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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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& Affiliated to DBATU Lonere Raigad

"NAAC ACCREDITED"

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/19/1215

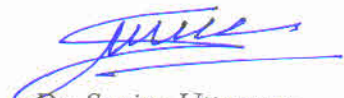
Date: 27-04-2020

#### MEETING NOTICE

It is proposed to hold 19th meeting of Internal Quality Assurance Cell (IQAC) *meeting through Online (Google Meet) due to COVID-19 Pandemic*, on Thursday 30.04.2020 at 11:00AM. The Meeting link will be shared to all the members on the same day at 10:30AM.

#### Meeting Agenda:

1. To review of the previous meeting & action taken report.
2. To discuss regarding the academics of upcoming session.
3. To discuss regarding the NAAC accreditation progress.
4. To discuss about the Budget for the financial year 2020-21.
5. To discuss regarding Training & Placement activities for the year 2019-20.
6. To discuss regarding the Students Grievances and Feedback.
7. Meeting with CR
8. Any other subject with the permission of the chair.

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



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"NAAC ACCREDITED"

## Minutes of Meeting

Proceedings of the 19<sup>th</sup> Internal Quality Assurance Cell (IQAC) committee meeting through online held on Thursday of 30.04.2020 at 11:00AM 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 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.

Principal informed to all the HOD's to plan and conduct Classes through Online for all the semester students due to COVID-19 pandemic. Assignments and class notes are send through online platform.

### 3. To discuss regarding the NAAC accreditation progress.

NAAC 2<sup>nd</sup> cycle accreditation process of all criterion is in process.

### 4. To discuss about the Budget for the financial year 2020-21.

Honourable Chairperson informed all the HOD's to submit the budget required for the departments, for the next academic year in the prescribed format. Also NSS coordinators ask to submit budget.

**5. To discuss regarding Training & Placement activities for the year 2019-20.**

Online Training programs are conducted for the students.

**6. To discuss regarding the Students Grievances and Feedback.**


Coordinator of the Grievance committee has informed that there is no Grievance reported. Members noted. Members expressed that the present student's feedback has taken through online mode. Members noted and approved.

**7. To Discuss regarding Meeting with CR**

IQAC Coordinator discuss about CR meeting which was conducted for second Year, Third Year, final, Final Year And first year students about the topic like Assignments, Online Internship, carrier counseling & online Internship consecutively

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

-Nil-



*Prof. Nilesh Bodne*  
IQAC Coordinator



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

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W (Bhivapur), Ummer Road, NABBU



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## INTERNAL QUALITY ASSURANCE CELL

Ref: VIT/IQAC-M/2020-21/19

### **ACTION TAKEN REPORT**

Of the meeting held on 30.04.2020

**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.**

*Online classes are conducted due to pandemic situation.*

**3. To discuss regarding the NAAC accreditation progress.**

*Criterion wise distribution of work was allotted to all the department.*

**4. To discuss about the Budget for the financial year 2020-21.**

*HOD's submitted the Budget proposals for the financial year 2020-21. NSS Coordinator submit the budget for NSS events.*

**5. To discuss regarding Training & Placement activities for the year 2019-20.**

*Improve conversion in Placements; advanced trainings were conducted.*

**6. To discuss regarding the Students Grievances and Feedback.**

*No grievances recorded. Feedback system for last semester is updated.*

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

*NA*

**Prof. Nilesh F. Bodne**  
IQAC Coordinator

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

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Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/20/122/A

Date: 20-07-2020

#### MEETING NOTICE

It is proposed to hold 20<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) *meeting through Online (Google Meet) due to COVID-19 Pandemic*, on Saturday **25-07-2020** at **11:00AM**. The Meeting link will be shared to all the members on the same day at 10:30AM.

#### **Meeting Agenda:**

1. To review of the previous meeting & action taken report.
2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).
3. To discuss regarding Add-on Courses.
4. To discuss regarding Admissions for 2020-21.
5. To discuss regarding conducting of Induction programme for first year students.
6. Conduction of exams.
7. Care taken with respect to COVID-19.
8. Any other subject with the permission of the chair.

  
Dr. Sanjay S. Uttarwar

VIDARBHA INSTITUTE OF TECHNOLOGY  
IQAC Chairman / Principal  
Uti (Bhiwapur), Umrer Road, Nagpur



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"NAAC ACCREDITED"

### Minutes of Meeting

Proceedings of the Internal Quality Assurance Cell(IQAC) committee meeting held on Saturday of 25.07.2020 at 11:00AM in the Board Room, Admin Block.

Members Present:

#### 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	



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- 1. To review the previous meeting & action taken report.**  
Members unanimously approved minutes of the previous meetings along with the Action Report.
- 2. To discuss regarding NAAC (progress for NAAC Accreditation second cycle).**  
All the Criterion work in progress. Principal informed the criterion heads to keep the documents ready related to their criterion. Students satisfaction survey is in process.
- 3. To discuss Add-on Courses**  
Coordinators discuss the curricular aspect of the academic program and suggest improvements by introducing Add-On courses.
- 4. To discuss regarding admissions for 2020-21.**  
Chairperson advised to improve the lower statistic of admission in upcoming session.
- 5. To discuss regarding conducting of Induction programme for first year students.**  
IQAC Coordinator informed the coordinator to plan for conduction of Induction Program to the first year students after getting notification.
- 6. SOP for conduction of exams.**  
Principal informed the examination coordinator to conduct all the examinations strictly by following all COVID-19 rules. Members noted.
- 7. Care taken with respect to COVID-19.**  
Atmost care has to be taken during the examination. Students will be allowed in the campus after thorough check with the Thermal Gun and Sanitization. Students have to maintain social distance in the examination hall and also in the campus.
- 8. Any other subject with the permission of the chair.**

NA

  
**Prof. Nilesh Borne**  
NAAC / IQAC Coordinator

  
**Dr. Sanjay Uttarwar**  
VIDARBHA Chairman / Principal  
Uti (Bhilsapur), Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

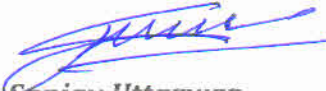
Ref: VIT/IQAC-M/2020-21/20

#### **ACTION TAKEN REPORT**

Of the meeting held on 25.07.2020

- 1. To review the previous meeting & action taken report.**  
Member unanimously approved minutes of previous meetings..
- 2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).**  
Students Satisfactory Survey is in process
- 3. To discuss regarding planning of workshops/conferences for the academic year 2020-21.**  
Online Webinars /conference will be conducted by the departments.
- 4. To discuss regarding admissions for 2020-21.**  
Overall statistics of student admission is improved in comparison with to last session.
- 5. To discuss regarding conducting of induction program for first year students.**  
Induction Program for the first year student will be conducted in online mode.
- 6. Conduction of Examination**  
Examination will be conducted online as per government covid-19 guidelines.
- 7. Care taken with respect to COVID-19.**  
Care taken during the examinations as per norms.
- 8. Any other subject with the permission of the chair.**  
NA

  
Prof. Nilesh Bodne  
NAAC / IQAC Coordinator

  
Dr. Sanjay Uttarwar  
Chairman / Principal  
VIDARBHA INSTITUTE OF TECHNOLOGY  
VIT (Bhiwapur), Umrer Road, Nagpur





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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/21/1354

Date: 15-12-2020

#### MEETING NOTICE

*It is proposed to hold 21<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) meeting through Online (Google Meet) due to COVID-19 Pandemic, on Saturday 18-12-2020 at 11:00AM. The Meeting link will be shared to all the members on the same day at 10:30AM.*

#### Meeting Agenda:

1. To review of the previous meeting & action taken report.
2. To discuss regarding the academics of Even Semester.
3. To discuss regarding the NAAC accreditation progress.
4. To discuss encouragement of student and faculties to do higher studies
5. To discuss about workshop/ webinar/ FDP/Conferences
6. To perform Academic Audit.
7. Any other subject with the permission of the chair.

Dr. Sanjay S. Uttarwar

IQAC Chairman / Principal

VIDARBHA INSTITUTE OF TECHNOLOGY

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"NAAC ACCREDITED"

### Minutes of Meeting

Proceedings of the 21<sup>th</sup> Internal Quality Assurance Cell(IQAC) committee meeting through online held on Thursday of 18-12-2020 at 11:00AM 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 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.**

Principal informed to all the HOD's to plan and conduct Classes through Online mode for all the semester students due to COVID-19 pandemic. Assignments and class notes are send through online platform.

**3. To discuss regarding the NAAC accreditation progress.**

NAAC 2<sup>nd</sup> cycle accreditation process of all criterion are in process.

**4. To discuss encouragement of student and faculties to do higher studies**

The Institute has always focused on quality of teachers that lead to quality of education and hence the graduating students. The Institute has progressed in having faculty achieving the highest qualification. Chairperson encourages the students and faculties to do higher studies for future betterment. Further, the Institute shall also extend the required support to the registered faculty to complete the PhD.

**5. To discuss about in workshop/ webinar/ FDP/Conferences**

Chairperson advised to organize FDP and workshops for this session.

**6. To perform academic audit**

Chairmen advised to complete Internal Academic Audit.

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

-Nil-



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



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

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Bilaspur, Umreer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/21

#### **ACTION TAKEN REPORT**

**Of the meeting held on 30.04.2020**

*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.*

Online classes are conducted

*3. To discuss regarding the NAAC accreditation progress.*

All criteria work is in process.

*4. To discuss encouragement of student and faculties to do higher studies*

4 students went for higher studies and 3 faculties PhD. thesis completed during this session.

*5. To discuss about workshop/ webinar/ FDP/Conferences*

Institute has decided to conduct FDP on "Role of national Education policy in nation building" and one workshop on "PHP Training".

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

NA

*Prof. Nilesh Bodne*  
NAAC/IQAC Coordinator

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

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Uti (Shiwajinagar), Umrer Road, Nagpur



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### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/22/1526A

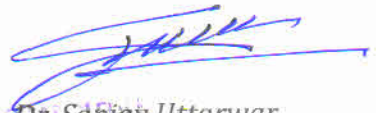
Date: 18-05-2021

#### MEETING NOTICE

It is proposed to hold 22<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) meeting, on 21-05-2021 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 NAAC (progress for NAAC accreditation second cycle).
3. To discuss regarding Training & Placement activities for the year 2020-21.
4. To Discuss about Result analysis.
5. Discuss about Ragging.
6. To Discuss about activities under Women's development cell.
7. To discuss regarding Student's Feedback.
8. To discuss regarding Student's Grievances.
9. To discuss regarding planning of workshops/conferences for the academic year 2020-21.
10. To discuss about NSS Activity.
11. Any other subject with the permission of the chair.

  
Dr. Sanjay Uttarwar  
IQAC Chairman / Principal  
VIT (Bhawapur), Umrer Road, Nagpur



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"NAAC ACCREDITED"

### Minutes of Meeting

**Proceedings of the Internal Quality Assurance Cell (IQAC) committee meeting held on 21-05-2021 at 11:00AM in the Board Room, Admin Block.**

**Members Present:**

#### **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. Kulkarni	
		Prof. Sachin Jambhulkar	
		Prof. Gautam Moon	
5	Member from the Management	Dr. Pooja J 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 the previous meeting & action taken report.**

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

**2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).**

All the Criteria work in progress. Principal informed the criterion heads to keep the documents ready related to their criterions.

**3. To discuss regarding Training & Placement activities for the year 2020-21.**

Members noted that the Placement activity in VIT is going well in this COVID-19 pandemic situation. For engineering students still some companies have yet to come. Members noted and appreciated the effort put by Placement Officer and the Team.

4. **To Discuss about Result analysis**  
Members went through department wise result presented by HODs. Members have expressed that the results have improved comparing to the previous semester.
5. **To discuss regarding student's feedback.**  
Members expressed that the present student's feedback has taken through online. Members noted and approved.
6. **To discuss regarding student's grievances.**  
Coordinator of the Grievance committee has informed that there is no Grievances reported. Members noted.
7. **To discuss regarding planning of workshops/conferences for the academic year 2020-21.**  
Chairperson advised to organize Conferences and Webinar.
8. **To discuss about NSS Activity.**  
Chairperson informs NSS coordinator to organize activities.
9. **Any other subject with the permission of the chair.**

NA



**Prof. Nitesh Bodne**  
NAAC/IQAC Coordinator



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

PRINCIPAL  
VIDARBHA INSTITUTE OF TECHNOLOGY  
Uji (Bhilsapur), Umrer Road, 431001



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"NAAC ACCREDITED"

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: VIT/IQAC-M/2020-21/22

#### **ACTION TAKEN REPORT**

Of the meeting held on 25.07.2020.

- 1. To review the previous meeting & action taken report.**  
Member unanimously approved minutes of previous meetings.
- 2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).**  
Students Satisfactory Survey process completed.
- 3. To discuss regarding Training & Placement activities for the year 2020-21.**  
Improve conversion in Placements, advanced trainings were conducted
- 4. To Discuss about Result analysis**  
Remedial classes have to be taken to improve the results.
- 5. To discuss regarding student's feedback.**  
Students Feedback system has been fully implemented.
- 6. To discuss regarding student's grievances.**  
No Grievances reported.
- 7. To discuss regarding planning of workshops/conferences for the academic year 2020-21.**  
International conference and webinar will be organized in the month of June.
- 8. To discuss about NSS Activity**  
NSS Coordinator will organize "Shivrajyabhishek Sohala "
- 9. Any other subject with the permission of the chair**  
NA

  
Prof. Nilesh Bodne  
NAAC/IQAC Coordinator

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