

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

NOTICE

Date: 19th July 2019


Agenda for Meeting

This is to inform all the committee members that the committee meeting is scheduled on 23rd July 2019 at Conference Room at 10.00 am.






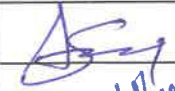

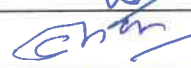

The agenda for the same is as under:

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other relevant point / topic with the permission of the chairperson.

Sign


Dr. Daniel Penkar
Director















<u>INTERNAL QUALITY ASSURANCE CELL (IQAC)</u>			
Sr. No.	Name of the Member	Role	Signature
✓ 1	Dr. Daniel Penkar	Director	
2	Dr. Girish Desai	Management Representative	
✓ 3	Dr. Kirti Dharwadkar	Head, Academics	
✓ 4	Dr Swapnali Kulkarni	Teaching Representative and Co-ordinator	
✓ 5	Dr. Kajal Maheshwari	Teaching Representative	
X 6	Dr. Anuradha Phadnis	Teaching Representative	
✓ 7	Mr. Anishkumar Karia	Teaching Representative	
✓ 8	Mr Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

Date: 23rd July 2019

Attendance for Meeting

<u>INTERNAL QUALITY ASSURANCE CELL (IQAC)</u>			
Sr. No.	Name of the Member	Role	Signature
✓1	Dr. Daniel Penkar	Director	
2	Dr. Girish Desai	Management Representative	
✓3	Dr. Kirti Dharwadkar	Head, Academics	
✓4	Dr. Swapnali Kulkarni	Teaching Representative and Co-ordinator	
✓5	Dr. Kajal Maheshwari	Teaching Representative	
✓6	Dr. Anuradha Phadnis	Teaching Representative	
✓7	Mr. Anishkumar Karia	Teaching Representative	
✓8	Mr Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

PIMPRI CHINCHWAD EDUCATION TRUST'S
S. B. PATIL INSTITUTE OF MANAGEMENT

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE MEETING

Date: 23rd July 2019

The Meeting was held on **23rd July 2019** at 10.00 am in Conference Room. Following are the minutes of the meeting.

Agenda:

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of complaints received.
4. Any other relevant point / topic with the permission of the chairperson.

Minutes:

Sr No	Decisive Factor	Details
1		Hon. Director welcomed the committee members and specially the newly joined members. Everybody approved the minutes of last meeting.
2	Teaching Learning and Evaluation	<ol style="list-style-type: none">1. Dr. Kirti Dharwadkar, Head Academics informed that subject allocation is done and the faculty members have already received the mail in the month of April.2. She informed that the MBA II year will commence from 29th July 2019, and informed about the delay in MBA admission and hence the commencement of MBA I will depend on the DTE decision.3. She mentioned that faculty members attended various FDPs on Outcome based Education for revised syllabus of Academic Year 2019 – 20 of MBA organized by SPPU.4. Dr. Anuradha Phadnis informed about the one day FDP on OBE for HRM and OB conducted at S. B. Patil Institute of Management in collaboration with SPPU on 3rd July 2019.5. S. B. Patil Institute of Management witnessed eminent personalities from the field of Academics at recently organized "Fourth Round Table Discussion of Academic Leaders" in Collaboration with Centre for Education Growth and Research, New Delhi on 15th June 2019 was shared by Dr. Daniel Penkar.6. Mr. Anishkumar Karia shared that Curriculum feedback is collected from students, faculty members, parents, alumni and employers for the Academic Year 2018 – 19.
3	Research, Consultancy and CSR	<ol style="list-style-type: none">1. Dr. Kirti informed that 5 – 6 PhD viva are lined up in the coming months, out of which 3 – 4 faculty members are from SBPIM.

		<ol style="list-style-type: none"> 2. Dr. Kirti also said that a demonstration of CMIE services, which offers database & research services was presented on 18th June 2019. 3. Dr. Penkar appreciated the efforts taken by the faculty members for the consultancy given in various organizations. He said that Mr. Shyam Shelke for his active role in providing consultancy.
4	Infrastructure	<ol style="list-style-type: none"> 1. Mr. Ohol shared that Library Committee will order the books as per the updated syllabus of 2019 in coming days.
5	Student Progression	<ol style="list-style-type: none"> 1. Mr. Anishkumar Karia informed that students are placed at various reputed organizations for SIP. The students will be completing their projects by the end of this month. The Internal Viva for the same will be scheduled. 2. Dr. Kajal shared that we are planning for value added Certification courses for MBA II students, which will tentatively commence from September.
6	Governance	<ol style="list-style-type: none"> 1. Dr. Penkar shared that an unfortunate incident occurred wherein one of our senior faculty member, Ms. Laxmi Jasti met with an accident and is hospitalized. Due to her serious condition she is granted leave. 2. Dr. Kirti further informed that her allotted subjects are re-allotted to other faculty members.
7	Events	<ol style="list-style-type: none"> 1. Dr. Swapnali informed that International Yoga Day was observed on 24th June 2019.
8	IQAC	<ol style="list-style-type: none"> 1. Dr. Swapnali Kulkarni shared that subject files, event files and research files were submitted to IQAC for the Academic Year 2018 – 19.
9	Meeting ended with Dr. Penkar thanking the members present for their contribution and attendance. Minutes of the meeting were taken by Dr. Anuradha Phadnis.	

Sign

Dr. Daniel Penkar
Director



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

Action Taken Report

On the decisions taken of the IQAC meeting held on 23rd July 2019

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

Sr No	Decision	Action Taken
1.	Faculty Development Program	One day FDP on OBE for HRM and OB conducted in collaboration with SPPU on 3 rd July 2019
2.	Round Table Discussion	"Fourth Round Table Discussion of Academic Leaders" in Collaboration with Centre for Education Growth and Research, New Delhi on 15 th June 2019
3.	Change in syllabus for Ac. Year 2019 - 20	Faculty members attended various FDPs on Outcome based Education for revised syllabus of Academic Year 2019 – 20 of MBA organized by SPPU
4.	Yoga Day	International Yoga Day was observed on 24 th June 2019.

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

Sign



Dr. Daniel Penkar
Director



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

NOTICE

Date: 1st October 2019

Agenda for Meeting

This is to inform all the committee members that the committee meeting is scheduled on **4th October 2019** at Conference Room at 10.30 am.

The agenda for the same is as under:

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other relevant point / topic with the permission of the chairperson.

Sign

Dr. Daniel Penkar
Director




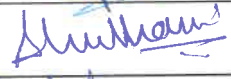

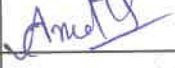




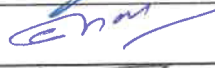



INTERNAL QUALITY ASSURANCE CELL (IQAC)			
Sr. No.	Name of the Member	Role	Signature
✓1	Dr. Daniel Penkar	Director	
2	Dr. Girish Desai	Management Representative	
X3	Dr. Kirti Dharwadkar	Head, Academics	
✓4	Dr Swapnali Kulkarni	Teaching Representative and Co-ordinator	
✓5	Dr. Kajal Maheshwari	Teaching Representative	
✓6	Dr. Anuradha Phadnis	Teaching Representative	
✓7	Mr. Anishkumar Karia	Teaching Representative	
✓8	Mr Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

Date: 4th October 2019

Attendance for Meeting

<u>INTERNAL QUALITY ASSURANCE CELL (IQAC)</u>			
Sr. No.	Name of the Member	Role	Signature
✓ 1	Dr. Daniel Penkar	Director	
2	Dr. Girish Desai	Management Representative	
✓ 3	Dr. Kirti Dharwadkar	Head, Academics	
✓ 4	Dr. Swapnali Kulkarni	Teaching Representative and Co-ordinator	
✓ 5	Dr. Kajal Maheshwari	Teaching Representative	
✓ 6	Dr. Anuradha Phadnis	Teaching Representative	
✓ 7	Dr. Anishkumar Karia	Teaching Representative	
✓ 8	Mr Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

MINUTES OF THE MEETING

Date: 4th October 2019

The Meeting was held on 4th October 2019 at 10.30 am in Conference Room. Following are the minutes of the meeting.

Agenda:

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of complaints received.
4. Any other relevant point / topic with the permission of the chairperson.

Minutes:

Sr No	Decisive Factor	Details
1		Hon. Director welcomed the committee members. Everybody approved the minutes of last meeting.
2	Teaching Learning and Evaluation	<ol style="list-style-type: none"> 1. Dr. Kirti Dharwadkar shared that MBA I started from 15th September 2019 with an Induction Program – Rhythm 2019. Earlier Rhythm was planned for 10 days but due to shortage of time it was cut short to 2 days i.e on 15th and 16th September 2019. She also informed that the MBA I teaching started from 18th September 2019. 2. Dr. Kirti informed that all faculty members have planned the CCE to be conducted for MBA I students in the Academic Year 2019 - 20. 3. Dr. Anishkumar Karia informed that the external viva dates for MBA II SIP would be probably post Diwali.
3	Research, Consultancy and CSR	<ol style="list-style-type: none"> 1. Dr. Penkar congratulated Aishwarya Gopalkrishnan, Pranita Burbure and Anishkumar Karia for completing their PhD Degree. 2. Dr. Kirti informed that 3 students of S. B. Patil Institute of Management Research Centre were declared to be awarded with PhD Degree. 3. She also informed that two softwares have been purchased for statistical analysis, which will help PhD students for their research work.
4	Infrastructure	<ol style="list-style-type: none"> 1. Mr. Ohol shared that requisition of Library Committee for purchase of books for the Academic Year 2019 – 20 of Rs. 75,000 is approved. The process for purchase of books has already started.
5	Student Progression	<ol style="list-style-type: none"> 1. Dr. Anishkumar Karia informed that SIP Internal Viva-Voce was successfully conducted on 27, 28, 30 & 31

		<p>August 2019.</p> <p>2. Dr. Kajal shared that 'GARBA' - Intra-Collegiate Cultural Event 2019 is scheduled on Monday, 7th October 2019 at PCET Auditorium. This event is organized to emphasize cultural assimilation of students at S. B. Patil Institute of Management (MBA I and II year).</p> <p>3. Dr. Kajal informed that the election for Student Council will be conducted on 19th October 2019 and the results will be declared on the same day. The felicitation and oath ceremony is scheduled on 30th October 2019.</p>
6	Governance	<p>1. Dr. Penkar informed that 5 faculty members – Dr. Kirti, Dr. Bhushan, Dr. Kajal, Dr. Aishwarya and Dr. Pranita were awarded with Prestigious awards from CEGR, New Delhi.</p> <p>2. Dr. Penkar shared due to shortage of time in completing the syllabus for MBA I, Diwali vacation will be curtailed to 3 days i.e. from 26th to 29th October 2019.</p>
7	Events	<p>1. Dr. Swapnali Kulkarni announced that Diwali Celebration from Recreational Committee is scheduled on 23rd October 2019.</p>
8	NAAC Progress	<p>1. Dr. Swapnali Kulkarni informed that as per the directives from NAAC all staff members started preparing for the first AQAR to be uploaded for the Academic Year 2018 – 19 by May 2020.</p>
9	Meeting ended with Dr. Penkar thanking the members present for their contribution and attendance. Minutes of the meeting were taken by Dr. Swapnali Kulkarni.	

Sign

Dr. Daniel Penkar
Director



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

Action Taken Report

On the decisions taken of the IQAC meeting held on 4th October 2019
To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken

Sr No	Decision	Action Taken
1.	Completion of PhD	Three faculty members completed their PhD degree
2.	Prestigious Awards	Five faculty members were awarded with Prestigious awards from CEGR, New Delhi.
3.	Student Council	Student Council Election, felicitation and the oath ceremony to be conducted.
4.	AQAR	AQAR to be submitted in May 2020.

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

Sign



Dr. Daniel Penkar
Director



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

NOTICE

Date: 22nd January 2020


Agenda for Meeting

This is to inform all the committee members that the committee meeting is scheduled on **25th January 2020** at Conference Room at 10.00 am.






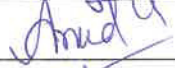




The agenda for the same is as under:

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other suggestion for the development of the students of the Institute.

Sign


Dr. C. N. Narayana
Director (I/C)

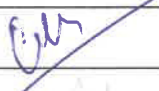


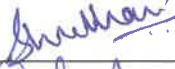

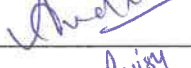






INTERNAL QUALITY ASSURANCE CELL (IQAC)			
Sr. No.	Name of the Member	Role	Signature
1	Dr. C. N. Narayana	Director (I/C)	
2	Dr. Girish Desai	Management Representative	
3	Dr. Kirti Dharwadkar	Head, Academics	
4	Dr Swapnali Kulkarni	Teaching Representative and Co-ordinator	
5	Dr. Kajal Maheshwari	Teaching Representative	
6	Dr. Anuradha Phadnis	Teaching Representative	
7	Dr. Anishkumar Karia	Teaching Representative	
8	Mr Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

Date: 25th January 2020

Attendance for Meeting

INTERNAL QUALITY ASSURANCE CELL (IQAC)			
Sr. No.	Name of the Member	Role	Signature
1	Dr. C. N. Narayana	Director (I/C)	
2	Dr. Girish Desai	Management Representative	
3	Dr. Kirti Dharwadkar	Head, Academics	
4	Dr. Swapnali Kulkarni	Teaching Representative and Co-ordinator	
5	Dr. Kajal Maheshwari	Teaching Representative	
6	Dr. Anuradha Phadnis	Teaching Representative	
7	Dr. Anishkumar Karia	Teaching Representative	
8	Mr. Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

MINUTES OF THE MEETING

Date: 28th January 2020

This is to inform all the committee members that the committee meeting is scheduled on **25th January 2020** at Conference Room at 10.00 am.

The agenda for the same is as under:

1. Approval of last minutes of meeting.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other suggestion for the development of students and Institute.

Minutes:


Sr No	Decisive Factor	Details
1		IQAC coordinator Dr.Swapnali Kulkarni commenced the meeting by welcoming new committee members and greeted to all present members. Everybody approved the minutes of last meeting.
2	Teaching Learning and Evaluation	<ol style="list-style-type: none"> 1. Dr.Kirti Dharwadkar gave brief about smooth functioning of academic activities and successful conduction CCE's of Sem I and the same to be executed in Sem II. 2. Dr.Anishkumar Karia informed that 2 specialization certifications of Finance and HR were successfully conducted for MBA Sem III students. 3. Dr.Kirti Dharwadkar shared that a new attempt is made in current semester of conducting a course i.e. HR Analytics in the form of Certification and workshop. 4. Dr.Anuradha Phadnis, proudly mentioned that SBPIM successfully hosted 2nd FDP in association with SPPU on 11th January 2020 on MBA-CBCS & GS and OBE 2019 Pattern, with internal faculty members as resource persons. She also mentioned that Dr.Kajal Maheshwari and Dr. Anuradha Phadnis were invited as resource persons for FDP at SIOM on 6th January 2019. 5. Mr.Abhijeet Shah shared that their company Bharat Forge has organized 3 days FDP program at their company premise for faculty members of Engineering field. In line with this, Dr.C.N.Narayana suggested to organize 1 or ½ day FDP for Management faculty members, especially for HR faculty members for PMS process at their company premise. 6. Dr. Kajal Maheshwari requested to Mr. Abhijeet Shah for

		<p>Industry Visit at Bharat Forge, which was positively reciprocated by him.</p> <ol style="list-style-type: none"> 7. Dr.Anuradha Phadnis mentioned advancement in conduction of curricular activities, like innovative methods in implementing course by faculty members is made. 8. Ms.Tanuja Inamdar, student representative shared her opinion to organize events which will make students industry ready.
3	Research, Consultancy and CSR	<ol style="list-style-type: none"> 1. Dr. Swapnali Kulkarni shared the details of the session organized for girls and women staff on Awareness of Cervical Cancer and Save Girl Child. 2. Dr.Anishkumar Karia informed that a workshop on Prowess was organized for all faculty members. 3. Dr.Kirti Dharwadkar also mentioned how this Prowess Software will be a helpful tool for SIP and Dissertations. 4. Dr. Kirti Dharwadkar proudly mentioned that our 4 faculty members have published and presented research papers in IIT Roorkee, IIM Rohtak and IIM Ahmedabad. 5. Dr.Anishkumar Karia informed that few of our faculty members have registered for Swayam courses. 6. Dr. Kirti Dharwadkar shared that, an inhouse publication, edited book is in progress and the same to be published in February end. 7. Dr. Kirti Dharwadkar mentioned that SBPIM have signed an MOU for industrial training with RaunaQ Engg. Pvt Ltd. for Behavioral Trainings. 8. Shri.Raju Misal, expressed his gratitude to Students, Teachers and Management of SBPIM for extending their support in ISR activity in Ganesh Visarjan. Further he expressed his views on parking issues outside the campus and shared his opinion to organize a session on Traffic and Parking Awareness for entire students of PCET group in future.
4	Infrastructure	<ol style="list-style-type: none"> 1. Mr.Ohol informed about purchase of office stationery, books for current semester and sanction for ERP and Racks is done.
5	Student Progression	<ol style="list-style-type: none"> 1. Dr. Kajal Maheshwari informed that the election for Student Council was conducted on 19th October 2019 and the results was declared on the same day. The felicitation and oath ceremony took place on 30th October 2019. 2. Dr.C.N.Narayana suggested to take new initiatives in conducting students grooming activities, specialization focused grooming sessions, for instance "Performance Enhancement Program". 3. Dr.Anishkumar Karia informed that Placement Team Prof.Swapnil Sonkamble and Prof. Rishikesh Kumar have

		<p>successfully conducted series of placement grooming session for MBA Sem 3 students.</p> <ol style="list-style-type: none"> 4. Mr. Abhijeet Shah shared his views on expectations of corporates from management institutes, the students should be trained and industry ready. He also mentioned to prepare students for Industry Visits and relevant FAQ's. 5. Dr. Anishkumar Karia and Dr. Kajal Maheshwari shared their experience about Industry visit of last semester to Carraro India Ltd. He shared that our student's interaction was highly appreciated by industry staff and seniors. 6. Dr. Anishkumar Karia mentioned that this year SIP were offered with good stipend and even final placements were offered with reasonably good packages in comparison to last year. 7. Dr. Karia said that "Ideal Certification Course" could not be conducted this year as major portion of the course is covered by Dr. Penkar, who discontinued his services. He also said that a similar course would start from next year. 8. Dr. Kirti Dharwadkar shared that a visit to SEBI is planned in the month of March for Students of Sem IV Finance specialization.
6	Governance	<ol style="list-style-type: none"> 1. Dr. C. N. Narayana suggested preparing new quality model for IQAC. 2. Dr. C. N. Narayana mentioned about new initiatives; to start PGDM or MBA ++ program in coming academic year.
7	Events	<ol style="list-style-type: none"> 1. Dr. Kajal Maheshwari shared that 'GARBA' - Intra-Collegiate Cultural Event 2019 was successfully organised on Monday, 7th October 2019 at PCET Auditorium, MBA I and II year students energetically performed in colorful traditional attire. 2. Dr. Anuradha Phadnis informed that Industry Visits are proposed in the month of February and March 2020 for MBA Sem II and Sem IV students. 3. Dr. Swapnali Kulkarni informed about extra and curricular activities are planned in current semester for students. 4. Dr. Kajal Maheshwari shared about new addition of events in Yuvotsav 2020, like Basket ball for girls, Panna and Tik-Tok. She also mentioned this complete event is initiated and organized by Alumni of SBPIM. 5. Dr. Kajal Maheshwari mentioned that Student Council is taking utmost efforts and full participation in planning of Yuvotsav and Zing. 6. Dr. Anish Karia shared schedule of Alumni Meet to be organized on 22 Feb 2020. 7. Dr. Kajal Maheshwari and Dr. Anuradha Phadnis,

		coordinators of Inter-Collegiate events mentioned students success and achievements in management events in various management institutes.
8	NAAC Progress	<ol style="list-style-type: none"> 1. Dr. Swapnali Kulkarni informed that as per the directives from NAAC, all staff members prepared and submitted 50 % of work of their respective criteria's before 20th December 2019 for the first AQAR to be uploaded for the Academic Year 2018 – 19 by May 2020. 2. Dr. Swapnali Kulkarni also mentioned that till date almost 70 % of AQAR work is ready to be uploaded and we are expecting the AQAR notification to be opened by 7th Feb 2020 till May 2020. 3. Dr. Swapnali informed that as per the mandates of NAAC Academic and Administrative Audit (AAA) was successfully conducted on 7th, 8th and 9th January 2020 by IQAC members. This audit was conducted for all the statutory and non statutory committees of the Institute.
9	Meeting was concluded by thanks giving note by Dr. Kirti Dharwadkar. Minutes of the meeting were noted and prepared by Dr. Anuradha Phadnis.	

Sign


 Dr. C. N. Narayana
 Director (I/C)



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

Action Taken Report

On the decisions taken of the IQAC meeting held on 25th January 2020
To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken

Sr No	Decision	Action Taken
1.	SPPU FDP	2 nd FDP in association with SPPU hosted on 11th January 2020 on MBA-CBCS & GS and OBE 2019 Pattern , with internal faculty members as resource persons.
2.	Research papers	4 faculty members have published and presented research papers in IIT Roorkee, IIM Rohtak and IIM Ahmedabad
3.	MOU signed	SBPIM have signed an MOU for industrial training with RaunaQ Engg. Pvt Ltd. for Behavioral Trainings.
4.	Election for Student Council	The election for Student Council was conducted on 19 th October 2019 and the results were declared on the same day. The felicitation and oath ceremony took place on 30 th October 2019.
5.	Academic and Administrative Audit (AAA)	Academic and Administrative Audit (AAA) conducted by IQAC.

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

Sign


Dr. C. N. Narayana
Director (I/C)



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

NOTICE

Date: 5th May 2020

Agenda for Meeting

This is to inform all the committee members that the committee meeting is scheduled on 8th May 2020 through Google Meet Platform at 3.30 pm.

The agenda for the same is as under:



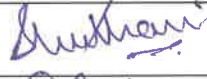

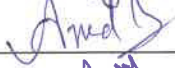

1. Approval of last meeting minutes.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other suggestion for the development of the student of the Institute.

Sign



Dr. Kirti Dharwadkar
Director (I/C)


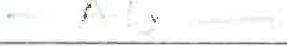

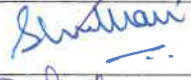
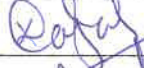
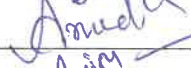
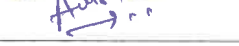







<u>INTERNAL QUALITY ASSURANCE CELL (IQAC)</u>			
Sr. No.	Name of the Member	Role	Signature
1	Dr. Kirti Dharwadkar	Director	
2	Dr. Girish Desai	Management Representative	— Ab —
3	Dr. C. N. Narayana	Chief Mentor	
4	Dr Swapnali Kulkarni	Teaching Representative and Co-ordinator	
5	Dr. Kajal Maheshwari	Teaching Representative	
6	Dr. Anuradha Phadnis	Teaching Representative	
7	Dr. Anishkumar Karia	Teaching Representative	
8	Mr Prasannakumar Ohol	Non teaching Representative	— Ab —
9	Mr. Raju Misal	Local society representative	— Ab —
10	Mrs. Isha Rawal	Alumni Representative	— Ab —
11	Dr. Abhijeet Shah	Industry Representative	— Ab —
12	Ms. Tanuja Inamdar	Student Representative	— Ab —

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

Date: 6th May 2020

Attendance for Meeting

INTERNAL QUALITY ASSURANCE CELL (IQAC)			
Sr. No.	Name of the Member	Role	Signature
1	Dr. Kirti Dharwadkar	Director (I/c)	
2	Dr. Girish Desai	Management Representative	
3	Dr. C. N. Narayana	Chief Mentor	
4	Dr. Swapnali Kulkarni	Teaching Representative and Co-ordinator	
5	Dr. Kajal Maheshwari	Teaching Representative	
6	Dr. Anuradha Phadnis	Teaching Representative	
7	Dr. Anishkumar Karia	Teaching Representative	
8	Mr. Prasannakumar Ohol	Non teaching Representative	
9	Mr. Raju Misal	Local society representative	
10	Mrs. Isha Rawal	Alumni Representative	
11	Dr. Abhijeet Shah	Industry Representative	
12	Ms. Tanuja Inamdar	Student Representative	

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

MINUTES OF THE MEETING

Date: 8th May 2020

This is to inform all the committee members that the committee meeting is scheduled on **6th May 2020** at through Google Meet Platform at 03.30 pm.

The agenda for the same is as under:

1. Approval of last minutes of meeting.
2. Review of action taken as discussed in the last meeting.
3. Review of suggestions received.
4. Any other suggestion for the development of students and Institute.

Minutes:

Sr No	Decisive Factor	Details
1		<p>IQAC coordinator Dr. Swapnali Kulkarni commenced the meeting by welcoming all present members.</p> <p>Everybody approved the minutes of last meeting.</p>
2	Teaching Learning and Evaluation	<ol style="list-style-type: none">1. Dr. Anishkumar Karia briefed about functioning of academic activities & conduction of CCE's of Sem II & Sem IV before COVID-19 and during Lockdown due to COVID - 192. Dr. Anishkumar Karia informed that before Lockdown upto March 17, 2020 approx. 70%- 75% of syllabus for Sem II and 90%-95% syllabus for Sem IV was completed.3. Dr. Kirti Dharwadkar informed that Viva -Voce of Dissertation for Sem IV students have been conducted on March 12 & March 13, 2020.4. Dr. Kajal Maheshwari shared that study material has been e-mailed in the form of PPT, Notes and Web links, etc. to students to support studies during Lockdown period by respective course teachers.5. Dr. Anuradha Phadnis shared that for remaining syllabus for Sem II and Sem IV will be covered through Online Session using Zoom and other Platforms.6. Dr. Anishkumar Karia has informed that till date more than 250+ sessions are in total are delivered.7. Dr. Kajal Maheshwari shared details that Online Guests Sessions are conducted for topics under Operations and Supply Chain Management.8. Dr. Swapnali Kulkarni informed that for evaluation purpose Internal Exam Committee are conducting Online Exams and currently are in progress. And Results will be declared accordingly.

		<p>9. Dr. C. N. Narayana suggested to create more e-content for students learning during lockdown period including videos, online quiz, ppt, etc.</p>
3	Research, Consultancy and CSR	<ol style="list-style-type: none"> 1. Dr. Kirti Dharwadkar informed that currently due to COVID -19 and Lockdown the ongoing as well as upcoming Consultancy activities are on hold and may resume after Lockdown. 2. Dr. Kirti Dharwadkar mentioned that presentation for Pilot study of registered Ph. D. candidates in the month of April are postponed due to COVID -19 situation. 3. Dr. Kirti Dharwadkar also informed that final Ph. D. Viva of one candidate under the research Centre is cancelled due to COVID -19 and will be rescheduled soon. 4. Dr. Anuradha Phadnis and Dr. Kajal Maheshwari proudly mentioned that under the umbrella of PCET faculty members have registered for Certification Course on Coursera Platform and many faculty members have completed courses and received certificates also. 5. Dr. Kirti Dharwadkar mentioned that faculty members are under the process of writing research papers for various national and international conferences. 6. Dr. Swapnali Kulkarni mentioned that ISR committee has prepared and uploaded a video on social media platform titled "Steps to Prevent the Spread of Corona Virus" 7. Dr. Kirti Dharwadkar informed that publication edited book's first draft is checked and reviewed and due to lockdown Publisher will send rectified draft after reopening. 8. Dr. Anishkumar Karia also mentioned that IQAC and ISR Committee are planning to launch a series of Online Quiz for Awareness Program about COVID -19. 9. Dr. Kirti Dharwadkar also informed that Dr. C. N. Narayana, Dr. Anuradha Phadnis, Dr. Anishkumar Karia, Dr. Pranita Burbure, Dr. Aishwarya Gopalakrishnan, Dr. Rishikesh Kumar and Dr. Amarish Padma delivered session on Facebook Live under the PCET's "Leader's Speak – Lockdown Series"
4	Infrastructure	<ol style="list-style-type: none"> 1. Dr. Swapnali Kulkarni informed that the order for racks and other material is given and further things are in Process. 2. Dr, Anishkumar Karia has shared that ERP related work is under process. 3. Dr. Swapnali Kulkarni also informed Planning for office stationary and other related work is in planning and due to

		COVID -19 situations certain things will get delayed.
5	Student Progression	<ol style="list-style-type: none"> 1. Dr. Kajal Maheshwari informed regarding Summer Internship Program (SIP), students are promoted and referring for Online SIP. 2. Dr. Swapnali Kulkarni informed that around 5 students have received Online Internship for Surat based company and few are in pipeline. 3. Dr. Anuradha Phadnis shared that students have participated in National Level Handwritten Essay Competition organized by “Shri Ram Chandra Mission in Collaboration with United Nations Information Centre For India & Bhutan & Heartfulness Education Trust”. 4. Dr. Kajal Maheshwari proudly mentioned that 5 students out 13 have received meritorious certificate and others have received participation certificate also received institutional certificate. 5. Dr. Kajal Maheshwari also mentioned that through opportunity provided by PCET around 116 students have registered for Certification course on Coursera Platform. And some students have completed course and received certificate as well and others are in process of completion. 6. Dr. Kirti Dharwadkar informed that Alumni Mr. Vaibhav Patil was invited for delivering session to students for value addition in the knowledge of students for overall development. 7. Dr. Kajal Maheshwari informed that Industrial Visits were scheduled in Mahindra and Mahindra and Carraro India in the last week of March and due to COVID-19 are postponed till further development and guidelines by respective authorities. 8. Dr. Anishkumar Karia informed that various Guests Sessions were scheduled under C2C Program were cancelled due to COVID -19 lockdown situation such as “How to read Balance Sheet in 30 min.” 9. Dr. Kirti Dharwadkar informed that Placement cell have planned for Online Session for Students Grooming and Overall Development. 10. Dr. Anishkumar Karia have shared that Course on MS Excel is scheduled in the month of May for Sem II students through industry expert. He further said that the certification courses on MOA and BCL could not be conducted due to the Covid – 19 pandemic and are rescheduled in the coming semester.
6	Governance	<ol style="list-style-type: none"> 1. Dr. Kirti Dharwadkar informed that financial position has reviewed and Fees are to be collected from students and amount to be received from Govt. side (Samajkalyan).

		<p>2. Dr. C.N. Narayana informed that a new management institute will get permission and approval is in under process through AICTE named Pune Business School</p>
7	Events	<p>1. Dr. Anuradha Phadnis shared that institute have successfully conducted workshop on Entrepreneurship Development in collaboration with MCED on 6th and 7th February, 2020 coordinated by Prof. Rishikesh Kumar organized by volunteers student of ED Cell.</p> <p>2. Dr. Anuradha Phadnis also informed that Annual Fest includes Cultural and Sports celebrations were organized in the month of February.</p> <p>3. Dr. Kajal Maheshwari shared that Zing 2020 includes management and cultural events coordinated by Dr. Dipti Sharma, Dr. Pranita Burbure and Dr. Swapnali Kulkarni and organized by students council members and students cultural representatives in the month of February with fabulous response from students.</p> <p>4. Dr. Swapnali Kulkarni mentioned that sports week was coordinated by Dr. Amarish Padma and Prof. Rishikesh Kumar along with students council sports members includes indoor and outdoor games were conducted during February 16 – 18, 2020.</p> <p>5. Dr. Kajal Maheshwari shared details related to Yuvotsav – 2020 was conducted successfully during January 29 – 31, 2020, included events such as Football, Basketball, Panna, Tik – Tok consisting 52 teams.</p> <p>6. Dr. Anishkumar Karia briefed that Prize Distribution Ceremony Zing and Sports Week was scheduled on March 06, 2020 and also felicitated students who have won several prizes in inter-collegiate competition.</p> <p>7. Dr. Anuradha Phadnis informed about Alumni Meet conducted on February 22, 2020 and 100+ alumni participated.</p> <p>8. Dr. Kirti Dharwadkar mentioned that on February 22, 2020 institute celebrated Shivaji Maharaj Jayanti volunteered and organized by Alumni and collected funds and donated to Orphanage Homes as every Years practice.</p> <p>9. Dr. Anuradha Phadnis shared that institute International Woman Day was celebrated on March 12, 2020 and felicitated PCET 7 female house-keeping staff with gifts.</p>
8	NAAC Progress	<p>1. Dr. Swapnali Kulkarni informed that as per the directives from NAAC, all staff members prepared and submitted 95 % of work of their respective criteria's before 1st May 2020 for the first AQAR to be uploaded for the Academic Year 2018 – 19 by September 2020.</p> <p>2. Dr. Swapnali Kulkarni also informed that the work for 2nd</p>

		AQAR for 2019-20 will be initiated after completion of AQAR 2018 – 19.
9		Meeting was concluded by thanks giving note by Dr. Kirti Dharwadkar . Minutes of the meeting were noted and prepared by Dr. Anishkumar Karia.

Dr. Kirti Dharwadkar
Director (I/c)



PIMPRI CHINCHWAD EDUCATION TRUST'S
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report

On the decisions taken of the IQAC meeting held on 8th May 2020
To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken

Sr No	Decision	Action Taken
1.	TLE	Due to Covid – 19 pandemic the sessions are conducted online. The evaluation, guest lectures and other sessions are conducted using digital platforms.
2.	Sessions during Lockdown	Faculty members delivered session on Facebook Live under the PCET's "Leader's Speak – Lockdown Series"
3.	Student's achievement	5 students out 13 received meritorious certificate in National Level Handwritten Essay Competition organized by "Shri Ram Chandra Mission in Collaboration with United Nations Information Centre For India & Bhutan & Heartfulness Education Trust". 116 students registered, completed and received certificate on Coursera Platform.
4.	Events Conducted	Yuvotsav – 2020, Entrepreneurship Awareness Camp, Sports Week, Zing, Shiv Jayanti and International Women's Day were conducted.
5.	IQAC Initiative	As an IQAC initiative, Online Quiz for Awareness Program about COVID -19 is conducted.

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

Sign



Dr. Kirti Dharwadkar
Director (I/c)