

Institute of Business Management & Rural Development

PO MIDC, Vadgaon Gupta, Vilad Ghat, Ahmednagar-414111(M S)

Ph No- 0241-2779558 (www.ibmrd.org)

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 30/05/2020

Meeting No-09

Minutes of Meeting

A meeting of Internal Quality Cell-IQAC was conducted and the minutes of the meeting are as follows,

Day and Date: Saturday, 30th May 2020, **Time:** 11.00 am

Venue: IBMRD, Ahmednagar 414111

Mode- Online due to covid-19

Following members were present in this online IQAC meeting,

| | | |
|--------------------------------|-------------|----------------------------------------------|
| 1-Head of the institution Head | Chairman | Dr Arun Ingle, Director |
| 2-Management representative | Member | Ltd Gen Dr B Sadananda (Retd.),DVVPFA |
| 3-Nominee from Local society | Member | Dr P Y Pawar, Principal, College of Pharmacy |
| 4-Teacher representative | Coordinator | Dr P B Suryawanshi |
| 5-Teacher representative | Member | Dr A U Khandare |
| 6-Teacher representative | Member | Dr R K Pardeshi |
| 7-Teacher representative | Member | Dr M P Sharma |
| 8-Teacher representative | Member | Prof S M Potdar |
| 9-Teacher representative | Member | Prof S G Dighe |
| 10-Teacher representative | Member | Prof G E Antre , MBA convenor |
| 11-Teacher representative | Member | Prof A T Berad, MCA convenor |
| 12-Teacher representative | Member | Prof N V Deodhar |
| 13-Senior Admin staff | Member | Mr P T Kadam |

Agenda and Resolutions-

- 1) Agenda- Review of IQAC meeting no-08, which was held on 30 Nov 2019, discussion on action taken report was done under guidance of IQAC chairman
- 2) Agenda -Online Classes /academics
Resolution- Due to covid-19 pandemic everyone has to follow norms of the state government and we shall conduct academic activities ONLINE
- 3) Agenda- NBA accreditation status
Resolution- IQAC cell chairman asked the coordinator about our NBA status and it was decided that now institute has to focus on NAAC activities compliances
- 4) NAAC compliance -
Resolution- IQAC coordinator was asked to look after submission of AQAR with help from IQAC, all criteria heads and subheads are allocated as per instructions from chairman of IQAC

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- 5) Agenda- Faculty participation in FDPs and workshops
Resolution – All faculty members were asked to publish papers in UGC care and Scopus journals, and participate in FDPs and workshops
- 6) Agenda –BASE programs and Alumni connect
Resolution – Dr R K Pardeshi was asked to take interest and work on planning of BASE programs during AY 2020-21, Dr S M Potdar was asked to coordinate task of alumni database update, alumni meet / guest lecturers shall be organized
- 7) Agenda-Research papers presentation and publication by faculty/ online FDPs
Resolution- IQAC chairman Dr Arun Ingle instructed all faculty to publish papers in UGC listed and Scopus journals. All faculty shall participate in online FDPs more than one week, preferably FDPs sponsored by the AICTE/UGC
- 8) **ERP system**
Resolution- IQAC Chairman instructed all participants to use the ERP system purchased by institute; its utilization shall be considered for academics activities
- 9) **MOUs**
Resolution- T and P cell along with IQAC shall work on having MOUs with Indian and foreign counterparts for research and sharing of facilities
- 10) Agenda-any matter as per permission from the Chairman, IQAC
Resolution- It was decided that everyone shall follow norms of Covid 19, use of sanitizer, keeping social distance and use mask these shall be mandatory inside the campus it was suggested by IQAC Chairman

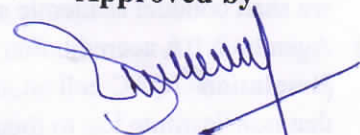
The meeting of IQAC was concluded with the permission of Chair and Dr P B Suryawanshi, IQAC, coordinator proposed the vote of thanks

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



Approved by


Dr Arun Ingle,
Chairman, IQAC,
IBMRD, Ahmednagar

Action Taken Report No-09

Date: 23/11/2020

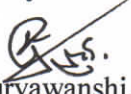
Internal Quality Assurance Cell- IQAC cell

Date of meeting: 30/05/2020-ONLINE

A meeting of Internal Quality Assurance Cell -IQAC was conducted on 30 May 2020, its action taken report is as follows, Th

| Sr No | Plan of action | Action Taken |
|-------|----------------------------|---------------------------------------------------------------------------------------------------------------------------|
| 1 | NAAC | AQAR was submitted on 20 Aug 2020 NAAC criteria team heads were asked to provide status of work allocated |
| 2 | BASE | Preparation of plan of action for online BASE programs/ webinars during Covid-19 pandemic |
| 3 | FDP and paper publications | Faculty publication 15 papers in reputed journals during this period, faculty participated in around online 20 FDPs |
| 4 | ERP system | ERP system utilization committee was established for training and guidance |
| 5 | MOUs | MOU was signed between IBMRD and Aayan Global services Ahmednagar for SIP and research collaboration /placements |

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



Action Taken Report No-10

Date: 24/05/2021

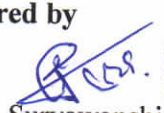
Internal Quality Assurance Cell- IQAC cell

Date of meeting: 28/11/2020-ONLINE

A meeting of Internal Quality Assurance Cell -IQAC was conducted on 28 Nov 2020, its action taken report is as follows,

| Sr No | Plan of action | Action Taken |
|-------|--------------------|---------------------------------------------------------------------------------------------------------------------------|
| 1 | Induction program | Induction and orientation program was organized on 18/02/2021 for MBA/ MCA student enrolled for AY 2020-21 |
| 2 | T and P activities | Training and placements cell organized interviews for final year students on 19 March 2021, four companies participated |
| 3 | MOUs | MOU was signed between SR Infotec and IBMRD for SIP and placements |
| 4 | Academics | Academic audit was conducted by the MBA and MCA course conveners |
| 5 | NAAC | IQAC coordinator prepared status of NAAC work and criteria distrusted to faculty |
| 6 | Administration | Additional work distribution within faculty as per AICTE requirements and compliance of NAAC- 05 TH April 2021 |

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date : 28/11/2020

Meeting No-10

Minutes of Meeting

A meeting of Internal Quality Cell-IQAC was conducted and the minutes of the meeting are as follows,

Day and Date: Saturday, 28th Nov 2020, **Time:** 2.00 pm

Venue: IBMRD, Ahmednagar 414111

Mode- Online mode due to covid -19

Following members were present in this online IQAC meeting,

| | | |
|--------------------------------|-------------|----------------------------------------------|
| 1-Head of the institution Head | Chairman | In charge |
| 2-Management representative | Member | Ltd Gen Dr B Sadananda (Retd.),DVVPFA |
| 3-Nominee from Local society | Member | Dr P Y Pawar, Principal, College of Pharmacy |
| 4-Teacher representative | Coordinator | Dr P B Suryawanshi |
| 5-Teacher representative | Member | Dr A U Khandare |
| 6-Teacher representative | Member | Dr R K Pardeshi |
| 7-Teacher representative | Member | Dr M P Sharma |
| 8-Teacher representative | Member | Prof S M Potdar |
| 9-Teacher representative | Member | Prof S G Dighe |
| 10-Teacher representative | Member | Prof G E Antre , MBA convener |
| 11-Teacher representative | Member | Prof A T Berad, MCA convener |
| 12-Teacher representative | Member | Prof N V Deodhar |
| 13-Senior Admin staff | Member | Mr P T Kadam |

Agenda and Resolutions-

- 1) Agenda- Review of IQAC meeting no-09, which was held on 30 May 2020, discussion on action taken report

- 2) Agenda- Online classes –Covid-19 norms

Resolution- Online academic activities shall be planned by the course conveners of MBA and MCA as per guidelines from UGC and AICTE

- 3) Agenda-Planning for online webinars

Resolution –IQAC cell shall work planning webinars for the students in view of pandemic it was decided to organized webinars, the theme shall be finalized by the IQAC

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- 4) Agenda- Faculty participation in FDPs and workshops
Resolution – All faculty of MBA and MCA asked to participate in FDPs preferably sponsored by AICTE/ UGC
- 5) Agenda –Internet facilities in campus
Resolution – Computer lab in charge was given responsibility of broadband internet at the premises, lab technician was asked to check LAN connections
- 6) Agenda-MOUs update
Resolution – Training and placement cell shall work for having new MOUs with Indian and foreign collaborators
- 7) Agenda-Students Grievances cell
Resolution- It was decided that committees shall be formed for addressing issues of students in systematic manner, online link shall be provided for the grievances registration
- 8) Agenda- Utilization of computer lab and classrooms for revenue generation
Resolution- It was decided that computer lab and classrooms shall be utilized for external examinations under MOUs
- 9) NAAC compliance
Resolution- IQAC coordinator shall look after submission of AQARs and distribution of criteria for NAAC compliances as per the manual
- 10) Additional work-
Resolution- Administrative and academics work was distributed as per norms of AICTE and the Savitribai Phule Pune University

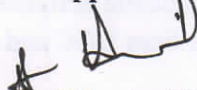
The meeting of IQAC was concluded with the permission of Chair and Dr P B Suryawanshi, IQAC, Coordinator proposed the vote of thanks

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



Approved by


(Director/ In Charge)
Chairman, IQAC,
IBMRD, Ahmednagar

Institute of Business Management & Rural Development

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date : 29/05/2021

Meeting No-11

Minutes of Meeting

A meeting of Internal Quality Cell-IQAC was conducted and the minutes of the meeting are as follows,

Day and Date: Saturday, 29th May 2021, **Time:** 11.00 am

Venue: Board room, IBMRD, Ahmednagar 414111

Attendees:

| Sr No | Position | Designation in IQAC | Name |
|-------|----------------------------|---------------------|----------------------------------------------|
| 1. | Head of the institution | Chairman | Dr Sanjay Dharmadhikari, Director IBMRD |
| 2. | Management representative | Member | Ltd Gen Dr B Sadananda (Retd.), DVVPFA |
| 3. | Nominee from Local society | Member | Dr P Y Pawar, Principal, College of Pharmacy |
| 4. | Nominee from Alumni | Member | Mr Kiran Shejul MCA |
| 5. | Nominee from Industry | Member | Mr Jayant Hajra Hoganas- Ahmednagar |
| 6. | Teacher representative | Coordinator | Dr P B Suryawanshi |
| 7. | Teacher representative | Member | Dr A U Khandare |
| 8. | Teacher representative | Member | Dr R K Pardeshi |
| 9. | Teacher representative | Member | Dr M P Sharma |
| 10. | Teacher representative | Member | Prof S M Potdar, MCA convenor |
| 11. | Teacher representative | Member | Prof S G Dighe |
| 12. | Teacher representative | Member | Prof G E Antre |
| 13. | Teacher representative | Member | Prof A T Berad |
| 14. | Teacher representative | Member | Prof N V Deodhar, MBA convenor |
| 15. | Senior Admin staff | Member | Mr P T Kadam |
| 16. | Senior Admin staff | Member | Mr P M Barbade |
| 17. | Nominee from student | Member | Ms Harini Pawar MCA II |

Agenda and Resolutions-

- 1) **Agenda-** Review of IQAC meeting no-10, which was held on 28 Nov 2020, discussion on action taken report. This was the first IQAC meeting under new Director Dr Sanjay Dharmadhikari
- 2) **Agenda-** NAAC accreditation status
Resolution- IQAC coordinator was asked about the status NAAC compliances as on date, and what has to be done for efficient work was discussed
- 3) **T and P activity-**
Resolution- It was decided that new T and P officer shall organize T and P events for MBA and MCA students; career counseling shall be planned and implemented for the benefit of students

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- 4) Agenda- Admission status
Resolution- IQAC chairman asked the admission coordinator about status of admission and strategy for admission in AY 2021-22
- 5) Agenda-Feedback from stakeholders
Resolution –Feedback has to be taken from alumni, employers, faculty and students as part of regular activity required under NAAC
- 6) Agenda- Faculty participation in FDPs and workshops, publications
Resolution – All faculty of MBA and MCA were asked to participate in FDPs preferably sponsored by AICTE/ UGC, faculty members were instructed to publish papers in UGC Care journals
- 7) Agenda –Alumni meet and parents meet
Resolution – It was decided that we shall have one parent meet and alumni meet during AY 2020-21, so that Dr S M Potdar was assigned task of organizing alumni meet
- 8) Agenda-MOUs update
Resolution – Training and placement cell shall work for having new MOUs with Indian and foreign collaborators
- 9) Agenda- Distribution of additional work
Resolution- IQAC coordinator distributed additional responsibilities as per guidance from the Chairman of IQAC Dr Sanjay Dharmadhikari
- 10) Agenda-NSS and Students development cell activities
Resolution- It was decided that Dr MP Sharma will look after NSS compliances and Student welfare Officer Prof A A Nimbalkar shall plan and prepare the budget for student's development activities in the campus
- 11) Agenda- Utilization of computer lab and classrooms for revenue generation
Resolution- It was decided that MOU shall be signed for utilization of computer labs and the classrooms
- 12) Agenda-Academics and Induction
Resolution- All faulty members were motivated for conducting offline classes as per guidelines from the SP Pune University. Induction program was planned for MBA and MCA students
- 13) FDPs/ Webinars / Conference-
Resolution- It was decided that webinars shall be organized on topics related to entrepreneurship, business ethics, and computer applications and plan was prepared for international online conference. FDP shall be organized on how to publish papers in ABDC journals


The meeting of IQAC was concluded with the permission of Chair and Dr P B Suryawanshi, IQAC, Coordinator proposed the vote of thanks

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



Approved by


Dr Sanjay Dharmadhikari,
Chairman, IQAC,
IBMRD, Ahmednagar

Action Taken Report No-11

Date: 22/11/2021

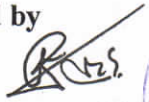
Internal Quality Assurance Cell- IQAC cell

Date of meeting: 29/05/2021

A meeting of Internal Quality Assurance Cell -IQAC was conducted on 29 May 2021, its action taken report is as follows,

| Sr No | Plan of action | Action Taken |
|-------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | NSS/ SWO events | Tree plantation activity was organized by SWO in collaboration with SPPU on 15 June 2021 in the campus |
| 2 | FDP and paper publications | Faculty published around 13 papers in reputed journals during this period Two faculty members participated in national level conferences |
| 3 | SIP project / academics | Summer internship project orientation was scheduled on 14 Oct 2021 for MBA students |
| 4 | Conference | IBMRD organized two days online international conference on 26-27 August 2021 |
| 5 | FDP | FDP was organized on how to write research papers in ABDC journals on 20 August 2021 |
| 6 | Webinars | Webinar was organized on software testing on 31 July 2021, Business ethics on 24 July 2021, career node JS on 16 July 2021, Emerging trends in IT on 10 July 2021, entrepreneurship on 12 June 2021, |
| 7 | SDP organized | Staff development program was organized for nursing college staff during 08-10 July 2021 |
| 8 | CO-PO mapping Interactions | One day session was organized on CO-PO-PSO mapping and attainment for IBMRD faculty |
| 9 | T and P | T and P cell organized interviews for MCA final yr students on 25 Oct 2021 |
| 10 | NAAC | AQAR was submitted on 01 June 2021 |
| 11 | MOU | MOU was signed between Kamu Motors Ahmednagar and IBMRD / Ahmednagar Alloys Ahmednagar |

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 27/11/2021

Meeting No-12

Minutes of Meeting

A meeting of Internal Quality Cell-IQAC was conducted and the minutes of the meeting are as follows,

Day and Date: Saturday, 27th Nov 2021, **Time:** 11.00 am

Venue: Board room, IBMRD, Ahmednagar 414111

Attendees:

| Sr No | Position | Designation in IQAC | Name |
|-------|---------------------------|---------------------|----------------------------------------------|
| 1. | Head of the institution | Chairman | Dr Sanjay Dharmadhikari, Director IBMRD |
| 2. | Management representative | Member | Ltd Gen Dr B Sadananda (Retd.), DVVPFA |
| 3. | Nominee from Local | Member | Dr P Y Pawar, Principal, College of Pharmacy |
| 4. | Nominee from Alumni | Member | Dr Satish Jagtap, New Arts college A' nagar |
| 5. | Nominee from Industry | Member | Mr Chandrakant Jiwade, Jibra Solar, A' bad |
| 6. | Teacher representative | Coordinator | Dr P B Suryawanshi |
| 7. | Teacher representative | Member | Dr A U Khandare |
| 8. | Teacher representative | Member | Dr R K Pardeshi |
| 9. | Teacher representative | Member | Dr M P Sharma |
| 10. | Teacher representative | Member | Prof S M Potdar |
| 11. | Teacher representative | Member | Prof S G Dighe |
| 12. | Teacher representative | Member | Prof G E Antre , MBA convenor |
| 13. | Teacher representative | Member | Prof A T Berad, MCA convenor |
| 14. | Teacher representative | Member | Prof N V Deodhar |
| 15. | Senior Admin staff | Member | Mr P T Kadam |
| 16. | Senior Admin staff | Member | Mr P M Barbade |
| 17. | Nominee from student | Member | Ms Prerna Mohan Deshmukh, MBA Ist |

Agenda and Resolutions-

- 1) Agenda- Review of IQAC meeting no-11, which was held on 29 May 2021, discussion on action taken report

- 2) Agenda- Admission status

Resolution- IQAC chairman asked the admission coordinator about status of admission and strategy for admission in AY 2021-22

- 3) Agenda-Online and Offline classes

Resolution- All faculty members were informed about need to maintain quality in delivery of lectures and need to improve the pedagogy. Online and offline mode of teaching shall be used as per guidance from the local authorities.

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- 4) Agenda- Faculty participation in FDPs and workshops, publications
Resolution – All faculty of MBA and MCA were asked to participate in FDPs preferably sponsored by AICTE/ UGC, faculty members were instructed to publish papers in UGC Care journals
- 5) Agenda –AICTE compliances
Resolution – IQAC cell was instructed by the chairman to check AICTE requirements and verify if IBMRD is having all the facilities as per these norms.
- 6) Agenda-MOUs update
Resolution – Training and placement cell shall work for having new MOUs with Indian and foreign collaborators
- 7) Agenda- Distribution of NAAC work
Resolution- IQAC coordinator distributed all NAAC criteria as per earlier office order, amongst all the faculty members for smooth compliance of NAAC work
- 8) Agenda-NSS and Students development cell activities
Resolution- It was decided that Dr MP Sharma will look after NSS compliances and Student welfare Officer Prof A A Nimbalkar shall plan and prepare the budget for student's development activities in the campus
- 9) Agenda- Internal evaluation -CIE
Resolution- It was decided that faculty shall work on preparing plan for internal assessment and marks shall be given as per performance in these exams
- 10) Agenda-Academics and results
Resolution- All faulty members were motivated for conducting offline classes as per guidelines from the SP Pune University. Results were analyzed and remedies were discussed for improving the passing percentage
- 11) Agenda- Alumni meet
Resolution- It was decided that Mega Alumni meet shall be organized in the campus in the month of March 2022
- 12) Agenda-Faculty advisors
Resolution- Students shall be allocated to faculty; we shall have mentor mentee system for proper counseling of students of MBA and MCA
- 13) Agenda-Extra curriculum activities
Resolution-It was decided that extra curriculum activities shall be organized under BASE programs for MBA and MCA students

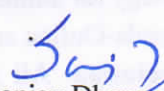
The meeting of IQAC was concluded with the permission of Chair and Dr P B Suryawanshi, IQAC, Coordinator proposed the vote of thanks

Prepared by


Dr P B Suryawanshi,
Coordinator, IQAC,
IBMRD, Ahmednagar



Approved by


Dr Sanjay Dharmadhikari,
Chairman, IQAC,
IBMRD, Ahmednagar