



Bansilal Ramnath Agarwal charitable Trust's
Vishwakarma Institute of Technology, Pune 37
(An Autonomous Institute Affiliated to Savitribai Phule Pune University)

Ref No: VI/IQAC/NOTICE/23-24/6

Date: 12.02.2024

IQAC Meeting Notice

All members are requested to attend the IQAC meeting as per following details.

Date: 15.02.2024

Time: 4:00 pm

Venue: Board Room

Agenda:

1. Research Proposals
2. NAAC Preparation
3. 360-degree assessment
4. Stakeholder Feedback

Dr. Vijay Gaikwad

Dean Quality Assurance

Dean - Quality Assurance
Vishwakarma Institute of Technology,
Pune - 37.

To,

1. Director
2. All Deans
3. All HODs
4. IQAC Members





Date: 16.02.2024

Minutes of IQAC Meeting Held on 15.02.2024

S.N.	Agenda Point	Details of Discussions and Conclusion	Action Plan (Responsibility and Target Date)	Remarks if any
1	Research Proposals	Dean R&I shared information about upcoming research proposals.	HODs are also informed to inspire faculty to apply for various research proposals like ISRO, AICTE grants etc.	
2	NAAC Preparation	All critical coordinators presented their concerned NAAC criteria.	Every coordinator instructed to check and maintain all required files during NAAC visit.	
3	360-degree assessment	Dean QA emphasizes 360-degree assessment and presented credibility of the same.	The importance of having excellent writing, communication, and presenting skills for overall success should be emphasized by all subject teachers and class coordinators. Every faculty should complete group discussion, PPT activities in order to help students to develop these skills.	
4	Stakeholder Feedback	Dean QA asked to conduct the stakeholder feedback.	Every HOD should take follow up on stakeholder feedback, analyse it for taking corrective actions.	

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DIRECTOR
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