



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Ref. No. VV/Engg/IQAC/2019/02

Date: 12/07/2019

Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Friday, 26th July 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,

Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Shri. Vikas Vartak	- President, Vidyavardhini
Shri. Madhukar Mohol	- Secretary, Vidyavardhini
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini
Dr. Vikas Gupta	- Member
Dr. Uday Aswalekar	- Member
Dr. Swapna Borde	- Member
Mr. Vishal Save	- Member
Mr. Swapnil Karvir (Alumni)	- Member
Mr. Ashutosh Mohol (Students)	- Member.

Agenda for the Meeting of IQAC to be held on 26th July 2019:

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 25th April, 2019
3. Planning for compliance of AQAR
4. Academic Audit of the departments
5. Formation of Academic Monitoring Committee
6. Induction Programme for First Year students
7. Application for NIRF ranking
8. Organizing International Conference
9. Increase in number of MoU
10. Any other matter with the permission of the Chairman
11. Vote of thanks.



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Meeting No. 6

Date: 25/04/2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 26th July 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

<u>Name of the member</u>		<u>Present</u>
Dr. Harish Vankudre	-Chairman	P
Shri. Vikas Vartak	- President, Vidyavardhini	P
Shri. Madhukar Mohol	- Secretary, Vidyavardhini	P
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini	P
Dr. Vikas Gupta	- Member	P
Dr. Uday Aswalekar	- Member	P
Dr. Swapna Borde	- Member	A
Mr. Vishal Save	- Member	P
Mr. Ashutosh Mohol (Student)	- Member	P
Mr. Swapnil Karvir (Alumni)	- Member	A

The proceeding of the meeting on the various items on the agenda is as follows:

Item No. 1: Welcome address by the Chairman IQAC

IQAC Chairman, Dr. Harish Vankudre welcomed the committee members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 25th April, 2019

The minutes of last meeting held on 25th April, 2019 were circulated along with the intimation of the present meeting. The chairman proposed that the minutes be taken as 'Read' and asked if there were any suggestions for modification of the same. Since there were no comments from the member, the minutes were confirmed and the proceedings of the present meeting were started. Dr. Megha Trivedi presented the Action Taken Report on the points discussed in the last meeting.

Item No. 3: Planning for compliance of AQAR

Dr. Megha Trivedi pointed out the need for the formation of AQAR committee to ensure a smooth process of submitting the report. Dr. Harish Vankudre suggested forming a committee for the same comprising of department NAAC co-ordinators. It was decided that the data collection be done in every semester to ensure effective compilation of data and there upon submission of AQAR.

Item No. 4: Academic Audit of the departments

Dr. Vikas Gupta recommended that the Academic Audit for the year 2018-19 of the department must be done by 30th August, 2019. Considering the view point of the members of the NAAC peer team

regarding the confidentiality of Auditors, it was resolved that the suggestive list of 6 Auditor must be given to the Principal of which 2 would be approved.

Item No. 5: Formation of Academic Monitoring Committee

It was decided to form a Academic Monitoring committee comprising of Dean and HOD's must be formed to invigilate the effective conduction of academic activities. The responsibility of devising the Academic Monitoring form and setting the schedule of the monitoring was given to Dr. Vikas Gupta.

Item No. 6: Induction Programme for First Year students

Dr. Harsh Vankudre gave a review of the preparation for the FE induction programme. Dr. Vikas Gupta discussed the need for modifying the proctor form. The responsibility of revising the same was given to Dr. Megha Trivedi

Item No.7: Application for NIRF ranking

Dr. Uday Aswalekar stated the importance of NIRF ranking from the point of NAAC grades. Shri. Vikas Vartak insisted that the institute should participate in the NIRF ranking process. The responsibility of forming a committee to initiate the process was given to Dr. Vikas Gupta

Item No.8: Organizing International Conference

Dr. Harish Vankudre discussed that the Institute should organize an International Conference. Shri. Hasmukh bhai Shah assured that the Management would extend any support required for the same and asked to draft a proposal for the same. Dr. Vikas Gupta was asked to explore the process of organizing an IEEE conference and submit a proposal.

Item No. 9: Any other matter with the permission of the Chairman

Dr. Megha Trivedi pointed out that since Ms. Najiba Halim has graduated from the college, Mr. Ashutosh Mohol from TE Mechanical Engineering has been appointed as the new student member in consultation with the IQAC Chairman.

Item No. 10: Vote of thanks

Dr. Megha Trivedi gave the vote of thanks to the Chairman and the members of the IQAC committee and the meeting was concluded.



Dr. Megha Trivedi
Coordinator, IQAC

Approved

Chairman



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Date: 03/10/2019

Action Taken Report

Item No. 3: Planning for compliance of AQAR

Dr. Megha Trivedi pointed out the need for the formation of AQAR committee to ensure a smooth process of submitting the report. Dr. Harish Vankudre suggested forming a committee for the same comprising of department NAAC co-ordinators. It was decided that the data collection be done in every semester to ensure effective compilation of data and there upon submission of AQAR.

Action taken: Criteria wise QnM data to be for the Academic Year 2018-19 was compiled by the respective criteria coordinator and submitted to IQAC.

Item No. 4: Academic Audit of the departments

Dr. Vikas Gupta recommended that the Academic Audit for the year 2018-19 of the department must be done by 30th August, 2019. Considering the view point of the members of the NAAC peer team regarding the confidentiality of Auditors, it was resolved that the suggestive list of 6 Auditor must be given to the Principal of which 2 would be approved.

Action taken: The Academic Audit of all the departments are successfully completed and a copy of the same has been submitted to IQAC.

Item No. 5: Formation of Academic Monitoring Committee

It was decided to form an Academic Monitoring committee comprising of Dean and HOD's must be formed to invigilate the effective conduction of academic activities. The responsibility of devising the Academic Monitoring form and setting the schedule of the monitoring was given to Dr. Vikas Gupta.

Action taken: An Academic Monitoring Committee comprising of Dr. Vikas Gupta, Dr. Uday Asolekar and Dr. Ashish Vanmali was formed. The review of Academic Monitoring forms of faculty in all departments shall be during 1st to 4th October (Second Internal Test)

Item No. 6: Induction Programme for First Year students

Dr. Harish Vankudre gave a review of the preparation for the FE induction programme. Dr. Vikas Gupta discussed the need for modifying the proctor form. The responsibility of revising the same was given to Dr. Megha Trivedi

Action Taken: The proctor form was revised by Dr. Megha Trivedi and adopted for FE 2020 batch.

Item No.7: Application for NIRF ranking

Dr. Uday Aswalekar stated the importance of NIRF ranking from the point of NAAC grades. Shri. Vikas Vartak insisted that the institute should participate in the NIRF ranking process. The responsibility of forming a committee to initiate the process was given to Dr. Vikas Gupta.

Action taken: A committee headed by Dr. Deepak Gawali was formed to for collection of data related to NIRF and the submission of the same.

Item No.8: Organizing International Conference

Dr. Harish Vankudre discussed that the Institute should organize an International Conference. Shri. Hasmukh bhai Shah assured that the Management would extend any support required for the same and asked to draft a proposal for the same. Dr. Vikas Gupta was asked to explore the process of organizing an IEEE conference and submit a proposal.

Action taken: Keeping into account the time frame for getting an approval for an International Conference, it was decided to host a National Conference on 4th April 2020. The process of forming the organizing committee and submission of proposal is in progress.



Dr. Megha Trivedi
Coordinator, IQAC



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Ref. No. VV/Engg/IQAC/2019/03

Date: 09/10/2019

Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Friday, 18th October, 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,

Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Shri. Vikas Vartak	- President, Vidyavardhini
Shri. Madhukar Mohol	- Secretary, Vidyavardhini
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini
Dr. Vikas Gupta	- Member
Dr. Uday Aswalekar	- Member
Dr. Swapna Borde	- Member
Mr. Vishal Save	- Member
Mr. Ashutosh Mohol (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

Agenda for the Meeting of IQAC to be held on 18th Oct, 2019:

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 26th July, 2019
3. Central Assessment for Internal Test
4. Industry Institute Meet
5. Proposal for AICTE sponsored STTP
6. EYANTRA Lab Setup
7. Any other matter with the permission of the Chairman
8. Vote of thanks.



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Meeting No. 7

Date: 18/10/2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 18th Oct, 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

<u>Name of the member</u>		<u>Present</u>
Dr. Harish Vankudre	-Chairman	P
Shri. Vikas Vartak	- President, Vidyavardhini	P
Shri. Madhukar Mohol	- Secretary, Vidyavardhini	P
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini	P
Dr. Vikas Gupta	- Member	P
Dr. Uday Aswalekar	- Member	P
Dr. Swapna Borde	- Member	A
Mr. Vishal Save	- Member	P
Mr. Ashutosh Mohol(Student)	- Member	P
Mr. Swapnil Karvir (Alumni)	- Member	P
Dr. Megha Trivedi	-Coordinator, IQAC	P

The proceeding of the meeting on the various items on the agenda is as follows:

Item No. 1: Welcome address by the Chairman IQAC

IQAC Chairman, Dr. Harish Vankudre welcomed the committee members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 26th July, 2019

The minutes of last meeting held on 26th July, 2019 was circulated along with the intimation of the present meeting. The chairman proposed that the minutes be taken as 'Read' and asked if there were any suggestions for modification of the same. Since there were no comments from the member, the minutes were confirmed and the proceedings of the present meeting were started. Dr. Megha Trivedi presented the Action Taken Report on the points discussed in the last meeting.

Item No. 3: Central Assessment for Internal Test

Dean Academics, Dr. Gupta shared the experience of central assessment of internal test papers implemented for IA 2. It was decided to adopt the process and prepare final guidelines.

Item No. 4: Industry Institute Meet

Shri. Vikas Vartak suggested that an Industry Institute meet should be organized to increase internship opportunities and placement in core companies. Dr. Aswalekar suggested that IIC coordinator Mr. Prafulla Patil and Placement Manager, Mr. Sanket Patil should be assigned the task to plan the same.

Item No. 5: Proposal for AICTE sponsored STTP

Dr. Gupta suggested that proposal for AICTE sponsored STTP should be prepared and sent to AICTE. Refresher Course and NPTEL courses for Faculty should be should be conducted. It was decided that each department to submit proposal to AICTE for sponsored STTP/Refresher course.

Item No. 6: EYANTRA Lab Setup

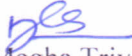
Proposal to setup Robotics lab in support with IIT Bombay to be setup was put forward by Dr. Megha Trivedi. The proposal was appreciated by the Committee and Dr. Megha Trivedi was asked to initiate the procedure for the Lab.

Item No. 7: Any other matter with the permission of the Chairman

No additional matter was put forward by the members.

Item No. 10: Vote of thanks

Dr. Megha Trivedi gave the vote of thanks to the Chairman and the members of the IQAC committee and the meeting was concluded.


Dr. Megha Trivedi
Coordinator, IQAC

Approved


Chairman



Vidyavardhini's College of Engineering & Technology
K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Date: 22/12/2019

Action Taken Report

Item No. 3: Central Assessment for Internal Test

Dean Academics, Dr. Gupta shared the experience of central assessment on internal test papers implemented for IA 2. It was decided to adopt the process and prepare final guidelines.

Action taken: The guidelines for conducting the assessment for internal test at the central has been set by Dr. Vikas Gupta and adopted.

Item No. 4: Industry Institute Meet

Shri. Vikas Vartak suggested that an Industry Institute meet should be organized to increase internship opportunities and placement in core companies. Dr. Aswalekar suggested that IIIC coordinator Mr. Prafulla Patil and Placement Manager, Mr. Sanket Patil should be assigned the task to plan the same.

Action taken: IIIC coordinator Mr. Prafulla Patil and Placement Manager, Mr. Sanket Patil have planned to conduct the Industry institute meet in January/February 2020.

Item No. 5: Proposal for AICTE sponsored STTP

Dr. Gupta suggested that proposal for AICTE sponsored STTP should be prepared and sent to AICTE. Refresher Course and NPTEL courses for Faculty should be should be conducted. It was decided that each department to submit proposal to AICTE for sponsored STTP/Refresher course.

Action taken: 05 proposals were submitted for AICTE sponsored STTP/Refresher course.

Item No. 6: EYANTRA Lab Setup

Proposal to setup Robotics lab in support with IIT Bombay to be setup was put forward by Dr. Megha Trivedi. The proposal was appreciated by the Committee and Dr. Megha Trivedi was asked to initiate the procedure for the Lab.

Action Taken: The procedure for setting up of EYantra Lab has been initiated.

Dr. Megha Trivedi
Coordinator, IQAC



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Ref. No. VV/Engg/IQAC/2019/04

Date: 13/12/2019

Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Friday, 27th December, 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,


Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Shri. Vikas Vartak	- President, Vidyavardhini
Shri. Madhukar Mohol	- Secretary, Vidyavardhini
Shri. Hasmukhbhai Shah	- Treasurer, Vidyavardhini
Dr. Vikas Gupta	- Member
Dr. Uday Aswalekar	- Member
Dr. Swapna Borde	- Member
Mr. Vishal Save	- Member
Mr. Ashutosh Mohol (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

Agenda for the Meeting of IQAC to be held on 27th Dec, 2019:

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 18th Oct, 2019
3. PC Policy
4. Sports and Zeal Dates
5. Placement in Core Companies
6. Minor Research Proposal
7. Increase in Faculty/student participation in NPTEL courses
8. Refresher Course for faculty during the first week of college
9. Any other matter with the permission of the Chairman
10. Vote of thanks.



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Meeting No. 8

Date: 27/12/2019

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 27th Dec, 2019 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

Name of the member

Present

Dr. Harish Vankudre	-Chairman	P
Shri. VikasVartak	- President, Vidyavardhini	P
Shri. MadhukarMohol	- Secretary, Vidyavardhini	P
Shri. Hasmukhbhai Shah	- Treasurer, Vidyavardhini	P
Dr. Vikas Gupta	- Member	P
Dr.Uday Aswalekar	- Member	P
Dr. Swapna Borde	- Member	P
Mr. Vishal Save	- Member	P
Mr. Ashutosh Mohol(Student)	- Member	P
Mr. Swapnil Karvir (Alumni)	- Member	A
Dr. Megha Trivedi	-Coordinator, IQAC	P

The proceeding of the meeting on the various items on the agenda is as follows:

Item No. 1: Welcome address by the Chairman IQAC

IQAC Chairman, Dr. Harish Vankudre welcomed the committee members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 18th Oct, 2019

The minutes of last meeting held on 18th Oct, 2019 was circulated along with the intimation of the present meeting. The chairman proposed that the minutes be taken as 'Read' and asked if there were any suggestions for modification of the same. Since there were no comments from the member, the minutes were confirmed and the proceedings of the present meeting were started. Dr. Megha Trivedi presented the Action Taken Report on the points discussed in the last meeting.

Item No. 3: PC Policy

Dr. Vankudre suggested that the Desktop machine of configuration less than i3 processor be replaced. IQAC, coordinator Dr. Megha Trivedi was assigned to devise the plan for the same. Shri Mohol and Shri Hasmukhbhai insisted that upgradation of the computing facility must be done.

Item No. 4: Sports and Zeal Dates

Dr. Gupta suggested that the annual sports and cultural festival to be organised in January to avoid academic difficulties. It was discussed that Sports incharge Dr. Amrita Rupreee and Students

Council Incharge Mrs. Suniana Patil were requested to prepare a tentative schedule and discuss it in HOD meeting.

Item No. 5: Placement in Core Companies

Shri Vikas Vartak enquired about the placements in core companies. Dr. Vankudre discussed about the status of the same. It was suggested that placement opportunities to be explored through Industry Institute Meet.

Item No. 6: Minor Research Proposal

Dr. Megha Trivedi suggested that senior faculty must submit proposal to Mumbai University under Minor Research Grant Scheme. Dr. Vankudre proposed that Dr. Ashish Chaudhari should guide the faculty regarding preparation of proposal.

Item No. 7: Increase in Faculty/student participation in NPTEL courses

Dr. Aswalekar discussed that participation of students and faculty in NPTEL courses should be improved. Dr. Vankudre suggested that Dr. Ashish Chaudhari should plan to promote the same.

Item No. 8: Refresher Course for faculty during the first week of college


Dean Academics Dr. Vikas Gupta suggested that a refresher course on NBA and teaching pedagogy for the faculty should be organized. Dr. Borde suggested scheduling it in the first week of the semester.

Item No. 9: Any other matter with the permission of the Chairman

No additional matters was put forward by the members.

Item No. 10: Vote of thanks

Dr. Megha Trivedi gave the vote of thanks to the Chairman and the members of the IQAC committee and the meeting was concluded.


Dr. Megha Trivedi
Coordinator, IQAC

Approved

Chairman



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Date: 20/02/2020

Action Taken Report

Item No. 3: PC Policy

Dr. Vankudre suggested that the Desktop machine of configuration less than i3 processor be replaced. IQAC, coordinator Dr. Megha Trivedi was assigned to devise the plan for the same. Shri Mohol and Shri Hasmukhbhai insisted that upgradation of the computing facility must be done.

Action taken: The policy for replacement of Desktop machine of configuration less than i3 processor has been devised and considered for purchase in 2091-20

Item No. 4: Sports and Zeal Dates

Dr. Gupta suggested that the annual sports and cultural festival to be organised in January to avoid academic difficulties. It was discussed that Sports incharge Dr. Amrita Rupreee and Students Council Incharge Mrs. Suniana Patil were requested to prepare a tentative schedule and discuss it in HOD meeting.

Action taken: The dates for conduction of annual sports and cultural festival were proposed and finalized in HOD meeting

Item No. 5: Placement in Core Companies

Shri Vikas Vartak enquired about the placements in core companies. Dr. Vankudre discussed about the status of the same. It was suggested that placement opportunities to be explored through Industry Institute Meet.

Action taken: Mr. PrafullaPatil, Placement Officer and Mr. SanketPatil, Placement Manager were asked to give the compiled list of core companies where the students are placed for last 3 years and an action plan to improve the same. Industry Institute Meet "Udyam Saman" was organized on 07/02/2020.

Item No. 6: Minor Research Proposal

Dr. Megha Trivedi suggested that senior faculty must submit proposal to Mumbai University under Minor Research Grant Scheme. Dr. Vankudre proposed that Dr. Ashish Chaudhari should guide the faculty regarding preparation of proposal.

Action Taken: 21 proposals have been prepared under Minor Research Grant scheme.

Item No. 7: Increase in Faculty/student participation in NPTEL courses

Dr. Aswalekar discussed that participation of students and faculty in NPTEL courses should be improved. Dr. Vankudre suggested that Dr. Ashish Chaudhari should plan to promote the same.

Action Taken: Dr. Ashish Chaudhari, NPTEL local chapter coordinator was asked to publicize NPTEL courses amongst faculty/students to increase participation in NPTEL courses. Department nominee for NPTEL chapter were asked to circulate the details of courses under their department amongst the students.

Item No. 8: Refresher Course for faculty during the first week of college

Dean Academics Dr. Vikas Gupta suggested that a refresher course on NBA and teaching pedagogy for the faculty should be organized. Dr. Borde suggested scheduling it in the first week of the semester.

Action Taken: Refresher course was scheduled and conducted on NBA and teaching pedagogy



Dr. Megha Trivedi
Coordinator, IQAC



Vidyavardhini's College of Engineering & Technology
K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Ref. No. VV/Engg/IQAC/2020/01

Date: 18/02/2020

Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Friday, 28th February, 2020 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,


Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Shri. Vikas Vartak	- President, Vidyavardhini
Shri. Madhukar Mohol	- Secretary, Vidyavardhini
Shri. Hasmukhbhai Shah	- Treasurer, Vidyavardhini
Dr. Vikas Gupta	- Member
Dr. Uday Aswalekar	- Member
Dr. Swapna Borde	- Member
Mr. Vishal Save	- Member
Mr. Ashutosh Mohol (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

Agenda for the Meeting of IQAC to be held on 28th Feb, 2020:

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 27th Dec, 2019
3. Activities to be fulfilled by faculty for increasing NAAC grades
4. Residential NSS camp to be organized
5. Central Data management system
6. Any other matter with the permission of the Chairman
7. Vote of thanks.



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Meeting No. 9

Date: 29/05/2020

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 28thFeb, 2020 at 10.30 am in the Conference room, Vidyavardhini's College of Engineering & Technology, Vasai Road.

<u>Name of the member</u>		<u>Present</u>
Dr. Harish Vankudre	-Chairman	P
Shri. VikasVartak	- President, Vidyavardhini	P
Shri. MadhukarMohol	- Secretary, Vidyavardhini	P
Shri. Hasmukhbhai Shah	- Treasurer, Vidyavardhini	P
Dr. Vikas Gupta	- Member	P
Dr.UdayAswalekar	- Member	P
Dr. SwapnaBorde	- Member	P
Mr. Vishal Save	- Member	P
Mr. AshutoshMohol(Student)	- Member	P
Mr. SwapnilKarvir (Alumni)	- Member	P
Dr. Megha Trivedi	-Coordinator, IQAC	P

The proceeding of the meeting on the various items on the agenda is as follows:

Item No. 1: Welcome address by the Chairman IQAC

IQAC Chairman, Dr. Harish Vankudre welcomed the committee members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 27thDec, 2019

The minutes of last meeting held on 27thDec, 2019 was circulated along with the intimation of the present meeting. The chairman proposed that the minutes be taken as 'Read' and asked if there were any suggestions for modification of the same. Since there were no comments from the member, the minutes were confirmed and the proceedings of the present meeting were started. Dr. Megha Trivedi presented the Action Taken Report on the points discussed in the last meeting.

Item No. 3: Activities to be fulfilled by faculty for increasing NAAC grades

Dr. Megha Trivedi discussed that each NAAC criteria coordinators and members must identify the list of activities to be fulfilled by faculty/ department to be prepared and disseminated amongst faculty through IQAC.

Item No. 4: Residential NSS camp to be organized

Principal Dr. Vankudre shared about the activity of NSS and the proposal for organizing a residential camp. It was discussed that NSS Coordinator, Dr. Pradip Ghulbhile should be given the

responsibility to prepare a plan for the same. Dr. Borde suggested that WEC chairperson, Mrs. Neha Gharat should be requested to assist for the same.

Item No. 5: Central Data management system


Dr. Aswalekar discussed about the need for having a Central Data Management System- Data Management Committee for organization and verification of data to be submitted to NBA. It was decided that a team should be formed under the chairmanship of Dr. Gupta. Prof. Vishal Pande and Prof. Anagha Patil should be appointed as coordinators.

Item No. 6: Any other matter with the permission of the Chairman

No additional matters was put forward by the members.

Item No. 7: Vote of thanks

Dr. Megha Trivedi gave the vote of thanks to the Chairman and the members of the IQAC committee and the meeting was concluded.


Dr. Megha Trivedi
Coordinator, IQAC

Approved

Chairman



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Date: 29/05/2020

Action Taken Report

Item No. 3: Activities to be fulfilled by faculty for increasing NAAC grades

Dr. Megha Trivedi discussed that each NAAC criteria coordinators and members must identify the list of activities to be fulfilled by faculty/ department to be prepared and disseminated amongst faculty through IQAC.

Action taken: List of activities to be fulfilled by faculty/ department have been identified and given to Principal for approval

Item No. 4: Residential NSS camp to be organized

Principal Dr. Vankudre shared about the activity of NSS and the proposal for organizing a residential camp. It was discussed that NSS Coordinator, Dr. Pradip Ghulbhile should be given the responsibility to prepare a plan for the same. Dr. Borde suggested that WEC chairperson, Mrs. Neha Gharat should be requested to assist for the same.

Action taken: NSS Coordinator, Dr. Pradip Ghulbhile was asked to prepare a plan for the same. WEC chairperson, Mrs. NehaGharat was requested to assist for the same.

Item No. 5: Central Data management system

Dr. Aswalekar discussed about the need for having a Central Data Management System- Data Management Committee for organization and verification of data to be submitted to NBA. It was decided that a team should be formed under the chairmanship of Dr. Gupta. Prof. Vishal Pande and Prof. Anagha Patil should be appointed as coordinators.

Action taken: VCET Data Management committee has been formed under the chairmanship of Dr. Gupta. Prof. Vishal Pande and Prof. AnaghaPatil are appointed as coordinators.

Dr. Megha Trivedi
Coordinator, IQAC



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Ref. No. VV/Engg/IQAC/2020/02

Date: 04/06/2020

Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Thursday, 18th June, 2020 at 11.00 am through the online mode, Microsoft Teams.

You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,

Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Shri. Vikas Vartak	- President, Vidyavardhini
Shri. Madhukar Mohol	- Secretary, Vidyavardhini
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini
Dr. Vikas Gupta	- Member
Dr. Uday Aswalekar	- Member
Dr. Swapna Borde	- Member
Mr. Vishal Save	- Member
Mr. Ashutosh Mohol(Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

Agenda for the Meeting of IQAC to be held on 18th June, 2020:

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 28th Feb, 2019
3. Review of National Conference and VNPS
4. Revision of Institute Best Practices and Distinctiveness
5. NBA progress and Pre-qualifier form
6. Activities through MoU
7. FE internship
8. Conduction of online lectures, Webinar
9. Online meeting of proctors
10. Procurement of ERP software
11. Any other matter with the permission of the Chairman
12. Vote of thanks.



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Meeting No. 10

Date: 18/06/2020

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 18th June, 2020 at 11.00 am through the online mode.

<u>Name of the member</u>		<u>Present</u>
Dr. Harish Vankudre	-Chairman	P
Shri. Vikas Vartak	- President, Vidyavardhini	P
Shri. Madhukar Mohol	- Secretary, Vidyavardhini	P
Shri. Hasmukh bhai Shah	- Treasurer, Vidyavardhini	P
Dr. Vikas Gupta	- Member	P
Dr. Uday Aswalekar	- Member	P
Dr. Swapna Borde	- Member	P
Mr. Vishal Save	- Member	P
Mr. Ashutosh Mohol(Student)	- Member	P
Mr. SwapnilKarvir (Alumni)	- Member	P
Dr. Megha Trivedi	-Coordinator, IQAC	P

The proceeding of the meeting on the various items on the agenda is as follows:

Item No. 1: Welcome address by the Chairman IQAC

IQAC Chairman, Dr. Harish Vankudre welcomed the committee members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 28thFeb, 2020

The minutes of last meeting held on 28thFeb, 2020 was circulated along with the intimation of the present meeting. The chairman proposed that the minutes be taken as 'Read' and asked if there were any suggestions for modification of the same. Since there were no comments from the member, the minutes were confirmed and the proceedings of the present meeting were started. Dr. Megha Trivedi presented the Action Taken Report on the points discussed in the last meeting.

Item No. 3: Review of National Conference and VNPS

Dr. Vikas Gupta expressed that VNPS and National Conference that were announced in April 2020 cancelled due to Covid situation. It was proposed to conduct the National Conference same on the online mode and also revise the fees. Dr. Vankudre proposed that Dr. Ashish Chaudhari and Mrs. Deepti Patne should be given the task to prepare the proposal for online conduction.

Item No. 4: Revision of Institute Best Practices and Distinctiveness

Shri Vikas Vartak suggested to review the Institute Best Practices and Distinctiveness as per AICTE guidelines. Dr. Megha trivedi proposed that Dr, Madhavi Waghmare, NAAC Criteria 7 coordinator should be assigned the task under the guidance of Dr. Ashish Vanmali, HOD, IT.

Item No. 5: NBA progress and Pre-qualifier form

NBA coordinators Dr. Vikas Gupta and Dr. Uday Aswalekar gave the review of the NBA SAR submission of all Departments. They informed that, NBA data has been collected by Data Management Committee. The criteria are under final review. Expert guidance from faculty who have a recent experience of NBA visit has been scheduled. The prequalifier form shall be submitted by 15th July.

Item No. 6: Activities through MoU- expert lecture & industrial visit

Dr. Aswalekar discussed that Industrial visit planned in even semester of 2020 were cancelled due to Covid Pandemic. Mr. Swapnil Karvir suggested that expert lectures on various topics should be conducted by Departments on the online mode.

Item No. 7: FE internship

Dr. Gupta discussed that as per AICTE guidelines, an inhouse Internship has to be conducted for FE students. Mr. Ashutosh Mohol suggested that some session related to Entrepreneurship could also be conducted during it. It was discussed that Mrs. Mamta Patil was given the responsibility of coordinating the internship

Item No. 8: Conduction of online lectures, Webinar

Dr. Vankudre suggested that Department heads should plan and schedule the conduction of online lectures, webinar, STTP/SDP, Bridge Courses, and Value Added Courses to best utilize the lockdown period.

Item No. 9: Online meeting of proctors

Mr. Vishal Save discussed that in view of the Covid situation, it was decide the Proctors should conduct online meeting to take a review of the difficulties faced by the students in attending online classes. Dr. Borde suggested that counseling help should also be offered online to the students though proctors.

Item No. 11: Procurement of ERP software

Mr. Vishal Save discussed about the status of procurement of ERP software. He also gave the datils of the demonstrations taken from various vendors. Mr. Hasmukhbhai Shah suggested that the finalization should be done at earliest so that it can be implemented from the next academic year. Shri Mohol suggested to have a detail discussion about the same with Management members.

Item No. 12: Any other matter with the permission of the Chairman

No additional matters was put forward by the members.

Item No. 13: Vote of thanks

Dr. Megha Trivedi gave the vote of thanks to the Chairman and the members of the IQAC committee and the meeting was concluded.



Dr. Megha Trivedi
Coordinator, IQAC

Approved

Chairman



Vidyavardhini's College of Engineering & Technology

K. T. Marg, Near Railway Station, Vasai Road(W), Dist. Palghar, Pin. 401202

Date: 28/08/2020

Action Taken Report

Item No. 3: Review of National Conference and VNPS

Dr. Vikas Gupta expressed that VNPS and National Conference that were announced in April 2020 cancelled due to Covid situation. It was proposed to conduct the National Conference same on the online mode and also revise the fees. Dr. Vankudre proposed that Dr. Ashish Chaudhari and Mrs. Deepti Patne should be given the task to prepare the proposal for online conduction.

Action taken: National Conference was organized on 27th June 2020 through online mode

Item No. 4: Revision of Institute Best Practices and Distinctiveness

Shri Vikas Vartak suggested to review the Institute Best Practices and Distinctiveness as per AICTE guidelines. Dr. Megha trivedi proposed that Dr, Madhavi Waghmare, NAAC Criteria 7 coordinator should be assigned the task under the guidance of Dr. Ashish Vanmali, HOD, IT.

Action taken: Dr, Madhavi Waghmare, NAAC Criteria 7 coordinator was assigned the task under the guidance of Dr. Ashish Vanmali, HOD, IT. The preliminary discussions on the same are done with IQAC coordinaator

Item No. 5: NBA progress and Pre-qualifier form

NBA coordinators Dr. Vikas Gupta and Dr, Uday Aswalekar gave the review of the NBA SAR submission of all Departments. They informed that, NBA data has been collected by Data Management Committee. The criteria are under final review. Expert guidance from faculty who have a recent experience of NBA visit has been scheduled. The prequalifier form shall be submitted by 15th July.

Action taken: The prequalifier for NBA accreditation of 5 programmed has been filed on 03/09/2020

Item No. 6: Activities through MoU- expert lecture & industrial visit

Dr. Aswalekar discussed that Industrial visit planned in even semester of 2020 were cancelled due to Covid Pandemic. Mr. Swapnil Karvir suggested that expert lectures on various topics should be conducted by Departments on the online mode.

Action taken: Expert lectures on various topics have been conducted through the online mode

Item No. 7: FE internship

Dr. Gupta discussed that as per AICTE guidelines, an inhouse Internship has to be conducted for FE students. Mr. Ashutosh Mohol suggested that some session related to Entrepreneurship could also be conducted during it. It was discussed that Mrs. Mamta Patil was given the responsibility of coordinating the internship

Action taken: Mrs. Mamta Patil was given the responsibility of coordinating 4 week Online internship of FE students. The first 2 week are on Java programming, 1 week on Entrepreneurship skill and 1 week on soft skills. The internship was successfully conducted from 22/06/2020 to 24/06/2020.

Item No. 8:Conduction of online lectures, Webinar

Dr. Vankudre suggested that Department heads should plan and schedule the conduction of online lectures, webinar, STTP/SDP, Bridge Courses, and Value Added Courses to best utilize the lockdown period.

Action taken: Online lectures, webinars, STTP/SDP have been conducted by all Departments

Item No. 9:Online meeting of proctors

Mr. Vishal Save discussed that in view of the Covid situation, it was decide the Proctors should conduct online meeting to take a review of the difficulties faced by the students in attending online classes. Dr. Borde suggested that counseling help should also be offered online to the students though proctors.

Action taken: Proctor meeting are being conducted through the online medium.

Item No. 11: Procurement of ERP software

Mr. Vishal Save discussed about the status of procurement of ERP software. He also gave the datils of the demonstrations taken from various vendors. Mr. Hasmukhbhai Shah suggested that the finalization should be done at earliest so that it can be implemented from the next academic year. Shri Mohol suggested to have a detail discussion about the same with Management members.

Action taken: The procurement process has been initiated.


Dr. Megha Trivedi
Coordinator, IQAC