



Vidyavardhini's College of Engineering & Technology

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

Ref. No. VV/Engg/IQAC/2023/02

Date: 12/05/2023

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 24th May 2023 at 11.00 am in the Conference room, Vidyavardhini's College of Engineering & Technology. You are requested to kindly make it convenient to attend the meeting.

Yours faithfully,

Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Mr. Pushkaraj Vartak	-Member
Mr. Atin Shah	-Member
Mr. Amit Vartak	-Member
Dr. Sangeeta Joshi	-Member
Dr. R. R. Sedamkar	-Member
Dr. Vikas Gupta	-Member
Dr. Uday Aswalekar	-Member
Dr. Ajay Radke	-Member
Mr. Parag Patil	-Member
Dr. Santosh Chapaneri (Alumni)	-Member
Mr. Santosh Tamhane (Alumni)	-Member
Ms. Shreya Malewade (Student Representative)	-Member
Dr. Megha Trivedi	-Coordinator

Agenda for the Meeting of IQAC to be held on 24th May 2023:

- Welcome address by the Chairman IQAC
- Confirmation of the meeting and action taken on the points discussed in the meeting held on 28th February 2023. Augmentation of IT infrastructure
- Pedagogy training for newly recruited teachers
- Review of compliance of SSR for NAAC 2nd cycle
- SWOC analysis
- Energy and Green audit, environment audit:
- Faculty Development Programmes
- Intra-Institute internships/ Bridge courses/Student Development Programmes
- Review of AQAR data for AY 2022-23 and NAAC SSR
- Any other matter with the permission of the Chairman.
- Vote of thanks.



Vidyavardhini's College of Engineering & Technology

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Meeting No. 22

Date: 24/05/2023

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 24/05/2023 at 11.00 am. Following members were present for the same:

Dr. Harish Vankudre	-Chairman	P
Mr. Pushkaraj Vartak	-Member	P
Mr. Atin Shah	-Member	P
Mr. Amit Vartak	-Member	P
Dr. Sangeeta Joshi	-Member	P
Dr. R. R. Sedamkar	-Member	P
Dr. Vikas Gupta	-Member	P
Dr. Uday Aswalekar	-Member	P
Dr. Ajay Radke	-Member	P
Mr. Parag Patil	-Member	P
Dr. Santosh Chapaneri (Alumni)	-Member	P
Mr. Santosh Tamhane (Alumni)	-Member	P
Ms. Shreya Malewade (Student Representative)	-Member	A
Dr. Megha Trivedi	-Coordinator	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 28th February 2023.

The minutes of last meeting held on 28th February 2023 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 Augmentation of IT infrastructure

Dr. Harish Vankudre said that looking into the need for infrastructure to meet intake, an additional IT facility has to be created. Dr. Vikas Gupta Said that presently, the laboratories are being shared as per AICTE guidelines to ensure maximum utilization. Mr. Atin Shah discussed about the infrastructure augmentation and renovation of Departments.



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Item No. 4 Pedagogy training for newly recruited teachers

Dr. Vikas Gupta said that the newly recruited teachers are to be encouraged to attend pedagogy training by NITTR or other reputed training institutes. Dr. Harish Vankudre expressed that a policy has to be devised to support the fees incurred for the same. Dr. Megha Trivedi said that a session on pedagogy and outcome-based education shall be conducted at the beginning of the next semester.

Item No. 5 Review of compliance of SSR for NAAC 2nd cycle

Dr. Megha Trivedi shared that the criteria coordinators had been assigned the task of reviewing their criteria for the NAAC 2nd cycle as per the benchmark published by NAAC. She presented the report of the same to the members.

Item No. 6 SWOC analysis

Dr. Uday Aswalekar expressed that the SWOC analysis at the Institute and Department level has to be carried out to identify the challenges and opportunities for the departments. The same could be considered for the revision of program educational objectives, program-specific outcomes, and if required the vision/mission statement. Dr. Harish Vankudre said that HODs shall be informed about the same. Also, Dr. Uday Aswalekar was asked to coordinate the same at the Institute level.

Item No. 7 Energy and Green audit, environment audit

Dr. Megha Trivedi shared that AY 2022-23 has to be carried out. Mr. Pushkaraj suggested having a 3-year proposal from the auditing agency. Dr. Uday Aswalekar said that Mr. Swapnil Mane would be asked to coordinate the same.

Item No. 8 Faculty Development Programmes

Dr. Harish Vankudre discussed that Departments should conduct a faculty development program during the summer break. Dr. Vikas Gupta suggested that if possible two or more departments can collaborate to do so.

Item No. 9 Intra-Institute internships/ Bridge courses/Student Development Programmes

Dr. Harish Vankudre discussed that Intra-Institute internships/ Bridge courses/Student Development Programmes must be organized during the summer vacations. Dr. Chapaneri suggested that it would be beneficial if these courses were conducted by industry experts. Dr. Megha Trivedi said that IIC will be asked to take proposals from Departments and the Center of Excellence. Mr. Amit Vartak suggested that the Center of excellence should increase their activities outside the Institute as well. Dr. Harish Vankudre briefed about the outhouse activities carried out by the center of Excellence.

Item No. 10 Review of AQAR data for AY 2022-23 and NAAC SSR

Dr. Harish Vankudre discussed the status of NAAC SSR. Dr. Megha Trivedi said that AQAR for AY 2022-23 is being compiled. Criteria coordinators are directed to start with the compilation of SSR following it. Dr. Sangeeta Joshi Shared the guidelines for the same. Dr. Sedmkar suggested to have criteria-wise analysis of grades of the last cycle.



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Item No. 11: Any other matter with the permission of the Chairman

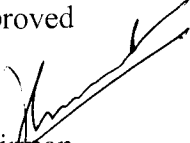
Dr. Uday Aswalekar suggested that special invitees from Industry and other reputed Institutes should be called for the IQAC meeting

Item No. 12: 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: 18/07/2023

Action Taken Report

Item No. 3 Augmentation of IT infrastructure

Dr. Harish Vankudre said that looking into the need for infrastructure to meet intake, an additional IT facility has to be created. Dr. Vikas Gupta Said that presently, the laboratories are being shared as per AICTE guidelines to ensure maximum utilization. Mr. Atin Shah discussed about the infrastructure augmentation and renovation of Departments.

Action taken: A plan for infrastructure augmentation and renovation of Mechanical/Civil departments has been initiated.

Item No. 4 Pedagogy training for newly recruited teachers

Dr. Vikas Gupta said that the newly recruited teachers are to be encouraged to attend pedagogy training by NITTR or other reputed training institutes. Dr. Harish Vankudre expressed that a policy has to be devised to support the fees incurred for the same. Dr. Megha Trivedi said that a session on pedagogy and outcome-based education shall be conducted at the beginning of the next semester.

Action taken: Sessions on Outcome-based education, pedagogy, mentoring, etc. were carried out for newly joined faculty in July 2023.

Item No. 5 Review of compliance of SSR for NAAC 2nd cycle

Dr. Megha Trivedi shared that the criteria coordinators had been assigned the task of reviewing their criteria for the NAAC 2nd cycle as per the benchmark published by NAAC. She presented the report of the same to the members.

Item No. 6 SWOC analysis

Dr. Uday Aswalekar expressed that the SWOC analysis at the Institute and Department level has to be carried out to identify the challenges and opportunities for the departments. The same could be considered for the revision of program educational objectives, program-specific outcomes, and if required the vision/mission statement. Dr. Harish Vankudre said that HODs shall be informed about the same. Also, Dr. Uday Aswalekar was asked to coordinate the same at the Institute level.

Action taken: SWOC analysis was carried out at the Institute level and by various Departments.

Item No. 7 Energy and Green audit, environment audit

Dr. Megha Trivedi shared that AY 2022-23 has to be carried out. Mr. Pushkaraj suggested having a 3-year proposal from the auditing agency. Dr. Uday Aswalekar said that Mr. Swapnil Mane would be asked to coordinate the same.

Action taken: The green and energy audit has been carried out in June 2023.



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Item No. 8 Faculty Development Programmes

Dr. Harish Vankudre discussed that Departments should conduct a faculty development program during the summer break. Dr. Vikas Gupta suggested that if possible two or more departments can collaborate to do so.

Action taken: ISTE-approved STTPs were organized by EXTC, Mechanical, IT, CSE-DS, and AIDS departments.

Item No. 9 Intra-Institute internships/ Bridge courses/Student Development Programmes

Dr. Harish Vankudre discussed that Intra-Institute internships/ Bridge courses/Student Development Programmes must be organized during the summer vacations. Dr. Chapaneri suggested that it would be beneficial if these courses were conducted by industry experts. Dr. Megha Trivedi said that IIIC will be asked to take proposals from Departments and the Center of Excellence. Mr. Amit Vartak suggested that the Center of excellence should increase their activities outside the Institute as well. Dr. Harish Vankudre briefed about the outhouse activities carried out by the center of Excellence.

Action taken: SPDs and Intra-institute internships were carried out during the summer vacation.

Item No. 10 Review of AQAR data for AY 2022-23 and NAAC SSR

Dr. Harish Vankudre discussed the status of NAAC SSR. Dr. Megha Trivedi said that AQAR for AY 2022-23 is being compiled. Criteria coordinators are directed to start with the compilation of SSR following it. Dr. Sangeeta Joshi Shared the guidelines for the same. Dr. Sedmkar suggested to have criteria -wise analysis of grades of the last cycle.

Action taken: The compilation of AQAR for AY 2022-23 has been carried out

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/2023/01

Date: 23/02/2023

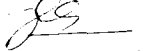
Notice for Meeting

Dear Sir/Madam,

I am directed to inform you that the meeting of Internal Quality Assurance Cell (IQAC) will be held on Saturday 28th February at 11.00 am in the Conference room, Vidyavardhini's College of Engineering & Technology.

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

Yours faithfully,


Dr. Megha Trivedi
Coordinator, IQAC.

Dr. Harish Vankudre	-Chairman
Mr. Pushkaraj Vartak	-Member
Mr. Atin Shah	-Member
Mr. Amit Vartak	-Member
Dr. Sangeeta Joshi	-Member
Dr. R. R. Sedamkar	-Member
Dr. Vikas Gupta	-Member
Dr. Uday Aswalekar	-Member
Dr. Ajay Radke	-Member
Mr. Parag Patil	-Member
Dr. Santosh Chapaneri (Alumni)	-Member
Mr. Santosh Tamhane (Alumni)	-Member
Ms. Shreya Malewade (Student Representative)	-Member
Dr. Megha Trivedi	-Coordinator

Agenda for the Meeting of IQAC to be held on 28th February, 2023:

- Welcome address by the Chairman IQAC and welcome of the new committee members.
- Confirmation of the meeting and action taken on the points discussed in the meeting held on 15th December 2022.
- Organizing National Level Technical Paper Presentation and Vidyavardhini's National Level Project Showcase VNPS 2023 event
- Feedback/ Survey for AY 2022-23
- Initiatives for Industry Institute Interaction
- Any other matter with the permission of the Chairman.
- Vote of thanks.



Vidyavardhini's College of Engineering & Technology

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Meeting No. 21

Date: 28/02/2023

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 28th February 2023 at 11.00 am. Following members were present for the same:

Dr. Harish Vankudre	-Chairman	P
Mr. Pushkaraj Vartak	-Member	P
Mr. Atin Shah	-Member	P
Mr. Amit Vartak	-Member	P
Dr. Sangeeta Joshi	-Member	P
Dr. R. R. Sedamkar	-Member	P
Dr. Vikas Gupta	-Member	P
Dr. Uday Aswalekar	-Member	P
Dr. Ajay Radke	-Member	P
Mr. Parag Patil	-Member	P
Dr. Santosh Chapaneri (Alumni)	-Member	P
Mr. Santosh Tamhane (Alumni)	-Member	P
Ms. Shreya Malewade (Student Representative)	-Member	P
Dr. Megha Trivedi	-Coordinator	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 introduced the committee members and welcomed them. He also discussed the role of IQAC and expressed the expectations from the members.

Item No. 2: Confirmation of the Minutes of Meeting and Action taken on the points discussed in the meeting held on 15th December 2022.

The minutes of last meeting held on 15th December 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 Organizing National Level Technical Paper Presentation and Vidyavardhini's National Level Project Showcase VNPS 2023 event

Dr. Vikas Gupta said that a National Level Technical Paper Presentation competition has been planned. Dr. Sangeeta Joshi said that selected papers presented by students in the event can be



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further revised and sent for journal publication. Mr. Santosh Tamhane said that this activity will prove useful for improving the communication skills of the students. Dr. Sedamkar said that it would address to achievement of all professional outcomes. Mr. Pushkaraj appreciated the idea. Dr. Uday Aswalekar said that the annual event of the Project showcase also must be hosted. Dr. Chapaneri expressed his views about such events.

Item No. 4 Feedback/ Survey for AY 2022-23

Dr. Megha Trivedi said that the student satisfaction survey, facility feedback, and feedback regarding the syllabus are to be taken by the end of the semester.

Item No. 5 Initiatives for Industry Institute Interaction


Dr. Harish Vankudre briefed about the various activities carried out under Industry-Institute interaction. Mr. Amit Vartak suggested having new initiatives for improvement in Industry-Institute interaction. Dr. Harish Vankudre said that he shall discuss the same with the IIC and E-cell.

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

No additional matters were 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



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Date: 12/05/2023

Action Taken Report

Item No. 3 Organizing National Level Technical Paper Presentation and Vidyavardhini's National Level Project Showcase VNPS 2023 event

Dr. Vikas Gupta said that a National Level Technical Paper Presentation competition has been planned. Dr. Sangeeta Joshi said that selected papers presented by students in the event can be further revised and sent for journal publication. Mr. Santosh Tamhane said that this activity will prove useful for improving the communication skills of the students. Dr. Sedamkar said that it would address to achievement of all professional outcomes. Mr. Pushkaraj appreciated the idea. Dr. Uday Aswalekar said that the annual event of the Project showcase also must be hosted. Dr. Chapaneri expressed his views about such events.

Action taken: The Oscillations 2023-National Level Paper presentation competition was hosted on 17/03/2023 and VNPS 2023 was hosted on 06/04/2023.

Item No. 4 Feedback/ Survey for AY 2022-23

Dr. Megha Trivedi said that the student satisfaction survey, facility feedback, and feedback regarding the syllabus are to be taken by the end of the semester.

Action taken: Online feedback from all stakeholders on various aspects was taken.

Item No. 5 Initiatives for Industry Institute Interaction

Dr. Harish Vankudre briefed about the various activities carried out under Industry-Institute interaction. Mr. Amit Vartak suggested having new initiatives for improvement in Industry-Institute interaction. Dr. Harish Vankudre said that he shall discuss the same with the IIC and E-cell.

Action taken: Vasai-Virar start-up fest was organized on 24th and 25th March 2023. Industry Institute Interaction meet "Udyam Saman 2.0" was organized on 13th April 2023

Dr. Megha Trivedi

Coordinator, IQAC



Vidyavardhini's College of Engineering & Technology

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

FRef. No. VV/Engg/IQAC/2022/04

Date: 08/12/2022

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 15th December at 11.00 am in the Conference room, Vidyavardhini's College of Engineering & Technology.

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 15th December, 2022:

- Welcome address by the Chairman IQAC
- Confirmation of the meeting and action taken on the points discussed in the meeting held on 8th October, 2022. Faculty training in the area of mentoring
- Submission of AQAR for AY 20-21
- Institutional preparedness for NEP and Institutional Initiatives for Electoral Literacy
- Addon program on Finance Management
- Planning of Universal Human Value activities for students for four years
- Revision of attainment and course booklet
- Implementation of the AICTE Activity Points programme
- Any other matter with the permission of the Chairman.
- Vote of thanks.



Vidyavardhini's College of Engineering & Technology

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

Meeting No. 20

Date: 15/12/2022

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on 15th December, 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. Hasmmukh bhai Shah	- Treasurer, Vidyavardhini	A
Dr. Vikas Gupta	- Member	P
Dr. Uday Aswalekar	- Member	P
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 08th October, 2022.

The minutes of last meeting held on 8th October, 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 Faculty training in the area of mentoring

Dr. Vikas Gupta expressed that faculty members must be trained to mentor the students. Also, the mentor form needs to be revised. Dr. Megha Trivedi was suggested to organize an expert session on the same. Ms. Sherya Malawade expressed that the students who do get the mentoring session are effective in addressing the issues of the students.

Item No. 4 Submission of AQAR for AY 20-21



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Dr. Megha Trivedi expressed that the process of filling the AQAR report has been started and shall be completed by 25/12/2022. She also said that the process for NAAC's second cycle has been initiated. A preliminary meeting regarding the same has been conducted with the criteria coordinators.

Item No. 5 Institutional preparedness for NEP and Institutional Initiatives for Electoral Literacy

Dr. Megha Trivedi suggested that an Electoral Cell must be formed in the Institute to carry out programs related to electoral literacy. Mr. Vishal Save said that the NSS unit does carry out such programs. Dr. Harish Vankudre suggested having a separate cell for activities related to electoral literacy.

Item No. 6 Addon program on Finance Management

Dr. Harish Vankudre expressed that although finance management is an institute elective course for the students, not all students opt for it and therefore some mandatory program should be introduced for the students to train them in the area of company and personal finance management. Mr. Swapnil Karvir suggested that an addon program on finance management has to be introduced. Mr. Sanket Patil shall be assigned the responsibility to plan for an introductory session on the same and work out the prospects of having an add-on course on it.

Item No. 7 Planning of Universal Human Value activities for students for four years

Dr. Harish Vankudre expressed that the sessions related to Universal Human Values should be planned appropriately and organized for students. Dr. Vikas Gupta discussed that faculty members are undergoing the Universal Human Value training. It was decided that the activities should be planned to be included in the Induction Programme.

Item No. 8 Revision of attainment and course booklet

Dr. Uday Aswalkar expressed that Dr. Amrita Rupree has undertaken the task of revising the attainment and course booklet. Dr. Vikas Gupta suggested that duplicity of documents should be avoided. Dr. Megha Trivedi said that this booklet format has to be adapted from 2022-23 onwards.

Item No. 9 Implementation of the AICTE Activity Points programme

Dr. Megha Trivedi discussed the Activity points program introduced by AICTE. She also discussed the benefit of the same in ensuring the holistic development of the student. Ms. Shreya and Mr. Swapnil appreciated the suggestion.



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Item No. 10: Any other matter with the permission of the Chairman

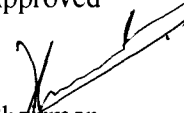
No additional matters were put forward by the members.

Item No. 11: 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: 12/02/2023

Action Taken Report

Item No. 3 Faculty training in the area of mentoring

Dr. Vikas Gupta expressed that faculty members must be trained to mentor the students. Also, the mentor form needs to be revised. Dr. Megha Trivedi was suggested to organize an expert session on the same. Ms. Sherya Malawade expressed that the students who do get the mentoring session are effective in addressing the issues of the students.

Action Taken: A training program on Student Mentoring was organized for faculty on 12/01/2023. The revision of the mentor form has been done and is implemented for the 2022-23 batch.

Item No. 4 Submission of AQAR for AY 20-21

Dr. Megha Trivedi expressed that the process of filling the AQAR report has been started and shall be completed by 25/12/2022. She also said that the process for NAAC's second cycle has been initiated. A preliminary meeting regarding the same has been conducted with the criteria coordinators.

Action Taken: AQAR for AY 2021-22 has been submitted in January 2023.

Item No. 5 Institutional preparedness for NEP and Institutional Initiatives for Electoral Literacy

Dr. Megha Trivedi suggested that an Electoral Cell must be formed in the Institute to carry out programs related to electoral literacy. Mr. Vishal Save said that the NSS unit does carry out such programs. Dr. Harish Vankudre suggested having a separate cell for activities related to electoral literacy.

Action taken: Electoral Cell was formed in Jan 2023

Item No. 6 Addon program on Finance Management

Dr. Harish Vankudre expressed that although finance management is an institute elective course for the students, not all students opt for it and therefore some mandatory program should be introduced for the students to train them in the area of company and personal finance management. Mr, Swapnil Karvir suggested that an addon program on finance management has to be introduced. Mr. Sanket Patil shall be assigned the responsibility to plan for an introductory session on the same and work out the prospects of having an add-on course on it.

Action Taken: A session on project and finance management for BE students is being organized on 15/02/2023



Vidyavardhini's College of Engineering & Technology

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Item No. 7 Planning of Universal Human Value activities for students for four years

Dr. Harish Vankudre expressed that the sessions related to Universal Human Values should be planned appropriately and organized for students. Dr. Vikas Gupta discussed that faculty members are undergoing the Universal Human Value training. It was decided that the activities should be planned to be included in the Induction Programme.

Action Taken: Dr. Sunayna Jadhav has been given the responsibility of coordinating the same.

Item No. 8 Revision of attainment and course booklet

Dr. Uday Aswalkar expressed that Dr. Amrita Rupree has undertaken the task of revising the attainment and course booklet. Dr. Vikas Gupta suggested that duplicity of documents should be avoided. Dr. Megha Trivedi said that this booklet format has to be adapted from 2022-23 onwards.

Action taken: The revised format for attainment and course booklet has been adapted from AY 2022-23

Item No. 9 Implementation of the AICTE Activity Points programme

Dr. Megha Trivedi discussed the Activity points program introduced by AICTE. She also discussed the benefit of the same in ensuring the holistic development of the student. Ms. Shreya and Mr. Swapnil appreciated the suggestion.

Action Taken: A preliminary document on the same has been prepared by Dr. Megha Trivedi. Its finalization and implementation have to be planned

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/2022/03

Date: 28/09/2022

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 Saturday 8th October at 11.00 am in the Conference room, Vidyavardhini's College of Engineering & Technology.

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 8th October, 2022:

- Welcome address by the Chairman IQAC
- Confirmation of the meeting and action taken on the points discussed in the meeting held on 28th June 2022. Collection and review of AQAR data for AY 20-21
- Devising standard operating procedures for various activities and standardization of academic processes
- Revision of process to identify weak and bright learners
- Any other matter with the permission of the Chairman.
- Vote of thanks.



Vidyavardhini's College of Engineering & Technology

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

Meeting No. 19

Date: 08/10/2022

Minutes of Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was held on Saturday 8th October 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
Dr. Swapna Borde	-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 28th June 2022.

The minutes of last meeting held on 28th June 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 Collection and review of AQAR data for AY 20-21

Dr. Megha Trivedi expressed that the collection of data for AY 20-21 is being done by the Data Management team. The status of the same was shared by her. She also said that a review of the same is being done. The process of filling the AQAR report on the portal will be started after the review.



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Item No. 4 Devising standard operating procedures for various activities and standardization of academic processes

Dr. Harish Vankudre expressed that standard operating procedures for various activities and standardization of academic processes should be devised. He also suggested that guidance must be sought in this regard from some expert. Dr. Megha Trivedi was given the responsibility of the same.

Item No. 5 Revision of process to identify weak and bright learners

Dr. Uday Aswalekar suggested that the criteria for identifying weak and bright learners have to be reviewed. Dr. Megha Trivedi expressed that at present it is being done based on CGPI. Mr. Swapnil Karvir suggested that CET scores, IA scores, and participation of students in co and extracurricular activities must be accounted for. Shri Vikas Vartak suggested that the planning of activities for each type of learner must be accordingly done.

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

No additional matters were 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: 12/12/2022

Action Taken Report

Item No. 3 Collection and review of AQAR data for AY 20-21

Dr. Megha Trivedi expressed that the collection of data for AY 20-21 is being done by the Data Management team. The status of the same was shared by her. She also said that a review of the same is being done. The process of filling the AQAR report on the portal will be started after the review.

Action Taken: The process of filling the AQAR report on the portal has been started.

Item No. 4 Devising standard operating procedures for various activities and standardization of academic processes

Dr. Harish Vankudre expressed that standard operating procedures for various activities and standardization of academic processes should be devised. He also suggested that guidance must be sought in this regard from some expert. Dr. Megha Trivedi was given the responsibility of the same.

Action Taken: The SOP and benchmarks for all criteria published by NAAC were discussed with criteria coordinators during the meeting held on 7th December 2022

Item No. 5 Revision of process to identify weak and bright learners

Dr. Uday Aswalekar suggested that the criteria for identifying weak and bright learners have to be reviewed. Dr. Megha Trivedi expressed that at present it is being done based on CGPI. Mr. Swapnil Karvir suggested that CET scores, IA scores, and participation of students in co and extracurricular activities must be accounted for. Shri Vikas Vartak suggested that the planning of activities for each type of learner must be accordingly done.

Action Taken: The task of revising the criteria for identifying weak and bright learners has been assigned to Dr. Amrita Ruperee.

Dr. Megha Trivedi

Coordinator, IQAC