Minutes of the 01st meeting of the Governing Body

The 01st meeting of the Governing Body of VIVA Institute of Technology, Virar was held on **Tuesday, 16th of June 2026 at 12.00 noon.**

Governing Body Members:

Sr.No.	Name	Designation	Position
01	Shri. Hitendra V. Thakur	President of Trust	Chairman
02	Ms. Aparna P. Thakur	Secretary of Trust	Invitee
03	Shri. Shikhar Thakur	Treasurer of Trust	Member
04	Shri. Rohil J. Thakur	Trustee	Member
05	Shri. Sanjeev Patil	Member	Member
06	Shri. Sanjay Pingulkar	Member	Member
07	Shri. V. S. Patil	Member	Invitee
08	Shri. Shrinivas Padhye	Member	Invitee
09	Shri. K.P.N. Kutty	Member	Invitee
10	Dr. Archana Ingle	Head of Dept. of EXTC	Member
11	Dr. Karishma Raut	Head of Dept. of CSE (AIML)	Member
12	Mrs. Falguni Purav	Accountant	Member
13	Mr. C.A. Anto	Industry	Member
14	Nominee of state Govt.	Govt. of Maharashtra	Member
15	Dr. Hari Vasudevan	Principal, Dwarkadas J. Sanghvi college of Engineering, Mumbai	Member
16	Dr. Arun Kumar	Principal	Member Secretary

The member secretary and principal, Dr. Arun Kumar extended a warm welcome to all the Members of Governing Body and stated that the Quorum for the meeting is adequate. Then with the consent of the Chairman, the meeting was commenced. Principal then explained the formation of the Governing Body, introduced the members and briefed about the conferment of Autonomous status on VIVA Institute of Technology by UGC and the University of Mumbai. He also elaborated on the detailed planning to implement the autonomy guidelines successfully in the institute. He further highlighted the Agenda of the Meeting for discussion and appropriate approvals.

Agenda:

1. Guidance for fulfilling the objectives of autonomous college.
2. Institute scholarships, studentship, medals and certificates.
3. Recruitment of faculty members.
4. Approval of annual budget.
5. Nomination of the members by the Governing Body on the Finance Committee & Academic Council of the institute.
6. Any other matter with the permission of chair.

Discussion was made on all the points as specified in agenda. Details are as under.

Agenda 1: Guidance for Fulfilling the Objectives of an Autonomous College.

The Governing Body members emphasized that all academic, administrative, and examination processes under autonomy should be implemented in accordance with the provisions of the Government Resolution (GR) 2023 issued by the Government of Maharashtra and the guidelines (issued in 2023) of the University Grants Commission (UGC).

The proposed amendments to the Institute's Vision and Mission statements were reviewed and approved by the Governing Body. The members further recommended forwarding the revised Vision and Mission statements to the parent body / Trust for final consideration and approval.

Agenda 2: Institute Scholarships, Freeships, Medals and Certificates.

The Governing Body resolved that a student shall be eligible to avail only one benefit from among the available scholarship and freeship schemes. It was further suggested by Shri. Sanjeev Patil that the scholarship and freeship policy may be revised to specify a maximum financial limit, with provisions for considering exceptional cases on a case-to-case basis.

The members approved the inclusion of a management representative nominated by the Trust as a member of the Freeship Committee. It was suggested that the annual institutional budget shall earmark a dedicated allocation for scholarships and freeships from the total fee collection.

It was also suggested that the Earn and Learn Scheme may be implemented during vacation periods and may incorporate internship opportunities to enhance students' employability and practical exposure. It was decided that the Book Bank Scheme shall remain accessible to all eligible students.

Financial assistance for participation in academic, technical, co-curricular, and extracurricular activities shall be provided subject to the recommendations and approval of the designated sub-committee, with priority given to participation in reputed competitions.

Agenda 3: Recruitment of Faculty.

The Governing Body resolved that the recruitment of faculty members shall be carried out strictly in accordance with the prevailing norms and guidelines prescribed by the All India

Council for Technical Education, the University Grants Commission and the University of Mumbai.

Agenda 4: Approval of Annual Budget.

The Governing Body reviewed and approved the annual budget, including provisions for scholarships, student support schemes, and activities aligned with the objectives of institutional autonomy.

Agenda 5: Nominee of the governing body for the finance committee & Academic Council.

The following members were proposed by the principal and accepted by the Governing Body unanimously.

Sr. No.	Name	Position / Category
	Academic Council	
1	Dr. Vijay N. Gohokar, Former Principal, MMCOE, Pune	Member
2	Dr. Usha Anantkumar, Professor, IIT Bombay	Member
3	Dr. Uday Ashwalekar, Professor & HoD, VCET, Vasai.	Member
4	Mr. Gaurav Purandare, Senior Manager, Cloud Operations Contentstack India Pvt. Ltd.	Member
5	Ms. Aparna Thakur- Industry	Member
6	Shri. Sanjeev Patil- Engineering	Member
7	Shri. V.S. Patil- Administration	Member
8	Shri. Sanjay Pingulkar-Industry	Member
9	Shri. S. N. Padhye- Commerce	Member
10	Shri. K.P.N.Kutty-Education	Member
	Finance Committee	
1	Ms. Aparna P. Thakur- Secretary of Trust	Member

Agenda 6: Any Other Matter with the Permission of the Chair.

The Academic and Examination Rule Book for the Academic Year 2026–27 pertaining to the Bachelor of Engineering and Master of Engineering programmes were reviewed and accepted by the Governing Body.

The members recommended presenting the Rule Book before the respective Boards of Studies of all departments for further suggestions and recommendations prior to final implementation.

A recommendation made by Dr. Hari Vasudevan, V. C. Nominee regarding the change in degree nomenclature from Bachelor of Engineering (B.E.) to Bachelor of Technology (B.Tech.) and from Master of Engineering (M.E.) to Master of Technology (M.Tech.) was discussed. The proposal shall remain under consideration and will be subjected to the approval of relevant stakeholders and statutory authorities.

It was also suggested by Dr. Hari Vasudevan that appropriate modifications in exam guidelines be framed as exam policy and displayed on the college website in the form of “Exam Manual”. The principal mentioned that the same is already done and will be displayed accordingly.

The meeting ended with a vote of thanks by the principal.