

PIMPRI CHINCHWAD EDUCATION TRUST'S  
**S. B. PATIL INSTITUTE OF MANAGEMENT**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MINUTES OF THE MEETING**

**Date: 18<sup>th</sup> August 2021**

The meeting was held on **18<sup>th</sup> August 2021** at 03.00 pm. Following are the minutes of meeting.

Agenda:

1. To read and approve the minutes of last meeting held on 2nd June 2021
2. To review and plan the curriculum teaching, learning and evaluation activities.
3. To review and plan the activities for research, consultancy & ISR.
4. To review and plan the proposed development/maintenance work for Infrastructure
5. To review and identify the avenues of student progression
6. To review and plan the activities to promote faculty development and support.
7. To review and plan the co-curricular and extracurricular events.
8. To overview the NAAC AQAR & NBA status.
9. Any other point with the permission of the chair

Minutes:

Sr No	Decisive Factor	Details
1		IQAC coordinator Dr. Swapnali Kulkarni commenced the meeting by welcoming Mr. Ramakant Salunkhe, OS and Ms. Ashwini Suresh, Student Representative the new members and the other members to IQAC meeting. She read minutes of last meeting. Everyone approved the minutes of last meeting.
2	Teaching Learning and Evaluation	<ol style="list-style-type: none"><li>1. Dr. Anishkumar Karia, HOD, Academics updated that the syllabus of MBA II SEM IV was completed in the month of July, 2021, well before the commencement of the exams. He also said that MBA II SEM IV 2019 Pattern University Exam started from 11<sup>th</sup> August 2021. He also said that SPPU Backlog Viva voce is scheduled between 23<sup>rd</sup> and 28<sup>th</sup> August 2021.</li><li>2. Dr. Karia informed that the syllabus of MBA I SEM II is almost complete and the Internal Exam for the same is scheduled from 20<sup>th</sup> to 28<sup>th</sup> August 2021.</li><li>3. Dr. Anuradha Phadnis said that online HR Certification Course was conducted from 19<sup>th</sup> July to 25<sup>th</sup> July 2021 for 53 hours wherein 11 students successfully completed the certification. She also said that 9 students completed the online Digital Marketing Certification course which was conducted between 10<sup>th</sup> July and 16<sup>th</sup> August 2021 for 50 hours.</li><li>4. Dr. Anishkumar Karia updated that guidance Sessions for Major + Minor combination and Summer Internship Project for 2020-22 Batch students is scheduled on 30<sup>th</sup> and 31<sup>st</sup> August 2021</li></ol>



		<p>respectively.</p> <p>5. Dr. Kirti Dharwadkar said that the Institute always strives to develop the Institute capability and resources, under which the faculty members are suggested to select choice of cross domain to develop the course and deliver. She further said that it is proposed that the Institute would start YouTube channel wherein minimum 5 videos of 10 to 15 min each for Sem I generic courses would be uploaded.</p> <p>6. Dr. Kirti informed that feedback on teaching learning for Sem II and IV was conducted which is communicated to the faculty members.</p>
3	Research, Consultancy and ISR	<p>1. Dr. Bhushan Pardeshi, HOD Research updated that the Research centre has declared the vacancy for Ph.D. Admission 2021. He continued saying that three Ph.D. Guides are newly associated with the research centre as an Associated Research Guide and two in house faculty members have submitted their Ph.D. Guide Application to SPPU for recognition.</p> <p>2. Dr. Pardeshi said that the Research Centre has called for Cases in Management for its upcoming edited book.</p> <p>3. Dr. Bhushan said that the Research centre has designed "Research Vision 2025" and started the implementation to promote the research and achieve the next level in excellence. The research centre has suggested the faculty members to come up with a major or minor research projects to be submitted to various different funding agencies. He further said that the research centre is also suggesting the teaching and non teaching staff to undertake value addition activity to enhance the research skill sets.</p> <p>4. Dr. Anuradha mentioned that under the Consultancy &amp; Training three training programmes are in discussion with the Companies and will be finalized shortly.</p> <p>5. Dr. Kajal updated that five social initiatives have been undertaken considering the pandemic norms.</p> <p>6. Dr. Bhushan said that SIP related activities were included in the scope of research centre but SIP is compulsory activity for the MBA degree hence becomes part of regular academic activity. He further proposed to amend the scope of research centre SIP activities to be included under Academics.</p>
4	Infrastructure	<p>1. Mr. Ramakant Salunkhe, OS said that new ERP system "Eduplus" is implemented from the current academic year 2021-22. He further said that the ERP can be accessed by approximately 500 users including students and staff and the total expenses for the same is Rs.118000 including GST.</p> <p>2. Mr. Salunkhe informed that the Institute has signed a MOU with TCS and as per the conditions of MOU the infrastructure of the Institute would be shared by TCS for conduction of online examinations.</p>



		<p>3. Dr. Kirti updated that the Institute would provide infrastructure to conduct Medical online Examination for MD / MS which is scheduled from 24th August 2021 to 27th August 2021 during 2.00 p.m. to 5.00 p.m. where approximately 90 students per batch would appear for the exam.</p> <p>4. Mr. Ramakant told that the Institute is planning to go for the renovation of Seminar Hall, Conference Table, Storage at Conference Room which would include Interior Work, Electrical Work, Modular Furniture, Fecade Treatment etc. amounting to Rs.18.37 lakh.</p>
5	Student Progression	<p>1. Dr. Kajal Maheshwari informed about the AON Cocubes Assessment which provides employability related insights and job opportunities to students all over India across different job roles was conducted for MBA-I Year on 7th August 2021. She further said that 129 students appeared for this test. She also said that Ethnus Employability Skills MBA Training Program is scheduled from 19th August 2021 for MBA-I Year students to enhance employability skills.</p> <p>2. Dr. Amarish Padma updated that for providing holistic development of the students SBPIM conducts Mentorship program activity. The various activities conducted for MBA – I were SWOT analysis, Sector analysis, E-poster and Business plan.</p> <p>3. Dr. Swapnali Kulkarni informed that the Institute conducts Gender Equity Series specially designed for girl students under which various sessions are conducted. She continued that this year the Institute decided to conduct some sessions for boy students titled as “Life Management skill series” wherein three sessions were conducted which were very much appreciated.</p> <p>4. Dr. Amarish Padma updated that two days infotainment event was conducted on the occasion of INTERNATIONAL YOGA DAY for MBA-I &amp; II year students on 21<sup>st</sup> and 22<sup>nd</sup> June 2021. He further said that considering the pandemic situation immunity boosting program for students were conducted in association with SPPU and Art of Living from 1<sup>st</sup> to 3<sup>rd</sup> July 2021.</p> <p>5. Dr. Kajal said that Rrotract club of SBPIM has conducted 6 activities for students on Social, Leadership and environmental concern. She also informed that a full day CII Youth conclave was conducted on 12<sup>th</sup> August 2021 where in 132 students enrolled. She further said that nine Guest sessions in association with CII YOUNG INDIANS YUVA were conducted.</p> <p>6. Dr. Amarish informed that as per the directives received from DTE Student Electoral Literacy club is formed and the activities are planned as per the directives. He also said that as like every year the Institute is planning for outgoing Student</p>



		<p>award ceremony after the final results during the Induction program of 2021-23 batch.</p> <p>7. Dr. Kirti said that it is a proud moment for the Institute as Mr. Shivprasad Jadhav and Miss Amruta Chavan won 3rd Prize in Standup Comedy and Business Plan respectively at Ashoka Business School National Level competition where as Ms. Gauri Sasturkar and Ms. Akanksha Raipatrewar won as Budding Chef winner and received cash prize of Rs. 2000 organized by CII Yuva in association with CommEat and Ms. Gauri Sasturkar won 1st prize and recieved gift hamper in Brerwhouse master organized by CII Yuva in association with CommEat.</p>
6	Governance	<p>1. Mr. Ramakant Salunkhe informed that many of the teaching and non teaching staff members have completed the Covid – 19 vaccines.</p> <p>2. Dr. Kirti updated that since PCCOE – MBA went for closure; hence three faculty members were transferred to the Institute.</p> <p>3. Dr. Anuradha said that an activity was conducted for the staff members of the Institute titled “Rejuvenation Activity” on 12<sup>th</sup> August 2021.</p> <p>4. Dr. Kirti informed that it a matter of great pride that Prof Rishikesh Kumar is appointed as a member of the Advisory Cell, MCED and Dr. Anuradha Phadnis appointed as HR Advisor and Consultant at Prime Marketing, Goa.</p>
7	Events conducted	<p>1. Dr. Anuradha updated about the events conducted at the Institute which included cultural and games event titled "Enthusia 2021". She continued saying that Convergence - Alumni Meet was organized on virtual platform on 26 June 2021 and around 150 alumni attended the meet.</p> <p>2. Dr. Kajal informed that Guest session on NSE &amp; BSE: operations and Share Market was arranged on 3rd July 2021 for MBA I and II year students and also a Guest session on "How to optimise LinkedIn for getting internship and Jobs" by Shiva Dudugama and "Supply Chain Management" by Subodh Dhende was scheduled on 15<sup>th</sup> July 2021 and 10th July 2021 respectively and " Successful Plans for Startup" and "Production Planning and Control" by Sarang Dani for MBA I Sem 2.</p> <p>2. Dr. Anishkumar Karia said that SBPIM initiated Club activities for HR, Marketing and Finance from this semester, wherein for inauguration, sessions were delivered by alumni and ice breaking activities were organized on 10th July 2021. There after various sessions were conducted under the clubs like for HR Club: Guest session on CS &amp; its impact in HR &amp; resourcing were conducted whereas under Finance Club: Guest session, certification 4 modules were completed, youtube</p>



		channel was initiated and quiz was conducted and under Marketing Club two events were conducted namely Marketing in budget and Plan your market for MBA I Sem 2 students. 3. Dr. Kirti informed that a Seminar on NEP 2020 was organised on 10th August 2021, where Management students of neighboring institutes were also invited.
8	Accreditation	1. Dr. Swapnali Kulkarni informed that the Institute successfully submitted AQAR 2019 – 20. 2. Dr. Kirti mentioned that due to the Covid situation there is no communication from NBA about the assessment visit.
9	Any other point	1. Dr. Kirti informed that faculty members participated and won in Indradhanu – 2021 cultural events conducted by the PCET on 3 <sup>rd</sup> July 2021. 2. She also informed that the Institute conducted CET career guidance session for the aspiring students. 3. Dr. Abhijit Shah suggested that due to the present pandemic situation students should be made ready for the liberalization and globalization as the new managers would face various challenges post covid challenges. He also said that the new normal would change every six months and hence the students should be equipped for the same. 4. Dr Kirti Dharwadkar suggested to conduct career guidance session to choose major + minor combination for MBA I and also conduct a FDP in academic leadership 5. Dr. Kirti Dharwadkar informed that we need to take follow up for NBA process. She also highlighted to take feedback from students for curriculum delivery. 6. It was also decided to conduct career guidance session for MBA aspirants.
10	Meeting ended with Dr. Kirti Dharwadkar thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Swapnali Kulkarni.	

  
**Dr. Kirti Dharwadkar**  
 Director, SBPIM





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**Action Taken Report**

On the decisions taken of the IQAC meeting held on **18<sup>th</sup> August 2021**

To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken

Sr. No.	Decision	Action Taken
1.	Certification Courses	Online HR and Digital Marketing Certification Courses were conducted.
2.	Research Vision 2025	Research centre has designed "Research Vision 2025" and started the implementation to promote the research and achieve the next level in excellence.
3.	Enhancement in Employability skills	AON Cocubes Assessment which provides employability related insights and job opportunities to students all over India across different job roles was conducted for MBA-I Year. Ethnus Employability Skills MBA Training Program is scheduled to enhance employability skills. Alumni Meet 'Convergence' was organized on 26/06/2021
4.	Faculty Achievements	Dr. Kirti informed that it a matter of great pride that Prof Rishikesh Kumar is appointed as a member of the Advisory Cell, MCED and Dr. Anuradha Phadnis appointed as HR Advisor and Consultant at Prime Marketing, Goa.
5.	Feedback System	Curriculum Feedback was conducted and the result was communicated to respective faculty.
6.	Infrastructure Development	New ERP 'Eduplus' is implemented

This report is to be presented in the next IQAC meeting for its approval and feedback.

Sign



**Dr. Kirti Dharwadkar**  
Director, SBPIM

