

**VIVA Institute of Management & Research
Virar East – 401301**

Internal Quality Assurance Cell

**THE EIGHTEEN MEETING OF THE INTERNAL QUALITY ASSURANCE CELL
(IQAC)
(A.Y.24-25)**

Date: , Time: 11:00 Am, Venue: Board Room, VIVA Institute of Management & Research Campus.

The Agenda:

- Confirmation of the minutes of the last meeting.
- Matter arising out of the last meeting.
- ATR of the previous meeting was tabled for discussion.
- Facilitation of Prof Prapti Naik on completion of Doctorate.
- Discussion on NAAC results.
- Discussion on Peer Team Report
- Discussion on appointment of new IQAC Coordinator
- Any other matter with the permission of the Chairperson.

The 17th IQAC meeting for Academic Session 2023-24 is held on 6th June 2024. The following members attended the meeting:

Sr.No.	Name	Designation	Position
1	Dr. Hiresb Luhar	Director	Chairperson
2	Dr. Arti Sharma	Assoc.Prof.	IQAC Coordinator
3	Prof. Manoj Kurup	Asst. Prof.	IQAC Co-coordinator
4	Dr. Lalit Patil	Assoc.Prof.	Faculty Member
5	Dr.. Prapti Naik	Asst. Prof	Faculty Member
6	Shri S. N. Padhye	Member of Management Committee	Management Representative
7	Shri Kishore Shetty	Industrialist	Industrialist (Ra Technology)
8	Ms. Nilam Bhoir	Senior Administrator	Member
9	Dr.Chinmay Pingulkar	(Alumni Representative)	Member
10	Ms. Divya Amrutkar	(Student Representative)	Member
11	Mr. Kumar Raut	(Local Society Member)	Member

- **Agenda 1: Confirmation on minutes of previous meeting**

The meeting commenced with the Director welcoming all the members and presenting his opening remarks on different aspects of the Institute requiring attention in the context of Quality Improvement. The minutes of the previous, IQAC Meeting were redistributed amongst the members of the IQAC for Confirmation and it was unanimously agreed.

- **Agenda 2: Matter arising from the last meeting**

No such matters were raised at the last meeting.

- **Agenda 3: Action taken report on the decisions of the previous meeting**

Sr. No	IQAC Date	Action Area	Action Taken
1	04-06-24	NAAC work in progress	The Peer Team Visit was scheduled on the 24 th & 25 th of May 24.
2		Industrial Visit	The students from both FY & SY were taken on industrial visits to Chandigarh and Manali. The report of the same has been submitted to IQAC.
3		Results	Sem-II examinations were conducted and the results were declared within the stipulated time.

- **Agenda 4: Facilitation of Prof. Prapti Naik on completion of her doctorate.**

The Chair and all the members congratulate Prof. Prapti Naik on the completion of her doctorate.

- **Agenda 4: Discussion on NAAC Peer Team Visit Outcome**

The Chair praised all the staff (teaching and non-teaching) for their excellent preparation during the Peer Team Visit. The results were declared on 31st May 2024. The institute has been graded “A” with a CGPA of 3.14 in its first cycle.

- **Agenda 5: Discussion on Peer Team Report (PTR)**

The chair raised the key areas and suggestions stated under the PTR. A detailed discussion was conducted on how to go forward for the next academic year.

- **Agenda 6: Discussion on the appointment of a new IQAC Coordinator for the next cycle.**

As the last meeting of the current academic year, the chair has praised the work done under the outgoing coordinator Dr. Arti Sharma and, with the consensus of all present members Prof. Manoj Kurup has been appointed as coordinator for the next cycle.

All the agendas were proposed by Dr Arti Sharma and Seconded by Dr. Hiresh Luhar.

The meeting concluded with a Vote of Thanks proposed by Dr. Arti Sharma. minutes prepared by Dr. Arti Sharma - IQAC Coordinator.

Approved by

Sd/-

Dr. Hiresh Luhar

(Director)

VIVA Institute of Management and Research

