



**-Founder-**  
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**BHARATI VIDYAPEETH'S**  
**INSTITUTE OF MANAGEMENT AND**  
**INFORMATION TECHNOLOGY**

**NBA Accredited**

(Recognised by AICTE, Affiliated to University of Mumbai)

**Vision :** Providing high quality, innovative and value-based education in information technology to build competent professionals.

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Minutes of Meeting**

The meeting of IQAC Cell for Academic Session 2020-21 was held on 30 Jan,2021 at 1:00 pm, the following members attended the meeting.

Sr. No.	Name of the Member	Designation	Quality Assurance Committee Designation
1	Dr. Suhasini Vijaykumar	Principal Bharati Vidyapeeths IMIT	Chaiperson
<b>Teaching Representative</b>			
2	Dr. Shambu Rai	Assistant Professor Bharati Vidyapeeths IMIT	Member
3	Ms. Shubhangi Mahadik	Assistant Professor Bharati Vidyapeeths IMIT	Member
<b>Management representative</b>			
4	Dr. Vilasrao Kadam	Regional Director Bharati Vidyapeeths Navi Mumbai Campus	Member
<b>Nominee from Local Society</b>			
5	Ms. Poonam Shrikant Mohite	Sales Tax officer	Member
6	Mr. Amol Ghatage	Senior administrative officer	Senior administrative officer
<b>Nominee from Students</b>			
7	Swapnil Sakhare	Bharati Vidyapeeths IMIT	Member
<b>Nominee from Alumni</b>			
8	Mr. Deepak Prakash	Senior Solution Architect, Renewable Energy Solutions	Member
<b>Nominee from Employers/Industrialists/Stakeholders</b>			
9	Mr. Vijay Jadhav	Solution Architect/Delivery Manager, NCR Voyix	Member
10	Mr. Devendra Pimputkar	CEO, Techfor Global Pvt. Ltd.	Member
11	Dr. Pratibha Deshmukh	Assistant Professor Bharati Vidyapeeths IMIT	IQAC Coordinator

The meeting started with a welcome note by Principal Dr. Suhasini Vijaykumar, she welcomed the members and called the meeting to order the proceeding.

It followed by a review presentation made by Dr. Pratibha Deshmukh, Coordinator of IQAC. The following points were discussed in the meeting:

- **Agenda 1: Review of Previous Meeting** held on 18 July, 2020, IQAC Coordinator read minutes of last meetings and action items were assessed for completion.
- **Agenda 2: Review of Academic Result and Action plan for improvement.**
- A review of previous Academic years results was taken. It is discussed that for a few subjects, there is a need to improve the results. In view of Covid-19 pandemic situation, the institute has to adapt online teaching-learning methodologies. Various initiatives such as recorded video lectures, additional teaching materials, e-books, etc. were taken by staff for conducting teaching-learning processes through online mode. However, for the next semester, it is decided to continue the online teaching-learning activities along with regular teaching activities as per the guidelines of University.
- **Agenda 3: Resources and Infrastructure requirement for FC center.**  
To discussed the necessary resources and infrastructure for establishing a Fulfillment Center (FC). a list of staff requirement prepared. Lab 1 with Covid 19 protocol resources are allocated.
- **Agenda 4: Timetable for Online Lectures.**
  - Discussed and taken Overview of the existing online timetable structure.
  - Discussed Attendance and participation statistics.
  - Planed for Feedback from students and faculty.
  - Activity planed for Student engagement: Maintaining attention and participation MCQ planned.
  - Time slots: Adjusting duration and frequency of classes.
  - Breaks: Incorporating sufficient breaks between classes to reduce screen fatigue.
  - Flexibility: Offering recorded sessions for asynchronous learning.
- **Agenda 5: Activities Carried out in A.Y.2020-21 by Department.**

#### **Discussed Different activities like**

- Academic Activities: Online classes, webinars, workshops, and guest lectures.
- Research Activities: Research projects, publications, and conferences.
- Extracurricular Activities: Student competitions, and events.
- Community Engagement: Outreach programs and social initiatives



Chairman