



Since 1994

Marathwada MitraMandal's
INSTITUTE OF MANAGEMENT EDUCATION RESEARCH AND TRAINING
(IMERT), Pune
S. No. 18, Plot No. 5/3, CTs No. 205, Behind Vandevi Temple, Karvenagar, Pune – 411052



AY: 2021-22

Date: 9th November 2021

MEETING NOTICE

Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC) meeting is scheduled with the following agenda as below. All members are requested to make it convenient to attend the same.

Date of Meeting: 18th November 2021

Venue: Manthan (Board room), 6th floor, IMERT, Karvenagar.

Time: 11.00 a.m.

Agenda No 1: To read and confirm the minutes of the previous meeting.

Agenda No 2: To plan for MBA III semester commencement and status review of Summer Internship Programme (SIP).

Agenda No 3: To plan for value added association with professional bodies.

Agenda No 4: Brainstorming various suggestions for students employability enhancement.

Agenda No 5: Plan for MBA Induction programme for Batch 2021-23.

Agenda No 6: To initiate International Conference in association with IFERP.

Dr. Pranav Kayande
IQAC Coordinator
Prepared by



Dr. Jitendra Bhandari
Incharge Director
Approved by



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Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

The meeting of the Internal Quality Assurance Cell was held on 18th November 2021 at 11.00 a.m. in the Manthan (Board room), 6th floor, IMERT, Karvenagar – 411052, Pune.

The following members were present for the said meeting

Sr. No	Name of Member	Designation
1	Prin. B. G. Jadhav	Management Representative
2	Dr. Jitendra Bhandari	Chairperson
3.	Mr. Abhishek Pandey	Industry Representative
4	Ms. Shilpa Buduk	Local Society / Trust Representative
5	Dr. Milind Jagtap	Alumni Representative
6	Dr. Shubhangee Ramaswamy	Teaching Representative
7	Dr. Mangalgouri Patil	Teaching Representative
8	Ms. Kavita Dhamal	Senior Administrative Officer / Registrar
9	Mr. Rushikesh Patil	Student Representative
10	Ms. Ashish Choudhary	Student Representative
11	Dr. Pranav Kayande	IQAC Coordinator

Agenda No.1:

To read and confirm the MOMs of the previous meeting. of the Internal Quality Assurance Cell was held on 1st July 2021.

Resolution No. 1:

Dr Pranav Kayande read MoM and discussed the Action taken related to IQAC meeting held on 1st July 2021. He informed that the majority of concurrent evaluation took place in online mode using Google Classroom and Smartschool LMS. A couple of meetings were scheduled for discussions on AQAR 2019-20 and related reviews and finally AQAR was submitted on 26.08.2021. He further informed about faculty members participation in various conferences and FDPs.

Proposed By: Dr Pranav Kayande

Seconded by: Dr. Jitendra Bhandari

This resolution was passed unanimously.



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Agenda No.2:

To plan for MBA III semester commencement and status review of Summer Internship Programme (SIP).

Resolution No. 2:

Dr. Shubhangee Ramaswamy informed about the preparation required for MBA Sem III commencement from 15th November 2021. She also added about SPPU Online exam status. She proposed that all faculty members should take follow up of students from their respective mentoring groups regarding SIP Progress and Draft Status. Exam Team members to be instructed for conduct of SIP Internal Viva's.

Proposed by: Dr. Shubhangee Ramaswamy

Seconded by: Dr. Mangalgouri Patil

This resolution was passed unanimously.

Agenda No. 3:

To plan for value added association with professional bodies.

Resolution No. 3:

Dr Jitendra Bhandari proposed that Dr. Rupendra Gaikwad would engage in forming tie up with professional bodies such as Poona Management Association (PMA) for student development and to enhance industry interaction. Dr. Mangalgouri Patil would engage in forming association with Securities Exchange Board of India (SEBI) for conducting Commodities and Derivatives Awareness programme for farmers as a part of Institute's Extension and Outreach initiatives and with J S Finserv to provide expert advice regarding financial planning and tax planning. Aparna Shastri would take ahead tie up with Mamta Foundation an old age home and visit the same under ISR initiatives which would help inculcate human values among students.

Proposed by: Dr. Jitendra Bhandari

Seconded by: Ms. Shilpa Budukh

This resolution was passed unanimously.

Agenda No. 4:

Brainstorming various suggestions for student's employability enhancement.

Resolution No. 4:

Brainstorming regarding suggestions for students' employability enhancement was done. Faculty members were contributed actively with their ideas. Dr Shubhangee Ramaswamy urged to automate training and placement process automation. She added by doing so we can save our time and quickly reaches students to explore placement opportunities. To support this, CA Anushree Satpute would use of Calyxpod software for Placement



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activities. Prof. Pranjal Jadhav added for requirement of preparation of Placement Training calendar to make students ready for placement.

Proposed by: Dr. Shubhangee Ramaswamy
Seconded by: Mr. Abhishek Pandey
This resolution was passed unanimously.

Agenda No.5:

Plan for MBA Induction programme for Batch 2021-23.

Resolution No. 5:

Dr. Jitendra Bhandari briefed about the preparation required for MBA I year Induction programme. He informed that Prof. Aparna Shastri and Prof. Pranjal Jadhav started working upon Induction schedule, Prof. Vivekanand Gaikwad was planning for Outdoor Management Training (OMT) and while Prof. Chaitrali Kale was contacting corporate delegates for guest sessions.

Proposed by: Dr. Jitendra Bhandari
Seconded by: Dr. Pranav Kayande
This resolution was passed unanimously.

Agenda No.6:

To initiate International Conference in association with IFERP.

Resolution No. 6:

Dr. Shubhangee Ramaswamy requested to initiate plan for organizing International Conference on online mode. She suggested CA Anushree Satpute will take the initiative for organizing an International Conference. Further she proposed that they should check possibility of forming an association with the Institute of Engineering Research and Publication (IFERP) and to plan for an MOU for the same.

Proposed by: Dr. Shubhangee Ramaswamy
Seconded by: Dr. Jitendra Bhandari
This resolution was passed unanimously.



Pranav Kayande

Jitendra Bhandari

Dr. Pranav Kayande IQAC Coordinator	Dr. Jitendra Bhandari In-charge Director
Prepared by	Approved by



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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Date of Meeting: 18th November 2021

Venue: Manthan (Board room), 6th floor, IMERT, Karvenagar.

Time: 11.00 am.

Attendance

Sr.No.	Name of Members	Designation	Sign
1	Prin. B. G. Jadhav	Management Representative	
2	Dr. Jitendra Bhandari	Chairperson	
3	Mr. Abhishek Pandey (HR Head, Lexicon Network)	Industry Representative	
4	Ms. Shilpa Budukh	Local Society / Trust Representative	
5	Dr. Milind Jagtap	Alumni Representative	
6	Dr Shubhangee Ramaswamy	Teaching Representative	
7	Dr Mangalgouri Patil	Teaching Representative	
8	Ms. Kavita Dhamal	Senior Administrative Officer / Registrar	
9	Mr.Rushikesh Patil	Student Representative	
10	Ms. Ashish Choudhary	Student Representative	
11	Dr. Pranav Kayande	IQAC Coordinator	



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Action Taken Report

On the decision taken during IQAC meeting held on 18th November 2021, the following actions were taken –

Sr. No.	Decision	Action Taken
1	MBA III semester commencement was decided from 15th November 2021 as per the Academic Calendar and SPPU Guidelines. All mentors are requested to review of Summer Internship Programme (SIP).	Started MBA-III teaching learning from 15th November 2021. All faculty members contributed by devising their teaching plans. Respective coordinators prepared Time Tables. Exam Team IMERT planned for Concurrent Internal Evaluations in the academic calendar
2	To plan for value added association with professional bodies.	MOUs were signed by IMERT with Poona Management Association (PMA) on 19th January 2021, JS Finserv on 18th January 2021, Mamta Foundation on 8th February 2021. The renewal of association with SEBI was done on 20th December 2020.
3	TPO Process Automation	Demo of Calyxpod took place in December 2021.
4	Placement Training Calendar	The Placement training calendar was prepared and implemented from 20th November 2021 to 5th February 2022.
5	MBA Induction programme for Batch 2021-23	MBA Induction programme was organised successfully from 27th December 2020 to 15th January 2021.
6	International Conference in association with the Institute of Engineering Research and Publication (IFERP)	The MOU was signed with IFERP for International Conference to be held on 11th and 12th February 2022.

 Dr. Pranav Kayande IQAC Coordinator Prepared by	 Dr. Jitendra Bhandari In-charge Director Approved by
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