

Ref: IMERT/IQAC/ 2023-24/1

Date: 27th May 2023

To,
All the Members of IQAC
Marathwada Mitra Mandal's IMERT
Pune-411052

MEETING NOTICE

Respected Sir/Ma'am,

Subject: Regarding Internal Quality Assurance Cell (IQAC) Meeting dated 03rd June 2023


All IQAC members are cordially invited to attend the first Internal Quality Assurance Cell IQAC Meeting for the AY 2023-24 being convened at 11.00 AM on 03rd June 2023


Venue: Manthan Boardroom, Sixth Floor, MM's IMERT, Pune-411052

Agenda:

1. To review of minutes of previous IQAC Meeting and subsequent action taken.
2. To appraise about academic planning for A.Y. 2023-24 including three weeks induction programme
3. To review and assess the statutory and non-statutory committee composition
4. To initiate the process of recruitment of teaching and non-teaching staff members.
5. To discuss about IQAC initiative of
 - a. Modification of 360-degree appraisal form
 - b. Introduction of mentoring card.
 - c. To conduct the audit for determining carbon footprint and offsetting CO2 emissions.
6. Any other points with the permission of the chair.

Thank You.


Dr. Mangalgouri S Patil
IQAC Coordinator


Dr. Shubhangee Ramaswamy
IQAC-Chairperson
In-charge Director



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(IMERT), Pune**

S. No. 18, Plot No. 5/3, CTs No. 205, Behind Vandevi Temple, Karvenagar, Pune – 411052



AY: 2023

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 03rd June 2023 at 11.00 am at Manthan (Board room) 6th floor, IMERT, Karvenagar.

The following members were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. B.G. Jadhav	Management Representative
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director
3	Mr. Abhishek Pandey	Nominee Industry Representative
4	Ms. Shilpa Buduk	Nominee Local Society
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative
6	Dr. Jitendra Bhandari	Teaching Representative
7	Prof. Aparna Shastri	Teaching Representative
8	Mr. Himmat Salunkhe	Administrative Officer
9	Ms. Akshata Babshet	Student Representative
10	Mr. Dhananjay Wagh	Student Representative
11	Dr. Mangalgouri Patil	IQAC Coordinator

Minutes of the previous Internal Quality Assurance Cell (IQAC) meeting held on Monday, 22nd May 2023, in Marathwada Mitra Mandal's IMERT, Manthan Hall at 11.00 AM. Dr. Shubhangee Ramaswamy welcomed all the present members.

The agenda wise deliberations happened during the meeting and identification of areas of concerns were noted by the IQAC Coordinator on the mentioned agendas. Following were the details of agenda wise discussion and action taken unanimously.



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AY: 2023

Agenda 1: To read and confirm the minutes of the IQAC meeting dated 22 May 2023

Discussions: Minutes of the IQAC meeting held on 22nd May 2023 were read and confirmed by the IQAC coordinator Dr. Mangalgouri Patil in the presence of all the present members.

Resolutions: The Minutes of Meeting were confirmed and action taken report was reviewed.

Proposed By: Dr. Mangalgouri Patil
Seconded By: Dr. Shubhangee Ramaswamy

Agenda 2: To Appraise about Academic Planning for A.Y. 2022-23

Discussions: Dr. Jitendra Bhandari informed the members about the centralised admission process and will be concluded by the month of August 2023. He mentioned that preparation of Institute's Academic Calendar based on the SPPU calendar for the academic year (AY) 2023-2024 is in progress. Dr. Shubhangee Ramaswamy mentioned that the institute is planning for the three weeks induction program in the month of August 2023.

Resolution:

IQAC members advised to collate the data of activities planned by everybody to prepare academic calendar for AY 2023-2024. Hon. Shri B.G. Jadhav mentioned that all the modules of the induction program is to be implemented in a proper way so that the transition of student from UG level to PG level programme will be carried in a smooth way. He also mentioned that disaster management, Indian Knowledge System, Sports, Universal Human Values etc. should be covered. Sir suggested that mentors be allocated to students once the student induction program concludes. Finalisation of the schedule for the induction programme and identification of the resource persons for each module is to be allocated by the induction coordinator. Dr. Shubhangee Ramaswamy updated the members about the continuation of ad-hoc faculty members for the A.Y. 2023-24 and requested to involve them in Academic Planning Process.

Proposed By: Dr. Jitendra Bhandari
Seconded By: Hon. Shri B.G. Jadhav
This Resolution was passed unanimously.



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AY: 2023

Agenda 3: To review and assess the Statutory and Non-Statutory committee composition

Deliberation: Dr. Shubhangee Ramaswamy emphasized on the review of the committee composition for both Statutory Committee and Non-Statutory Committee. She mentioned that the institute is governed by the rules and regulations put forth by AICTE, SPPU, MM Trust, DTE etc. and institute should comply with the changes and modifications initiated by the regulatory bodies.

Resolution: Hon. Shri.B.G.Jadhav urged to adhere the guidelines issued by regulatory authorities and comply with the same in timely manner. IQAC members advised to design the standard data template to collate the data of all the committees.

Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Hon. Shri.B.G.Jadhav

This Resolution was passed unanimously.

Agenda 4: To initiate the process of recruitment for teaching and non-teaching staff members.

Discussion: Dr. Mangalgouri Patil mentioned that institute should initiate the recruitment process of faculty members for the post of Professor, Associate Professor and Assistant Professor and Accountant. Dr. Shubhangee Ramaswamy informed that the institute roster is not finalised due to issues with the reservation-based roster applicable for the recruitment of staff members.

Resolution: Hon. Shri. B.G. Jadhav mentioned that institute student faculty ratio should be maintained as per the norms. He advised to initiate the recruitment of staff members on ad-hoc basis. Sir also advised to prepare the plan of induction of programme for newly joined members.

Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Dr. Mangalgouri Patil

This Resolution was passed unanimously.

Agenda 5: Discussion on IQAC Initiatives

- a. Modification of 360-degree Appraisal form
- b. Introduction of Mentoring card.
- c. To conduct the audit for determining Carbon Footprint and offsetting Co2 emissions.



Discussion: Dr. Shubhangee Ramaswamy mentioned that existing system of appraisal based on 360-degree feedback form is modified in accordance with the Gazette published by AICTE in the month of March 2019. This appraisal system gives more transparency to employees. Dr. Mangalgouri Patil mentioned about the introduction of Mentoring card for the newly recruited batch. Hon. Shri B.G. Jadhav praised the mentoring card for its straightforward yet comprehensive design. He also mentioned that mentoring is invaluable as it provides guidance, support, and expertise, nurturing individuals to reach their full potential. Dr. Shubhangee Ramaswamy mentioned about Carbon Foot print audit through the start-up Climekare Sustainability Private Limited incubated at The Foundation for Make It Happen Center for Invention, Innovation and Incubation (FMCIH). She mentioned that this report will highlight the greenhouse gas emissions arising in June 2022 to May 2023 from the Campus. She also mentioned that offsetting the CO2 emissions is done in due course of time.

Resolution: IQAC members reviewed the 360-degree appraisal form and agreed to utilise the same for upcoming appraisal. Mr. Abhishek Pandey advised that mentors to track the progress of their mentee throughout the MBA programme with the mentoring cards. IQAC members appreciated the efforts taken to determine the GHG emissions and offset the same.

Proposed By: Dr. Mangalgouri Patil
Seconded By: Dr. Shubhangee Ramaswamy
This Resolution was passed unanimously.

Agenda 6: Any Other Points with the permission of Chair

No additional matters were raised by any members. The meeting concluded with an agreement from all members, prompted by the Chairman, to convene regularly for informal discussions regarding the status of completed work. IQAC Coordinator Dr. Mangalgouri Patil proposed the vote of thanks and the meeting was adjourned till the next meeting.

Dr. Mangalgouri S Patil
IQAC Coordinator

Dr. Shubhangee Ramaswamy
IQAC-Chairperson
In-charge Director



ACTION TAKEN REPORT

Sr. No.	Agenda	Action Taken/ Outcomes
1	To Appraise about Academic Planning for A.Y. 2023-24	<p>The induction schedule was devised in accordance with the guidelines outlined by AICTE for the Student Induction Program. Subsequently, a three-week induction program was effectively concluded.</p> <p>Tentative Academic Calendar for AY 2023-24 was prepared.</p> <p>Mentors were allocated to the students</p>
2	To review and assess the statutory and non-statutory committee composition	<p>The composition of twelve statutory and thirteen non-statutory committees respectively was aligned with established norms.</p> <p>Standard data templates were utilized to compile all committee details.</p>
3	To initiate the process of recruitment for teaching and non-teaching staff members.	<p>In accordance with SPPU norms and recommendations from the Local Selection Committee, four Assistant Professors and two Associate Professors were hired. The retention of existing staff members followed MM Trust guidelines. An accountant was also hired.</p>
4	<p>Discussion on IQAC Initiatives</p> <p>1.Modification of 360-degree Appraisal form</p> <p>2.Introduction of mentoring card.</p> <p>3.To conduct the audit for determining carbon footprint and offsetting Co2 emissions.</p>	<p>An updated 360-degree appraisal form was used for the evaluation.</p> <p>Mentoring card was utilised by the mentors to keep the track of progress made by their mentee.</p> <p>Carbon footprint audit was completed and 480 Tonnes of CO2 emission equivalent was generated throughout the campus for the period of June 2022 to May 2023</p>



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Attendance of Internal Quality Assurance Cell (IQAC) Meeting

Date: 3rd June 2023

Timing: 11:00 am

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

Attendance

Sr. No.	Name of the Member	Designation	Signature
1	Prin. B.G. Jadhav	Management Representative	
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director	
3	Mr. Abhishek Pandey	Nominee Industry Representative	
4	Ms. Shilpa Buduk	Nominee Local Society	
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative	
6	Dr. Jitendra Bhandari	Teaching Representative	
7	Prof. Aparna Shastri	Teaching Representative	
8	Mrs. Himmat Salunkhe	Senior Administrative Officer	
9	Ms. Akshata Babshet	Student Representative	
10	Mr. Dhanjay Wagh	Student Representative	
11	Dr. Mangalgouri Patil	IQAC Coordinator	



Ref: IMERT/IQAC/ 2023-24/2

Date: 2nd September 2023

To,
All the Members of IQAC
Marathwada Mitra Mandal's IMERT
Pune-411052

MEETING NOTICE

Respected Sir/Ma'am,

Subject: Regarding Internal Quality Assurance Cell (IQAC) Meeting dated 9th September 2023

All IQAC members are cordially invited to attend the Second Internal Quality Assurance Cell IQAC Meeting for the AY 2023-24 being convened at 11.00 AM on 9th September 2023


Venue: Manthan Boardroom, Sixth Floor, MM's IMERT, Pune-411052

Agenda:

1. To review minutes of previous IQAC Meeting and subsequent action taken.
2. To strengthen the research culture through arranging FDP, promoting participation in conferences and workshops.
3. To propose co-curricular activities for students with reference to
 - a. Indian Knowledge System
 - b. Mental and Physical Health
 - c. Commemorate the days of International and National Importance
 - d. ISR, Extension and Outreach
4. To discuss the IQAC's initiative in fostering holistic student development through strategic partnerships established via MOUs with the following entities.
 - a. Ebek for improving English Language Fluency
 - b. Veterans India to enhance patriotism and personality development
 - c. Harvard Business School Publishing for Online Courses and Online Simulations
5. Any other points with the permission of the chair.

Thank You.


Dr. Mangalgouri S Patil
IQAC Coordinator


Dr. Shubhangee Ramaswamy
IQAC-Chairperson
In-charge Director



Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 9th September 2023 at 11.00 am at Manthan (Board room) 6th floor, IMERT, Karvenagar.

The following members were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. B.G. Jadhav	Management Representative
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director
3	Mr. Abhishek Pandey	Nominee Industry Representative
4	Ms. Shilpa Buduk	Nominee Local Society
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative
6	Dr. Jitendra Bhandari	Teaching Representative
7	Prof. Aparna Shastri	Teaching Representative
8	Dr. Sarang A. Dani	Teaching Representative
9	Mr. Himmat Salunkhe	Administrative Officer
10	Ms. Akshata Babshet	Student Representative
11	Mr. Nikhil Mahajan	Student Representative
12	Dr. Mangalgouri Patil	IQAC Coordinator

Minutes of the previous Internal Quality Assurance Cell (IQAC) meeting held on Saturday, 03rd June 2023 Marathwada Mitra Mandal's IMERT, Manthan Hall at 11.00 AM. Dr. Shubhangee Ramaswamy welcomed all the present members.

The agenda wise deliberations happened during the meeting and identification of areas of concerns were noted by the IQAC Coordinator on the mentioned agendas. Following were the details of agenda wise discussion and action taken unanimously.



Agenda 1: To read and confirm the minutes of the IQAC meeting dated 03rd June 2023

Discussions: Minutes of the IQAC meeting held on 03rd June 2023 were read and confirmed by the IQAC coordinator Dr. Mangalgouri Patil in the presence of all the present members.

Resolutions: The Minutes of Meeting were confirmed and action taken report was reviewed.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Dr. Sarang A. Dani

Agenda 2: To strengthen the research culture through arranging FDP, promoting participation in conferences and workshops

Discussions: Dr. Mangalgouri Patil informed that the research paper published by the faculty members have been increased compared to last academic year. Dr. Shubhangee Ramaswamy mentioned that the faculty members should involve students to write research papers which will lead to enhancing employability of the students. She also stressed on improving quality of research papers by focusing on use of modern methods of data collection and analysis, increasing the citations etc. Mrs. Shilpa Budukh mentioned that citations are crucial for acknowledging sources, supporting claims, and maintaining academic integrity and hence faculty members should enhance their citation score

Resolution: Mr. Abhishek Pandey suggested that the summer internship projects undertaken by the students can be converted in to the research papers. Hon. Shri. B.G. Jadhav advised the IQAC members to identify conferences and seminars scheduled in near future where faculty members can publish their research work. He also mentioned that at least one paper should be co-author with the students and to be published in journal of repute. It was proposed that the Faculty development program related to research is to be organised in the month of November 2023.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Hon. Shri B.G. Jadhav

This Resolution was passed unanimously.

Agenda 3: To propose co-curricular activities for students with reference to

- Indian Knowledge System
- Mental and Physical Health
- Commemorate the days of International and National Importance
- ISR, Extension and Outreach



Deliberation: Prof. Aparna Shastri mentioned that the institute plans to celebrate festivals like Ganesh Chaturthi and Ganesh Utsav, Navratri, Dussehra, and Diwali to share and appreciate India's rich cultural and spiritual heritage with students. She emphasized the institute's commitment to social responsibility by identifying specific activities for the current academic year. Dr. Shubhangee Ramaswamy highlighted the importance of helping students cope with the stress that arises from academic rigor as they progress through their studies post-induction and she also mentioned about the planning of the events related to physical and mental health. Prof. Vivekanand Gaikwad mentioned that the institute is planning to celebrate the days of national and international importance which promotes awareness, unity, reflection, and advocacy for significant historical events and societal issues. Student representative Ms. Akshata Babshet ensured that the student council would flawlessly execute the identified activities.

Resolution: Hon. Shri B.G. Jadhav emphasized that holistic student development would be achieved through organizing various activities, suggested the creation of a separate calendar especially for ISR and IKS to outline these activities and their respective intended outcomes. Mrs. Shilpa Budukh appreciated the events planned by the institute for the students she mentioned that that Mental and physical health are crucial for overall well-being and quality of life, impacting every aspect of an individual's daily functioning and long-term outcomes.

Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Hon. Shri.B.G.Jadhav

This Resolution was passed unanimously.

Agenda 4: To discuss the IQAC's initiative in fostering holistic student development through strategic partnerships established via MOUs with the following entities.

- a. Ebek for improving English Language Fluency
- b. Veterans India to enhance patriotism and personality development
- c. Harvard Business School Publishing for Online Courses and Online Simulations

Discussion: Dr. Shubhangee Ramaswamy emphasized the necessity of enhancing students' fluency in English language based on the analysed feedback from recruiters. She highlighted that the institute is currently in the process of partnering with ebek for improving English fluency. Dr. Mangalgouri Patil mentioned that MoU with Harvard Business School Publishing (HBSP) is in process. She mentioned that HBSP's Online courses and simulations offer flexible and interactive learning experiences, enabling learners to acquire new skills and knowledge remotely through engaging, hands-on activities. Mr. Vivekanand Gaikwad proposed fostering patriotism among students and supporting Indian Army veterans by establishing a partnership with Veterans India.



Resolution: Hon. Shri. B.G. Jadhav English communication is essential for global connectivity, facilitating cross-cultural understanding, collaboration, and access to a wealth of knowledge and opportunities. He also recommended providing basic communication courses tailored to students from vernacular mediums to enhance their language skills. He also suggested allocating Harvard Business School Publishing courses and simulations to fast learners, as it will enhance their learning abilities. Mr. Abhishek Pandey also highlighted that establishing strategic partnership with these reputed organizations will enhance the employability of the students. Mrs. Shilpa Budukh emphasized that these Memorandums of Understanding (MoU) would contribute to branding efforts, enhancing the institute's reputation and visibility.

Proposed By: Dr. Mangalgouri Patil
Seconded By: Dr. Shubhangee Ramaswamy
This Resolution was passed unanimously.

Agenda 5: Any Other Points with the permission of Chair

No additional matters were raised by any members. The meeting concluded with an agreement from all members, prompted by the Chairman, to convene regularly for informal discussions regarding the status of completed work. IQAC Coordinator Dr. Mangalgouri Patil proposed the vote of thanks and the meeting was adjourned till the next meeting.

Dr.Mangalgouri S Patil
IQAC Coordinator

Dr. Shubhangee Ramaswamy
IQAC-Chairperson
In-charge Director



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Attendance of Internal Quality Assurance Cell (IQAC) Meeting

Date: 9th September 2023

Timing: 11:00 am

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

Attendance

Sr. No.	Name of the Member	Designation	Signature
1	Prin. B.G. Jadhav	Management Representative	
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director	
3	Mr. Abhishek Pandey	Nominee Industry Representative	
4	Ms. Shilpa Buduk	Nominee Local Society	
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative	
6	Dr. Jitendra Bhandari	Teaching Representative	
7	Prof. Aparna Shastri	Teaching Representative	
8	Dr. Sarang Dani	Teaching Representative	
9	Mrs. Himmat Salunkhe	Senior Administrative Officer	
10	Ms. Akshata Babshet	Student Representative	
11	Mr. Nikhil Mahajan	Student Representative	
12	Dr. Mangalgouri Patil	IQAC Coordinator	



Ref: IMERT/IQAC/ 2023-24/3

Date: 1st December 2023

To,
All the Members of IQAC
Marathwada Mitra Mandal's IMERT
Pune-411052

MEETING NOTICE

Respected Sir/Ma'am,

Subject: Regarding Internal Quality Assurance Cell (IQAC) Meeting dated 9th December 2023

All IQAC members are cordially invited to attend the third Internal Quality Assurance Cell IQAC Meeting for the A.Y. 2023-24 being convened at 11.00 AM on 9th December 2023

Venue: Manthan Boardroom, Sixth Floor, MM's IMERT, Pune-411052.

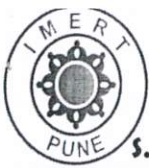
Agenda:

1. To review of minutes of previous IQAC Meeting and subsequent action taken.
2. Fostering Industry Connect through
 - a. Industrial Visit
 - b. Alumni Meet
 - c. Industry Conclave 2024
3. To allocate an augmented budget for both Digital and Physical Infrastructure.
4. To discuss the changes proposed in AICTE APH 2024-2027
5. To initiate the planning for the events hosted by the institute
 - a. Annual Sport and Cultural Event
 - b. Book Review Competition
 - c. Summer Internship Competition
6. Any other points with the permission of the chair

Thank You.

Dr. Mangalgouri S Patil
IQAC Coordinator

Dr. Shubhangee' Ramaswamy
IQAC-Chairperson
In-charge Director



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AY: 2023

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 9th December 2023 at 11.00 am at Manthan (Board room) 6th floor, IMERT, Karvenagar.

The following members were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. B.G. Jadhav	Management Representative
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director
3	Mr. Abhishek Pandey	Nominee Industry Representative
4	Ms. Shilpa Budukh	Nominee Local Society
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative
6	Dr. Jitendra Bhandari	Teaching Representative
7	Prof. Aparna Shastri	Teaching Representative
8	Dr. Sarang A. Dani	Teaching Representative
9	Mr. Himmat Salunkhe	Administrative Officer
10	Ms. Akshata Babshet	Student Representative
11	Mr. Nikhil Mahjan	Student Representative
12	Dr. Mangalgouri Patil	IQAC Coordinator

Dr. Shubhangee Ramaswamy welcomed all the present members. The agenda wise deliberations took place during the meeting and identification of areas of concerns were noted by the IQAC Coordinator on the mentioned agendas. Following were the details of agenda wise discussion and action taken unanimously.

Agenda 1: To read and confirm the minutes of the IQAC meeting dated 9th September 2023

Discussions: Minutes of the IQAC meeting held on 9th September 2023 were read and confirmed by the IQAC coordinator Dr. Mangalgouri Patil in the presence of all the present members.

Resolutions: The Minutes of Meeting were confirmed and action taken report was reviewed.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Dr. Jitendra Bhandari



Agenda 2: Fostering Industry Connect through

- a. Industrial Visit
- b. Alumni Meet
- c. Industry Conclave 2024

Deliberations: Dr. Jitendra Bhandari informed the members about the proposed one-day industrial visit to various companies located in Satara and Pune Districts. Mr. Abhishek Pandey suggested visiting two companies involved in different sets of production in one day to provide students with a wide variety of experiences. Mr. Vivekanand Gaikwad mentioned that Alumni meet is planned in the month of February 2024. Mr. Abhishek Pandey proposed that before visiting a company, students should read about it through websites and other internet sources. Additionally, he suggested linking the submission of Industrial Visit reports with Continuous and Comprehensive Evaluation (CCE) for any one of the courses.

Resolution: Hon. Shri. B.G. Jadhav suggested to invite alumni for industry conclaves and other events to foster collaboration and networking.

Proposed By: Dr. Jitendra Bhandari

Seconded By: Mr. Abhishek Pandey

This Resolution was passed unanimously.

Agenda 3: To review the budget allocation and utilization for Digital and Physical Infrastructure.

Deliberation: Dr. Mangalgouri Patil informed that the budget was allocated to modify the digital and physical infrastructure. She mentioned that the language lab and digital library set up will be made ready in a fortnight. She mentioned that the procurement of curtains for the classroom and laboratory is still in process.

Resolution: Hon. Shri.B.G. Jadhav advised that the language lab should have all the required hardware and software support so that student can practice independently.

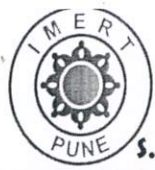
Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Hon. Shri.B.G. Jadhav

This Resolution was passed unanimously.

Agenda 4: To discuss the changes proposed in AICTE APH 2024-2027

Discussion: Dr. Shubhangee Ramaswamy highlighted the provisions made in AICTE APH 2024-2027 which are beneficial to the institute. She also added that institute should offer skilling courses. Dr. Sarang Dani mentioned that there is an ambiguity related to few clauses of APH and will get clarification only after AICTE opens the window for EoA. He also added that our institute falls in the category of well performing institute as for the past three years and admission is more than 80% and it is A+ grade in NAAC.



Resolution: Honourable Prin. Shri. B.G. Jadhav advised to get the more clarity about the clause 2.13.1 of APH related to merger of the institutes under the same trust. Sir also advised that check the possibility of skill development courses to be offered.

Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Dr. Sarang A Dani

This Resolution was passed unanimously.

Agenda 5: To initiate the planning for the events hosted by the institute

- a. Annual Sport and Cultural Event
- b. Book Review Competition
- c. AIMS Round Table Conference

Discussion: Dr. Jitendra Bhandari informed regarding the preparations for the Annual Sports and Cultural Event Karmanta- 2024. He mentioned that this sports event aims to celebrate and promote diversity, unity, and talent within the students by showcasing a range of sports and cultural activities. Mrs. Shilpa Budukh mentioned that Karmanta- 2024 foster community engagement, enhance cultural appreciation, and encourage active participation in sports, thereby contributing to the overall well-being and cohesion of our community. Dr. Mangalgouri informed to have book review competition as it will encourage students to engage critically and thoughtfully with the book's themes and ideas. Mr. Abhishek Pandey mentioned that this type of Book Review Competitions seeks to recognize and reward individuals who can articulate their insights and perspectives on the book in a clear, insightful, and compelling manner. Dr. Sarang A. Dani mentioned that the institute is in planning phase to conduct the conference in association with All India Association of Management Schools.

Resolution: Hon. Shri. B.G. Jadhav advised to organise the conference on contemporary themes and enhance the industry connect. Dr. Ramaswamy advised to prepare the detail schedule for the upcoming events.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Dr. Shubhangee Ramaswamy

This Resolution was passed unanimously.



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Since 1994



AY: 2023

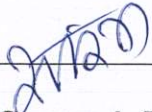
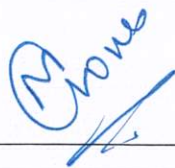

Agenda 6: Any Other Points with the permission of Chair.

Discussion: Dr. Jitendra Bhandari informed that the Internal viva-voce was conducted by the alumni members and shared their inputs to improve the quality of the project report.

Resolution: The point was noted by all present members.

Proposed By: Dr. Jitendra Bhandari

Seconded By: Dr. Shubhangee Ramaswamy.

 Dr. Sarang A. Dani IQAC Member	 Dr. Mangalgouri Patil IQAC Coordinator	 Dr. Shubhangee Ramaswamy I/C Director
Prepared By	Reviewed By	Approved By



ACTION TAKEN REPORT

Sr. No.	Agenda	Action Taken/ Outcomes
1	Fostering Industry Connect through a. Industrial Visit b. Alumni Meet. c. Industry Conclave 2024	a. Industrial Visit: Parle Biscuits Plant, Ajinkyatara Sugar factory, Nandan Dairy, Baramati and Cotton King, Baramati in the month of March 2024 b. Alumni Meet was conducted on 10 th February 2024 wherein 127 alumni attended this meeting. c. Industry-Academia Conclave 2024 Viksit Bharat Abhiyaan (VBA)@ 2047 A New Vision to Become Developed Country was conducted on 10 th February 2024 and more than 100 participants benefited by the deliberation and discussion happened during the conclave.
2	To allocate an augmented budget for both Digital and Physical Infrastructure.	1. Electronic Equipment Camera. 2. Computer & Software laptops were purchased. 3. Furniture & Fixture soft board were purchased 4. Digital Library 5. Language Lab 6. Chairs 7. Library Books, 8. Sick Room Renovation
3	To discuss the changes proposed in AICTE APH 2024-2027	After the AICTE portal was active, extension of approval for three years was permitted by the new APH. However, institute opted for one-year approval as per the directives of top management. Dr. Shubhangee Ramaswamy, Mrs. Kavita Dhamal, Dr. Sarang A. Dani, Mr. Himmat Salunkhe attended the workshop on Approval Process Handbook organised by AICTE at College of Engineering, Pune.
4	To initiate the planning for the events hosted by the institute a. Annual Sport and Cultural Event b. Book Review Competition c. Summer Internship Competition	a. Annual Sport and Cultural Event Karmanta 2024 event was organised in the second week of February 2024. In this event sports, cultural and management games were organised by the student council. The Prize Distribution Function was held on 16 th February 2024 b. Book Review Competition was organized in the month of February 2024 c. Summer Internship Competition in the month of February 2024

 Dr. Sarang A. Dani IQAC Member	 Dr. Mangalgouri Patil IQAC Coordinator	 Dr. Shubhangee Ramaswamy I/C Director
Prepared By	Reviewed By	Approved By



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Attendance of Internal Quality Assurance Cell (IQAC) Meeting

Date: 9th December 2023

Timing: 11:00 am

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

Attendance

Sr. No.	Name of the Member	Designation	Signature
1	Prin. B.G. Jadhav	Management Representative	
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director	
3	Mr. Abhishek Pandey	Nominee Industry Representative	
4	Ms. Shilpa Buduk	Nominee Local Society	
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative	
6	Dr. Jitendra Bhandari	Teaching Representative	
7	Prof. Aparna Shastri	Teaching Representative	
8	Dr. Sarang Dani	Teaching Representative	
9	Mrs. Himmat Salunkhe	Senior Administrative Officer	
10	Ms. Akshata Babshet	Student Representative	
11	Mr. Nikhil Mahajan	Student Representative	
12	Dr. Mangalgouri Patil	IQAC Coordinator	



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AY: 2023-24

Ref: IMERT/IQAC/ 2023-24/4

Date: 19th April 2024

To,
All the Members of IQAC
Marathwada Mitra Mandal's IMERT
Pune-411052

MEETING NOTICE

Respected Sir/Ma'am,

Subject: Regarding Internal Quality Assurance Cell (IQAC) Meeting dated 27th April 2024.

All IQAC members are cordially invited to attend the Fourth Internal Quality Assurance Cell (IQAC) Meeting for the AY 2023-24 being convened at 11.00 AM on 27th April 2024.

Venue: Manthan Boardroom, Sixth Floor, MM's IMERT, Pune-411052

Agenda:

1. Review of minutes of Previous IQAC Meeting and subsequent action taken.
2. To Apprise the Honorable Members about AIMS Round Table Conference
3. To Apprise the Honorable Members about Skill Development Leadership Award by World HRD Congress.
4. To review the statutory compliances
 - a. AQAR 2022-23
 - b. Internal Audit
 - c. Self-Appraisal Report (SAR) for SPPU
5. To plan for the student centric activities.
6. To plan for NAAC Accreditation Process
7. Any other points with the permission of the chair.

Thank You

**Dr. Mangalgouri Patil
IQAC Coordinator**

**Dr. Shubhangee Ramaswamy
I/C Director**



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AY: 2023-24

Minutes of the Internal Quality Assurance Cell (IQAC) Meeting

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 27th April 2024 at 11 AM in Manthan (Board room) 6th floor, IMERT, Karvenagar.

The following members were present for the meeting:

Sr. No.	Name of the Member	Designation
1	Prin. B.G. Jadhav	Management Representative
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director
3	Mr. Abhishek Pandey	Nominee Industry Representative
4	Ms. Shilpa Budukh	Nominee Local Society
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative
6	Dr. Jitendra Bhandari	Teaching Representative
7	Prof. Aparna Shastri	Teaching Representative
8	Dr. Sarang A. Dani	Teaching Representative
9	Mr. Himmat Salunkhe	Administrative Officer
10	Ms. Akshata Babshet	Student Representative
11	Mr. Nikhil Mahajan	Student Representative
12	Dr. Mangalgouri Patil	IQAC Coordinator

Dr. Shubhangee Ramaswamy welcomed all the present members. The agenda wise deliberations took place during the meeting and identification of areas of concerns were noted by the IQAC Coordinator on the mentioned agendas. Following were the details of agenda wise discussion and action taken unanimously.

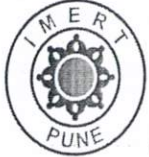
Agenda 1: To read and confirm the minutes of the previous IQAC meeting dated 09th December 2023.

Discussions: Minutes of the IQAC meeting held on 09th December 2023 were read and confirmed by the IQAC coordinator in the presence of all the present members.

Resolutions: The Minutes of Meeting were confirmed and action taken report was reviewed.

Proposed By: Dr. Mangalgouri S Patil

Seconded By: Dr. Shubhangee Ramaswamy



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AY: 2023-24

Agenda 2: To Apprise the Honorable Members about AIMS Round Table Conference

Discussions: Dr. Shubhangee Ramaswamy informed that Round Table Conference was organised in association with Association of Indian Management Schools (AIMS) to deliberate and understand the implications of the National Education Policy (NEP) 2020 on Management Education in India. This conference served as the platform to bring together academic leaders, policymakers, and industry experts to discuss, debate, and strategize on the effective implementation and adaptation of NEP-2020 in the context of management education.

Resolutions: Honourable Prin. Shri. B.G. Jadhav congratulated team IMERT for successful organization of the conference and advised that more such events should be planned in the future.

Proposed By: Dr. Shubhangee Ramaswamy

Seconded By: Hon. Shri. B.G. Jadhav

This Resolution was passed unanimously.

Agenda 3: To Apprise the Honourable Members about Skill Development Leadership Award by World HRD Congress.

Discussions: Dr. Mangalgouri S PatilPatil informed that the institute received the Skill Development Leadership Award by World HRD Congress. Dr. Shubhangee Ramaswamy mentioned that this award recognises and acknowledge the institution's commitment, efforts, and achievements in promoting and advancing skill development, vocational education, and employability of students, aligning with the objectives of the National Education Policy (NEP) 2020 and contributing to the socio-economic growth and development of the country.

Resolutions: Mr. Abhishek Pandey appraised that the award reflects the institution's excellence, innovation, and leadership in implementing effective skill development programs, curricula, and initiatives, fostering industry-academia collaboration and partnerships, and preparing students for the evolving demands and challenges of the global labour market. Mrs. Budukh advised that Institute must continue to participate in events wherein institute gets recognition which helps in institutional branding.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Mr. Abhishek Pandey

This Resolution was passed unanimously.



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AY: 2023-24

Agenda 4: To review the statutory compliances

- a. AQAR 2022-23
- b. Internal Audit
- c. SAR to SPPU

Discussions: Dr. Mangalgouri Patil mentioned that the Annual Quality Assurance Report for the year 2022-23 is in process and. She also added that the compliance report for the academic year 2023-2024 is to be submitted to MM trust in the last week of April 2024. Dr. Bhandari informed that internal audit of Google Classroom and Course File is scheduled in the month of May 2024. Dr. Sarang Dani informed that Self Appraisal Report (SAR) to be submitted to SPPU in the month of May 2024.

Resolutions: Dr. Shubhangee Ramaswamy mentioned that the compliance report to be submitted within the mentioned deadline.

Proposed By: Dr. Jitendra Bhandari
Seconded By: Dr. Shubhangee Ramaswamy
This Resolution was passed unanimously.

Agenda 5: To plan for the student centric activities.

Discussions: Dr. Jitendra Bhandari informed that the examination for semester II student is scheduled in the second week of May 2024 while for semester IV students it will commence from last week of May 2024. Dr. Sarang A. Dani mentioned that ebek Test and AMCAT Test is scheduled in the month of May 2024. Dr. Patil informed that results of MBA entrance examination are declared and MBA-CET result is awaiting.

Resolutions: Dr. Shubhangee Ramaswamy advised to plan for SIP orientation session and counselling session for the students who are looking for placements. She further added that counselling for the MBA admission aspirants to be commenced after the declaration of MBA-CET result.

Proposed By: Dr. Shubhangee Ramaswamy
Seconded By: Hon. Shri B.G. Jadhav
This Resolution was passed unanimously.

Agenda 6: To plan for NAAC Accreditation Process

Discussions: Dr. Shubhangee Ramaswamy informed about the options provided by NAAC regarding opting for the old system of accreditation or Binary System of Accreditation. She further mentioned that the IIQA is open for filling for the second cycle of NAAC. Dr. Patil mentioned that the institute has filled four AQAR's as per the requirement of NAAC and is eligible for the accreditation of second cycle by NAAC and currently both the options viz. Existing System of Accreditation and Binary System of Accreditation are available for the second cycle of accreditation. Dr. Jitendra Bhandari mentioned that the criteria heads can be reshuffled considering the short span for the completion of activity.



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AY: 2023-24

Resolutions: Dr. Ramaswamy advised to reallocate the NAAC criterions after the detailed deliberation amongst faculty members. Hon. Shri B.G. Jadhav advised to complete the accreditation process as per old system of NAAC considering the ease for data compilation.

Proposed By: Dr. Mangalgouri Patil

Seconded By: Hon. Shri B.G. Jadhav

This Resolution was passed unanimously.

Agenda 7: Any Other Points with the permission of Chair.

- a. Pool Campus Drive
- b. Creation of Vidwan Profile
- c. Enrolment of Students for HBSP Courses and Simulations

Discussions: Dr. Sarang A. Dani informed about the Pool Campus Drive of Amazon India Pvt. Ltd. was organised by the placement department. 200+ candidates appeared for the interview process. He also mentioned that student chapter of National Institute of Personnel Management is Formed at Institute and NHRD Chapter Formation is in process.

Dr. Mangalgouri Patil mentioned that students and staff members visited the villages adopted under Unnat Bharat Abhiyan on 26th January 2024 to discuss the village development plan with the village committee members. Dr. Sarang A. Dani mentioned that Vidwan is a portal for researchers' database. The database developed and maintained by Information and Library Network Centre (INFLIBNET) and it provides important information about expert's background, contact address, experience, scholarly publications, skills and accomplishments, researcher identity, etc. He further mentioned that Vidwan ID is essential part of the accreditation process. Dr. Mangalgouri Patil mentioned that institute has signed the MoU with Harvard Business School Publishing under which the institute has taken the subscription for online courses and online simulation. Further she mentioned that after the conclusion of semester II examination, students will have to take the online courses. Mr. Abhishek Pandey appreciated the initiative of having an MoU with HBSP and mentioned that it will benefit the student community.

Resolutions: Dr. Ramaswamy advised faculty members to update the profile on Vidwan database, she also mentioned that mentor wise nomination of the mentees to be collected to enrol for the HBSP courses.

Proposed By: Dr. Sarang A. Dani

Seconded By: All Present Members

This Resolution was passed unanimously.

 Dr. Sarang A. Dani IQAC Member	 Dr. Mangalgouri Patil IQAC Coordinator	 Dr. Shubhangee Ramaswamy I/C Director
Prepared By	Reviewed By	Approved By



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AY: 2023-24

ACTION TAKEN REPORT

AIMS Western Region RoundTable Conference	IMERT Organised Western Region Roundtable Conference for Deans and Directors was organized by Pune Chapter of Association of Indian Management Schools (AIMS) The theme of the conference was "Potential Impact of NEP 2020 on Management Education."
Skill Development Leadership Award by World HRD Congress.	The institute received the Skill Development Leadership Award on 15th - February, 2024 at Taj Lands' End, Mumbai, in recognition of its outstanding contributions and unwavering commitment for providing a conducive environment to every individual to evolve as an effective Management Professional, Entrepreneur and a Responsible Citizen.
Statutory Compliances 1. AQAR 2022-2023 2. Internal Audit 3. SAR for SPPU	Annual Quality Assurance Report was submitted on 15th May 2024.
	Internal Audit of Google Classroom and Course File was conducted in Third week of May 2024.
	Self-Appraisal Report of SPPU was prepared in the Month of May 2024.
Student Centric Activities	Summer Internship Project (SIP) Orientation Session was organised on 21st May 2024.
	AMCAT Test by SHL International was scheduled on 28th and 29th May 2024.
	On 05th May 2024 a group of 11 volunteers with two faculty members visited Hanuman Tekdi for the conservation of plants by watering them through tanks on the hill.
	Session on "Get hired in Germany" by Chinmay Education Consultancy was organised on 30th April 2024.
	Counselling of students regarding the importance of campus placements by head of the institution and placement committee members
Plan for NAAC Accreditation Process	MAH-MBA CET Registration Commencement on 11th January 2024 and subsequent process of admission will commence from the month of May 2024.
	One Day Workshop on Overview of NAAC SSR Process organised on 18th May 2024.
	Budget for Second Cycle of NAAC Accreditation is sanctioned by Honourable Management.



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AY: 2023-24

	AQAR 2022-23 was submitted in the Month of May 2024.
	Criteria wise allocation of faculty members were carried after the detailed deliberation and brainstorming amongst faculty members.
Any Other Points	Vidwan Profile: Faculty members were advised to create and update the profile on Vidwan portal.
1. Creation of Vidwan Profile	
2. Enrolment of Students for HBSP Courses and Simulations	Enrolling Student to HBSP: Enrolling the students to the six courses offered by HBSP (MOU Partner)

 Dr. Sarang A. Dani IQAC Member	 Dr. Mangalgouri Patil IQAC Coordinator	 Dr. Shubhangee Ramaswamy I/C Director
Prepared By	Reviewed By	Approved By



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Attendance of Internal Quality Assurance Cell (IQAC) Meeting

Date: 27th April 2024

Timing: 11:00 am

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

Attendance

Sr. No.	Name of the Member	Designation	Signature
1	Prin. B.G. Jadhav	Management Representative	
2	Dr. Shubhangee Ramaswamy	Chairperson, I/C Director	
3	Mr. Abhishek Pandey	Nominee Industry Representative	
4	Ms. Shilpa Buduk	Nominee Local Society	
5	Prof. Vivekanand Gaikwad	Nominee Alumni Representative	
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11	Mr. Nikhil Mahajan	Student Representative	
12	Dr. Mangalgouri Patil	IQAC Coordinator	