



LOKNETTE DR. BALASAHEB VYAME PATEL

PRADAKA BHUSHAN AWARDHES

PRAVARA RURAL EDUCATION SOCIETY'S

SIR VISVESVARAYA INSTITUTE OF TECHNOLOGY

PRAVARA TECHNICAL EDUCATION CAMPUS NASHIK

NASHIK

SVIT/IQAC/2019-20/21

Date: 20/02/2020

Agenda of the IAQC Meeting

The meeting of Internal Quality Assurance cell (IQAC) is scheduled on 20th February, 2020 at 3.00pm in board room and the agenda of the meeting is as follows-

1. Review and action taken on previous meeting.
2. Undertaking activities and minor projects to inculcate research culture among the students.
3. Planning of student activities and monitoring system.
4. Up-gradation of skills of faculties and promote them for higher studies to improve quality of teaching-learning.
5. Develop relation with the industries through MOU & collaboration.
6. To update the database on Alumni portal to share their experience and expertise to build the strong technical bonding with current students.

Dr. R.M. Ashang
NAAC/IQAC coordinator

IQAC

Sir Visvesvaraya Institute of Technology
Chincholi, Nashik-422103.



Dr. Y.R. Kharde
Principal
Principal
Sir Visvesvaraya Institute of Technology
Chincholi, Nashik-422102



MINUTES OF MEETING	20 th February, 2020	03.00 HOURS	CONFERENCE HALL
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CHAIRMAN OF MEETING	Prof. Dr. Y.R. Kharde
TYPE OF MEETING	IQAC Meeting
MOM BY	Dr. Rajendrakumar M. Abhang
ATTENDED BY	Mr. Ulhas V Patil
	Dr. Bhausaheb L Pangarkar
	Mr. Kishor N. Shedge
	Mr. Nadeem B Shaikh
	Mr. Rushikesh S Bhalerao
	Mr. Amol P Kare
	Mr. Mahindra Guddad
	Mr. Rahul D Patil
	Mr. Kishor N. Shedge
	Dr. Rajendrakumar M. Abhang

1. Review and action taken on previous meeting	Presenter : IQAC coordinator- Dr. Rajendrakumar M. Abhang						
<ul style="list-style-type: none"> ➤ Discussion on review of last IQAC meeting which was held on 7th September, 2019 and informed all authorities about the further focus on the major issues raised by peer team and ATR of peer team report. The new suggestions given for all HODs to further weakness of the department. Also discussion on planning of activities of in the current semester. ➤ Internship, training and field work project of the students 							
Conclusion :- <ul style="list-style-type: none"> ➤ Reviewed activities and initiatives taken by IQAC cell. ➤ Planning and steps needs to be taken to improve the quality of academics and overall institution growth. 							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Action Taken</th> <th>Person Responsible</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>Implementation and planning of activities of this semester.</td> <td>IQAC coordinator and HODs, Est. section and all section heads</td> <td>12 Jan 2020</td> </tr> </tbody> </table>		Action Taken	Person Responsible	Deadline	Implementation and planning of activities of this semester.	IQAC coordinator and HODs, Est. section and all section heads	12 Jan 2020
Action Taken	Person Responsible	Deadline					
Implementation and planning of activities of this semester.	IQAC coordinator and HODs, Est. section and all section heads	12 Jan 2020					
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Implementation and planning of activities of this semester.	IQAC coordinator and HODs, Est. section and all section heads	12 Jan 2020					



2. Undertaking activities and minor projects to inculcate research culture among the students Presenter : Dr. Y.R. Kharde

- Proper Planning and implantation of research activities like minor and Major projects for the students as well as faculty.
- Make a compulsory for BE students and faculties field trips and minor and major projects .

Conclusion :-

- Improve the quality research and students involvement in the research activities.
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
➤ Focus on monitor internship, Training in-between the semester, and allot the industry based minor research project continuously.	HOD , & Departmental Coordinators, NAAC and IQAC Committee	Monthly updates and action taken report needs to submit to the authorities.
➤ Planning and implementation minor research for students.		

3. Planning of student activities and monitoring system. Presenter : Dr. Y.R. Kharde

- Proper Planning and implantation of student's activities at micro level and monitoring needs to be required to uplift overall growth of each department.
- Involvement of students during planning.

Conclusion :-

- Improve the quality activities and students involvement in the activities.
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
➤ Each department must have its own Planning and implantation of students activities at micro level and monitoring needs to be required to uplift overall growth of Department.	HOD , & Departmental Coordinators, NAAC and IQAC Committee	Monthly updates and action taken report needs to submit to the authorities.

4. Up-gradation of skills of faculties and promote them for higher studies to improve quality of teaching-learning. Presenter : Dr. Y.R. Kharde

- All faculties must try for higher studies and needs to appear PhD entrance exam/ SET/NET etc .
- It is compulsory for all faculties to do visits/ field trips in nearby area and try for minor and



CONNETTE DR. BALASAHEB VIGHNE RATHI

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NASHIK

major projects . Involve students and alumni in this regard.

Conclusion :-

- Improve the quality research and students involvement in the project activities.
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
<ul style="list-style-type: none"> ➤ Senior faculty must Support and motivate them for higher studies and needs to appear PhD entrance exam/ SET/NET etc . ➤ It is compulsory for all faculties to do visits/ field trips in nearby area and try for minor and major projects . ➤ Involve students and alumni in this regard. 	HOD , & Departmental Coordinators, Senior faculties	Monthly updates and action taken report needs to submit to the authorities.

5. Develop relation with the industries through MOU & collaboration.

Presenter : Dr. R.M. Abhang
IQAC coordinator

- Each department should do the collaboration through MOU through Alumni
- Start the T& PC activities to department and institute level
- Keep Expert lectures / seminar and workshop for new current students

Conclusion :-

- Involve each faculty of department , arrange visits to industries
- Enhance T& PC activities
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
<ul style="list-style-type: none"> ➤ Each department should do the collaboration through MOU through Alumni ➤ Start the T& PC activities to department and institute level ➤ Keep Expert lectures / seminar and workshop for new current students 	HOD , & Departmental Coordinators, T& PC institute and departmental coordinator	Monthly updates and action taken report needs to submit to the authorities.



7. To update the database on Alumni portal to share their experience and expertise to build the strong technical bonding with current students.	Presenter : Dr. Rajendrakumar M. Abhang (IQAC Coordinator)
<ul style="list-style-type: none"> ➤ PRAVARA Alumni portal started ➤ Develop database of Alumni of all department, Start online activities like Job opportunities, Start ups , Current research etc. ➤ Sharing of Alumni experience online to current batch students. 	

Conclusion :-

- Improve the relation with alumni and their contribution through various programs.
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
<ul style="list-style-type: none"> ➤ PRAVARA Alumni portal started ➤ Develop database of Alumni of all department, Start online activities like Job opportunities, Start ups , Current research etc. ➤ Sharing of Alumni experience online to current batch students 	HOD , & Departmental Coordinators, Institute and departmental Alumni coordinator.	Monthly updates and action taken report needs to submit to the authorities.

Dr. Rajendrakumar M. Abhang

IQAC Coordinator

IQAC

Sir Visvesvaraya Institute of Technology
Chincholi,Nashik-422103.

(Dr.Y.R. Kharde)

Principal
Principal

Sir Visvesvaraya Institute of Technology
Chincholi,Nashik-422102





Pravara Rural Education Society's
SIR VISVESVARAYA INSTITUTE OF TECHNOLOGY, NASHIK

A/P. - Chincholi - 422102, Tal. Sinnar, Dist - Nashik (M.S.)

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Approved by AICTE, New Delhi Letter No. F-740-89-308(E) / ET/96 dt. 15/10/1996
University ID No. 052

Institute Code 5125

Ref. No.

SVIT/IQAC/2019-20/IQAC

Date

07/09/2019

The meeting of Internal Quality Assurance cell (IQAC) is scheduled on 7th Sept, 2019 at 2.00pm in board room and the agenda of the meeting is as follows-

AGENDA

1. Review and action taken on previous meeting i.e. 16th August 2019
2. Action taken report of SSR and peer team
3. Internship, training and field work project of the students
4. Improvement of academic and other activities
5. Any other point

Dr. Rajendrakumar M. Abhang
IQAC
Sir Visvesvaraya Institute of Technology
Chincholi, Nashik-422103.



(Dr. K T V Reddy)

Principal

Principal

Sir Visvesvaraya Institute of Technology
Chincholi, Nasik-422102



Prof. Dr.

MINUTES OF MEETING	7 th Sept, 2019	02.00 HOURS	CONFERENCE HALL
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CHAIRMAN OF MEETING	Prof. Dr. K T V Reddy
TYPE OF MEETING	IQAC Meeting
MOM BY	Dr. Rajendrakumar M. Abhang
ATTENDED BY	Mr. Ulhas V Patil Dr. Santosh N Shelke Dr. Bhausaheb L Pangarkar Mr. Kishor N. Shedge Mr. Nadeem B Shaikh Mr. Rushikesh S Bhalerao Mr. Amol P Kare Mr. Mahindra Guddad Mr. Rahul D Patil Mr. Kishor N. Shedge Dr. Rajendrakumar M. Abhang

1. Review and action taken on previous meeting	Presenter : IQAC coordinator- Dr. Rajendrakumar M. Abhang
<ul style="list-style-type: none"> ➢ Discussion on review of last IQAC meeting which was held on 16th Aug , 2019 and informed all authorities about the further focus on the major issues raised by peer team and ATR of peer team report. The new suggestions given for all HODs to further weakness of the department. Also discussion on planning of activities of in the current semester. 	
Conclusion :- <ul style="list-style-type: none"> ➢ Reviewed activities and initiatives taken by IQAC cell. ➢ Planning and steps needs to be taken to improve the quality of academics and overall institution growth. 	
Action Taken	Person Responsible

Implementation and planning of activities of this semester.	IQAC coordinator and HODs, Est. section and all section heads	Deadline 30 th November, 2019
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2. Action taken report of SSR and peer team	Presenter : Prof. (Dr.) K. T. V. Reddy
<ul style="list-style-type: none"> ➢ Review of Strength and weaknesses of each department. ➢ Each department should do the analysis as per the criteria wise and make planning of activities throughout the year. Needs to faculty meeting for and do the micro-planning of activities. 	



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Approved by AICTE, New Delhi Letter No. P-740-BB-3000(E) / ET/99 Dated: 15/10/1999

University ID No. 052

Institute Code ST25

Ref. No:

Date: / /

Conclusion :-

- Identified the weaknesses of their own department for further improvement
- Conduct monthly departmental meeting to further improvements.

Action Taken	Person Responsible	Deadline
Focus on identified weak points to monitor continuously	All committee heads & HODs	Throughout semester
Improvement and scheduling of Academic activities and its planning and implementation	All HODs, concern authorities	Review taken end of each month

3. Internship, training and field work project of the students	Presenter : Prof. (Dr.) K. T. V. Reddy
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- Meeting of NAAC/IQAC Coordinator HOD and departmental T& PC coordinator were taken. Make compulsory the internship, Training in-between the semester, and allot the industry based minor research project and take action to improve the overall skill set of students.

Conclusion :-

- Based on the course wise feedback and action taken for further improvement were discussed and decided to make plan of action.
- Guidelines given for execution of the activities.

Action Taken	Person Responsible	Deadline
<ul style="list-style-type: none"> ➤ Focus on monitor internship, Training in-between the semester, and allot the industry based minor research project continuously. ➤ Planning and implementation 	HOD , & Departmental Coordinators, NAAC and IQAC Committee	Monthly updates and action taken report needs to submit to the authorities.

4. Improvement of academic and other activities	Presenter : IQAC Coordinator
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- Following points considered during discussion of meeting
- List of Cross Cutting issues and social activities
- Innovation & creativity in Teaching learning
- Focus of Unit test examination
- Effectiveness of various committees & implementation.
- Departmental strategies for optimal utilization of resources for further improvement
- Online video lecture series implement
- Outcome based teaching and learning
- Social responsibilities
- Green initiatives
- Financial transparency



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- Implementation of best practices
 - Overall growth of the students and institute based on SWOT analysis.

Conclusion :-

- ATR must be generated based on the above mentioned points by coordinates and submit to the higher authorities for further improvements.

Action Taken	Person Responsible	Deadline
➤ Effective implementation of the above said points	All allotted faculty mentors, Coordinators, & HODs	Review monthly the progress of the work.

3. Any other point	Presenter : Prof. Dr. K. T. V. Reddy
x Discussion on strategic plan for further improvement.	

Conclusion

- Inclusion :-**

Action Taken	Person Responsible	Deadline
Strategic plan	All HODs and faculties	From 10 th November 2019

Meeting concluded with thanks to chair.

Dr. Balendra Kumar M. Abhang

Sir Visvesvaraya Institute of Technology
Chincholi, Nashik-422103.

Sir Venkateswara Institute of Technology
Chincholi, Nashik-422103.



(Prof. (Dr.) K T V Reddy)

Principal & Campus Director

Sri Venkateswara Institute of Technology
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Ref. No. SVIT/164e/2019-20/15

Date 16/8/2019

The meeting of Internal Quality Assurance cell (IQAC) is scheduled on 16th August, 2019 at 3.00pm in board room and the agenda of the meeting is as follows-

AGENDA

1. Review and action taken on previous meeting
2. List of Cross Cutting issues:
3. Innovation & creativity in Teaching learning
4. Practices of decentralization and participative management
5. Departmental strategies for optimal utilization of resources
6. Implementation of best practices
7. Any other points.

Dr. Rajendrakumar M. Abhang
NAAC/ IQAC Coordinator
IQAC
Sir Visvesvaraya Institute of Technology
Chincholi, Nashik-422103.



(Prof. (Dr.) K T V Reddy)

Principal

Principal

Visvesvaraya Institute of Technology
Chincholi, Nashik-422102



SIR VISVESVARAYA INSTITUTE OF TECHNOLOGY, NASHIK

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University ID No. 052 Institute Code 5125

Ref. No.

Date / /

MINUTES OF MEETING	16 th August, 2019	02.00 HOURS	CONFERENCE HALL
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CHAIRMAN OF MEETING	Prof. Dr. K T V Reddy
TYPE OF MEETING	IQAC Meeting
MOM BY	Mr. Rajendrakumar M. Abhang
ATTENDED BY	Mr. Ullhas V Patil Dr. Santosh N Shelke Dr. Bhausaheb L Pangarkar Mr. Nadeem B Shaikh Mr. Rushikesh S Bhalerao Mr. Amol P Kare Mr. Kailas P Tambe Mr. Mahindra Guddad Mr. Rahul D Patil Mr. Rajendra Ankar Mr. Satish Palde Mr. Sagar N. Shevgaonkar Mr. Kishor N. Shedge Mr. Rajendrakumar M. Abhang

1. Review and action taken on previous meeting	Presenter : IQAC coordinator- Dr. Rajendrakumar M. Abhang
➤ Discussion on review of last IQAC meeting and informed all HODs and Section In-charges authorities about the further improvement of academics and make a policies of creativity in teaching and learning. The discussion on planning of activities of next semester as per the shortfalls of Peer team.	
Conclusion :- ➤ Reviewed activities and initiatives taken by IQAC cell. ➤ Planning and steps needs to be taken to improve the quality of academics and overall institution growth.	
Action Taken	Person Responsible
Implementation and planning of activities of next semester.	IQAC coordinator and HODs, Est. section and all section heads
	Deadline
	10 th December, 2019

2. List of Cross Cutting issues	Presenter : Prof. (Dr.) K. T. V. Reddy
➤ Review of cross cutting issues undertaken ➤ Faculty and students meeting needs to conducted to review the analysis based on cross cutting issues. ➤ Enhancement of activities on cross cutting issues	
Conclusion :-	



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Date _____

- Identified the cross cutting issues for further improvement
- Guideline given to the faculties for further improvement.

Action Taken	Person Responsible	Deadline
Focus on identified cross cutting issues to monitor continuously	All committee heads & HODs	Throughout semester
Improvement and scheduling of cross cutting issues and its planning and implementation	All HODs, concern authorities	Review taken end of each month

3. Innovation & creativity in Teaching learning	Presenter : Prof. (Dr.) K. T. V. Reddy			
<ul style="list-style-type: none"> ➤ Review of activities conducted throughout semester. ➤ Needs to start the activities w.r.t. Innovative & creativity in Teaching learning ➤ Apply the Bloom Taxonomy and set target accordingly 				
Conclusion :-				
<ul style="list-style-type: none"> ➤ Identified the course wise list for further improvement ➤ Guideline given to the faculties for further improvement. 				
Action Taken	Person Responsible	Deadline		
Focus on identified bloom taxonomy for its implantation and monitor continuously	All committee heads & HODs	Throughout semester		
Improvement and scheduling of creative and innovative activities and its planning and implementation	All HODs, concern authorities	Review taken end of each month		

4. Practices of decentralization and participative management	Presenter : Rajendrakumar Abhang (IQAC Cell Coordinator)			
<ul style="list-style-type: none"> ➤ Review of involvement of HODs, Section in charges and faculties, student's, Students council, departmental associations etc in the decision and departmental policies making. ➤ Involvement of students class representative in the departmental routine activities. 				
Conclusion :-				
<ul style="list-style-type: none"> ➤ Overall skill development of students by giving opportunities in decision making. ➤ Guideline given to the faculties for further involvement & improvement. 				
Action Taken	Person Responsible	Deadline		
Focus must give its implantation and monitor the involvements of students and faculties continuously	All committee heads & HODs	Throughout semester		
Improvement in planning and implementation	All HODs, concern authorities	Review taken end of each month		



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5. Departmental strategies for optimal utilization of resources	Presenter : Prof. (Dr.) K. T. V. Reddy									
<ul style="list-style-type: none"> ➤ Make SOP for departmental strategies for optimal utilization of resources. ➤ Use of all laboratories throughout year for minor project, practical work, demonstrations etc. ➤ Use with full capacity software/ Computer laboratory for soft skill development & hands on practice for the students. Also sue for their project work , online courses like NPTEL etc. 										
Conclusion :- <ul style="list-style-type: none"> ➤ Overall skill development of students by giving opportunities and utilization of software's available in each department through coaching. ➤ Guideline given to the faculties for further involvement & improvement. 										
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Focus must give its implantation and monitor the involvements of students and faculties continuously	All committee heads & HODs	Throughout semester								
Improvement in utilization of computer labs for the students through the proper planning	All HODs, concern authorities	Review taken end of each month								

6. Implementation of best practices	Presenter : Dr. Rajendrakumar Abhang (IQAC Coordinator)									
<ul style="list-style-type: none"> ➤ All departments must identify and implement the at least two to three best practices in the department. ➤ At institute level also identify the best practices and implement. 										
Conclusion :- <ul style="list-style-type: none"> ➤ The students gets benefitted from the best practices. Make these practices throughout year ➤ Guideline and sample are given to the departments and faculties for further involvement & improvement. 										
<table border="1"> <thead> <tr> <th>Action Taken</th> <th>Person Responsible</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>Focus must given on best practices for the benefit of the students. Keep feedback on its implantation and monitor continuously</td> <td>All committee heads & HODs</td> <td>Throughout semester</td> </tr> <tr> <td>Continuous identification and Improvement of best practices through the proper planning</td> <td>All HODs, concern authorities</td> <td>Review taken end of each month</td> </tr> </tbody> </table>		Action Taken	Person Responsible	Deadline	Focus must given on best practices for the benefit of the students. Keep feedback on its implantation and monitor continuously	All committee heads & HODs	Throughout semester	Continuous identification and Improvement of best practices through the proper planning	All HODs, concern authorities	Review taken end of each month
Action Taken	Person Responsible	Deadline								
Focus must given on best practices for the benefit of the students. Keep feedback on its implantation and monitor continuously	All committee heads & HODs	Throughout semester								
Continuous identification and Improvement of best practices through the proper planning	All HODs, concern authorities	Review taken end of each month								

Meeting concluded with thanks to chair.

(Prof. (Dr.) K T V Reddy)

Principal & Campus Director

Principal

Sir Visvesvaraya Institute of Technology
Chincholi,Nashik-422102



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