



Vivekanand Institute of Technology's

Padmabhushan Dr. Vasantdada Patil College of Architecture, Pune

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Padmabhushan Dr. Vasantdada Patil
College of Architecture, Pune
PVP CoA, PUNE

Internal Quality Assurance Cell (IQAC)

19/10/2023

NOTICE

A meeting of Internal Quality Assurance Cell (IQAC) will be held on the below mentioned date. All members are hereby requested to be present for the same

Meeting No: 23-24 / NAAC / IQAC / 03		
Meeting Chair: Ar. Prasanna Desai	Meeting Organiser: Ar. Shekhar Garud	
Day & Date: Wednesday, 25/10/2023	Time: 10:00 am onwards	Venue: Conference room
Agenda- <ol style="list-style-type: none">1. Review of the last meeting2. Phased Revamping of Subjects & respective faculty.3. Modalities & Procedures of conducting SPPU Viva examination4. Update on Anti-Ragging Cell Seminar (Conducted on 4th October 2023)		

S.No	Name	Designation	Sign	S.No	Name	Designation	Sign
1	Ar. Prasanna Desai	Chairperson, Director PVP		9	Ar. Vaibhav Kulkarni	Faculty/ Teacher Representative	
2	Mr. Jitendra Pitliya	Secretary, VIT		10	Mr. Santosh Patil	Senior Administrative Officer	
3	Ar. Shekhar Garud	IQAC Coordinator		11	Ar. Vikas Bhandari	Nominee from Trust	—
4	Ar. Rashmi Joshi	Faculty/ Teacher Representative		12	Mr. Mayur Mangulikar	Nominee from Employer	
5	Ar. Hrishikesh Ashtekar	Faculty/ Teacher Representative		13	Ar. Kaushal Tatiya	Alumni Representative	—
6	Ar. Vijaya Srinivasan	Faculty/ Teacher Representative		14	Ms. Ketaki Shinganapurkar	Student Representative	—
7	Ar. Devendra Deshpande	Faculty/ Teacher Representative		15	Mr. Navin Mehta	Parent Representative	—
8	Ar. Anuja Chawda	Faculty/ Teacher Representative					

Day & Date- Thursday, 19/10/2023



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Meeting No: 23-24 / NAAC / IQAC / 03		
Meeting Chair: Ar. Prasanna Desai	Meeting Organiser: Ar. Shekhar Garud	
Day & Date: Wednesday, 25/10/2023	Time: 10:00 am to 01:00 pm	Venue: Conference room

Meeting Minutes:

Agenda 1. Review of the last meeting

- Action taken report of last meeting was discussed

Agenda 2. Phased Revamping of Subjects & respective faculty

- Teaching subjects to be revamped in a phased manner.
- Faculty shall be assigned with subjects as per their skills, expertise and strengths.
- Adjustments to the faculty-student ratio will be made based on student strength.
- Faculty preferences will also be considered.
- Existing teams must prepare guidelines for their successors, ensuring closure of ongoing academic projects.
- New combinations will be implemented without disrupting current groups.
- Vertical interactions between teams will be encouraged.

Agenda 3 - Modalities & Procedures of conducting SPPU Viva examination

- Modalities and procedures for the Oct-Nov 2023 SPPU Viva examination were deliberated under the guidance of IQAC coordinator, Ar. Shekhar Garud.
- Pairing of colleges, as decided in the university-level meeting, was shared.
- It was highlighted that differences in the interpretation of syllabus requirements by external examiners need to be addressed systematically.
- Ar. Prasanna Desai emphasized that all drawings must be signed and stamped by the internal examiner before sessional/ viva.
- Ar. Hrishikesh Ashtekar clarified that internal examiners should act as neutral observers during the viva and should only respond to queries if directly asked.
- Assignments combining syllabic requirements of two different studio subjects were deemed permissible.
- SPPU's grading system must be thoroughly considered while evaluating students.
- Sessional and viva schedules to be coordinated at the Exam CEO level by the college.

Agenda 4 - Update on Anti-Ragging Cell Seminar (Conducted on 4th October 2023)

- The Anti-Ragging Seminar for the students was conducted on 4th October 2023 under the leadership of Ar. Vijaya Srinivasan, Anti-Ragging Committee Head.
- The seminar featured sessions by Adv. Anil Kankariya and Dr. Radha Raje, focusing on counseling, educating, and orienting students about anti-ragging policies and practices.

Closure:

The meeting concluded at 01:00 pm.

Next Meeting:

Tentative 1st week of January 2024. Time and location will be communicated in the notice.



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8	Ar. Anuja Chawda	Faculty/ Teacher Representative					



ACTION TAKEN REPORT

Agenda	Decision/ Suggestion by IQAC	Action Taken
Agenda 1. Review of the last meeting	<ul style="list-style-type: none">Action taken report of last meeting was discussed	- NIL-
Agenda 2- Phased Revamping of Subjects & respective faculty	<ul style="list-style-type: none">Teaching subjects to be revamped in a phased manner.Faculty shall be assigned with subjects as per their skills, expertise and strengths.Adjustments to the faculty-student ratio will be made based on student strength.Faculty preferences will also be considered.Existing teams must prepare guidelines for their successors, ensuring closure of ongoing academic projects.New combinations will be implemented without disrupting current groups.Vertical interactions between teams will be encouraged.	<ul style="list-style-type: none">A timeline has been set for the phased implementation of the revamping process starting from 2025-26.A survey of faculty preferences and strengths will be conducted in January 2025 to ensure appropriate subject assignments.The faculty-student ratio review is underway to make the necessary adjustments.Existing teams are working on closure of ongoing academic projects.New faculty combinations are being prepared without disrupting the current teams.Plans for vertical interactions between teams are in progress, including inter-departmental collaborations.
Agenda 3- Modalities & Procedures of conducting SPPU Viva examination	<ul style="list-style-type: none">Pairing of colleges, as decided in the university-level meeting, was shared in the meeting.It was highlighted that differences in the interpretation of syllabus requirements by external examiners need to be addressed systematically.Ar. Prasanna Desai emphasized that all drawings must be signed and stamped by the internal examiner before sessional/ viva.Ar. Hrishikesh Ashtekar clarified that internal examiners should act as neutral observers during the viva and should only respond to queries if directly asked.Assignments combining syllabic requirements of two different studio subjects were deemed permissible.SPPU's grading system must be thoroughly considered while evaluating students.Sessional and viva schedules to be coordinated at the Exam CEO level by the college.	<ul style="list-style-type: none">Pairing of colleges was communicated to the faculty membersInternal examiners were briefed about their roles and responsibilities during the viva, including maintaining neutrality and adhering to prescribed procedures.Instructions regarding stamping and signing of drawings were communicated to all faculty members involved.Guidance was provided on aligning assessments with the SPPU grading system for consistency and fairness.Coordination of sessional and viva schedules was undertaken at the Exam CEO level to ensure smooth execution.All concerns were documented by Ar. Deeparani Chougule to be represented in upcoming all colleges SPPU Exam teams coordination meeting.



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Agenda	Decision/ Suggestion by IQAC	Action Taken
Agenda 4- Update on Anti-Ragging Cell Seminar (Conducted on 4th October 2023)	<ul style="list-style-type: none">The Anti-Ragging Seminar for the students was conducted on 4th October 2023 under the leadership of Ar. Vijaya Srinivasan, Anti-Ragging Committee Head.The seminar featured sessions by Adv. Anil Kankariya and Dr. Radha Rajee, focusing on counseling, educating, and orienting students about anti-ragging policies and practices.	<ul style="list-style-type: none">The seminar was successfully executed as scheduled.Students received guidance on anti-ragging measures and related legal frameworks.Attendance was recorded, and feedback from participants was gathered.The proceedings and key outcomes of the seminar were documented and submitted to the Anti-Ragging Committee and IQAC for review and record-keeping.


Shekhar Gaud


Poasanna Desai