

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

Internal Quality Assurance Cell

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

Date:13/05/2025 **Time:** 10:30 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.
- Discussion on certification course for human resources
- Discussion on Placement status.
- Any other matter with the permission of the Chairperson.

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

The meeting commenced with the Director welcoming all members and presenting his opening remarks on various aspects of the Institute that require attention in the context of Quality Improvement. The minutes of the previous IQAC Meeting were redistributed among the members of the IQAC for confirmation, and they were unanimously agreed upon.

- **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	21/02/2025	Certification Course	A certification course on Excel & Equity and Derivatives Basic has been initiated for FYMMS students
2		Sem- III Examination	A successful completion of SYMMS Sem-III was conducted by the examination department.
3		Industrial Connect	Few guest resources from various industries conducted lectures on topics such as Personality Development and, financial literacy. “Interactive session with Dr. Nitin Kareer (Ex IAS Officer) TCS interview Guidance Session (Guest Lecture)
4		Research Program	The Research Cell successfully conducted research program on 15 th March 2025. And all the member praised the winners.
5		Faculty Development	From December 2024 to February 2025, a total of 16 FDPs were attended. 6 Days RUSA Sponsored by ' Short Term Course on E-Content Development'.

- **Agenda 4: Discussion on certification course for HR domain.**

The chair raised the necessity of a certification course for human resource students. The respective topic was also raised during the student council meeting, where President Ms Lavisha Dalal emphasized the issue of certification.

- **Agenda 5: Discussion on placement status**

The placement cell informed the chair that 65 students were placed till date, which comes to 70.65 percent. And also informed that process for placement is in continuation.

- **Agenda 6: Any other matter with the permission of the Chairperson.**

The chair raised the topic of the students who participated in Research based programs and they were praised for the performance. The list of winners as below:

Sr.No.	Name of Student	Award Category
1	Ms. Saili Patil	2 nd Prize (Vishleshan)
2	Ms. Simran Luhar	3 rd Prize (Vishleshan)
3	Mr. Yash Jain	Consolation (Vishleshan)
4	Ms. Asna Jha & Ms. Summyya Jatu	Conference Conducted by Parul University)

Asst Prof Manoj Kurup proposed all the agendas and was seconded by Dr. Hiresh Luhar.

The meeting concluded with a Vote of Thanks proposed by Asst. Prof Manoj Kurup. minutes prepared by Asst. Prof Manoj Kurup - IQAC Coordinator.

Approved by

Sd/-

Dr. Hiresh Luhar

(Director)

VIVA Institute of Management & Research

