

**Academic Year: -2022-23**

**Notice**

Date- 07/11/2022

All the members of Teaching and Non-Teaching staff are hereby informed that, a meeting will be held on Saturday, 14<sup>th</sup> Nov, 2022 at 11.30am.in the NAAC Room to constitute the college IQAC committee as per the UGC guidelines for the academic year 2022-23. All are requested to attend.

**Agenda**

1. Item No 1. Confirmation of the meeting.
2. Item No. Data Collection for AQAR & SSR.
3. Item No 3. To Publish the International Journal.
4. Item No 4. Any other Issue with permission to chair.



**Director**

DIRECTOR

Institute of Business Management Research

Chhatrapati, Tal Khed, Dist. Pune

## Minutes of the Meeting of Internal Quality Assurance Cell

14<sup>th</sup> Nov. 2022

At 11.30 am

The meeting of the IQAC was held through hybrid mode i.e. online and offline mode.

The Members present were as:

Sr. No	Name	Designation	Sign
1	Dr. Sateeshchandra Joshi	(Director)Chairperson	
2	Mr. Gangadhar A. Jadhav	Member/Administrative Representative	
3	Mrs. Sheetal Tilekar	Member (Assistant Coordinator)	
4	Mr. Ratikant Ray	Member/Administrative Representative	
5	Smt. Pallavi Pawar	Member/Administrative Representative	
6	Shri Pritesh Bhatt	Member Faculty Representative	
7	Shri Nikhil Zarekar	Member (Student Representative)	
8	Smt. Prachi Kene	Member (Student Representative)	
9	Mr. Shyamrao Deshmukh	Member (NGO Representative)	
10	Mrs. Summaiya Kazi	Member (Admin Representative)	
11	Mrs. Rohini Deshmukh	Member (Admin Representative)	
12	Mr. Prashant Sarvardekar	Member (Alumni Representative)	
13	Prof. Dhananjay Rasal	IQAC Coordinator	

Meeting begins with the welcome remark of the Director/Chairperson. The Director presented the agenda to be discussed in the meeting.

Resolution No. 1

Confirmation of the meeting

The minutes of the last meeting held on 14<sup>th</sup> June 2022, were confirmed.

Resolution No.2

As International webinar summary and discussion about it were done with planning next session as early as possible for coming years. Steps related SSR and AQAR updates. The data related to AQAR and SSR status of updates as well as collection of all data related to it. Points related to it has been discussed.

Resolution No. 3

Dr. Ray sir discussed about to plan an International Journal Publication and according to it suggested to all members to participate in it remotely or physically. For it data data and topic preparation and arrangement work with budget planning was discussed in meeting. work should be start accordingly. Director sir guided about it. All documentation process as well as contribution from Institute is planned accordingly in it. Committee decided to implement other activities with other organization's/firm's/Institutions collaboration in future also inbound and outbound.

Any other matter

Documentation and other matter have been checked and evaluated with the expert team related to AQAR and SSR preparation.

The meeting ended with the vote of thanks

Coordinator IQAC



**DIRECTOR**  
Institute of Business Management Research  
Chakan, Tal-Chakan, Dist. Pune

Director & Chairperson IQAC


## Action Taken Report

To implement the decision taken of the above-mentioned meeting of the IQAC, the following action were

- A summary of the international webinar was discussed and documented.
- Planning for the next session is underway with tentative dates being considered for the upcoming years.
- Steps related to the SSR (Self Study Report) and AQAR (Annual Quality Assurance Report) updates were outlined.
- Data collection for AQAR and SSR has been initiated, with respective teams assigned specific tasks to gather and compile necessary information.
- Dr. Ray provided an outline for planning an International Journal Publication.
- All members were encouraged to participate in the publication process, whether remotely or physically.
- Initial steps for data collection, topic preparation, and budget planning were discussed and assigned to respective teams.
- The Director provided guidance on the documentation process and the contributions required from the Institute.
- Plans for collaboration with other organizations, firms, and institutions for future activities were set in motion, with both inbound and outbound partnerships being considered.

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



  
DIRECTOR  
Institute of Business Management Research  
Chakan, Tal-Chand, Dist. Pune



**Academic Year: -2022-23**

**Notice**

Date- 05/02/2023

All the members of Teaching and Non-Teaching staff are hereby informed that, a meeting will be held on Saturday, 10<sup>th</sup> Feb. 2023 at 12.00am.in the NAAC Room to constitute the college IQAC committee as per the UGC guidelines for the academic year 2022-23. All are requested to attend.

**Agenda**

1. Item No 1. Confirmation of the minutes of the last meeting.
2. Item No 2. To discuss about organization of International Seminar.
3. Item No 3. To discuss about budget of publication of Journal.
4. Item No 4. Any other matter with permission to chair.



  
**Director**  
Institute of Business Management Research  
Chavan, Tal. Khed Dist. Pune

# Minutes if the Meeting of Internal Quality Assurance Cell

05<sup>th</sup> June, 2023

At 11.30 am

The meeting of the IQAC was held through hybrid mode i.e. online and offline mode.

The Members present were as:

Sr. No	Name	Designation	Sign
1	Dr. Sateeshchandra Joshi	(Director)Chairperson	
2	Mr. Gangadhar A. Jadhav	Member/Administrative Representative	<i>G. Jadhav</i>
3	Mrs. Sheetal Tilekar	Member (Assistant Coordinator)	<i>S. S. Tilekar</i>
4	Mr. Ratikant Ray	Member/Administrative Representative	<i>R. Ray</i>
5	Smt. Pallavi Pawar	Member/Administrative Representative	<i>P. Pawar</i>
6	Shri Pritesh Bhatt	Member Faculty Representative	<i>P. Bhatt</i>
7	Shri Nikhil Zarekar	Member (Student Representative)	<i>N. Zarekar</i>
8	Smt. Prachi Kene	Member (Student Representative)	<i>P. Kene</i>
9	Mr. Shyamrao Deshmukh	Member (NGO Representative)	<i>S. Deshmukh</i>
10	Mrs. Summaiya Kazi	Member (Admin Representative)	<i>S. Kazi</i>
11	Mrs. Rohini Deshmukh	Member (Admin Representative)	<i>R. Deshmukh</i>
12	Mr. Prashant Sarvardekar	Member (Alumni Representative)	<i>P. Sarvardekar</i>
13	Prof. Dhananjay Rasal	IQAC Coordinator	

Meeting begins with the welcome remark of the Director/Chairperson. The Director presented the agenda to be discussed in the meeting.

Resolution No. 1

Confirmation of the meeting

The minutes of the last meeting held on 19<sup>th</sup> April 2023, were confirmed.

Resolution No.2

A detailed discussion ensued regarding the current MBA admission process and proposed improvements. Various suggestions were put forward, including the adoption of a more holistic evaluation approach and enhancing transparency.

Resolution No. 3

The proposed budget for the upcoming academic year was presented and discussed. It was decided to make adjustments based on the feedback received and prepare a revised budget for approval.

Resolution No. 4

The examination results were presented and analyzed. Action points were outlined to address any concerns raised by the results.

Any other matter

Members raised additional points related to faculty development programs and student feedback mechanisms. These matters were noted for further discussion in subsequent meetings.

The meeting ended with the vote of thanks

*[Signature]*  
Coordinator, IQAC



*[Signature]*  
**DIRECTOR**  
Institute of Business Management Research  
Chakan, Tal. Khed, Dist. Pune  
Director & Chairperson, IQAC.

## Action Taken Report

To implement the decision taken of the above-mentioned meeting of the IQAC, the following action were

- Completed a thorough review of all AQAR and SSR documentation.
- Implemented recommendations provided by the expert team.
- Prioritized infrastructural projects and assigned responsibilities for maintenance tasks.
- Developed a roadmap for future infrastructural developments and improvements.
- Discussed further infrastructural planning and maintenance issues.
- Identified key areas needing immediate attention and long-term planning.
- Discussed the budget allocation for various academic and administrative activities.
- Planned the budget for upcoming projects and initiatives.

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



  
DIRECTOR  
Institute of Business Management Research  
Chakan, Tal-Khed, Dist. Pune

**Academic Year: -2022-23**

**Notice**

Date- 12/04/2023

All the members of Teaching and Non-Teaching staff are hereby informed that, a meeting will be held on Saturday, 19<sup>th</sup> April, 2023 at 11.00am.in the NAAC Room to constitute the college IQAC committee as per the UGC guidelines for the academic year 2022-23. All are requested to attend.

**Agenda**

1. Item No 1. Confirmation of the minutes of the last meeting.
2. Item No 2. To discuss about the examination work.
3. Item No 3. To discuss about the admission process.
4. Item No 4. Any other matter with permission to chair.



  
**Director**  
Institute of Business Management Research  
Chelvan, Tal-Khed, Dist. Pune



## Minutes of the Meeting of Internal Quality Assurance Cell

10<sup>th</sup> Feb. 2023

At 12.00 am

The meeting of the IQAC was held through hybrid mode i.e. online and offline mode.

The Members present were as:

Sr. No	Name	Designation	Sign
1	Dr. Sateeshchandra Joshi	(Director)Chairperson	
2	Mr. Gangadhar A. Jadhav	Member/Administrative Representative	
3	Mrs. Sheetal Tilekar	Member (Assistant Coordinator)	
4	Mr. Ratikant Ray	Member/Administrative Representative	
5	Smt. Pallavi Pawar	Member/Administrative Representative	
6	Shri Pritesh Bhatt	Member Faculty Representative	
7	Shri Nikhil Zarekar	Member (Student Representative)	
8	Smt. Prachi Kene	Member (Student Representative)	
9	Mr. Shyamrao Deshmukh	Member (NGO Representative)	
10	Mrs. Summaiya Kazi	Member (Admin Representative)	
11	Mrs. Rohini Deshmukh	Member (Admin Representative)	
12	Mr. Prashant Sarvardekar	Member (Alumni Representative)	
13	Prof. Dhananjay Rasal	IQAC Coordinator	

Meeting begins with the welcome remark of the Director/Chairperson. The Director presented the agenda to be discussed in the meeting.

Resolution No. 1

Confirmation of the meeting

The minutes of the last meeting held on 14<sup>th</sup> Nov 2022, were confirmed.

Resolution No.2

As like as international webinar which we had organized previously like that we will plan again in other countries also planning accordingly done for coming years. SSR and AQAR updates taken by chairperson from all the staff members. The data related to AQAR and SSR status of updates as well as collection of all data related to it. Points related to it has been discussed.

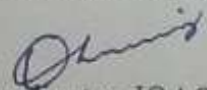
Resolution No. 3

Dr. Ray sir discussed about other journals planning to it. Budget planning for academic year and other related matters were discussed meanwhile in meeting. work should be start accordingly, Director sir guided about it.

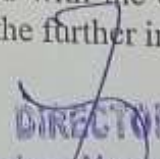
Any other matter

Documentation and other matter have been checked and evaluated with the expert team related to AQAR and SSR preparation. As well as members discussed about the further infrastructural planning and maintenance related issues meanwhile.

The meeting ended with the vote of thanks

  
Coordinator, IQAC



  
DIRECTOR  
Institute of Business Management Research  
Chakan, Tal. Khed, Dist. Pune  
Director & Chairperson, IQAC.



## Action Taken Report

To implement the decision taken of the above-mentioned meeting of the IQAC, the following action were.

- The exams have concluded, and all are awaiting the results.
- Internal and external exam documentation has been completed with assistance from other committees.
- The collection of data related to AQAR and SSR status updates has been completed, and points related to this have been discussed.
- The Director discussed the planning related to the admission process with the guidance of management members.
- Members discussed further infrastructural planning and related maintenance issues.

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



  
**DIRECTOR**  
Institute of Business Management Research  
Chakan, Tal-Khad, Dist. Pune

**Academic Year: -2022-23**

**Notice**

Date- 30/05/2023

All the members of Teaching and Non-Teaching staff are hereby informed that, a meeting will be held on Saturday, 05<sup>th</sup> June 2023 at 11.30 am.in the NAAC Room to constitute the college IQAC committee as per the UGC guidelines for the academic year 2022-23. All are requested to attend.

**Agenda**

1. Item No 1. Confirmation of the minutes of the last meeting.
2. Item No 2. To discuss about MBA New Admission Process.
3. Item No 3. To discuss about budget new academic year 2024-25.
4. Item No 3 To discuss the examination result.
5. Item No 4. Any other matter with permission to chair.



**Director**  
**DIRECTOR**

Institute of Business Management Research  
Chakan, Tal-Khed, Dist.Pune

# Minutes of the Meeting of Internal Quality Assurance Cell

19<sup>th</sup> April, 2023  
At 11.00 am

The meeting of the IQAC was held through hybrid mode i.e. online and offline mode.  
The Members present were as:

Sr. No	Name	Designation	Sign
1	Dr. Sateeshchandra Joshi	(Director) Chairperson	
2	Mr. Gangadhar A. Jadhav	Member/Administrative Representative	
3	Mrs. Sheetal Tilekar	Member (Assistant Coordinator)	
4	Mr. Ratikant Ray	Member/Administrative Representative	
5	Smt. Pallavi Pawar	Member/Administrative Representative	
6	Shri Pritesh Bhatt	Member Faculty Representative	
7	Shri Nikhil Zarekar	Member (Student Representative)	
8	Smt. Prachi Kene	Member (Student Representative)	
9	Mr. Shyamrao Deshmukh	Member (NGO Representative)	
10	Mrs. Summaiya Kazi	Member (Admin Representative)	
11	Mrs. Rohini Deshmukh	Member (Admin Representative)	
12	Mr. Prashant Sarvardekar	Member (Alumni Representative)	
13	Prof. Dhananjay Rasal	IQAC Coordinator	

Meeting begins with the welcome remark of the Director/Chairperson. The Director presented the agenda to be discussed in the meeting.

Resolution No. 1

Confirmation of the meeting

The minutes of the last meeting held on 10<sup>th</sup> Feb. 2023, were confirmed.

Resolution No.2

Exam related work and discussion had been done firstly as exam were over and all are waiting for result as well as further admission related process is going on in between. Documentation related with Internal as well as External exams with the help of other committees were done. Director suggested and checked all required process for follow up about it SSR and AQAR updates taken by chairperson from all the staff members. The data related to AQAR and SSR status of updates as well as collection of all data related to it. Points related to it has been discussed.

Resolution No. 3

Director sir discussed about planning related to admission process as well as arrangements about were discussed with the guidance of management members. Mr. Gangadhar sir suggested planning about admission policy for MBA through MHT CET and MAT as well other exam by proper pre and post guidance about those planning.

Any other matter

Members discussed about the further infrastructural planning and maintenance related issues meanwhile.

The meeting ended with the vote of thanks

Coordinator, IQAC



**DIRECTOR**  
Institute of Business Management Research  
Phalan, Telangana, India  
Director & Chairperson, IQAC




## Action Taken Report

To implement the decision taken of the above-mentioned meeting of the IQAC, the following action were

- Conduct a survey to gather feedback from stakeholders on the proposed changes to the MBA admission process.
- Revise the budget proposal based on the discussion and present it for final approval.
- Implement corrective measures to address specific issues highlighted by the examination results.
- Schedule a follow-up meeting to discuss faculty development programs and student feedback mechanisms.

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



  
**DIRECTOR**  
Institute of Business Management Research  
Chakan, Tal-Khed, Dist. Pune