



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)

29/12/2023

#### 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. This meeting will be done in presence of entire Full Time Faculty.

Meeting No: 23-24 / NAAC / IQAC / 04		
<b>Meeting Chair:</b> Ar. Prasanna Desai	<b>Meeting Organiser:</b> Ar. Shekhar Garud	
<b>Day &amp; Date:</b> Wednesday, 03/01/2024	<b>Time:</b> 03:00 pm onwards	<b>Venue:</b> Conference room
<b>Agenda-</b>		
1. Validity of NAAC Certificate		
2. Summary of Criteria-wise NAAC Evaluation & Criteria-wise Suggestions		
3. Recommendations by PEER Team		

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 Pitaliya	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					

S.No	Name	Designation	Sign	S.No	Name	Designation	Sign
1	Mr. Santosh Patil	Admin Head		11	Ar. Gunjan Maheshwari	Full Time Faculty	
2	Mr. Shantilal Ahire	Librarian		12	Ar. Sayali Vaso	Full Time Faculty	
3	Ar. Deeparani Chougule	Full Time Faculty		13	Ar. Manas Marathe	Full Time Faculty	
4	Ar. Rohan Nahar	Full Time Faculty		14	Ar. Shruti Mutalikdesai	Full Time Faculty	
5	Ar. Garima Buragohain	Full Time Faculty		15	Ar. Harshavardhan Wakode	Full Time Faculty	
6	Ar. Aarthi Chandrasekhar	Full Time Faculty		16	Ar. Ravi Mishra	Full Time Faculty	
7	Ar. Yashashree LA.	Full Time Faculty		17	Ar. Gauri Mahajan	Full Time Faculty	
8	Ar. Anushree Kulkarni	Full Time Faculty		18	Ar. Isha Umrani	Full Time Faculty	
9	Ar. Meenakshi Sarawgi	Full Time Faculty		19	Ar. Aditi Pathak	Full Time Faculty	
10	Ar. Abhishek Kambale	Full Time Faculty		20	Ar. Ashirwad Korde	Full Time Faculty	



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### Internal Quality Assurance Cell (IQAC)

Meeting No: 23-24 / NAAC / IQAC / 04

<b>Meeting Chair:</b> Ar. Prasanna Desai	<b>Meeting Organiser:</b> Ar. Shekhar Garud	
<b>Day &amp; Date:</b> Wednesday, 03/01/2024	<b>Time:</b> 03:00 pm to 04:30 pm	<b>Venue:</b> Conference room

#### Meeting Minutes:

#### Agenda 1. Validity of NAAC Certificate

- Ar. Manas Marathe discussed the validity of the NAAC certificate.
- Grades received by different criteria teams were discussed

#### Agenda 2. Summary of Criteria-wise NAAC Evaluation & Criteria wise suggestions

- A comprehensive overview of the NAAC evaluation criteria was presented and discussed.
- It was emphasized that Criteria 3, 5, and 6 need strengthening.
- Ar. Manas Marathe presented following suggestions for all Criteria-

##### Criteria 1:

- Objectives for certificate courses must be clearly stated.
- Students other than PVP should have the ability to register for the certificate course, and the link should be available on the website.
- Encouragement of NPTEL online certification for faculty and students.

##### Criteria 2:

- Focus on increasing admissions, especially considering a decrease in the number of students from Pune.
- Incorporate student feedback to enhance teaching and learning quality.

##### Criteria 3:

- Establish a research cell.

##### Criteria 4:

- Increase the budget for infrastructure augmentation.
- Add common rooms.

##### Criteria 5:

- Register the college alumni association.
- Ensure 5th-year students register with the alumni association before leaving.

##### Criteria 6:

- Include Team 6 members in IQAC.
- Prepare policy documents for increment, service rules, and leaves etc.

##### Criteria 7:

- Address issues related to barrier-free access.
- Implement e-waste segregation and disposal measures.

#### Agenda 3. Recommendations by PEER Team

- Detailed discussion on the recommendations provided by the PEER team for the quality enhancement of the institute. The recommendations were shared as per Management's decision.
- Participants were given pointers for self reflection

#### Closure:

The meeting concluded at 04:30 pm.

#### Next Meeting:

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



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### Internal Quality Assurance Cell (IQAC)

Meeting No: 23-24 / NAAC / IQAC / 04

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## Internal Quality Assurance Cell (IQAC)



**SECRET SUMMARY OF NAAC EVALUATION**  
 Criteria wise performance (NAAC visit happens on 12 & 13 October 2023) GRADE OBTAINED: **B+** (2.56 score out of 4)

Criteria	Team	Score	Percent out of 4	Suggested measure for improvement
1. Curricular aspects	Rutuja J. Deshpande D. Sayal V	3.65	91.25%	1. Proper procedure to conduct certificate courses 2. Engage NPTEL Courses
2. Teaching Learning and Evaluation	Kantashree L. Gareru B. Shradha H	2.95	73.75%	1. Student intake 2. Encouraging Ph.D. 3. Appropriate (IQ-PO) Mapping 4. Student Satisfactory Survey (SSS)
7. Institutional Values and Best Practices	Vijaya S. Aurabh C	2.8	70.00%	1. Make the campus situated friendly 2. Upgrade alternate sources of energy 3. Conduct Gender audit 4. Improve the best practices of AQ & practical training
4. Infrastructure & Learning Resources	Dimplepat C. Ashoktek K	2.4	60.00%	1. Common Rooms, labs, workshops to working condition 2. Increase expenditure on infrastructure augmentation
6. Governance, Leadership and Management	Hishikab A. Anushree K. Hovrabh S	1.95	48.75%	1. Conduct regular, serious and focused meetings of IQAC 2. Policies for appointment, increments, service rules, recruitment procedures and leaves to be in place 3. Implement e-governance 4. Preparation for National Educational Policy (NEP), Long-term Perspective Plan
3. Research, Innovations and Extensions	Shrut M. Sita K	1.75	43.75%	1. Establish Research Cell, Intellectual Property Rights (IPR) Cell 2. Increase number of journal research papers, book chapters 3. Conduct at least one research conference in two years
5. Student Support and Progression	Rohan N. Yashraj K. Ravi M	1.71	42.75%	1. Register college alumni and obtain financial support 2. Maximize a good database of alumni. Obtain data on higher education, competitive exams given by alumni, etc. 3. Offer GATE Classes, Career guidance program

Score Interpretation: 3.50-4.00 = A+ (93.75-100%), 3.00-3.50 = A (75.00-93.75%), 2.50-3.00 = B+ (62.50-75.00%), 2.00-2.50 = B (50.00-62.50%), 1.50-2.00 = C (37.50-50.00%), 1.00-1.50 = D (25.00-37.50%)

### 1. Curricular Aspects (Certificate Courses)

- Declare an open course on website
- Provide the essential details
- Online link to register for the course with facility for online payment
- Record attendance
- Issue of certificate on successful course completion



### 1. Curricular Aspects (NPTEL Courses)

**NPTEL Online Certification**  
 (funded by the MoE, Govt. of India)

This certificate is awarded to  
**MANAS RAJENDRA MARATHE**  
 for successfully completing the course  
**Water, Society and Sustainability**

with a consolidated score of **73 %**

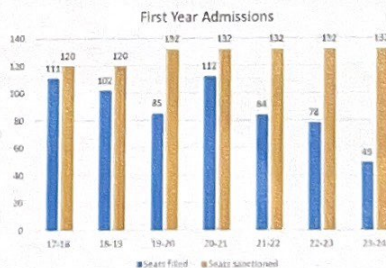
Online Assignments: 25/25 | Pre-final Exam: 48/75

Total number of candidates certified in this course: 133

Aug-Sep 2023  
 (4 week course)

Vivekanand Institute of Technology, Pune

### 2. Teaching Learning and Evaluation (Student Admissions)



- The number of students from Pune are decreasing

## Internal Quality Assurance Cell (IQAC)

### 2. Teaching Learning and Evaluation (Student Admissions)

- Number of faculty members with PhD has to gradually increase.
- Assignments to be based on COs and POs and assessment every assignment has to be done accordingly
- Low student satisfactory score (2.78/4). The reasons for the same to be found and the score needs to rise above 3.
- Feedback given by students to peer team is unsatisfactory

### 7. Institutional Values and Best Practices

- Lift Installation
- Barrier-free access
- Regular Green Audit
- Effective waste management (non-biodegradable, e-waste)
- Regular Gender Audit

Post NAAC Accreditation Analysis Report 03-01-2024

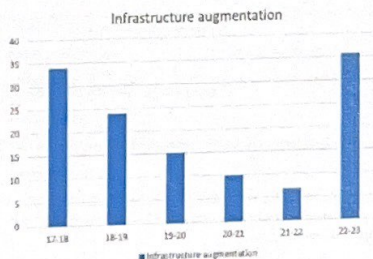
By Manas Marathe

Post-NAAC Accreditation Analysis Report 03-01-2024

By Manas Marathe

### 4. Infrastructure and Learning resources

- Student Common Rooms
- Labs, workshops
- Increase Infrastructure augmentation and have better maintenance



Post NAAC Accreditation Analysis Report 03-01-2024

By Manas Marathe

Post-NAAC Accreditation Analysis Report 03-01-2024

By Manas Marathe

### 6. Governance, Leadership and Management

- Conduct regular, serious and focused meetings of IQAC



### 6. Governance, Leadership and Management

- Policies for appointment, increment, service rules, recruitment procedures and leaves to be in place
- Implement e-governance
- Preparation for National Educational Policy (NEP), Long-term Perspective Plan

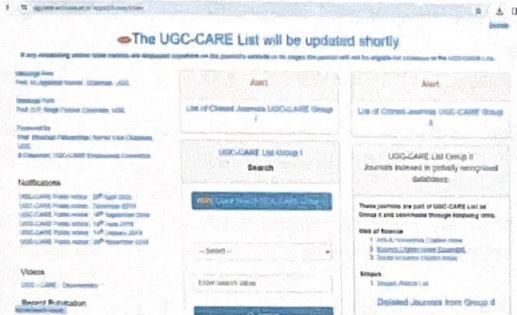
Post NAAC Accreditation Analysis Report 03-01-2024

By Manas Marathe



**3. Research, Innovations and Extension**

- Establish Research Cell, IPR Cell
- Publish in UGC Care listed journals, conduct research conference



**5. Student Support Progression**

- Register college alumni association
- Register 5<sup>th</sup> year students as alumni before giving clearance
- Develop a system of storing data of student achievements
- Starting guidance courses for competitive exams: GATE, Town Planning Department

Section IV: Recommendations for Quality Enhancement of the Institution
(Please limit to ten major ones and use telegraphic language) (It is not necessary to indicate all the ten facilities)
<ul style="list-style-type: none"> <li>Streamlining the office administrative and delegation of power</li> <li>Documentation of policies of faculty and staff welfare</li> <li>Strengthening of IQAC</li> <li>Institutional Policies on Recruitment, Appointment, Regularization, Confirmation, Leave rules, Salary as per Govt. norms, Promotion, Research-promotion.</li> <li>Regeneration of Hostels</li> <li>Requirement of facilities namely ready availability and up keeping of washrooms for girls/boys, girls common room. Lift for Differently Aabled Persons.</li> <li>Medical Facilities</li> <li>Infrastructural support for differently abled students and house keeping for girl students</li> <li>Outdoor sports facilities</li> <li>Documentation of evidences for each event recorded for Peer Team Report</li> </ul>

I have gone through the observations of the Peer Team as mentioned in this report  
 Signature of the Head of the Institution

Seal of the Institution

**Critical observations made by the PEER TEAM during visit**

- College needs to have a clear plan for future leadership and way ahead
- Administrative systems have to be urgently upgraded
- Faculty have to involve in research. Publish papers in appropriate journals
- College infrastructure needs to undergo up gradation & periodic maintenance
- Presentation by Principal needs to be better in terms of time management

**Questions for self-reflection:**

- Can we look at NAAC positively as an opportunity to re-structure our systems?
- Are we willing to learn from NAAC instead of undergoing the process mechanically?
- Are we willing to prioritize?
- Are we willing to decentralize decision-making ?
- Are we serious and willing to move ahead from where we are?
- Are we happy being complacent or willing to accept that there are issues that need to be addressed urgently?





### Internal Quality Assurance Cell (IQAC)

### ACTION TAKEN REPORT

Agenda	Decision/ Suggestion by IQAC	Action Taken
<b>Agenda 1 -</b> Validity of NAAC Certificate	<ul style="list-style-type: none"><li>The team discussed the validity of the NAAC certificate.</li><li>Grades received by different criteria teams were discussed</li></ul>	<ul style="list-style-type: none"><li>NAAC SSR and grades were mailed by NAAC coordinating team (to be studied by the teams for analysis and further improvement)</li></ul>
<b>Agenda 2 -</b> Summary of Criteria-wise NAAC & Criteria-wise Suggestions	<ul style="list-style-type: none"><li>A comprehensive overview of the NAAC evaluation criteria was presented and discussed.</li><li>It was emphasized that Criteria 3, 5, and 6 need strengthening.</li><li>Criteria wise suggestions were discussed by Ar. Manas Marathe</li></ul>	<ul style="list-style-type: none"><li>Suggested measures to be implemented by all Criteria teams and Subject teams</li><li>Suggestions provided by Ar. Manas Marathe during the discussion were documented and integrated into the action plan for strengthening the criteria.</li><li>Following Pointers were specified to respective team members for addressing the identified gaps in Criteria 3, 5, and 6-<ul style="list-style-type: none"><li><b>Criteria 3:</b> Encouraging research paper writing, selecting context-sensitive student projects, formalizing NSS, organizing guest lectures and seminars, and conducting TTP sessions.</li><li><b>Criteria 5:</b> Initiating competitive exam support, registering the alumni association, and opening a compliant bank account.</li><li><b>Criteria 6:</b> Securing university funding, organizing college-funded conferences, implementing administrative software, scheduling regular academic development meetings, allocating funds for faculty development, and promoting participation in TTP.</li></ul></li></ul>
<b>Agenda 4 -</b> Recommendations by PEER Team	<ul style="list-style-type: none"><li>Detailed discussion on the recommendations provided by the PEER team for the quality enhancement of the institute. The recommendations were shared as per Management's decision.</li><li>Participants were given pointers for self reflection</li></ul>	<ul style="list-style-type: none"><li>Follow-up meetings were scheduled by the respective Committee and Criteria teams. During these meetings, progress was reviewed, and the next steps were outlined to ensure the objectives were achieved efficiently.</li><li>Teams have started working on AQAR for 22-23 academic year (Deadline 29th February 2024)</li></ul>

Shekhar Grand

Prasanna Desai