academic year 2022-23.	All reviews were undertaken as per schedule
8.	IQAC Initiatives: <ul style="list-style-type: none">• Guest Lectures:<ul style="list-style-type: none">• You as A Brand• Value Added Courses:<ul style="list-style-type: none">• My Brand My Website• Arduino• Other:<ul style="list-style-type: none">• Let's Meet and Greet –Parents Meet• Skill & Knowledge Enhancement Programme SKEP on Blender	All IQAC initiatives were planned and executed by respective departments and committees.


Dr. Poonam Mirwani
Coordinator IQAC




Dr. (Mrs.) Rohini Kelkar
Principal