

Meeting No. 1
Nav Sahyadri Charitable Trust's
Institute of Business Management & Research, Chakan
IQAC Committee
Academic Year 2023-24

Date: -01/06/2023

Notice

All the members of the Internal Quality Assurance Cell of Institute of Management and Research, Chakan are hereby informed that the IQAC meeting is scheduled on Friday, 9th June 2023. All the members are requested to attend the meeting.

Venue: NAAC Room, IBMR, Chakan

Time: - 3.00 pm


Dr. Ratikant Ray

IQAC Coordinator



Prof. Sheetal Tilekar

Director

DIRECTOR

**Institute of Business Management & Research
Chakan, Ta-Khed, Dist. Pune**



Agenda of Meeting

1. To confirm the previous meetings minutes.
2. To discuss various feedback from stakeholders, its analysis, and actions to be taken.
3. To form various committees for the academic year 2023- 24.
4. To discuss about admission for AY 2023-24.
5. To discuss Financial Budget for the academic year 2023-2024.
6. To finalise the academic calendar for the AY 2023-24.
7. Take a review of examination conducted in the month of April/May 2023.
8. To discuss any other items with the permission of chairman.

Ratikanta Ray
Dr. Ratikanta Ray

IQAC Coordinator



S. S. Tilekar

Prof. Sheetal Tilekar

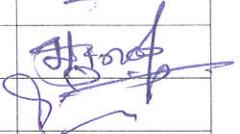
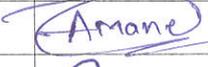
Director

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Meeting No. 1
Nav Sahyadri Charitable Trust's
Institute of Business Management & Research, Chakan
IQAC Committee
Academic Year 2023-24

Date: 9th June 2023

Institute of Business Management & Research, Chakan, IQAC Meeting was held on 9th June 2023 in NAAC Room at 3.00 PM under the chairman ship of Prof. Shital Tilekar. The following members were present for the meeting:

Sr. No.	Name	Representation	Designation	Sign
1.	Prof. Shital Tilekar	In Charge Director, IBMR	Chairman	
2.	Mr. Jadhav G. A.	Management- Representative	Member	
3.	Mr. Bhujbal Machindra	Member- Stakeholders	Member	
4.	Mr. Deshmukh Shyamrao	Industry	Member	
5.	Mr. Bhujbal Pratap M.	Employer	Member	
6.	Mr. Ram Kashid	Alumni	Member	
7.	Mr. Dnyaneshwar Todkar	Local Society	Member	
8.	Mr. Abhijit Mane	Student	Member	
9.	Mr. Dhananjay Rasal	Teacher Representative	Member	
10.	Mrs. Shradha Divekar	Teacher Representative	Member	
11.	Mrs. Pallavi Pawar	Teacher Representative	Member	
12.	Mrs. Sonawane Rohini	Administrative Officer	Member	
13.	Dr. Ratikant Ray	IQAC Coordinator	Member	

The following items were discussed in the meeting:

Item No.1: To confirm the previous meetings minutes.

Resolution: The previous meeting was held on 19/04/2023 in NAAC Room at 11.00 am and was a chair. Prof. Shradha Divekar presented the minutes of the meeting. It was passed unanimously.

Item No.2: To discuss various feedback from stakeholders, its analysis, and actions to be taken.

Resolution: Various feedback received from stakeholders, including students, parents, faculty, and alumni, were analyzed. Key areas of concern were highlighted, and potential actions were discussed.

Item No. 3: To form various committees for the academic year 2023- 24.

Resolution: Committees for the academic year 2023-24 were proposed, and members were assigned to lead and participate in specific committees as per their expertise.

Item No. 4: To discuss of admission for AY 2023-24.

Resolution: A detailed discussion ensued regarding the current MBA admission process as all the process is completed with document verification from all Admission Authorities like DTE and AICTE. Various suggestions and problem discussion in the process has been discussed related to positive and negative issues related to process of it, including the more holistic approach and enhancing transparency.

Item No. 5: To discuss Financial Budget for the academic year 2023-2024

Resolution: The proposed financial budget for the academic year 2023–2024 was presented to the committee and thoroughly reviewed. Key allocations include provisions for infrastructure enhancements, faculty development programs, research funding, and student support initiatives. The committee acknowledged the strategic importance of these allocations and approved the budget as proposed.

Item No.6 To finalize the academic calendar for the AY 2023-24.

Resolution: -IQAC coordinator Dr Ratikanta Ray presented the proposed Academic Calendar for the academic year 2023-24. The calendar included details such as the start and end dates of semesters, holidays, examination schedules, and any other significant academic events.

Item No.7: Take a review of examination conducted in the month of April/May 2023.

Resolution: The examinations for the academic session conducted in the months of April/May 2023 were reviewed in detail. It was noted that the exams were conducted as per the academic calendar and in adherence to the university/board guidelines. The question paper setting, invigilation, and evaluation processes were carried out smoothly and with due diligence.

Item No.8: To discuss any other items with the permission of chairman.

There are no any other items for discussion so meeting was concluded with vote of thanks.


Dr. Ratikanta Ray
IQAC Coordinator


Prof. Sheetal Tilekar
Director



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

Institute of Business Management & Research, Chakan

Action Taken Report

Sr. No.	Particulars	Action Taken
1.	To confirm the previous meetings minutes.	The minutes of the previous meeting were presented by Prof. Shradha Divekar and confirmed unanimously.
2.	To discuss various feedback from stakeholders, its analysis, and actions to be taken.	The feedback from various stakeholders, including students, faculty, and parents, was discussed. The analysis revealed areas for improvement, and a plan will be developed to address these concerns.
3.	To form various committees for the academic year 2023- 24.	Committees for the academic year 2023–24 were proposed, and members were assigned to lead and participate in specific committees as per their expertise.
4.	To discuss about admission for AY 2023-24.	Digital marketing initiatives were launched. Alumni referral and industry outreach efforts have also been initiated to enhance admissions. A task force was formed to monitor progress.
5.	To discuss Financial Budget for the academic year 2023-2024.	The proposed budget was presented and reviewed. Budget allocations were communicated to the finance and administrative departments for implementation.
6.	To finalize the academic calendar for the AY 2023-24.	The academic calendar for AY 2023–24 was finalized and circulated to all departments. Activities and timelines have been scheduled accordingly.
7.	Take a review of examination conducted in the month of April/May 2023.	The examinations were conducted smoothly as per schedule. No major issues or malpractices were reported. Evaluation and result declaration were completed on time. Suggestions for further improvement have been noted.
8.	To discuss any other items with the permission of chairman.	Members were given the opportunity to raise any other academic matters. No additional matters were discussed.


Dr. Ratikanta Ray

IQAC Coordinator



Prof. Sheetal Tilekar

Director

DIRECTOR

**Institute of Business Management & Research
Chakan, Ta-Khed, Dist. Pune**