



PIMPRI CHINCHWAD EDUCATION TRUST'S  
**S. B. PATIL INSTITUTE OF MANAGEMENT**  
(Approved by AICTE & Permanently Affiliated to Savitribai Phule Pune University)  
(NBA Accredited and NAAC Accredited)  
Sector No. 26, Pradhikaran, Nigdi, Pune - 411 044.  
Phone: 020-27656900 / 87960 76060 / 78875 70600



Ref. No. – SBPIM/2024-25/IQAC/125

Date: December 6, 2024

## CIRCULAR

### **IQAC Meeting**

This is to inform all the committee members that the committee meeting is scheduled on **December 20<sup>th</sup>, 2024** at Conference Room, SBPIM at 3.00 pm

#### **Agenda of the Meeting is as follows:**

1. To read and confirm the minutes of last meeting.
2. To prepare and update NBA Core Committee and NBA Criteria-wise Committee
3. To update the Status of AQAR 2023-24.
4. To plan Academics for Semester – II/IV.
5. To update the status of application to Autonomous.
6. To overview on External Examination Oct/Nov/Dec 2024 by SPPU.
7. To discuss and overview of Summer Internship Program (SIP).
8. To plan for infrastructure development and interior decoration.
9. To plan the various events for the year and this quarter.
10. To plan and discuss FDP, Workshop and Seminar for Faculty and Staff Development.
11. To plan and guide faculty to enhance their research acumen and publish their research work.
12. Any other points to be discussed with the permission of the chair.

Kindly attend the meeting on the date and time specified above.

Dr. Amarish Padma  
IQAC- Coordinator



Dr. Kirti Dharwadkar  
Director

Copy To:

1. IQAC Members



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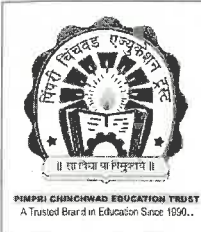


**Circulated to IQAC Members**

**IQAC Meeting**

**Date: December 06, 2024**

Sr. No	Name	Role	Sign
1	Dr. Kirti Dharwadkar	Chairman	
2	Dr. Girish Desai	Management Representative	
3	Dr. Roopali Kudare	Head of Department (Academics)	
4	Dr. Bhushan Pardeshi	Head of Department (Research)	
5	Dr. Amarish Padma	Co-ordinator	
6	Dr. Pranita Burbure	Teaching Representative	
7	Dr. Anishkumar Karia	Teaching Representative	
8	Dr. Kajal Maheshwari	Teaching Representative	
9	Dr. Sanjay Gaikwad	Teaching Representative	
10	Mr. Ashim Pathak	Training and Placement Officer	
11	Mr. Ramakant Salunke	Non-teaching Representative	
12	Mr. Ravi Misal	Local Society Representative	
13	Mr. Onkar Phadtare	Alumni Representative	
14	Ms. Preeti Sakhare	Industry Representative	
15	Ms. Raksanda Kueghadkar	Student Representative	
16	Mr. Milind Deore	Student Representative	
17			
18			



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## MINUTES OF THE MEETING – IQAC

**Meeting No. 2**

**Day - Friday**

**Date - 20/12/2024**

IQAC meeting was organized on **20<sup>th</sup> December 2024** in Conference Room, SBPIM at 3.00 pm and discussed the agenda points under the Chairmanship of Dr. Kirti Dharwadkar, Director, SBPIM.

IQAC coordinator Dr. Amarish Padma commenced the meeting by welcoming all members to IQAC meeting and discussed the following points.

**Following are the minutes of meeting:**

**1. To read and confirm the minutes of last meeting**

Dr. Amarish Padma welcomed all the members of the IQAC present for the meeting. He read the minutes of the last meeting conducted on 3<sup>rd</sup> July 2024. They were approved and confirmed. Dr. Amarish Padma welcomed the MBA students new appointed in IQAC.

**2. To prepare and update NBA Core Committee and NBA Criteria-wise Committee**

Dr. Amarish Padma informed that NBA accreditation is valid up to June 2025. The process for reaccreditation should start soon. The current structure of the NBA Core Committee and Criteria-wise Committees was reviewed. Based on expertise and experience of faculty members it was decided to allocate NBA criteria and also form the core committee for NBA.

**3. To update the Status of AQAR 2023-24.**

Dr. Amarish Padma informed that AQAR 2023-24 has to be submitted on the NAAC portal by 31/12/2024. All the criteria members are informed to keep the data ready in the templates by 28/12/2025.

**4. To plan Academics for Semester – II/IV.**

Dr. Roopali Kudare inform the details of Academics for sem II and Sem IV. Sem I and Sem III examinations will conclude by January 3 & January 6 respectively and the Sem II & IV will commence from January 13, 2025. Industrial tour is planned for MBA students to visit Bangaluru and Mysuru for one week scheduled from January 27, 2025. Course



preference for Sem II & IV is floated and course allocation will be done by 28/12/2024. Institute Academic Calendar for Term II will be displayed in once University declares the Academic calendar. Certification in Lean Six Sigma Green Belt and HR Generalist for MBA II is completed and Certification in MS office automation, Financial Modeling is scheduled in January 2025

As per the new syllabus MBA I Sem II students have courses of Desk Research and Field Project These projects are specialization specific so guides will be allotted as per the specialization. An Orientation programme for faculty is planned for Desk Research and Field Project.

**5. To update the status of application to Autonomous.**

Dr. Roopali Kudare Informed that Autonomy application is submitted on October 26, 2024 and the Documents are submitted at SPPU Nov. 23, 2024. Core committee for Autonomous process is formed and BoS for various specialization is formed and preliminary meetings are conducted by BoS.

**6. To overview on External Examination Oct/Nov/Dec 2024 by SPPU.**

Dr. Kajal Maheshwari informed that Oct/Nov/Dec 2024 - 2019 - Revised, I to IV started from - 25-11-2024 and end by 06-01-2024, 2024 Pattern- MBA-1, will start from 24-12-2024 and end by 03-01-2024. SIP Viva Voce is scheduled from Jan. 10, 2025 to Jan. 20, 2025.

**7. To discuss and overview of Summer Internship Program (SIP)**

Dr. Anishkumar Karia informed that the students have completed that projects and submitted the hard bound black book. Internal viva voce has been conducted and the External SPPU viva voce will be scheduled after the theory papers. The tentative schedule for SIP Viva Voce from Jan. 10, 2025 to Jan. 20, 2025.

**8. To plan for infrastructure development and interior decoration.**

Mr. Ramakant Salunke informed that Institute has purchased DrillBit Plagiarism Detection software worth of Rs.70800/-. Institute has raised purchase order for books worth of Rs.192000/-. For the A. Y. 2024-25. To increase the infrastructure, PCET has started construction work of 5th floor. Further Repair and Maintenance work for this year is planned.

**9. To plan the various events for the year and this quarter.**

Dr. Pranita Burbure informed that term II of A. Y. 2024-25 has been planned with various events and activities. The activities like Makar Sankranti Celebration (Traditional Day dress code) Rangoli & Mehndi Competition is scheduled on 14/01/2025. The activity Stage of Integrity: Values & Morals skit Competition 24/01/2025 (12 to 5 pm). Cultural, sports and other events like Shivjayanti, Zing 2025, and Business fun fair are planned. MBA II farewell is also planned in the month of April 2025. Summing up we have scheduled an Annual Prize Distribution.



**10. To plan and discuss FDP, Workshop and Seminar for Faculty and Staff Development.**

Dr. Bhushan Pardeshi informed that SBPIM Research center The Research Centre Conducted Ph.D. Coursework Part II and the Ph.D. Coursework Part III is started from 30th November 2024 to 18th January 2025. He also informed that the SPPU have organized Research Supervisor and Research Head and Coordinator Workshop. 2 Ph.D. Students have submitted their Ph.D. Thesis recently till date. 6 Students have transferred from other Research Centre to SBPIM Research Centre. The Research Centre is proposing to conduct the Finance Conclave on 8th February 2025, International or National Conference on 21<sup>st</sup> and 22<sup>nd</sup> March 2025 and Ph.D. Induction Program and Research Methodology Coursework for the New Ph.D. students.

A FDP is planned for all the faculty on 'How to guide the Students research'.

**11. To plan and guide faculty to enhance their research acumen and publish their research work.**

Dr. Bhushan Pardeshi informed the faculty to do research work. An FDP is scheduled in Research Methodology. He also informed all the faculty to publish research papers in reputed journals.

Ms. Priti Sakhare Industry expert member of IQAC appreciated the efforts of all the members of IQAC. She motivated the student's representative

Dr. Kirti Dharwadkar encouraged all the members to carry forward with the good work and get ready to go ahead for reaccreditation with NBA and autonomy process.

The meeting concluded with vote of thanks.

Prepared by:



**Dr. Amarish Padma**  
IQAC Coordinator



**Dr. Kirti Dharwadkar**  
Director, SBPIM



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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### ACTION TAKEN REPORT

On the decisions taken of the IQAC meeting held on 20<sup>th</sup> December 2024

Sr. No.	Decision	Action Taken
1.	NBA Accreditation	The application process for NBA 2nd Cycle is underway, with the pre-qualifier submission scheduled for completion by the second week of April 2025. Preparation of the Self-Assessment Report (SAR) and compilation of necessary documentation are currently in progress.
2.	Submission of AQAR 2023-24	AQAR 2023-24 was submitted on NAAC portal on January 15, 2025.
3	Industrial Visit to Bengaluru	<ul style="list-style-type: none"><li>A six-day industrial visit to Bengaluru was successfully conducted from January 27 to February 1, 2025, with participation from 44 MBA students.</li><li>The visit included academic and industry interactions at premier institutions such as IIM Bangalore, ISRO, Karnataka Milk Federation (KMF), Trinity ADT, and Aditya Birla's Grasim Industries. Students gained practical insights into space technology, automation, the dairy sector, and corporate leadership through site visits and an exclusive session with Mr. Sadanand Gupta, CEO, Grasim Industries.</li></ul>
4	Planning and Execution of Events	Following events were planned and executed: - <ul style="list-style-type: none"><li>Mehendi Competition Conducted on 13-Jan-2025</li><li>IGNITE 2025- Intra-Collegiate Indoor Sports Held on 10-11 Feb 2025</li><li>Makar Sankranti &amp; Kite-Making Competition Celebrated on 14-Jan-2025</li><li>Valentine's Day Events Conducted on 14-Feb-2025</li><li>Stage of Integrity-Group Skit Competition Held on 14-Feb-2025</li><li>Shiv Jayanti Celebration Successfully Conducted on 20-Feb-2025</li><li>YUVOTSAV 2025 Conducted on 27 Feb to 1 Mar 2025</li><li>Ranangan &amp; Ignite Sports Week Organized from 11-13 Mar 2025</li><li>ZING 2024-25 Cultural Fest Celebrated on 8, 20-22 Mar 2025</li><li>Annual Prize Distribution Ceremony Held on 22-Mar-2025</li></ul>

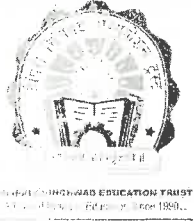
Prepared by:

Dr. Amarish Padma  
IQAC Coordinator, SBPIM



Approved by:

Dr. Kirti Dharwadkar  
Director, SBPIM



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## ATTENDANCE SHEET

### IQAC Meeting

Meeting No. 2

Day - Friday

Date - 20/12/2024

Sr. No	Name	Role	Sign
1	Dr. Kirti Dharwadkar	Chairman	
2	Dr. Girish Desai	Management Representative	
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