



Vivekanand Education Society's Institute of Technology

(Affiliated to University of Mumbai, Approved by AICTE & Recognized by Govt. of Maharashtra)

MINUTES OF THE IQAC-NAAC MEETING HELD ON 27th APRIL 2021 AT 3.00PM (Online using Google Meet)

The meeting of IQAC members and NAAC committee members was held on 27th APRIL 2021 at 3.00 pm in online mode using Google Meet.

Following members were present:

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| 1. Dr. (Mrs.) J. M. Nair | -- Principal (IQAC) |
| 2. Dr. (Mrs.) Nupur Giri | -- Head, CMPN (IQAC) and (NAAC) |
| 3. Dr. (Mrs.) Rajani Mangala | -- Professor, ETRX (NAAC) |
| 4. Mrs. Shobha Krishnan | -- Head, EXTC (IQAC) |
| 5. Mrs. Kavita Tewari | -- Head, ETRX (IQAC) |
| 6. Dr. P. P. Vaidya | -- Head, INST (IQAC) |
| 7. Dr. (Mrs.) Shalu Chopra | -- Head, INFT (IQAC) |
| 8. Mr. Vivek Umrikar | -- Head, H&S (IQAC) |
| 9. Dr. Shivkumar Goyal | -- Head, MCA (IQAC) and (NAAC) |
| 10. Dr. Dhanamma Jagli | -- Dpt. Head, MCA (IQAC) |
| 11. Mrs. Sangeeta Ram Prasanna | -- Dpt. Head, INST (IQAC) |
| 12. Dr. Ramesh Kulkarni | -- Dpt. Head, EXTC (IQAC) |
| 13. Mrs. Naveeta Kant | -- Dpt. Head, ETRX, (IQAC) |
| 14. Dr. Chandansingh Rawat | -- Associate. Professor, EXTC, (NAAC) |
| 15. Dr. Abhay Kshirsagar | -- Associate. Professor, ETRX, (NAAC) |

Agenda of the meeting:

1. To discuss department specific Data.
2. To discuss about department AAA and AQAR (headed by Dr. Shalu Chopra and Dr. Dhanamma Jagli).
3. To discuss Annual Department reports.





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The following points were discussed in the meeting:

1. It was proposed that all the departments should maintain their academic calendar.
2. It was discussed that standardization of data is necessary as the data is very large and very difficult to maintain. Therefore, it was proposed to make a common policy for all departments to standardize the data.
3. The department AAA and AQAR, headed by Dr. Shalu and Dr. Dhanamma required some more time for making common format and it was decided that this point will be discussed in next meeting.
4. The HODs and D-HODs were asked to find the problems faced by department criteria in-charges of NAAC for collecting the data.
5. It was proposed by Dr. J.M. Nair that the post graduate courses should also be included in NAAC after getting the clarification from Venkatramani Sir.

Prepared By Dr. Nupur Giri IQAC Member/NIRF I/C (HOD CMPN)	Checked By/Verified By Dr. M. Vijaylaxmi IQAC Coordinator/Director	Approved By Dr. J.M Nair IQAC Chairperson
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