

**JSPM's**  
**Jayawant Institute of Management Studies**  
**Tathawade, Pune-33**  
**Internal Quality Assurance Cell**

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**Minutes of Meetings**

Date: 05/08/2019

Meeting No: 5

The first IQAC Meeting was held on 5<sup>th</sup> August 2019 in the board room of the institute.

**Day of the Meeting:** Monday

**Timing:** 11:00 AM

The following members were present during the meeting:-

1. Dr. Priyanka Singh
2. Prof. S.L. Bhilare
3. Dr. Bipin Bankar
4. Prof. Shweta Padale
5. Prof. Harini Rajan
6. Prof. Deepak Pandita
7. Dr. Sudarshan Pawar
8. Ms. Shoba Shinde
9. Mr. Datta Jadhav
10. Mr. Deepak Ghorpade
11. Mr. Thushar Jadhav

IQAC coordinator Dr. Harini Rajan welcomed all the members to the 5th meeting of IQAC. New members of IQAC had introduced themselves.

**1. Agenda 1/5:** Approval of Minutes of Meeting held on 02/01/2019 and discussion on the action taken report.

**Resolution 1/5:** The IQAC coordinator Dr. Harini Rajan Read the MOM and presented action taken report in front of the members of IQAC. All the members present have approved the same unanimously.

**2. Agenda 2/5:** The Academic Coordinators of both the departments have proposed the Academic plan through the academic calendar and requested the IQAC to suggest changes if any required for enhancement of academic activities.

**Resolution 2/5:** The members present in the meeting have approved the Academic Plan.

**3. Agenda 3/5:** The IQAC coordinator proposed the yearly activity calendar for Extra and co-curricular activities. Also urge the members to give the valuable suggestions

**Resolution 3/5:** The members of the meeting suggested some new initiatives which can be included to enhance students activities.

**4. Agenda 4/5:** The HOD of MBA department has initiated the topic of Major revision in the syllabus and introduction of new specializations in the curriculum by SPPU. He also discussed on the major changes in the pattern of syllabus and subjects

**Resolution 4/5:** The members appreciated the initiative of SPPU and also discussed on the positive impact of the same. The chairman and management representative suggested to arrange a program about the enhanced curriculum. IQAC coordinator has accepted to arrange for the same.

**5. Agenda 5/5:** The chair person discussed about the appointment of 6 pillars and also explained the members about its activities.

**Resolution 5/5:** Mr. Ghophade, and Mr. Jadhav along with other members highly appreciated the initiative of IQAC and also suggested to put consistent effort like this.

**6. Agenda 6/5:** Mr. Bhilare urged the importance of continuing focus on soft skill enhancement of the students. Also insisted the Chairman and IQAC coordinator to look into the matter.

**Resolution: 6/5:** The chairperson assured the management representative about the conduction of lectures for skill enhancement and also said that the matter will be discussed in internal meeting and be finalized.

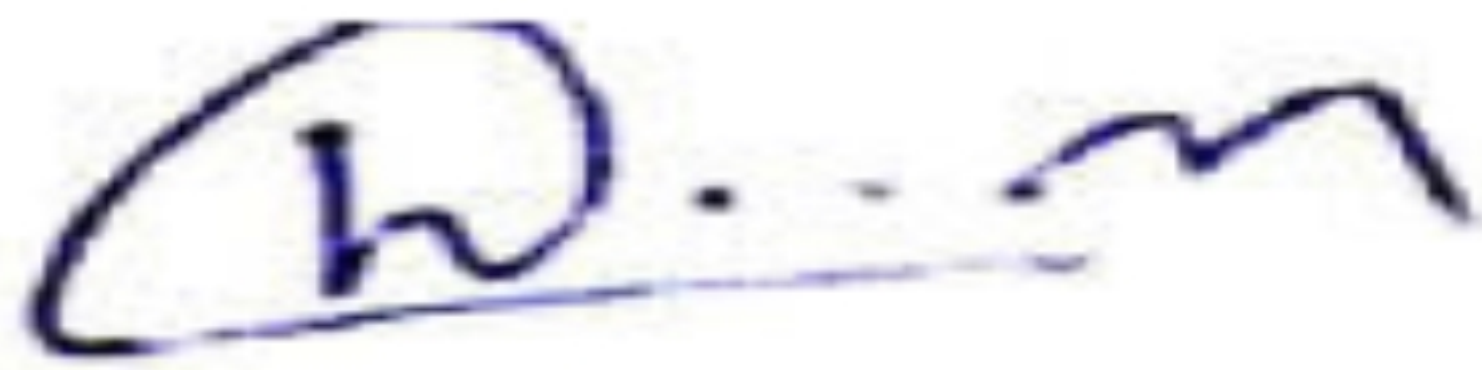


**Agenda 7/5:** The house has initiated a discussion on the Induction program for first year students to be conducted with proper planning and objective.

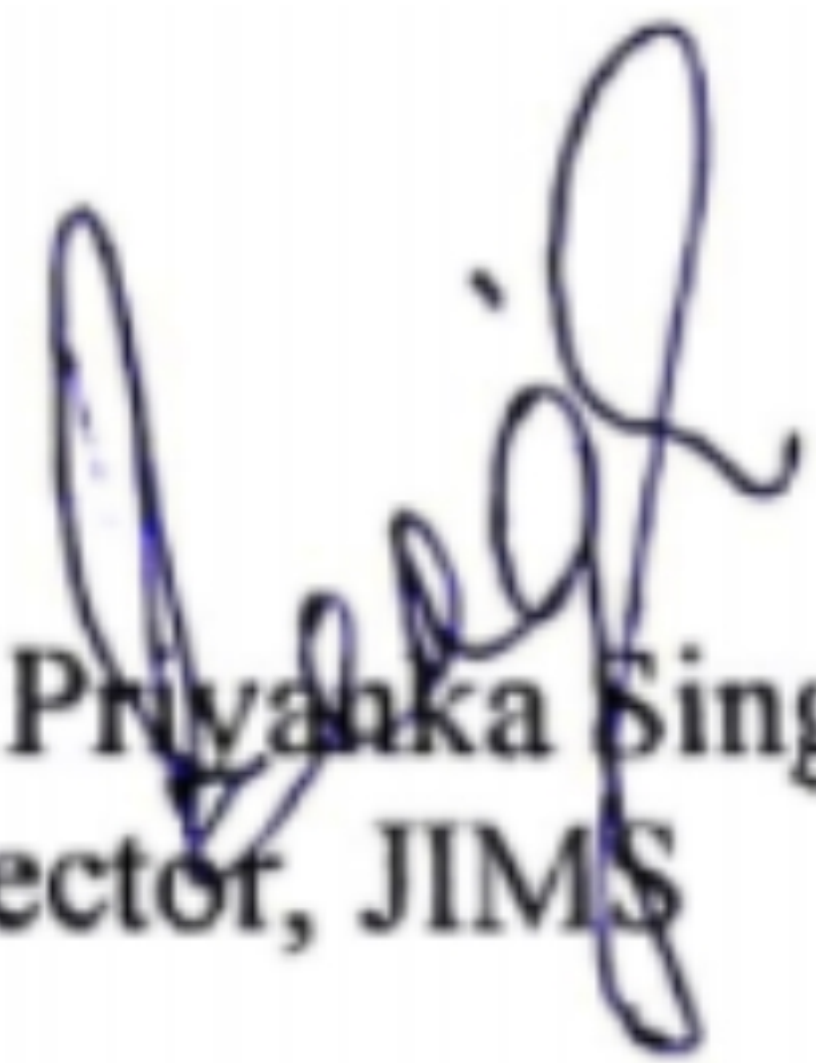
**Resolution 7/5:** The head of the departments are assigned with the responsibility of Planning of the formal induction program with an objective and assign the faculty members for the smooth conduction of the program.

The IQAC meeting concluded with the vote of thanks proposed by the IQAC coordinator.

Prepared by



Dr. Harini Rajan  
IQAC Coordinator



Dr. Priyanka Singh  
Director, JIMS





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**Action Taken Report**

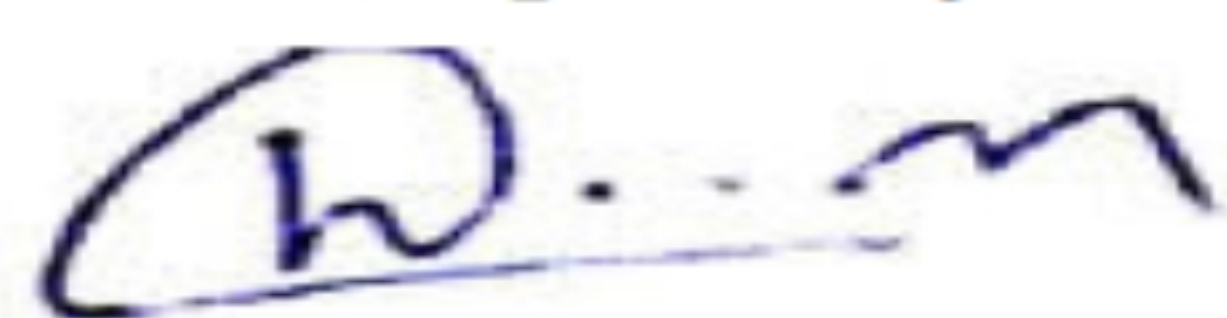
Meeting No: 5

Meeting Date: 5/8/2019

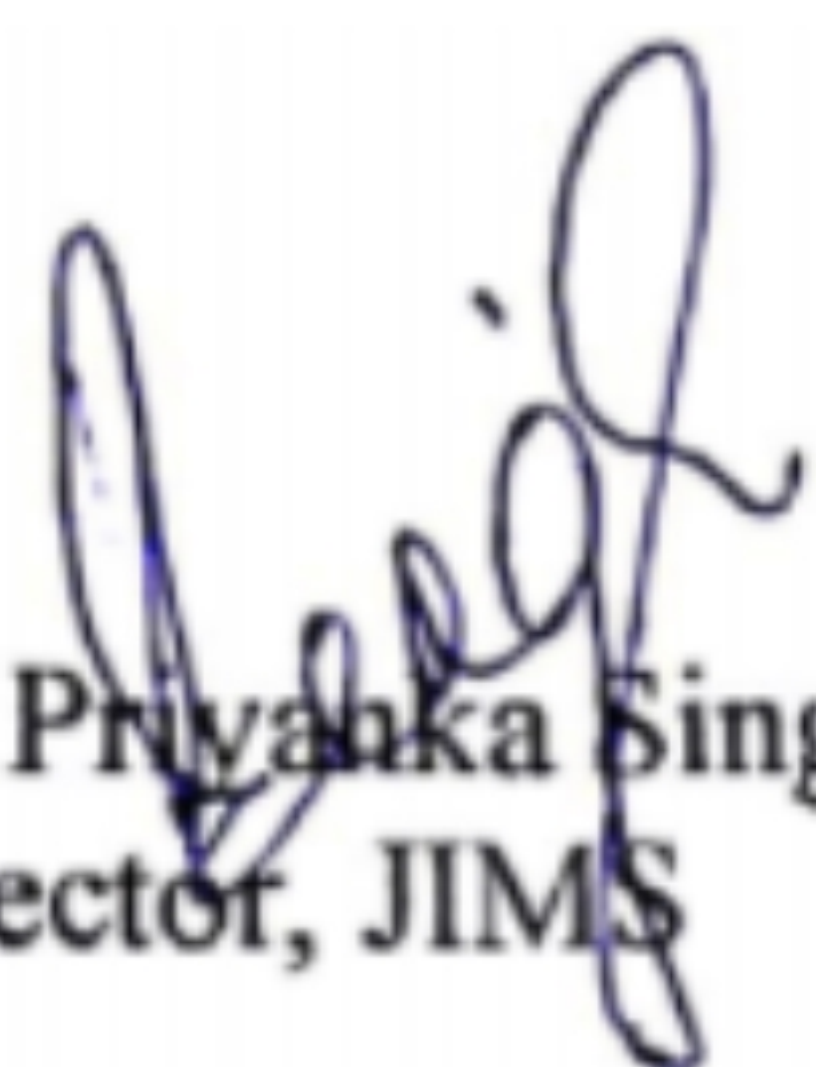
Venue: Board Room JIMS E Building

Sr.No	Resolution	Action Taken	Outcome
1	Revision in Extra and Co-curricular activity Calendar	Some new activities have been included in the calendar and a revised calendar is been prepared.	The students will get introduced to new activities and there by new learning
2	Syllabus Orientation for Faculty	Syllabus orientation program is been scheduled for faculties	The Faculty members were enabled to understand the revised curriculum
3	Lectures for Skill Enhancement	In this purview a new add on course focusing on skill enhancement with an motive to make the students ready for corporate world is designed	Will enhance the students ability and will aid them in placement activities
4	Conduct Formal Induction program	Induction program has been conducted which includes out-reach activity.	Students have acquainted with the institute practices

Prepared by



Dr. Harini Rajan  
IQAC Coordinator



Dr. Priyanka Singh  
Director, JIMS



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**Minutes of Meetings**

Date: 06/01/2020

Meeting No: 6

The first IQAC Meeting was held on 6<sup>th</sup> January 2020 in the board room of the institute.

**Day of the Meeting:** Monday

**Timing:** 11:30 AM

The following members were present during the meeting:-

1. Dr. Priyanka Singh
2. Prof. S.L. Bhilare
3. Dr. Bipin Bankar
4. Prof. Shweta Padale
5. Prof. Harini Rajan
6. Prof. Deepak Pandita
7. Dr. Sudarshan Pawar
8. Ms. Shoba Shinde
9. Mr. Datta Jadhav
10. Mr. Deepak Ghorpade
11. Mr. Thushar Jadhav
12. Mr. Sachin Kolgiri

IQAC coordinator Dr.Harini Rajan welcomed all the members to the 6th meeting of IQAC.

**Agenda 1/6:** Approval of Minutes of Meeting of the 5<sup>th</sup> August 2019 and the action taken report.

**Resolution 1/6:** The IQAC coordinator Prof. Harini Rajan Read the MOM and presented action taken report in front of the members of IQAC. All the members present have approved the same unanimously.



**Agenda 2/6:** The house has initiated a discussion on the importance of enhancing the reading habits of the students and also suggested the institute to encourage such things even after college timing

**Resolution 2/6:** The head of the departments highlighted the activity which is already in practice in the institute and also ensured that this activity will be encouraged after college timing.

**Agenda 3/6:** The chairperson discussed on the matter of importance of case study in the curriculum of both MBA & MCA. The industry experts supported this initiative and also asked the chairperson to encourage the faculty members to develop their own case studies.

**Resolution 3/6:** The chairperson agreed to conduct a separate meeting with all the faculty members of the institute in the said context and will plan for one such activity

**Agenda 4/6:** The Management representative urged the institute to conduct one International Seminar on latest trends in the field of management.

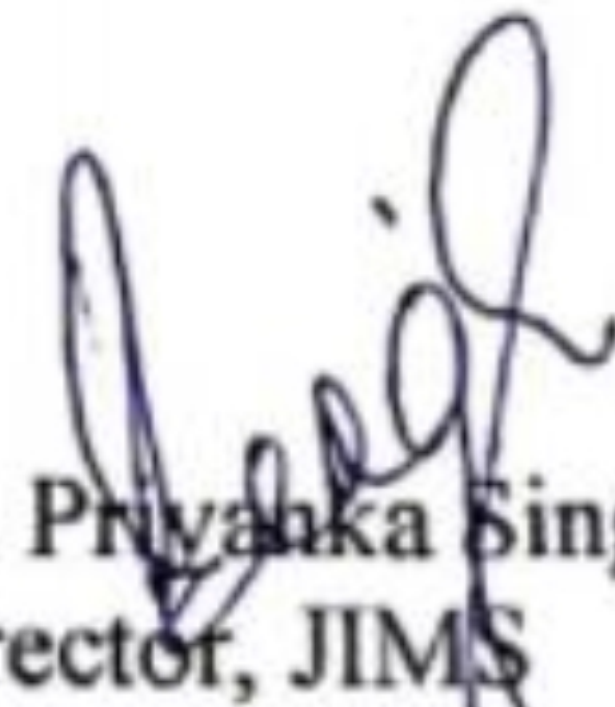
**Resolution 4/6:** The HOD of MCA and Prof. Deepak Pandita of MCA agreed to the point and assured that they will plan it accordingly.

**Agenda 5/6:** The management member present in the meeting Prof. S.L Bhilare had discussed on the result analysis of both MBA & MCA and asked the head of the institute to conduct separate meeting with the faculty members for further improvement of the same.

**Resolution 5/6:** The Director of the institute Dr. Priyanka Singh had agreed to schedule the meeting with focus on the result analysis and will conducted meeting with the faculty members and in certain special cases individual meeting will also be scheduled with such faculty members who need improvement.

Prepared by  
  
Dr. Harini Rajan  
IQAC Coordinator



  
Dr. Priyanka Singh  
Director, JIMS



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**Action Taken Report**

Meeting No: 6

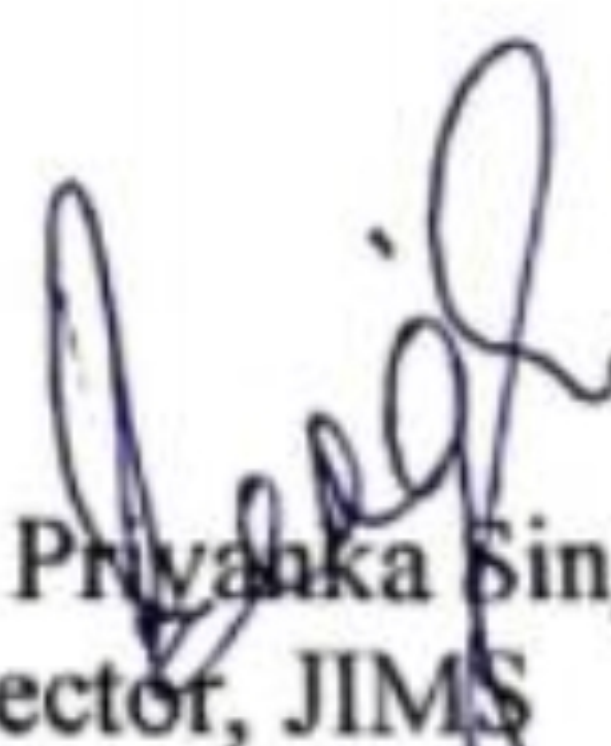
Meeting Date: 06/01/2020

Venue: Board Room JIMS E Building

Sr.No	Resolution	Action Taken	Outcome
1	Enhancement activities after college hours	Dr. Susil Sarangi has been appointed as the coordinator and also asked to improve the reading club which is already in practice under him	Students reading ability is improved and also learned to interpret business news
2	Program on Case Study	IQAC coordinator is been appointed to organize a FDP on writing case study in the month of March	Yet to Analyze
3	International Seminar	HOD MCA proposed to conduct a international Seminar on Machine Learning in the month of April 2020	Yet to Analyze

Prepared by  
  
Dr. Harini Rajan  
IQAC Coordinator



  
Dr. Priyanka Singh  
Director, JIMS