

Date: 31/07/2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)

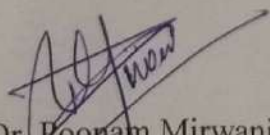
2024-25/01 MEETING AGENDA

Dear Sir/Madam,

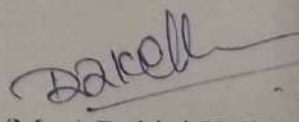
It is my pleasure to inform you that the First Meeting of the Internal Quality Assurance Cell of Vidyalankar School of Information Technology for the academic year 2024-25 is scheduled to be held on 3rd August 2024 at 11:30 am in M Block 7th Floor Board Room. You are therefore requested to kindly make it convenient to attend the meeting.

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

Agenda Item	Particulars
1	Review the composition of the IQAC in alignment with NAAC guidelines
2	Formulate strategies to enhance the NIRF ranking
3	Review and finalize the template for VSIT Annual Report 2023-24
4	Identify and prioritize long-term goals for Perspective Plan 2024-25 preparation
5	Discuss the process for developing and submitting project funding proposals
6	Discuss the development of the curriculum for Value Added Courses
7	Review the Research Policy and Discuss strategies for securing research funding and grants from various sources.
8	Discuss the formation of a student branch of the IQAC including criteria for membership and selection process
9	Identify opportunities to engage with the community through social initiatives and outreach programs
10	Plan and schedule student activities in alignment with the Binary Accreditation Framework


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.	2024-25/01	Held on	03/08/2024

The following are the Minutes of Meeting of IQAC held on 03/08/2024 at 11:00 am in Classroom X-018 in X-Block.

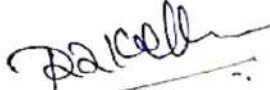
Sr. No.	Minutes of Meeting														
1	Welcome of all members by Dr. Rohini Kelkar														
2	Re Constitution of Internal Quality Assurance Cell The following IQAC Members have been appointed:														
	<table border="1"> <tr> <td>1. Chairperson</td> <td>Dr. Rohini Kelkar</td> </tr> <tr> <td>2. Senior Administrative officers</td> <td>1. Dipika Malgoankar 2. Apurwa Mahadik</td> </tr> <tr> <td>3. Teachers</td> <td>1. Asif Rampurawala 2. Dr. Sarika Chauhan 3. Umesh Koyande 4. Seema Murkar 5. Dr. Leena Nair 6. Anita Chaudhary 7. Dr. Sandip Khandekar 8. Dr. Anindita Banerji 9. Sindhu Krishnan</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. Rashmi Joshi</td> </tr> <tr> <td>2. One/two nominees from Employers/industrialists/stakeholders</td> <td>1. Mr. Uday Tardalkar</td> </tr> <tr> <td>3. Director of IQAC</td> <td>Dr. Poonam Mirwani</td> </tr> </table>	1. Chairperson	Dr. Rohini Kelkar	2. Senior Administrative officers	1. Dipika Malgoankar 2. Apurwa Mahadik	3. Teachers	1. Asif Rampurawala 2. Dr. Sarika Chauhan 3. Umesh Koyande 4. Seema Murkar 5. Dr. Leena Nair 6. Anita Chaudhary 7. Dr. Sandip Khandekar 8. Dr. Anindita Banerji 9. Sindhu Krishnan	4. One member from the Management	Shri Milind Tadvalkar	5. One/two nominees from local society, Students and Alumni	1. Rashmi Joshi	2. One/two nominees from Employers/industrialists/stakeholders	1. Mr. Uday Tardalkar	3. Director of IQAC	Dr. Poonam Mirwani
1. Chairperson	Dr. Rohini Kelkar														
2. Senior Administrative officers	1. Dipika Malgoankar 2. Apurwa Mahadik														
3. Teachers	1. Asif Rampurawala 2. Dr. Sarika Chauhan 3. Umesh Koyande 4. Seema Murkar 5. Dr. Leena Nair 6. Anita Chaudhary 7. Dr. Sandip Khandekar 8. Dr. Anindita Banerji 9. Sindhu Krishnan														
4. One member from the Management	Shri Milind Tadvalkar														
5. One/two nominees from local society, Students and Alumni	1. Rashmi Joshi														
2. One/two nominees from Employers/industrialists/stakeholders	1. Mr. Uday Tardalkar														
3. Director of IQAC	Dr. Poonam Mirwani														
3	IQAC Coordinator introduced the new team for the academic year 2024-2025														
4	<p>A detailed analysis on how to improve NIRF ranking was presented by IQAC Coordinator followed by following discussions:</p> <ul style="list-style-type: none"> To collect and study the data of top ranked colleges and to prepare a comparative analysis with our institutional data A special focus to the parameters of NIRF to worked upon: Teaching, Learning & Resources, Research & Professional Practice, Outreach and inclusivity, Graduate Outcomes and Perception 														

	<ul style="list-style-type: none"> • The IQAC must ensure that publications and citations are included in Scopus and UGC Care listed journals. • To enhance the targets for patents, design patents, and copyrights in the year 2024-2025. • Ensure the median salary of the placed students increases in the year 2024-2025.
5	Resolved that IQAC should act as a dynamic system for quality changes in documentation with respect to academics and beyond syllabus activities.
6	Resolved that a quality audit once in 3 months should be conducted for a better outcome.
7	IQAC should have a centralized process to monitor through Internal Auditing Team
8	IQAC must nominate a person in-charge for copyright and patent as coordinator
9	The IQAC proposed that faculty be promoted to Associate Professor under the existing structure, without an accompanying salary increase.

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

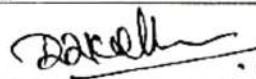
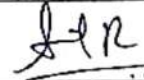
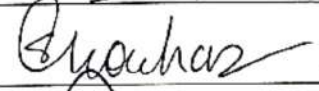

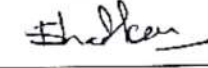
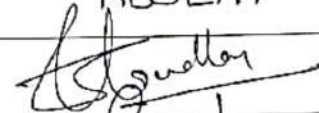
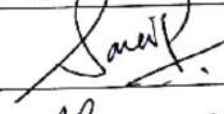
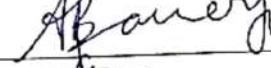

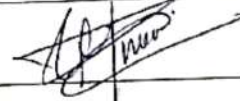

 Dr. Poonam Mirwani
 Coordinator IQAC

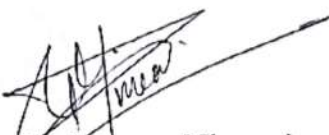



 Dr. (Mrs.) Rohini Kelkar
 Principal

INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 03rd August, 2024 in "M" Block, 07th Floor at 11.30 am.

Sr No.	Name of Person	Signature
1	Dr. Rohini Kelkar	
2	Dipika Malgaonkar	ABSENT
3	Apurva Mahadik	ABSENT
4	Asif Rampurawala	
5	Dr. Sarika Chauhan	
6	Umesh Koyande	
7	Seema Murkar	
8	Dr. Leena Nair	ABSENT
9	Anita Chaudhary	
10	Dr. Sandip Khandekar	
11	Dr. Anindita Banerji	
12	Sindhu Krishnan	
13	Shri Milind Tadvalkar	ABSENT
14	Mr. Uday Tardalkar	ABSENT
15	Dr. Poonam Mirwani	


Dr. Poonam Mirwani
IQAC Co-ordinator




Dr. Rohini Kelkar
Principal

Date: 04/11/2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action taken Report

Following is the Action taken Report of First Meeting of the Internal Quality Assurance Cell of Vidyalkar School of Information Technology for the academic year 2024-25 held on 03/08/2024 at 11:30 am in Board Room.

Sr. No.	Minutes of Meeting	ATR
1.	Introduction of New IQAC Team	The new team for the academic year 2024-2025 was officially introduced by the IQAC Coordinator to ensure seamless continuity of quality initiatives.
2.	Presentation and Analysis for NIRF Ranking Improvement	<ul style="list-style-type: none"> Identified NIRF parameters (Teaching, Learning & Resources, Research & Professional Practice, Outreach and Inclusivity, Graduate Outcomes and Perception) as key focus areas for improvement. Directed faculty to prioritize publishing research in Scopus and UGC Care-listed journals. Set enhanced targets for Research, Sponsored Projects and IPRs for the 2024-2025 academic year and communicated to concerned faculty
3.	Resolution for Quality Documentation	The IQAC was tasked to act as a dynamic system for ensuring quality changes in documentation related to academics and beyond-syllabus activities. Reforms in the ERP system and the institutional website are currently underway to enhance operational efficiency, user experience, and support quality documentation for academics and beyond-syllabus activities.
4.	Quarterly Quality Audit	A semester audit is scheduled to be conducted in December to assess and ensure continuous quality improvements in Academics, Administration and IT. Other audits like gender and Green audit are also in pipeline
5.	Centralized Monitoring System	Not yet started
6.	Nomination of Coordinator for Copyright and Patent	The responsibility for managing copyright and patent coordination is being handled by the R&D Committee.

7.	Promotion of Faculty to Associate Professor	The proposal to promote faculty to Associate Professor under the existing structure (without a salary increase) was accepted and communicated for further action.
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Dr. Poonam Mirwani
Director IQAC



Dr. (Mrs.) Rohini Kelkar
Principal

Date: 05/11/2024

INTERNAL QUALITY ASSURANCE CELL (IQAC)
2024-25/02 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 2024-25 is scheduled to be held on 11th November 2024 at 3:00 PM in M Block Board Room. The agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

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

Agenda Item	Particulars
1	Identify and prioritize long-term goals for Institutional Development Plan 2024-25 preparation
2	Discuss improvements and regular updates to ensure an engaging, informative website.
3	Plan strategies for enhanced institutional branding and visibility on social media.
4	Review NEP progress and revise Course and Program Outcomes as per guidelines.
5	Outline the scope and timeline for conducting the semester's internal audit.
6	Strengthen feedback channels to drive continuous quality improvements based on insights.
7	Discuss the formation of a student branch of the IQAC including criteria for membership and selection process
8	Any other matter for quality improvement



Dr. Poonam Mirwani
 Director IQAC




Dr. (Mrs.) Rohini Kelkar
 Principal

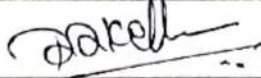
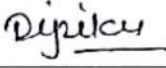
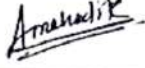
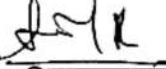

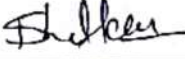

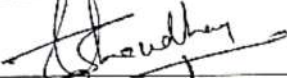
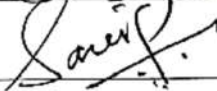
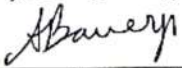
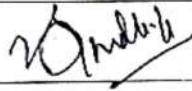

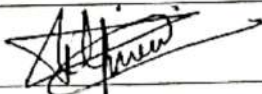
1. Chairperson	Dr. Rohini Kelkar
2. Senior Administrative officers	1. Dipika Malgaonkar 2. Apurwa Mahadik
4. Teachers	1. Asif Rampurawala 2. Umesh Koyande 3. Seema Murkar 4. Dr. Leena Nair 5. Anita Chaudhary 6. Dr. Sandip Khandekar 7. Dr. Anindita Banerji 8. Sindhu Krishnan
4. One member from the Management	Shri Milind Tadvalkar
5. One/two nominees from local society, Students and Alumni	1. Ms. Rashmi Joshi (Environment Consultant) 2. Sagar Amale (Alumni) 3. Lavanya Khatale (GS Council)
6. One/two nominees from Employers/industrialists/stakeholders	1. Mr. Uday Tardalkar
7. Director of IQAC	Dr. Poonam Mirwani

Dr. Poonam Mirwani
Director IQAC

Dr. (Mrs.) Rohini Kelkar
Principal

INTERNAL QUALITY ASSURANCE CELL

The following members were present for the IQAC Meeting held on 11th November, 2024 in "M" Block, 07th Floor Board Room at 03.00 pm.

Sr No.	Name of Person	Signature
1	Dr. Rohini Kelkar	
2	Dipika Malgaonkar	
3	Apurwa Mahadik	
4	Asif Rampurawala	
5	Umesh Koyande	
6	Seema Murkar	
7	Dr. Leena Nair	
8	Anita Chaudhary	
9	Dr. Sandip Khandekar	
10	Dr. Anindita Banerji	
11	Sindhu Krishnan	
12	Shri Milind Tadvalkar	
13	Mr. Uday Tardalkar	
14	Dr. Poonam Mirwani	

Dr. Poonam Mirwani
Director IQAC

Dr. (Mrs.) Rohini Kelkar
Principal