



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

Ref. No. VV/Engg/IQAC/2021/03

Date: 12/07/2021


**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, 23<sup>rd</sup> July 2021 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
Mr. Vishal Save	- Member
Mr. Ashutosh Mohol(Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

**Agenda for the Meeting of IQAC to be held on 23<sup>rd</sup> July 2021:**

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 20<sup>th</sup> May, 2021.
3. Data Collection for AQAR 2020-21
4. Revision of Academic Audit form
5. Planning of Activities of Student bodies and Center of Excellence
6. Institute Innovation Council
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. 14

Date: 23/07/2021

## Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 23<sup>rd</sup> July 2021 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
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 20<sup>th</sup> May, 2021

The minutes of last meeting held on 20<sup>th</sup> May, 2021 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: Data Collection for AQAR 2020-21

Dr. Megha Trivedi shared that, the data collection for AQAR for AY 2020-21 has been initiated. It was decided that meeting of criteria coordinators regarding the same should be conducted. Also, plan for improvising the activities under each criterion should be discussed.



# Vidyavardhini's College of Engineering & Technology

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

## Item No. 4: Revision of Academic Audit form

Dr. Aswalekar discussed about revision of academic audit form. The task was assigned to Mrs. Anagha Patil and Mr. Swapnil Mane. Dr. Vikas Gupta was asked to coordinate the same.

## Item No. 5: Planning of Activities of Student bodies and Center of Excellence

Dr. Vikas Gupta discussed that the Institute/Department level Committees activities should be planned in the online mode.

## Item No. 6: Institute Innovation Council


Dr. Vankudre expressed that our Institute has formed an Innovation Council as per the norms of Innovation Cell, Ministry of Education. To promote the activities through the Cell, a working committee has to be formed. It was decided that Dr. Ashish Chaudhari should preside the committee and further look upon to identify the other members required in the Committee.

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

No additional matters were put forward by the members.

## Item No. 8: 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

Ref. No. VV/Engg/IQAC/2021/04

Date: 20/12/2021


## 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 Wednesday, 29<sup>th</sup> December 2021 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
Mr. Vishal Save	- Member
Ms. Shreya Malewade (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

### **Agenda for the Meeting of IQAC to be held on 29<sup>th</sup> December 2021:**

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 23<sup>rd</sup> July, 2021.
3. IQAC student member
4. AQAR Report 20-21
5. Starting of practices One faculty- One Industry
6. Activities of Center of Excellence
7. Increasing Laboratory Infrastructure for new branches
8. Any other matter with the permission of the Chairman.
9. Vote of thanks.



# Vidyavardhini's College of Engineering & Technology

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

Meeting No. 16

Date: 29/12/2021

## Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Wednesday, 29<sup>th</sup> December 2021 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
Mr. Vishal Save	- Member	P
Ms. Sherya Malawade(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 23<sup>rd</sup> July, 2021.

The minutes of last meeting held on 23<sup>rd</sup> July, 2021 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: IQAC student member

Dr. Megha Trivedi informed that student nominee Mr. Ashutosh Mohol has graduated and therefore Ms. Shreya Malawade from TE EXTC has been appointed as student nominee in the IQAC Committee. Dr. Harish Vankudre welcomed her and appealed to her to put forward the voice of students with respect to quality using this forum.



# Vidyavardhini's College of Engineering & Technology

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

## Item No. 4: AQAR Report 20-21

Dr. Megha Trivedi presented the draft of AQAR Report for AY 2020-21.

## Item No. 5: Starting of practices- One faculty- One Industry

Shri Vikas Vartak suggested that in order to strengthen the Industry-Institute interaction, each faculty should have collaboration in terms of a MoU with at least one industry. Mr. Swapnil Karvir suggested local industries can be tapped for Mechanical and Electronics & Telecommunication Engineering.

## Item No. 6: Activities of Center of Excellence

Dr. Uday Aswalekar briefed about the internship activities conducted by the different center of excellence. Shri. Vikas Vartak suggested that opportunities explored to establish Center of Excellence for Computer Allied branches.

## Item No. 7: Increasing Laboratory Infrastructure for new branches


Dr. Vankudre expressed that new laboratory have to be set-up to meet the requirements of new branches. Shri. Hasmukh bhai Shah suggested that, the laboratories could be shared to ensure maximum utilization of the infrastructure.

## Item No. 8: Any other matter with the permission of the Chairman

No additional matters were put forward by the members.

## Item No. 9: 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: 19/02/2022**

**Action Taken Report**

**Item No. 7: Increasing Laboratory Infrastructure for new branches**

Dr. Vankudre expressed that new laboratory have to be set-up to meet the requirements of new branches. Shri. Hasmukh bhai Shah suggested that, the laboratories could be shared to ensure maximum utilization of the infrastructure.

**Action taken:** Two additional laboratories were set-up to meet the requirements of new branches.

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/2022/01

Date: 21/02/2022

## 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, 4<sup>th</sup> March, 2022 at 11.00 am.

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
Mr. Vishal Save	- Member
Ms. Shreya Malewade (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

### **Agenda for the Meeting of IQAC to be held on 4<sup>th</sup> March, 2022:**

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 29<sup>th</sup> December 2021.
3. Submission of AQAR for AY 20-21
4. Implementation of Examination Reforms, Examination Reform Policy discussion and implementation
5. Organizing Vidyavardhini's National Level Project Showcase VNPS 2022
6. Feedback/ Survey for AY 2021-22
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. 17

Date: 04/03/2022

## Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Friday, 4<sup>th</sup> March, 2022 at 11.00 am.

<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
Mr. Vishal Save	- Member	P
Ms. Shreya Malewade (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 29<sup>th</sup> December 2021.

The minutes of last meeting held on 29<sup>th</sup> December 2021 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: Submission of AQAR for AY 20-21

Dr. Megha Trivedi discussed about the status of AQAR submission for AY 2020-21. She expressed that uploading of the criteria has been done. Some supporting documents need to be uploaded.



# Vidyavardhini's College of Engineering & Technology

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

**Item No. 4: Implementation of Examination Reforms, Examination Reform Policy discussion and implementation.**

Dr. Vankudre explained that it is being planned to implement the Exam Reforms proposed by AICTE from the next academic year. Orientation sessions regarding the same have been planned by IQAC. Dr. Megha Trivedi suggested that a one-week Faculty Development Programme on the same can be planned during June-July.

**Item No. 5: Organizing Vidyavardhini's National Level Project Showcase VNPS 2022**

Dr. Vikas Gupta proposed that the Project Showcase must be organized in the physical mode. Shri. Vikas Vartak suggested that since the Covid norms are relaxed, it could be an inter-college event. Dr. Aswalekar suggested that our students should also be encouraged to participate in other college events. Dr. Megha Trivedi added that 18 teams from our Institute are participating in Aviskar Research Convention organized by Mumbai University.

**Item No. 6: Feedback/ Survey for AY 2021-22**

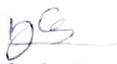
Dr. Megha Trivedi informed that the student satisfaction survey, facility feedback, feedback regarding syllabus have to be initiated. Dr. Vankudre suggested that these activities must be fulfilled before the term-end.

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

No additional matters were put forward by the members.

**Item No. 8: 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



Date: 02/05/2022

## Action Taken Report

### Item No. 3: Submission of AQAR for AY 20-21

Dr. Megha Trivedi discussed about the status of AQAR submission for AY 2020-21. She expressed that uploading of the criteria has been done. Some supporting documents need to be uploaded.

**Action taken:** AQAR for AY 20-21 was successfully uploaded in June 2022.

### Item No. 4: Implementation of Examination Reforms, Examination Reform Policy discussion and implementation.

Dr. Vankudre explained that it is being planned to implement the Exam Reforms proposed by AICTE from the next academic year. Orientation sessions regarding the same have been planned by IQAC. Dr. Megha Trivedi suggested that a one week Faculty Development Programme on the same can be planned during June-July.

**Action taken:** One-week ISTE STTP on Exam Reforms shall be conducted from 8<sup>th</sup> to 14<sup>th</sup> July 2022

### Item No. 5: Organizing Vidyavardhini's National Level Project Showcase VNPS 2022

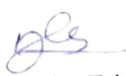
Dr. Vikas Gupta proposed that the Project Showcase must be organized in the physical mode. Shri. Vikas Vartak suggested that since the Covid norms are relaxed, it could be an inter-college event. Dr. Aswalekar suggested that our students should also be encouraged to participate in other college events. Dr. Megha Trivedi added that 18 teams from our Institute are participating in Aviskar Research Convention organized by Mumbai University.

**Action taken:** National Level project showcase was organized in the physical mode on 13/04/2022.

### Item No. 6: Feedback/ Survey for AY 2021-22

Dr. Megha Trivedi informed that the student satisfaction survey, facility feedback, feedback regarding syllabus have to be initiated. Dr. Vankudre suggested that these activities must be fulfilled before the term-end.

**Action taken:** Student satisfaction survey, facilities feedback and syllabus feedback were taken online.

  
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/2022/02

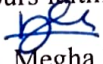
Date: 23/06/2022

## 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 Tuesday, 28<sup>th</sup> June, 2022 at 11.00 am. 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
Ms. Shreya Malewade (Student)	- Member
Mr. Swapnil Karvir (Alumni)	- Member

### **Agenda for the Meeting of IQAC to be held on 28<sup>th</sup> June, 2022:**

1. Welcome address by the Chairman IQAC
2. Confirmation of the meeting and action taken on the points discussed in the meeting held on 4<sup>th</sup> March 2022.
3. Review of comments received from NBA experts about the Institute and Departments
4. Revision of Department Vision Mission PEOs, PSOs
5. Revision of Performance Appraisal form
6. Revision of feedback form from all stakeholders
7. Organizing International IEEE conference in AY 2022-23
8. Upgradation of PCs
9. Revision of rubrics for various assessment tools
10. Academic audit of the Departments for AY 2021-22
11. Meeting of faculty related to Innovation in teaching learning
12. Any other matter with the permission of the Chairman.
13. Vote of thanks.



# Vidyavardhini's College of Engineering & Technology

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

Date: 28/06/2022

Meeting No. 18

## Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Tuesday, 28<sup>th</sup> June, 2022 at 11.00 am.

<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	A
Dr. Swapna Borde	- Member	P
Mr. Vishal Save	- Member	P
Ms. Shreya Malewade (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 4<sup>th</sup> March 2022.

The minutes of last meeting held on 4<sup>th</sup> March, 2022 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 comments received from NBA experts about the Institute and Departments

Dr. Harish Vankudre said that the feedback received from the chairman and evaluators of all the Department must be reviewed thoroughly and action plan has to be devised. It was decided that Dr. Uday Aswalekar should direct the HoDs of accredited programmes to carry out this activity at the Department level. It should be then discussed in a common meeting.



# Vidyavardhini's College of Engineering & Technology

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

## Item No. 4: Revision of Department Vision Mission PEOs, PSOs.

Dr. Uday Aswalekar said that the Vision, Mission of the Institute/Department and the PEOs and PSOs of the Departments should be reviewed and if required revised. Each Department should discuss the same in the Advisory Board meeting.

## Item No. 5: Revision of Performance Appraisal form

Mr. Vishal Save suggested that the performance appraisal form of the faculty needs to be reviewed. Shri. Vikas Vartak commented that different forms should be devised as per the cadre. Dr. Megha Trivedi suggested that the rubrics of assessment should also be stated.

## Item No. 6: Revision of feedback form from all stakeholders

Dr. Vikas Gupta suggested that the feedback forms of all stake holders must be reviewed and revised if required. Mr. Swapnil Karvir suggested that for each stakeholder there could be a single form if possible so as to ease the process.

## Item No. 7: Organizing International IEEE conference in AY 2022-23

Dr. Harish Vankudre discussed that an IEEE conference should be organized in the Institute. Dr. Uday Aswalekar commented that faculty members should work towards improving the publications. Dr. Vikas Gupta expressed that the procedure for organizing IEEE conference takes a period of about 1 year. Dr. Harish Vankudre suggested that Dr. Vikas Gupta should initiate the process.

## Item No. 8: Upgradation of PCs

Mr. Vishal Save discussed that the upgradation of PCs is under process. As per the policy, the PCs in Computer Department have to be upgraded. Dr. Harish Vankudre suggested that the requirements of the new programmes also have to be addressed simultaneously. Mr. Hasmush Bhai Shah enquired about the estimated budget for the same.

## Item No. 9: Revision of rubrics for various assessment tools

Dr. Uday Aswalekar discussed that as per the recommendation of the NBA experts, the process of revision of rubrics for various assessment tools has to be carried out. Dr. Harish Vankudre suggested to form a committee for the same.

## Item No. 10: Academic audit of the Departments for AY 2021-22



# Vidyavardhini's College of Engineering & Technology

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

Dr. Megha Trivedi discussed that the Academic Audit of the Department have to be carried out. She said that guidelines for the same shall be sent to HoDs.

## Item No. 11: Meeting of faculty related to Innovation in teaching learning


Dr. Harish Vankudre suggested that Department must carry-out regular meeting regarding innovative methods in teaching-learning. Shri. Vikas Vartak suggested that the senior faculty members should train the newly joined faculty in this regard.

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


No additional matters were 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

Dr. Vikas Gupta suggested that the feedback forms of all stake holders must be reviewed and revised if required. Mr. Swapnil Karvir suggested that for each stakeholder there could be a single form if possible so as to ease the process.

**Action taken:** The process of revision of feedback forms from all stakeholders has been started. Dr. Amrita Ruperee has been assigned the task along with nominated members from other departments.

## Item No. 7: Organizing International IEEE conference in AY 2022-23

Dr. Harish Vankudre discussed that an IEEE conference should be organized in the Institute. Dr. Uday Aswalekar commented that faculty members should work towards improving the publications. Dr. Vikas Gupta expressed that the procedure for organizing IEEE conference takes a period of about 1 year. Dr. Harish Vankudre suggested that Dr. Vikas Gupta should initiate the process.

**Action taken:** Dr. Vikas Gupta, Dr. Sunayna Jadhav, Dr. Ashish Vanmali and Dr. Ashish Chaudhari are working in this direction. Preliminary meeting has been conducted regarding the same has been conducted with the agencies involved in organizing IEEE conference.

## Item No. 8: Upgradation of PCs

Mr. Vishal Save discussed that the upgradation of PCs is under process. As per the policy, the PCs in Computer Department have to be upgraded. Dr. Harish Vankudre suggested that the requirements of the new programmes also have to be addressed simultaneously.

**Action taken:** Purchase of new desktop computers has been done to upgrade the PCs in Computer Department and also to meet the requirements of the new programmes.

## Item No. 9: Revision of rubrics for various assessment tools

Dr. Uday Aswalekar discussed that the as per the recommendation of the NBA experts, the process of revision of rubrics for various assessment tools has to be carried out. Dr. Harish Vankudre suggested to form a committee for the same.

**Action taken:** The process of revision of rubrics for various assessment tools has been initiated. The task is assigned to Dr. Tatwadarshi P. N., Mr. Rishabh Melvanki under the guidance of Dr. Aswalekar and Dr. Trivedi.





# Vidyavardhini's College of Engineering & Technology

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

## Item No. 10: Academic audit of the Departments for AY 2021-22


Dr. Megha Trivedi discussed that the Academic Audit of the Department have to be carried out. She said that guidelines for the same shall be sent to HoDs.

**Action taken:** The Academic audit of the Department for AY 2021-22 shall be completed before 15/10/2022

## Item No. 11: Meeting of faculty related to Innovation in teaching learning

Dr. Harish Vankudre suggested that Department must carry-out regular meeting regarding innovative methods in teaching-learning. Shri. Vikas Vartak suggested that the senior faculty members should train the newly joined faculty in this regard.

**Action taken:** Departments have been recommended to conducted meeting regarding innovative methods in teaching-learning on a regular basis.

  
Dr. Megha Trivedi  
Coordinator, IQAC