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## VIDARBHA INSTITUTE OF TECHNOLOGY

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E-mail id:kdmsociety@gmail.com, Website: www.vitnagpur.edu.in

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& DBATU Lonere, Raigad

"NAAC ACCREDITED"

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/15 / 949

Date: 15.04.2019

#### MEETING NOTICE

It is proposed to hold 15<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of VIT, on **Tuesday 16.04.2019** at **03:00 PM** in the **Board Room, Admin Block.**

#### **Meeting Agenda:**

1. To approve the minutes of the previous meeting
2. To discuss about the Results of Odd Semester
3. Planning for Extra-curricular activities & co-curricular activities
4. To Discuss about Budget for the Financial year 2019-20
5. To discuss regarding Library bifurcation and Atomization.
6. To discuss regarding establishing of E-Resource Facility for students and staff
7. To discuss regarding GATE training for student
8. To discuss regarding Placement activities for the year 2018-19
9. To discuss regarding student Grievances
10. To discuss regarding student's feedback
11. To discuss regarding Academics
12. To discuss regarding NAAC
13. To discuss regarding Transport requirement
14. Any other subject with the permission to the Chair
  - a) To conduct Programs under NSS
  - b) Conduction of workshop for non-teaching staff

  
Dr. Sanjay S. Uttarwar

VIDARBHA INSTITUTE OF TECHNOLOGY  
IQAC Chairman / Principal

Uti (Bhiwapur), Umrer Road, Nagpur

Copy to: Vice-Principal, All Dept. HOD's (CSE/ECE/EE/ME/FY), Librarian, Sys. Admin., Academic Coordinator, Local Society, Member - Students, Alumni Co-coordinator, Industrialist.



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### Minutes of Meeting

Proceedings of the 15<sup>th</sup> Internal Quality Assurance Cell (IQAC) committee meeting held on Tuesday of 16.04.2019 at 03:00 PM in the Board Room, Admin Block

#### Members Present:

Sr. No.	Designation	Name	Signature
1	Chairperson	Dr.Sanjay S. Uttarwar	
2	The Teacher as Coordinator of the IQAC	Prof. Nilesh P. Bodne	
3	A Senior Administrative Officers	Mr. P. C. Raut	
		Mr. R.G. Nagose	
4	Teachers	Prof. Vaibhav H. Bankar	
		Prof. Pravin G. Kulkarni	
		Prof Sachin Jambhulkar	
		Prof. Gautam Moon	
5	Member from the Management	Dr. Pooja J. Maheshwari	
		Mr. Darshan Maheshwari	
6	Nominee from Local Society	Dr.G.S.Natrajan	
7	Member from student	Ms. Komal Dongre	
8	Member from Alumni	Mr. Pratik Vinod Gawali	
9	Member from Employer/Industrialist/Stakeholder	Mr. Bhupesh Gautam	

Following discussion were made in the meeting:

**1. To approve the minutes of the previous meeting**

Members unanimously approved minutes of the previous meetings.

**2. To discuss about the Results of Even Semester**

Members went through the department wise results presented by HOD. Members have expressed that the results were improved comparing to the previous semester. Further they suggested that results are still need to be improved.





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### **3. *Planning for Extra- curricular activities & co-curricular activities***

Subject differed to next meeting. Members noted.

### **4. *To Discuss about Budget for the Financial year 2019-20***

Honourable Chairperson informed all the HOD's to submit the budget required for the departments, for this session in the prescribed format. Also NSS coordinator informed to submit budget.

### **5. *To discuss regarding Library bifurcation and Atomization.***

As advised by the experts, Members unanimously approved to bifurcate the library into two parts, i.e. separating book bank from the existing storage facility and the same was planned to bifurcate in the vacations. Management asked Library Co-coordinator regarding Library Atomization, for the best Atomization Software and asked them to come with proposals for Library Atomization.

### **6. *To discuss regarding establishing of E-Resource Facility for students and staff***

Members expressed to establish the E-Resource facility for students and staff. Management expressed that to take one separate room and make it as an E-Resource facilitating Centre and also expressed to collect and maintain some Videos/PPTS related to all the departmental subjects individually.

### **7. *To discuss regarding Placement activities for the year 2018-19***

Members noted that the Placement activity in VIT is going well and the progress have been made the last academic year. For Engineering students still more companies have yet to come. Members noted and appreciated the effort put by Placement Officer and the Team.

### **8. *To discuss regarding student Grievances***

Members discuss about the Grievance committee and Grievance report and renovate points from the college mechanism.

### **9. *To discuss regarding student's feedback***

Members expressed that the present student's feedback has yet to be taken.

### **10. *To discuss regarding Academics***

Members noted that the Academic activities are running smoothly.

### **11. *To discuss regarding NAAC***

Members to discuss in details with regard to NAAC which is due for renewal in the year of 2022. Preparations are required at all level so as to file SAR in new format and departments should be ready at least by 6 months prior. For this all the program coordinators agreed to fulfill all the NAAC requirements.



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### 12. Any other subject with the permission to the Chair

#### a) To conduct National Level Conference and workshop for Non-teaching staff

Chairperson informed to conduct one National Level Conference for this session, he also informed to organize workshop for Non-teaching member. All members agreed for this.

#### b) Conduction of NSS activities

NSS coordinator has expressed to conduct various Outreach activity in this session.

Prof. Nilesh Bodne  
IQAC Coordinator

Dr. Sanjay S. Uttarwar / Principal  
VIDARBHA IQAC Chairman  
VIT (Shiwapur), Umrer Road, Nagpur



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#### a) To conduct National Level Conference and workshop for Non-teaching staff

Chairperson informed to conduct one National Level Conference for this session, he also informed to organize workshop for Non-teaching member. All members agreed for this.

#### b) Conduction of NSS activities

NSS coordinator has expressed to conduct various Outreach activity in this session.

Prof. Nilesh Bodne  
IQAC Coordinator

Dr. Sanjay S. Uttarwar / Principal  
VIDARBHA IQAC Chairman  
VIT (Shiwapur), Umrer Road, Nagpur





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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2018-19/15

#### **ACTION TAKEN REPORT**

Of the meeting held on 16.04.2019

**1. To approve the minutes of the previous meeting**

Member unanimously approved minutes of previous meetings

**2. To discuss about the Results of Even Semester**

HOD's decided to conduct Remedial classes for students and counseled the students those who are weak in basic knowledge.

**3. Planning for Extra Curricular activities & Co-Curricular activities**

Curricular and Co-curricular activities will be conducted as per the department calendar of events.

**4. To Discuss about Budget for the Financial year 2019-20**

HOD's submitted the Budget proposals for the financial year 2019-20. NSS Coordinator submit the budget for NSS events.

**5. To discuss regarding Library bifurcation and Atomization.**

Library bifurcation and Higher Version Atomization work is in progress.

**6. To discuss regarding establishing of E-Resource Facility for students and staff**

E-Resource facility implemented for all the students and staff.

**7. To discuss regarding GATE/Competitive exam.**

Training programs for Carrier guidance will be arranged.

**8. To discuss regarding Placement activities for the year 2018-19**

Same subject is appearing in the next meeting.

**9. To discuss regarding student Grievances**

No Grievances Reported.

**10. To discuss regarding student's feedback**

Students Feedback system fully implemented.

**11. To discuss regarding Academics**

Academic events are conducted as per academic calendar.

**12. To discuss regarding NAAC**

Work is in progress and AQAR report for 2018-19 completed.

**13. To discuss regarding Transport requirement**

Procured some buses for new routes for transportation.

**14. Any other subject with the permission to the Chair.**

**1. To conduct National Level Conference**

HOD ECE agreed to conduct National Conference for ongoing session. Also Mechanical department agree to conduct workshop for non-teaching staff.

**2. Conduction of NSS activities**

NSS Coordinator agreed to conduct various outreach activities for the session 2019-20.

  
Prof. Nitesh Bodne  
IQAC Coordinator

  
Dr. Sanjay S. Uttarwar / Principal  
IQAC Chairman

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Uti (Bhiwapur), Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/16/1039A

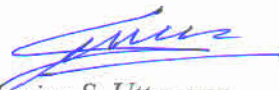
Date: 31.08.2019

#### MEETING NOTICE

It is proposed to hold 16<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of VIT, on 12-09-2019 at 03:00PM in the Board Room, Admin Block.

#### Meeting Agenda:

1. To review of the previous meeting.
2. To discuss regarding the academics for the academic year 2019-20.
3. Add-on Courses
4. To discuss regarding NAAC (preparations for NAAC accreditation for second cycle).
5. To discuss regarding planning of workshops/conferences for the academic year 2019-20.
6. To discuss regarding the student's admission for 2019-20.
7. To discuss regarding Placement activities for the year 2018-19
8. To discuss regarding the ragging.
9. To discuss regarding the Induction programme for the first year students.
10. To discuss regarding planning for extracurricular and Co-curricular activities.
11. To discuss regarding admission strategy and necessary ground work for 2020-21 admissions.
12. Any other subject with the permission of the chair.

  
Dr. Sanjay S. Uttarwar  
Principal  
VIDARBHA INSTITUTE OF TECHNOLOGY  
Uti (Bhiwapur), Umrer Road, Nagpur





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### Minutes of meeting

Proceedings of the 16<sup>th</sup> Internal Quality Assurance Cell (IQAC) committee meeting held on  
Thursday of 12.09.2019 at 10:30AM in the Board Room, Admin Block

#### Members Attendance

Sr. No.	Designation	Name	Signature
1	Chairperson	Dr.Sanjay S. Uttarwar	
2	IQAC Coordinator	Prof. Nilesh P. Bodne	
3	A Senior Administrative Officers	Mr. P. C. Raut	
		Mr. R.G.Nagose	
4	Teachers	Prof. Vaibhav H.Bankar	
		Prof. Pravin G.Kulurkar	
		Prof. Sachin Jambhulkar	
		Prof. Gautam Moon	
5	Member from the Management	Dr. Pooja J Maheshwari	
		Mr. Darshan Maheshwari	
6	Nominee from Local Society	Dr.G.S.Natrajan	
7	Member from student	Ms. Komal Dongre	
8	Member from Alumni	Mr. Pratik Vinod Gawali	
9	Member from Employer/Industrialist/Stakeholder	Mr. Bhupesh Gautam	

#### 1. To approve the minutes of the previous meeting

Members unanimously approved minutes of the previous meetings along with the Action Taken Report.

#### 2. To discuss regarding the academics of year 2019-20.

By and large academic activity is running smooth and classes are running as per academic calender. Further principal suggested to the members that each department should encourage the innovative project and all HOD's agreed to put the effort.

#### 3. Add-on

Coordinators discuss the curricular aspect of the academic program and suggest improvements by introducing Add-On courses.





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4. **To discuss regarding placement activities for the year 2019-20.**  
Regarding Placement for previous year 2018-19, students were placed on and off campus.
5. **To discuss regarding planning of workshops/conferences for the academic year 2019-20.**  
Members were advised to conduct workshop / seminars / FDP's frequently without disturbing Academics.
6. **To discuss regarding student Grievance and ragging.**  
No complaints received through Grievance Redressal Portal or any personal complaints.
7. **To discuss regarding the Induction programme for the first year students.**  
Induction program for the 1st year UG students was held on 01.08.2019 after Inauguration of the first year classes.
8. **To discuss regarding planning for extracurricular and Co-curricular activities.**  
Chairperson congratulates NSS Coordinator for arranging events like Blood donation camp, World Environment day, also he added to arrange more number of program for the session.
9. **To discuss regarding admission strategy and necessary ground work for 2020-21 admissions.**  
Members discussed on the above subject and it was opinioned among the members that, we should explore more students in view of our good record and standard. Further college need to have a social media presence to create a market good will.
10. **Any other subject with the permission of the chair.**  
Technical Training program will be organized for non-teaching staff.

  
Prof. Nilesh Bodne  
NAAC/IQAC Coordinator

  
Dr. Sanjay S. Uttarwar  
Chairman/Principal

VIDARBHA INSTITUTE OF TECHNOLOGY  
Uti (Shikrapur), Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/16

#### **ACTION TAKEN REPORT**

Of the meeting held on 12.09.2019

- 1. To approve the minutes of the previous meeting**  
Member unanimously approved minutes of previous meetings
- 2. To discuss regarding the academics for the academic year 2019-20.**  
Innovative projects for the departments plan in the even semester.
- 3. Introduction to Add-on Courses**  
All members agree to introduce Add-on Courses in upcoming academic session
- 4. To discuss regarding placement activities for the year 2019-20.**  
Improve conversion in Placements; advanced trainings were conducted.
- 5. To discuss regarding innovation from the student's projects that gives brand visibility in the market.**  
Departments are planning for innovative projects during even semester.
- 6. To discuss regarding planning of workshops/conferences for the academic year 2019-20.**  
One day workshop on Emerging Trends in Refrigeration and Air Conditioning has been conducted on date 14-08-2019.
- 7. To discuss regarding the ragging.**  
No Grievances Reported
- 8. To discuss regarding planning for extra curricular and Co-curricular activities.**  
Extra-curricular and co-curricular activities will be arranged.
- 9. To discuss regarding admission strategy and necessary ground work for 2020-21 admissions.**  
ASHOK VIDYALAYA Umred students visited VIT campus for one day to understand the importance of engineering course and also went around the campus as a strategy for better admissions.
- 10. Any other subject with the permission of the chair.**  
Technical Training program will be organized.

  
Prof. Nilesh Bodne  
NAAC/IQAC Coordinator

  
Dr. Sanjay S. Uttarwar  
Chairman/Principal

PRINCIPAL

VIDARBHA INSTITUTE OF TECHNOLOGY  
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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/17/1077

Date: 02-11-2019

#### MEETING NOTICE

It is proposed to hold 17<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of VIT, on **Tuesday 05-11-2019 at 03:00PM in the Board Room, Admin Block.**

#### Meeting Agenda:

1. To approve the minutes of the previous meeting
2. Planning for Extracurricular activities & co-curricular activities
3. Conduction for workshop and conferences
4. To discuss regarding Academics
5. Alumni Guest lecture
6. Any other subject with the permission to the Chair

  
Dr. Sanjay S. Uttarwar

PRINCIPAL  
IQAC Chairman / Principal

VIDARBHA INSTITUTE OF TECHNOLOGY

Copy to: Vice-Principal, All Dept. HOD's (CSE/ECE/EE/ME/FY), Librarian, Sys. Admin., Academic Coordinator, Local Society Member - Students, Alumni Co-coordinator, Industrialist.



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"NAAC ACCREDITED"

### Minutes of Meeting

Proceedings of the 17<sup>th</sup> Internal Quality Assurance Cell (IQAC) committee meeting held on Tuesday of 05-11-2019 at 03:00PM in the Board Room, Admin Block

#### Members Present:

Sr. No.	Designation	Name	Signature
1	Chairperson	Dr.Sanjay S. Uttarwar	
2	IQAC Coordinator	Prof. Nilesh P. Bodne	
3	A Senior Administrative Officers	Mr. P. C. Raut	
		Mr. R.G.Nagose	
4	Teachers	Prof. Vaibhav H.Bankar	
		Prof. Pravin G.Kulurkar	
		Prof Sachin Jambhulkar	
		Prof. Gautam Moon	
5	Member from the Management	Dr. Pooja J Maheshwari	
		Mr. Darshan Maheshwari	
6	Nominee from Local Society	Dr.G.S.Natrajan	
7	Member from student	Ms. Komal Dongre	
8	Member from Alumni	Mr. Pratik Vinod Gawali	
9	Member from Employer/Industrialist/Stakeholder	Mr. Bhupesh Gautam	

Following discussion were made in the meeting:

#### 1. To approve the minutes of the previous meeting

Members unanimously approved minutes of the previous meetings.

#### 2. Planning for Extra- curricular activities & Co-Curricular activities

Teachers day, International yoga day programme were successfully conducted by NSS cell. Chairperson advised to arrange more number of programme to the members. Members agreed on this.

#### 3. Conduction of workshop/ Conferences.

Coordinator-IQAC explain that the National Level Conferences/workshop/FDP will be conducted in this academic session.





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#### 4. *To discuss regarding Academics*

Members noted that the academic activities are running smoothly.


#### 5. *Alumni Discussion*


Chairperson suggested organizing event in collaboration with Alumni of the Institute for current year students.

#### 6. *Any other subject with the permission to the Chair*

*To conduct workshop for non-teaching staff*

Chairperson advised members to arrange workshop for Non- teaching staff.

  
**Prof. Nilesh Bodne**  
IQAC Coordinator

  
**Dr. Sanjay S. Uttarwar / Principal**  
IQAC Chairman  
VIDARBHA INSTITUTE OF TECHNOLOGY  
(Umrer Road), Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/17

### **ACTION TAKEN REPORT**

**Of the meeting held on 05-11-2019.**

- 1. To approve the minutes of the previous meeting**  
Member unanimously approved minutes of previous meetings
- 2. Planning for Extra Curricular & co-curricular activities**  
Curricular and Co-curricular activities will be conducted as per the departmental calendar of events.
- 3. Conduction of workshop and conferences**  
Mechanical department will organize conference on Engineering & Technology On 07-01-2020
- 4. To discuss regarding Academics**  
Academic events are conducted as per the Academic calendar.
- 5. Alumni Discussion**  
All members agreed to conduct guest lectures by Alumni.
- 6. Any other subject with the permission to the Chair**

#### **1. To conduct Workshop for Non-teaching staff**

CSE department will organize 2 day workshop on Software and Hardware Maintenance on dated 12-13, Jan 2020

  
Prof. Nilesh Bodne  
IQAC Coordinator

  
Dr. Sanjay S. Uttarwar / Principal  
IQAC Chairman

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"NAAC ACCREDITED"

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2019-20/18 / 14594

Date: 03-01-2020

#### MEETING NOTICE

It is proposed to hold 18<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of VIT, on Tuesday 09-01-2020 at 11.00AM in the Board Room, Admin Block

#### Meeting Agenda:

1. To review of the previous meeting & action taken report.
2. To discuss regarding the academics of Even Semester for the academic year 2019-20.
3. To discuss regarding student's feedback.
4. To discuss regarding planning of workshops/conferences for the academic year 2019-20.
5. To discuss regarding planning for Sports and Cultural Event.
6. To discuss regarding admission policy and necessary ground work for 2020-21 admissions.
7. To conduct workshop for non-teaching staff.
8. Any other subject with the permission of the chair.

  
Dr. Sanjay S. Uttarwar

IOAC Chairman / Principal

VIDARBHA INSTITUTE OF TECHNOLOGY  
(Bhiwapur), Umrer Road, Nagpur

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& Affiliated to DBATU Lonere Raigad

"NAAC ACCREDITED"

### Minutes of Meeting

Proceedings of the 18<sup>th</sup> Internal Quality Assurance Cell (IQAC) committee meeting held on Thursday of 09.01.2020 at 11:00AM in the Board Room, Admin Block

#### Members Present:

Sr. No.	Designation	Name	Signature
1	Chairperson	Dr.Sanjay S. Uttarwar	
2	IQAC Coordinator	Prof. Nilesh P. Bodne	
3	A Senior Administrative Officers	Mr. P. C. Raut	
		Mr. R.G.Nagose	
4	Teachers	Prof. Vaibhav H.Bankar	
		Prof. Pravin G.Kulurkar	
		Prof Sachin Jambhulkar	
		Prof. Gautam Moon	
5	Member from the Management	Dr. Pooja J. Maheshwari	
		Mr. Darshan Maheshwari	
6	Nominee from Local Society	Dr.G.S.Natrajan	
7	Member from student	Ms. Komal Dongre	
8	Member from Alumni	Mr. Pratik Vinod Gawali	
9	Member from Employer/Industrialist/Stakeholder	Mr. Bhupesh Gautam	

#### 1. To review of the previous meeting & Action taken report.

Members unanimously approved minutes of the previous meetings along with the Action Report.

#### 2. To discuss regarding the academics of Even Semester for the academic year 2019-20.

Principal Dr. S. S. Uttarwar informed to conduct seminars and workshops on Recent Trends in Technical Education. Also informed to complete the course attainments of all the odd semester courses.

#### 3. To discuss regarding student's feedback.

Students Feedback is successfully implemented for previous semester.



4. *To discuss regarding planning of workshops/conferences for the academic year 2019-20.*  
Members were advised to conduct workshop / seminars / FDP's frequently without disturbing academics in the even semester.

5. *To discuss regarding planning for Sports and Cultural Event*

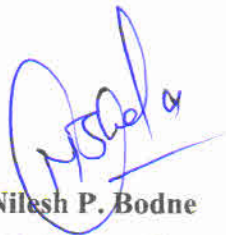
Chairperson inform members to organize Sports and Cultural activity for students.

6. *To discuss regarding Admission policy and necessary ground work for 2020-21 admissions.*

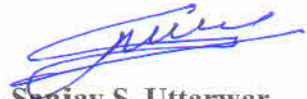
The matter was discussed with all the HOD's and Administrative Officer regarding admissions for academic year 2020-2021. Planning to distribute pamphlets / brochures to the students at examination center's. Planning to send the staff members to the different colleges and to counsel the students about the scope and opportunities of Engineering Education.

7. *Any other subject with the permission of the chair.*

Chairperson informed the NSS Coordinator to conduct activities for this session.



**Prof. Nilesh P. Bodne**  
**NAAC / IQAC Coordinator**



**Dr. Sanjay S. Uttarwar**  
**Chairman / Principal**

PRINCIPAL  
CARBON INSTITUTE OF TECHNOLOGY  
JALDEHAI (DISTRICT), UP - 201 201, Nagpur



Managed by K.D.M. Education Society

## VIDARBHA INSTITUTE OF TECHNOLOGY

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Approved by A.I.C.T.E., New Delhi, Govt. Of Maharashtra & Affiliated to RTM Nagpur University, Nagpur

& Affiliated to DBATU Lonere Raigad  
"NAAC ACCREDITED"

### INTERNAL QUALITY ASSURANCE CELL


(IQAC)Ref: VIT/IQAC-M/2019-20/18

#### **ACTION TAKEN REPORT**

Of the meeting held on 09.01.2020.

- 1. To review of the previous meeting & action taken report.**  
Member unanimously approved minutes of previous meetings
- 2. To discuss regarding the academics of Even Semester for the academic year 2019-20.**  
Academic Coordinator Mr.Nilesh Bodne inform the members Prepared the Departmental Calendar for the Even Semester of 2019-20 with slots for Workshops / Seminars / FDP's. Course attainments of all the courses of Odd semester of 2019-20 are completed.
- 3. To discuss regarding student's feedback.**  
Students feedback process is completed successfully. Student feedback for even semester will be taken.
- 4. To discuss regarding planning for Sports and Cultural Event.**  
The annual Cultural Program "Sparsh" will be organized on 14, 15 Feb 2020 and sports days on 11- 13 Feb 2020.
- 5. To discuss regarding admission policy and necessary ground work for 2020-21 admissions.**  
As a necessary ground work for admission policy college information pamphlets were inserted in various newspapers. Student's achievements with respect to placements will be displayed in all the hoarding across the city
- 6. Any other subject with the permission of the chair.**  
NA

  
Prof. Nilesh P. Bodne  
NAAC/IQAC Coordinator

  
Dr. Sanjay S. Uattrwar  
Chairman/Principal  
VIDARBHA INSTITUTE OF TECHNOLOGY  
Uti (Umrer Road), Nagpur





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Prof. Nilesh P. Bodne  
NAAC/IQAC Coordinator

  
Dr. Sanjay S. Uattrwar  
Chairman/Principal  
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Uti, Umrer Road, Nagpur