



Vivekanand Institute of Technology's

Padmabhushan Dr. Vasantdada Patil College of Architecture, Pune (NAAC MEETING)

Address: 274/2, 275/2, 282, Aditya Nisarg, at post Pirangut, Tal. Mulshi, Dist. Pune-412115, Maharashtra.

Tel: +91 82370 29033, +91 8446049030 E-Mail: pvpcoapune@gmail.com, info@pvpcoapune.edu.in, Web: www.pvpcoapune.edu.in, blog:pvpcoapuneblog.blogspot.com,

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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

21-11-2022

NOTICE

A Meeting of IQAC for the academic session 2022-23 shall be held on **Wednesday, 23-11-2022 from 11:30 am to 1:30 pm** in the conference hall. All members are hereby requested to be present for the same.

The following points shall be on the meeting agenda:

- Agenda 1: Immediate tasks to be undertaken for developing short-term credit courses
- Agenda 2: Formulation of guidelines for publishing in research
- Agenda 3: Signing MOUs with different organisations
- Agenda 4: Compilation of data regarding scholarships/ freeships awarded to students
- Agenda 5: Electricity and green audit to be undertaken in the college

Ar. Shekhar Garud
IQAC Coordinator



Ar. Prasanna Desai
Principal and IQAC Chairperson

Acknowledgement for the receipt of the notice and points on agenda for IQAC Meeting

S.No	Name	Designation	Signature	S.No	Name	Designation	Signature
1	Ar.Prof .Prasanna Desai	Chairperson		9	Ar. Vaibhav Kulkarni	Faculty/ Teacher Representative	
2	Mr. Jitendra Pitaliya	Management Representative		10	Mr. Santosh Patil	Senior Administrative Officer	
3	Ar. Shekhar Garud	IQAC Coordinator		11	Ar. Vikas Bhandari	Nominee from Trustee	
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. Riya Shetiya	Student Representative	
7	Ar. Devendra Deshpande	Faculty/ Teacher Representative		15	Mr. Vikram Jadhav	Parent Representative	
8	Ar. Anuja Chawda	Faculty/ Teacher Representative					



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MEETING ATTENDANCE SHEET

The first IQAC Meeting after its constitution was held on **Wednesday, 23-11-2022 from 11:30 am to 1:30 pm** in the Conference Room of VIT's PVPCoA.

The following members were present for the meeting:

S.No	Name	Designation	Signature	S.No	Name	Designation	Signature
1	Ar.Prof .Prasanna Desai	Chairperson		9	Ar. Vaibhav Kulkarni	Faculty/ Teacher Representative	
2	Mr. Jitendra Paliya	Management Representative		10	Mr. Santosh Patil	Senior Administrative Officer	
3	Ar. Shekhar Garud	IQAC Coordinator		11	Ar. Vikas Bhandari	Nominee from Trustee	
4	Ar. Rashmi Joshi	Faculty/ Teacher Representative		12	Mr. Mayur Mangulikar	Nominee from Employer	
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MINUTES OF MEETING

The meeting began with a welcome note by the IQAC Coordinator and reading out the points on the meeting agenda.

Agenda 1: Immediate tasks to be undertaken for developing short-term credit courses

- Ar. Devendra Deshpande put forth the proposal of considering certain already run courses in the college as short term credit courses.
- The chairperson Ar. Prasanna Desai suggested to consider certain activities such as Meeraki, Orientation week to be converted into credit based courses. Certain new course modules could be commenced from the next academic year.
- Ar. Rashmi Joshi requested the academic coordinator to arrange for year-wise data of courses/ activities and then selected ones could be transformed to credit-based courses.

Agenda 2: Formulation of guidelines for publishing in research

- Ar. Hrishikesh Ashtekar read out the agenda given by Ar. Nirajan Garde, head of research committee. The necessity of formulating guidelines for publishing research in journals. He expressed the need to increase the number of research publications, publishing in UGC-Care listed journals.
- Ar. Shekhar Garud suggested that Dr. Manas Marathe circulate a list of journals in UGC-Care. He also suggested to present scopus indexed journals to faculty members.

Agenda 3: Signing MOUs with different organisations

- Ar. Shekhar Garud asked for suggestions regarding the possible organisations/ NGOs/ companies with whom college could sign MOUs
- Members of IQAC suggested few organisations such as Jai Kokal Company, INTACH, COEP Plumbing Lab, CME.
- IQAC decided to handover this task to subject faculty and assigned the work of preparing a sample format of MOU to Ar. Shruti Mutalikdesai.

Agenda 4: Compilation of data regarding scholarships/ freeships awarded to students

- Ar. Vaibhav Kulkarni expressed the need to compile data on scholarships and freeships awarded to students in the last five years, which shall be required for NAAC.
- The chairperson asked Mr. Santosh Patil to compile the required data available with the admin.





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Agenda 5: Electricity and green audit to be undertaken in the college

- Ar. Vijaya Srinivasan proposed to undertake an electrical audit to trace the electricity consumption in the college and an green audit to improve the campus greenery.
- The chairperson suggested searching for an appropriate auditing agency and obtaining a quote for conducting the audit.

The meeting ended with a vote of thanks by the IQAC Coordinator. It was decided that the next IQAC Meeting should be held before the commencement of the academic year 2023-24, in the month of June.





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ACTION TAKEN REPORT

Agenda	Decision/ Suggestions given by IQAC	Action taken
Agenda 1: Immediate tasks to be undertaken for developing short-term credit courses	Identify year-wise courses that could be possibly modified into short-term certificate courses	Meeraki, Orientation Program, Supriti Workshop identified as possible courses. The courses shall be taken up as certificate courses from the next year academic commencement.
Agenda 2: Formulation of guidelines for publishing in research	Assign Dr. Manas Marathe the task of circulating the UGC Care list of journals	Dr. Manas Marathe explained the faculty how to check the list on the relevant portal.
Agenda 3: Signing MOUs with different organisations	Identify possible bodies for signing MOUs	Discussion held with MKSSS's BNCA College of Architecture. Draft to be prepared soon.
Agenda 4: Compilation of data regarding scholarships/ freeships awarded to students	Admin to compile the data	Mr. Vinayak Shinde asked to compile the data.
Agenda 5: Electricity and green audit to be undertaken in the college	Appropriate agency to be contacted for conducting the audit	Agency identified by Ar. Vijaya Srinivasan.

Ar. Shekhar Garud
IQAC Coordinator

Ar. Prasanna Desai
Principal and IQAC Chairperson

