



2018-19

Minutes of IQAC meetings



IQAC

VIVA College



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IQAC meeting for Academic Session 2018-19

Minutes of IQAC Meeting dated 28.09.2018

Agenda of the meeting

1. To read and confirm the minutes of the last meeting
2. Teaching Learning Skills Improvement
3. Use of ICT tools in teaching learning process
4. Industry Academic tie up
5. Teaching learning Enhancement of Teaching staff & initiatives
6. Conducting Research Activities in the Institute
7. Any other point with the permission of the chair.

Following Members were present for the meeting:

1. Dr. A. P. Pandey (Chairperson)
2. Mrs. Prajakta Paranjape (Coordinator)
3. C.A Suraj Wadhwa
4. Dr. Deepa Verma
5. Dr. Rohan Gavankar
6. Dr. Nilima Bhagwat
7. Mrs. Rakhee Oza
8. Dr. Hemangi Raut
9. Mr. Ajit Ingle
10. Mr. Nitin Kulkarni
11. Mr. Mahendra Kajare

The following points were discussed in the meeting:

1. Review of minutes of the last IQAC Meeting
2. The minutes of meeting were read out by Ms. Prajakta Paranjape and discussed by all IQAC members. These minutes of meeting were approved by the IQAC members.

**Late Shri. Vishnu Waman Thakur Charitable Trust's
Bhaskar Waman Thakur College of Science
Yashvant Keshav Patil College of Commerce
Vidhya Dayanand Patil College of Arts
(VIVA College)
NAAC Accredited 'B' Grade - 2.69 CGPA**



3. To focus on Improving Teaching learning skills of the faculties. All faculties are using various ICT Tools for teaching learning process. Faculties are encouraged to attend various STTP/Workshops/Conferences for improvements of Teaching Learning Skills.
4. CA Suraj Wadhwa raised the point towards enhancement of the Industry-Institute Interactions by increasing memberships and MoUs. This will be useful for students as well as for Institutional overall growth. It is decided to plan activities to be initiated for Industry Interaction.
5. The Coordinator of IQAC, Ms Prajakta Paranjape raised the point about strengthen the activities related to teaching learning enhancement. All the HOD's agreed to conduct various Faculty and Staff Development Program.
6. Dr Rohan Gavankar raised the point of Research Activities conducted in the college. All HOD's decided to plan workshops on Research. It is decided in the coming academic session to encourage the faculties to apply for various research agencies for funding and also for publications of research articles in reputed journals.
7. The meeting was concluded with a vote of thanks.

**Mrs. Prajakta Paranjape
IQAC Cordinator**

**Dr. A. P. Pandey
I/c Principal**



IQAC meeting for Academic Session 2018-19

Minutes of IQAC Meeting dated 03.12.2018

Agenda of the meeting

1. To read and confirm the minutes of the last meeting
2. Discuss the new members to be included in the Criterion.
3. Discuss the Appointment of new coordinator
4. Industry Academic tie up
5. Registration of the Alumni Association
6. Discussion of new Add on or certificate courses
7. Discussion of Holding the National Level Conference
8. Teacher & student Exchange programme with Sister Institutes
9. Any other point with the permission of the chair.

Following Members were present for the meeting:

1. Dr. A. P. Pandey (Chairperson)
2. Mrs. Prajakta Paranjape (Coordinator)
3. C.A Suraj Wadhwa
4. Dr. Deepa Verma
5. Dr. Rohan Gavankar
6. Dr. Nilima Bhagwat
7. Mrs. Rakhee Oza
8. Dr. Hemangi Raut
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The following points were discussed in the meeting:

1. Minutes of the last meeting were read & Confirmed by the members present.
2. List of new members of various Criterion was discussed so as to include more and more teaching staff members for the NAAC Activities.
3. Appointment of New coordinator was discussed as Vice Principal Prajakta Madam Proposed someone else should take over the responsibility as IQAC Coordinator
4. As discussed in the last meeting MOU's with industries in and around Vasai-Virar region was discussed and necessary follow up to be taken.
5. Alumni Association is not registered and the NAAC Criterion needs a registered Alumni Association. Hence Alumni Association needs to be registered. The concerned members were required to present the mechanism for Registration which is to be forwarded to the management.
6. Mr. Amol Vaze proposed that it was needed to start certain Add on and certificate courses for the benefit of the students.
7. Principal Dr. A. P. Pandey mentioned that in this academic year a National Conference should be conducted. The members applauded the decision and the needed preparations should start immediately.
8. Dr. Deepa Verma proposed that we should have the Letters from sister institutes for faculty exchange and student exchange programmes.
9. Meeting was concluded with a vote of thanks.

**Mrs. Prajakta Paranjape
IQAC Cordinator**

**Dr. A. P. Pandey
I/c Principal**

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IQAC meeting for Academic Session 2018-19

Minutes of IQAC Meeting dated 03.02.2019

Agenda of the meeting

1. To read and confirm the minutes of the last meeting
2. Discuss the Placement Activities and strengthen corporate relations.
3. Discuss the Improvement in the use Of ICT in the Teaching learning and administrative process.
4. Industry Academic tie up and MOU's
5. Strengthening the Research activities & Major & Minor Research Projects.
6. Discussion of establishing new Entrepreneurship development cell
7. Any other point with the permission of the chair.

Following Members were present for the meeting:

1. Dr. A. P. Pandey (Chairperson)
2. Mrs. Prajakta Paranjape (Coordinator)
3. C.A Suraj Wadhwa
4. Dr. Deepa Verma
5. Dr. Rohan Gavankar
6. Dr. Nilima Bhagwat
7. Mrs. Rakhee Oza
8. Dr. Hemangi Raut
9. Mr. Ajit Ingle
10. Mr. Nitin Kulkarni
11. Mr. Mahendra Kajare

The following points were discussed in the meeting:

1. Minutes of the last meeting were read & confirmed by the members present.
2. CA Suraj Wadhwa discussed about the placement activities by strengthening the corporate relations. Also the planning about special efforts such as planning

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various training program such as “How to face the Interview and Aptitude test”, to arrange the lecture’s series for Spoken English to our Students. More than 28 students are placed through campus drive in A.Y.2018-19and few are in process.

3. Improving the use of ICT in teaching, evaluation and administrative process. Various modules such as Attendance Management, Students Information System, Faculties Information System etc. need to be implemented for smooth data collection and its analysis.
4. To endure the Industry-Institute Interaction through Membership & MoU's by conducting various activities through them. For the same VIVA Institute of Management & research a sister Institute has already taken up the process and with the help of the same we can also strengthen our Industry Institute Interaction.
5. Encouraging research potential of the teachers and motivate them to get major and minor research projects from government and other funding agencies. Minor Research Funds were awarded to 2 teachers this year by Mumbai University.
6. To discuss about the establishment of and strengthening of Entrepreneurship Development Cell and appointing various faculty members for attending such programmes in other institutes to gather information regarding the same.

Mrs. Prajakta Paranjape
IQAC Cordinator

Dr. A. P. Pandey
I/c Principal