



AISSMS

INSTITUTE OF MANAGEMENT
CRAFTING VALUED CORPORATE PROFESSIONALS
Approved by AICTE New Delhi, DTE Govt. of Maharashtra
Permanently Affiliated to Savitribai Phule Pune University
Accredited by NAAC with 'A+' Grade



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 22 July 2020

MINUTES OF MEETING

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted and the minutes of the meeting are as follows:

- **Day & Date:** Wednesday, 22 July 2020.
- **Time:** 11:00 am.
- **Venue:** Board Room, AISSMS IOM, Pune.
- **Attendees:**

Sr. No.	Name of the IQAC Member	Designation and Organization	Role
1.	Dr. Abhijit Mancharkar	Director, AISSMS IOM	Chairperson
2.	Shri. Suresh Shinde	Hon. Jt. Secretary, AISSMS	Management Representative
3.	Dr. Gauri Prabhu	Professor, AISSMS IOM	Co-ordinator IQAC
4.	Dr. Pooja Upadhyay	Associate Professor, AISSMS IOM	Member (Teaching)
5.	Dr. Bhagyashri Kanhere	Assistant Professor, AISSMS IOM	Member (Teaching)
6.	Dr. Bhalchandra Bite	Assistant Professor, AISSMS IOM	Member (Teaching)
7.	Mr. Vikram Gaikwad	Sr. Resource Specialist, Tetra Pack Pvt. Ltd.	Member (Alumni)
8.	Mr. R. R. Deshpande	Joint M. D., Kirloskar Oil Engines Ltd.	Member (Industry)
9.	Mr. Vishwanath Bhargude	Jr. Clerk, AISSMS IOM	Member (Non-Teaching)

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- **Discussions and Resolutions:** The IQAC members discussed various points and decided following initiatives to be undertaken for improvement in the quality of the institute:
 1. Dr. Abhijit Mancharkar, Director welcomed all esteemed IQAC members to the meeting. He appreciated the presence of IQAC members at the meeting in the context of the Covid-19 pandemic. He pointed out that the Institute reopened in June-2020 after the lockdown exerted by the Government of India.
 2. Dr. Gauri Prabhu, IQAC Co-ordinator read the minutes of the last meeting held on 3rd January 2020 and the Action Taken Report for the same. The IQAC members noted the Action Taken Report and confirmed the Minutes of the last Meeting.
 3. It was discussed in the meeting about the Safety concerns about teaching and non-teaching staff in the context of the Covid-19 Pandemic. Shri Suresh Shinde Hon. Joint Secretary, AISSM Society informed that the AISSM Society is following the safety protocol as per the guidelines of the Central and State Government as well as Savitribai Phule Pune University, Pune in this regard. Dr. Abhijit Mancharkar, Director AISSMS IOM informed that the Institute has already started following all the safety provisions as per the directives of the AISSM Society.
 4. Dr. Gauri Prabhu, IQAC Co-ordinator presented the Activity Report of the Institute for the Academic Year 2019-20. The IQAC members noted the Activity Report and appreciated the efforts taken by the AISSMS IOM Team.
 5. Dr. Gauri Prabhu, IQAC Coordinator, AISSMS IOM, presented the AQAR for the Academic Year 2018-19. The IQAC members reviewed and approved the same. It was discussed in the meeting to present the AQAR 2018-19 in the next College Development Committee (CDC) meeting for approval. Dr. Gauri Prabhu also pointed out that presently the Institute is preparing the AQAR for Academic Year 2019-20.
 6. Mr. R. R. Deshpande, Joint M. D., Kirloskar Oil Engines Ltd. suggested that the Institute should organize seminars and workshops on industry relevant topics like Personal Branding, Data Analytics, Interview Etiquettes, etc. Dr. Pooja Upadhyay suggested to organize seminar and workshops related to minor specializations like Tourism and Hospitality Management, Rural and Agribusiness Management, etc.
 7. The committee reviewed the outcome of the psychometric test and counseling organized for the students last year and found satisfactory. Hence, it was discussed to conduct psychometric test for the present batch students and provide counseling for development of the overall personality of the students.

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8. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. suggested to conduct Value Added Certification Courses for enhancing the industry readiness of the MBA Students. Such certification courses shall add value to their Curriculum Vitae.
9. Shri. Suresh Shinde, Hon. Jt. Secretary, AISSM Society, expressed his concern about the situation of the under privileged people regarding food, health, etc. in the context of Covid-19 pandemic. He suggested to extend support in the form of distribution of the essential food items. He suggested that the Institute should organize Women Empowerment Activities for gender equality. He also mentioned to undertake extension activities under the NSS unit through online mode.
10. Dr. Pooja Upadhyay pointed out that International Cross-Cultural Program was cancelled last year at the last minute because of unprecedented scenario due to Covid-19 pandemic. She suggested to organize this program in On-line mode this year.
11. Dr. Bhagyshri Kanhere, Member IQAC, expressed the need to make the MBA students aware about United Nations Sustainable Development Goals. She suggested to undertake Specialization Club Activity based on the same theme.
12. It was discussed in the meeting that management students should be aware about provisions related to Intellectual Property Rights, Dr. Bhalchandra Bite, Member IQAC, suggested to invite IPR experts to guide students on Patents, Copyrights, and Trademarks etc. Dr. Gauri Prabhu IQAC Coordinator suggested to organize National-Level Seminar on 'Innovations and IPR'.
13. Dr. Gauri Prabhu, Head of Startup & Innovation Cell suggested that students need to be encouraged to set up their own enterprises. For this purpose, she suggested that guidance sessions need to be arranged as a part of Certificate Course in Entrepreneurship. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. Ltd suggested to invite successful entrepreneurs to mentor the students.
14. A need was felt to organize Faculty Development Programme to acquaint faculty members with the online mode of teaching in the context of Covid-19 pandemic. Shri. Suresh Shinde, Hon. Jt. Secretary, AISSM Society suggested to organize Faculty Development Programs which will equip the faculty members with the knowledge of various online tools and techniques for enhancing quality of teaching.
15. Dr. Bhalchandra Bite, Member IQAC, informed that alumni interaction with present batch students conducted last year was highly beneficial. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. Ltd expressed his satisfaction over the same and suggested to increase the involvement of the Alumni in various activities of the Institute.

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16. Mr. R. R. Deshpande, Joint M. D., Kirloskar Oil Engines Ltd. urged the institute to leverage the expertise the faculty members in conducting MDPs, Research And Consultancy Activities for the Industries.
17. A need was felt to encourage students to participate in competitive examinations like UPSC, MPSC, Armed Forces, etc. Dr. Bhagyashri Kanhere, Member, IQAC suggested to organize seminars for preparation of competitive examinations.
18. Mr. R. R. Deshpande, Joint M. D. Kirloskar Oil Engines Ltd. suggested that the Institute shall participate in various B-school surveys conducted by Government and other organizations. The participation and acquired ranking in such a surveys shall help to develop brand value of the Institute. Shri. Suresh Shinde Hon. Jt. Secretary suggested that the institute shall take participation in NIRF, AISHE, and other B-School surveys.
19. Dr. Gauri Prabhu, IQAC Coordinator, stated the significance of the Academic and Administrative Audit to the IQAC members. Dr. Abhijit Mancharkar, Director, AISSMS IOM instructed to conduct Academic and Administrative Audit for the Year 2019-20.
20. To inculcate reading habits amongst students, a need was felt to invite well known authors to speak to the students about the books written by them. Dr Bhagyashri Kanhere suggested organizing such sessions for the students.
21. It was discussed in the meeting that there is a need to organize webinars for creating awareness among graduate students about various career avenues in management field.

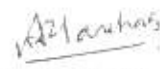
The meeting of IQAC concluded with the permission of the chair.

Dr. Gauri Prabhu IQAC Co-ordinator proposed the vote of thanks.

Prepared by


Dr. Gauri Prabhu
IQAC Co-ordinator
AISSMS IOM, Pune

Approved by


Dr. Abhijit Mancharkar
Chairperson-IQAC
AISSMS IOM, Pune



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**INTERNAL QUALITY ASSURANCE CELL
 (IQAC)**

Date: 22nd January 2021.

ACTION TAKEN REPORT

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted on 22nd July 2020 and the Action Taken Report is as follows:

Sr. No.	Resolution	Action Taken
1.	Safety Protocols during Covid-19 Pandemic	a. AISSMS Institute of Management is following the safety protocols developed by AISSM Society as per the guidelines of Savitribai Phule Pune University, Pune, State Government, and Central Government.
2.	AQAR 2018-19	a. The AQAR 2018-19 was presented in the College Development Committee (CDC) meeting conducted on 12 th August 2020. The Committee members noted and approved the same.
3.	Seminar and Workshops	a. The Institute has conducted Seminar on 'How to face Interview' by Ms. Seerja Deb, Trainer, Vibrant Publisher on 12 th September 2020.
		b. The Institute has conducted Webinar on 'Connect with Work' organized in association with Global Talent Track Pvt Limited. By Mr. Somiron Mitra Trainer, GTT Pvt. Ltd. on 19th September, 2020.
		c. The Institute has organized Seminar on 'IPR: Management Perspectives' by Dr. Bharati Dole Ex Director, Maharashtra Institute of Management, Walchandnagar on 10th October 2020.
		d. The Institute has organized Seminar on 'Cyber Security: Management Perspectives' by Mr. Aniket Badami, Cyber Security Expert, SFLPL Skills Factory Learning Pvt. Ltd. on 10th Oct 2020.
		e. The Institute has organized Seminar on 'Personal Branding' by Mr. Pawan Chaudhary, Director, Digiflame on 23rd Oct 2020.
		f. The Institute has organized Seminar on 'Career Guidance on Competitive Examinations for MBA Students' by Mr. A. K. Mishra Founder & Chairman, Career Guru, Chanakya IAS Academy, Delhi on 24th Oct 2020.
		g. The Institute has organized Seminar on "Tourism & Hospitality Management" by Mr. Milind Babar Founder Chairman & MD, Mango Holidays India Pvt. Ltd. on 04th December, 2020.
		h. The Institute has organized Seminar of 'Rural & Agri-Business Management' by Dr. Prashant Pawar Asst. Prof. MIT ADT University on 07th December, 2020.
		The Institute has organized Seminar on 'Application of Data Analytics for Business Organizations' by Dr. Dhananjay Mandlik, Professor, Sinhgad Business School on 24/12/2020.

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Sr. No.	Resolution	Action Taken
3.	Seminar and Workshops	Few more seminars and workshops are planned in remaining part of academic year.
4.	Psychometric Testing and Professional Counseling based on the Test Result	As the admission process for the Academic Year 2020-21 has been delayed. Hence, Psychometric Testing and Professional Counseling activities are planned after the completion of the admission process for the MBA first year students.
5.	Value-added Certification Courses	a. The Institute has conducted certification course on 'Learn to Design your own Solar Home System' as a part of Energy Literacy Drive of Energy Swaraj Foundation from 01st August to 2020 to 31st August 2020.
		b. The Institute has conducted certification course on 'Soft Skill' under Skilling Initiative as a part of 'Employability Enhancement and Youth Livelihood Program' by Mahindra Pride Classroom and Nandi Foundation from 07 th September 2020 to 12th September 2020.
		c. The Institute has conducted certification course on 'Connect with Work' by Rubicon Skills Pvt. from 22nd September, 2020 to 03rd October, 2020.
		Few more certification courses are planned in the remaining part of the academic year.
6.	Extension Activities and Social Initiatives	a. The Institute has celebrated 'International Yoga Day' on 21 st June 2020.
		b. The Institute has conducted 'Anti-Drug Awareness Program' on 26 th June 2020.
		c. The Institute has organized 'Hartiwari- Virtual Wari, Poster Competition, Tree Plantation and Swacch Bharat Abhiyan' activities from 29 th June 2020 to 23 rd July 2020.
		d. The Institute has distribution of Grocery & Vegetables, Essentials to the Needy People from 01st August 2020 to 31st August 2020.
		e. The Institute has celebrated 'Sadbhavna Diwas' on 20th August, 2020.
		f. The Institute has celebrated 'Samajik Aikya Pandharwada' on 21st August 2020.
		g. The Institute has hosted 'Voters Awareness Campaign' on 21st September 2020.
		h. The Institute hosted 'NSS Day Celebration' on 24th Sept, 2020.
		i. The Institute has hosted 'Vigilance Awareness Week - Pledge' on 29th October 2020.
		j. The Institute has celebrated the 'International Men's Day' on 19th November 2020.
		k. The Institute has celebrated 'Bharat Sanvidhan Diwas' on 26th November, 2020.

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Sr. No.	Resolution	Action Taken
6.	Extension Activities and Social Initiatives	l. The Institute has organized a Guidance Session on NAAC preparation for Lotus Business School on 09th December 2020
		m. The Institute has hosted 'Fit India Thematic Campaign' from 01st December 2020 to 31st December 2020.
		n. The Institute has hosted Workshop for NSS volunteers - 'We the Movement of Positivity' on 15th January 2021.
		o. The Institute has organized 'Save Girl Program' on 22nd January 2021.
		The Institute has planned few more social initiatives in the remaining part of the academic year.
7.	Cross-Cultural Interface Program	Cross-Cultural Interface Program has been planned in the remaining part of the academic year
8.	Specialization Club Activity	Specialization Club Activity has been planned in the remaining part of the academic year
9.	Seminar on IPR	a. The Institute has organized a Seminar on 'IPR: Management Perspectives' by Dr. Bharati Dole Ex Director, Maharashtra Institute of Management, Walchandnagar on 10th October 2020.
		The Institute has been planned National Seminar in the remaining part of the academic year.
10.	Entrepreneurship Development	The Certification Course on Entrepreneurship Development has been planned in the remaining part of the academic year.
11.	Faculty and Staff Development Program	a. The Institute has organized a FDP on "Research Grant Scheme of SPPU" on 2nd December 2020.
		b. The Institute has organized 'Internal FDP' from 07th December 2020 to 11th December 2020.
		c. The Institute has conducted 'Internal Staff Development Program on 'MS Office' on 15th December 2020.
		Few more FDPs are planned in remaining part of the academic year.
12.	Alumni Interaction	a. The Institute has organized a program – 'Coffee with Alumni with Ms. Mili Dutta, AGM-HR, Suzlon Energy Ltd.' on 27 th June 2020.
		The Institute has planned to conduct Alumni Association Meeting and Alumni Meet in remaining part of the academic year
13.	Management Development Program, Consultancy and Research Projects	a. The Institute has undertaken Professional Marketing Assignment for Hi-Tech Electronics for Covid Fighter Products from 09th September, 2020 to 31st December 2020
		b. The Institute has undertaken Sponsored Research Project on 'Level of Customer Satisfaction for Kokan Mercantile Co-op Bank Ltd.' from 1st January 2021.
		The Institute has planned to conduct few more MDPs, in remaining part of the academic year.

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Sr. No.	Resolution	Action Taken
14.	Guidance on Competitive Examination for students	a. The Institute has organized seminar on 'Career Guidance on Competitive Examinations for MBA Students' by Mr. A. K. Mishra Founder & Chairman, Career Guru, Chanakya IAS Academy, Delhi on 24th Oct 2020.
		Few more Competitive exam guidance activities are planned in remaining part of the academic year.
15.	Inculcating Reading Habits among Students.	The Institute has planned few activities in remaining part of the academic year.
16.	Participation in B-School Survey	a. The Institute has participated in National Institutional Ranking Framework (NIRF) on 23 rd November 2020.
		b. The Institute has participated in the B-School Survey conducted by 'Outlook I-Care'. The Institute was ranked 10 th amongst affiliated colleges in India.
17.	Academic and Administrative Audit	a. The Institute has conducted Academic and Administrative Audit on 24 th September 2020.
18.	Webinar for Creating Awareness of Management Education	a. The Institute has organized webinar on "MBA: Right Choice for Lucrative Career by Mr Gaurav Ambedkar, Director, Marque HR Consultants on 24th August 2020.
		b. The Institute has organized a webinar on "Management: The Next Right Choice" by Mr Gaurav Ambedkar, Marque HR Consultants on 08 th September 2020.

Prepared By

Prof. Abhijit Khurape
Assistant Professor

Checked By

Dr. Gauri Prabhu
IQAC Coordinator

Approved By

Dr. Abhijit Mancharkar
Chairman-IQAC

DIRECTOR

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**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

Date: 25th January 2021

MINUTES OF MEETING

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted and the minutes of the meeting are as follows:

- **Day & Date:** Monday, 25th January 2021.
- **Time:** 03:00 pm.
- **Venue:** Board Room, AISSMS IOM, Pune.
- **Attendees:**

Sr. No.	Name of the IQAC Member	Designation and Organization	Role
1.	Dr. Abhijit Mancharkar	Director, AISSMS IOM	Chairperson
2.	Shri. Suresh Shinde	Hon. Jt. Secretary, AISSMS	Management Representative
3.	Dr. Gauri Prabhu	Professor, AISSMS IOM	Co-ordinator IQAC
4.	Dr. Pooja Upadhyay	Associate Professor, AISSMS IOM	Member (Teaching)
5.	Dr. Bhagyashri Kanhere	Assistant Professor, AISSMS IOM	Member (Teaching)
6.	Dr. Bhalchandra Bite	Assistant Professor, AISSMS IOM	Member (Teaching)
7.	Mr. Vikram Gaikwad	Sr. Resource Specialist, Tetra Pack Pvt. Ltd.	Member (Alumni)
8.	Mr. R. R. Deshpande	Joint M. D., Kirloskar Oil Engines Ltd.	Member (Industry)
9.	Mr. Vishwanath Bhargude	Jr. Clerk, AISSMS IOM	Member (Non-Teaching)

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- **Discussions and Resolutions:** The IQAC members discussed various points and decided following initiatives to be undertaken for improvement in the quality of the institute:
 1. Dr. Abhijit Mancharkar, Director welcomed all esteemed IQAC members for the meeting.
 2. Dr. Gauri Prabhu, IQAC Co-ordinator read the minutes of the last meeting held on 22nd July 2020 and the Action Taken Report for the same. The IQAC members noted the Action Taken Report and confirmed the Minutes of the last Meeting.
 3. Dr. Gauri Prabhu IQAC Co-ordinator presented Activity Report for the period of June-2020 to 22nd January 2021. The IQAC members noted the Activity Report and appreciated the efforts taken by the AISSMS IOM Team
 4. It is noted by the IQAC members that the admission Process for the MBA first year of the Academic Year 2020-21 is in process which is delayed due to pandemic. In this context, Dr. Pooja Upadhyay Member IQAC suggested to revise the schedule of activities for the academic year.
 5. Mr. R. R. Deshpande, Joint M. D., Kirloskar Oil Engines Ltd. suggested that to address current industry needs and expectations, the Institute should continue to organize seminars and workshops on career opportunities, new trends in management domain etc.
 6. Dr. Bhagyashri Kanhere, Member IQAC suggested that to organize health awareness activities for girl students on the occasion of International Women's' Day.
 7. A need was felt that the student should be made aware about the Indian Constitution. Dr. Pooja Upadhyay Member IQAC suggested to organize the seminar on the same. She also suggested to organize a seminar for the students which will help them to select specialization.
 8. A need was felt that the students should be made aware about stock market, wealth management, mutual funds, etc. Dr. Gauri Prabhu IQAC Co-ordinator suggested to organized seminar on the same.
 9. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. Ltd suggested to organize domain specific certification courses for students for enhance their employability.
 10. Dr. Bhalchandra Bite Member IQAC suggested to organize various online competitions for the students.
 11. It was discussed in the last meeting, to provide platform to students to interact with Industry professionals, Shri. Suresh Shinde, Hon. Jt. Secretary, AISSMS suggested to organize series of seminars for improving Industry-Institute Connect.

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12. It is discussed in the meeting that the New Education Policy (NEP)-2020 has been published by Central Government. Shri. Suresh Shinde, Hon. Jt. Secretary, AISSMS suggested to organize seminar on NEP-2020 for faculty members and students.
13. With the reference to the current pandemic situation it is impossible to conduct extra-curricular activities in Off-line Mode. Dr. Abhijit Mancharkar, Chairman IQAC suggested to conduct extra-curricular activities like cultural, sports, etc. in on-line mode.
14. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. Ltd suggested to organize Alumni Meet in on-line Mode due to current pandemic Situation.
15. Dr. Gauri Prabhu, Coordinator, IQAC suggested to organize competitive exam guidance for students regarding banking and other examinations.

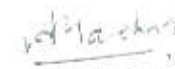
The meeting of IQAC concluded with the permission of the chair.

Dr. Gauri Prabhu IQAC Co-ordinator proposed the vote of thanks.

Prepared by


Dr. Gauri Prabhu
IQAC Co-ordinator
AISSMS IOM, Pune

Approved by


Dr. Abhijit Mancharkar
Chairperson-IQAC
AISSMS IOM, Pune

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**INTERNAL QUALITY ASSURANCE CELL
 (IQAC)**

Date: 31st May 2021

ACTION TAKEN REPORT

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted on 25th January 2021 and the Action Taken Report is as follows:

Sr. No.	Resolution	Action Taken
1.	Revision of the Schedule of Activities for the Academic Year	a. The Institute has revised the schedule for the activities of the academic year in the context of delay in admission process due to pandemic.
2.	Psychometric Testing and Professional Counseling based on the Test Result	Due to paucity of time in MBA Semester-I the activity has been rescheduled in the Second Semester.
3.	Seminar and Workshops	a. The Institute has organized an Online Seminar on 'Young Women: Health Concerns and Lifestyle Solutions' conducted by Dr. Tejas Limaye, Consultant Nutritionist at KEM Hospital on the occasion of International Women's Day on 08th March 2021.
		b. The Institute has organized a Seminar on 'Introduction to Cyber Security' by Mr. Ashok Pattar, Honorary Resource Person, and National Cyber Defense Research Centre on 13th March 2021.
		c. The Institute has organized a Seminar on 'Introduction to Indian Constitution' by Geetarani Takhellambam Advocate, GRT Legal & Associates on 20th March 2021.
		d. The Institute has organized a Seminar on 'Introduction to Human Rights' by Prof. Sandip Dalvi, Executive Director, SP Entrepreneurship Academy Pvt. Ltd. on 20th March 2021.
		e. The Institute has organized a Workshop on 'EBSCO Online Resources Database Training' by Mr. Gaurav Date Training Specialist, EBSCO Information Service on 17th April 2021.
		f. The Institute has organized a Seminar on 'Career Opportunities in Various Functional Areas of Management' by Dr. Milind Marathe Professor & Head - Research Centre, SIMCA, Pune on 06th May 2021.
		g. The Institute has organized a Seminar on 'Emerging Career Opportunities in Global Business Environment' by Mr. Shailesh Atre Manager- Global Procurement, BMC Software India Pvt. Ltd., Pune on 07th May 2021.

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Sr. No.	Resolution	Action Taken
3.	Seminar and Workshops	h. The Institute has organized a Seminar on 'Decoding Career Opportunities for MBAs' by Mr. Shailesh Atre Manager, Global Procurement, BMC Software India Pvt. Ltd, Pune on 13 th May 2021.
		The Institute has planned few more seminars, workshops, and webinars on various topics including Indian Constitution, Stock Market, Wealth Management, Mutual Funds, etc. in the remaining part of academic year.
4.	Extension Activities and Social Initiatives	a. The Institute has celebrated 'Marathi Bhasha Divas - Essay Writing & Poem Writing Competition' on 27th February 2021
		b. The Institute has conducted the 'NSS Activity- Health Survey' from 01st May 2021 to 15th May 2021.
		The Institute has planned a few more activities in the remaining part of the academic year.
5.	Cross Cultural Interface Program	The Institute has organized a Webinar on 'International Cross-Cultural Interface' on 30th March 2021.
6.	Specialization Club Activity	Specialization Club Activity has been rescheduled in the remaining part of the academic year
7.	Seminar on IPR	The Institute has been planned National Seminar in the remaining part of the academic year.
8.	Entrepreneurship Development	The Certification Course on Entrepreneurship Development has been planned in the remaining part of the academic year.
9.	Faculty and Staff Development Program	a. The Institute has organized FDP on 'Use of ICT for Effective Delivery of Curriculum' by Dr. Yashodhan Mithare, Associate Professor, Hirabai. V. Desai College of Arts, Science, and Commerce, Pune on 25th January, 2021.
		The Institute has planned few more Faculty and Staff Development Program in remaining part of the academic year.
10.	Management Development Programs and Consultancies	a. The Institute has successfully completed a Sponsored Research Project on 'Level of Customer Satisfaction for Kokan Mercantile Co-op Bank Ltd.' from 1st January 2021 to 31 st January 2021.
		b. The Institute has conducted a MDP on 'Preparation & Analysis of Financial Statements' for Surinder Poultry Farms, Punjab by Dr. Bhagyashri Kanhere from 27th January to 27 th January, 2021
		c. The Institute has conducted a MDP on 'Soft Skills for Tax Consultants' at JSR Consultants by Prof. Gajanan Nerkar on 28th January, 2021.

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Sr. No.	Resolution	Action Taken
10.	Management Development Programs and Consultancies	d. The Institute has conducted a MDP on 'Soft Skills to Boost Sales' at SB & Company by Prof. Gajanan Nerkar on 22 nd February, 2021.
		e. The Institute has conducted a MDP on 'Soft skills for Sales Professionals' at Vishwashanti Group by Prof. Gajanan Nerkar on 30 th March, 2021.
11.	Inculcating Reading Habits among Students.	a. The Institute has celebrated 'Marathi Bhasha Divas - Essay Writing & Poem Writing Competition' on 27th February 2021
		b. The Institute has organized a Workshop on 'EBSCO Online Resources Database Training' by Mr. Gaurav Date Training Specialist, EBSCO Information Service on 17th April 2021.
		The Institute has planned few activities in remaining part of the academic year.
12.	Health Awareness and Women Empowerment Activities	a. The Institute has conducted an Online Seminar on 'Young Women: Health Concerns and Lifestyle Solutions' by Dr. Tejas Limaye, Consultant Nutritionist at KEM Hospital on the occasion of International Women's Day on 08 th March 2021.
		b. The faculty members and students of the Institute has participated in 'AISSMS Diva Competition' organized on the occasion of International Women's Day on 8 th March 2021 by AISSM Society.
		The Institute has planned to conduct few more activities in the remaining part of the academic year.
13.	Domain-Specific Certification Courses	The Institute has planned 'Domain-Specific Certification Courses' in the remaining part related to Fiancé, Marketing, HR, Business Analytics, and Operations and Supply Chain in the remaining part of the academic year.
14.	Extra-curricular Activities and Competitions in Online Mode	a. The Institute has organized 'AISSMS Blogosphere - Word on the Street Competition' on 19th April 2021
		The Institute has planned to conduct few more extra-curricular activities and competitions in online mode in the remaining part of the academic year.
15.	Industry-Institute Connect	The Institute has planned to conduct Industry-Institute Connect program in the remaining part of the academic year.
16.	New Education Policy-2020 Awareness initiatives	The Institute has planned 'NEP-2020 awareness initiatives' in the remaining part of the academic year-2020-21.
17.	Alumni Meet	The Institute has planned an 'Alumni Interaction and Alumni Meet' in the remaining part of the academic year.

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Sr. No.	Resolution	Action Taken
18.	Competitive Examination Guidance regarding banking and other examinations	The Institute has planned to conduct 'Seminars for Competitive Examination Guidance regarding banking and other examinations' in the remaining term of the academic year.

Prepared By

Prof. Abhijit Khurape
Assistant Professor

Checked By

Dr. Gauri Prabhu
IQAC Coordinator

Approved By

Dr. Abhijit Mancharkar
Chairman-IQAC

DIRECTOR
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**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

Date: 1st June 2021

MINUTES OF MEETING

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted and the minutes of the meeting are as follows:

- **Day & Date:** Tuesday, 01 June 2021.
- **Time:** 11:30 am.
- **Venue:** Board Room, AISSMS IOM, Pune.
- **Attendees:**

Sr. No.	Name of the IQAC Member	Designation and Organization	Role
1.	Dr. Abhijit Mancharkar	Director, AISSMS IOM	Chairperson
2.	Shri. Suresh Shinde	Hon. Jt. Secretary, AISSMS	Management Representative
3.	Dr. Gauri Prabhu	Professor, AISSMS IOM	Co-ordinator IQAC
4.	Dr. Pooja Upadhayay	Associate Professor, AISSMS IOM	Member (Teaching)
5.	Dr. Bhagyashri Kanhere	Assistant Professor, AISSMS IOM	Member (Teaching)
6.	Dr. Bhalchandra Bite	Assistant Professor, AISSMS IOM	Member (Teaching)
7.	Mr. Vikram Gaikwad	Sr. Resource Specialist, Tetra Pack Pvt. Ltd.	Member (Alumni)
8.	Mr. R. R. Deshpande	Joint M. D., Kirloskar Oil Engines Ltd.	Member (Industry)
9.	Mr. Vishwanath Bhargude	Jr. Clerk, AISSMS IOM	Member (Non-Teaching)

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- **Discussions and Resolutions:** The IQAC members discussed various points and decided following initiatives to be undertaken for improvement in the quality of the institute:
 1. Dr. Abhijit Mancharkar, Director welcomed all esteemed IQAC members for the meeting.
 2. Dr. Gauri Prabhu, IQAC Co-ordinator read the minutes of the last meeting held on 25th January 2021 and the Action Taken Report for the same. The IQAC members noted the Action Taken Report and confirmed the Minutes of the last Meeting.
 3. Dr. Gauri Prabhu, IQAC Coordinator, AISSMS IOM, presented the AQAR for the Academic Year 2019-20. The IQAC members reviewed and approved the same. It was discussed in the meeting to present the AQAR 2019-20 in the next College Development Committee (CDC) meeting for approval. Dr. Gauri Prabhu Coordinator IQAC also pointed out that the Institute is preparing AQAR for Academic Year 2020-21.
 4. Dr. Gauri Prabhu, IQAC Co-ordinator presented the Activity Report of the Institute for the period 26th January 2021 to 31st May 2021. The IQAC members noted the Activity Report and appreciated the efforts taken by the AISSMS IOM Team.
 5. It is noted by the IQAC members that the academic year 2020-21 is delayed due to pandemic. It is expected to get over by October 2021. In this context, Dr. Pooja Upadhyay Member IQAC suggested to revise the schedule of activities for the remaining part of the academic year.
 6. It was discussed in the meeting the need for focusing on mediation and yoga in the context of Covid-19 Pandemic. Hence, Shri. Suresh Shinde, Hon. Jt. Secretary, AISSM Society suggested to organize the 'International Yoga Day' in On-line mode.
 7. Dr. Abhijit Mancharkar, Chairman, IQAC informed that Savitribai Phule Pune University, Pune has tied-up with Art of Living for conducting 'Immunity Boosting Program' in the context of Covid-19 pandemic. This workshop will be conducted for faculty and students.
 8. It was discussed in the meeting that presently companies are conducting online campus drives. Dr. Bhalchandra Bite has suggested conducting guidance program for students regarding online placement drives.
 9. Dr. Abhijit Mancharkar, Chairman, IQAC informed that the institute has planned quality initiative - I-Connect Program to bridge the gap between Industry and Academia as discussed in the last meeting. This program will be the series of seminars by Industry professionals. Mr. R. R. Deshpande, Joint M. D., Kirloskar Oil Engines Ltd. appreciated the efforts and suggested to continue such value added seminars and workshops for the benefit of students.

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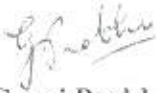


10. It was discussed in the meeting that the State Government is organizing the workshop for the faculty members under the initiative called 'Aavaj Gurujanancha-Vedh Deshachya Bhavitavyacha'. Dr. Bhagyashri Kanhere, Member IQAC suggested to participate in this workshop.
11. It was discussed in the meeting that there is a need to participate in the activities like education fair, use of online platforms etc. for creating awareness among graduate students about various career avenues in management field.
12. Mr. Vikram Gaikwad, Sr. Resource Specialist, Tetra Pack Pvt. Ltd pointed out that grooming of students and developing their holistic personality plays important role in enhancing the employability of the students. He suggested focusing on activities like personality profiling, soft skill training, value added courses, extra-curricular and extension activities, etc.

The meeting of IQAC concluded with the permission of the chair.

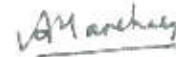
Dr. Gauri Prabhu IQAC Co-ordinator proposed the vote of thanks.

Prepared by



Dr. Gauri Prabhu
IQAC Co-ordinator
AISSMS IOM, Pune

Approved by



Dr. Abhijit Mancharkar
Chairperson-IQAC
AISSMS IOM, Pune



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INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 10th January 2022

ACTION TAKEN REPORT

A meeting of the Internal Quality Assurance Cell (IQAC) was conducted on 01st June 2021 and the Action Taken Report is as follows:

Sr. No.	Resolution	Action Taken
1.	AQAR 2019-20	a. The AQAR 2019-20 was presented in the College Development Committee (CDC) meeting conducted on 30 th June 2021. The Committee members noted and approved the same.
2.	AQAR 2020-21	a. The Institute is preparing AQAR 2020-21 as per the revised guidelines of NAAC.
3.	Revision of the Schedule of Activities for the Academic Year	a. The Institute has revised the schedule for the activities of the academic year in the context of delay in admission process due to pandemic.
4.	Psychometric Testing and Professional Counseling based on Test Results	a. The Institute has conducted a 'Psychometric Test for MBA I Year Sem I by IHHI' from 06th August 2021 to 14th August 2021 b. The Institute has conducted 'Professional Counseling based on Psychometric Test Results in collaboration with IHHI from 23rd August 2021 to 31st August 2021
5.	Seminar and Workshops	a. The Institute has organized Seminar on 'Stock Market' by Sri Harsha Managing Director, Shine Projects on 01st June, 2021 b. The Institute has organized a Seminar on 'Guidance on Virtual Job Fair Platform' by Wocially on 05th June, 2021. c. The Institute has organized a Seminar on 'Money Management' by Mr. Suhas Rajput, Corporate Trainer, and Proficient Minds on 12 th June, 2021. d. The Institute has organized a Seminar on 'Capital Market Awareness under Investor Education Program by Bombay Stock Exchange' by Ramchandra Bhat K Freelance Trainer, Lotus Knowlwealth Pvt. Ltd. on 19 th June, 2021. e. The Institute has organized a Seminar on 'Way of Effective Wealth Creation & Mutual Fund Awareness by SEBI' by Srikanta Lahiri Sagi Freelance Trainer, Jai Vatnani & co. (Training Division) on 19 th June, 2021. f. The Institute has organized a Seminar on 'Capital Market Awareness under Investor Education Program by Bombay Stock Exchange (BSE)' by Pankaj Mathkar Freelance Trainer, Lotus Knowlwealth Pvt. Ltd. on 26 th June, 2021.

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Sr. No.	Resolution	Action Taken
5.	Seminar and Workshops	g. The Institute has organized a Seminar on 'Way of Effective Wealth Creation & Mutual Fund Awareness by SEBI' by Mr. Rahul Dhawan, Freelance Trainer, Lotus Knowlwealth Pvt. Ltd. on 26 th June, 2021.
		h. The Institute has organized a Workshop on 'NDLI User Awareness' on 26 th July, 2021.
		i. The institute has organized a Seminar on 'Business Analytics & Data Mining' by Dr. S. M. Bakre Professor, Department of Electrical Engineering, and AISSMS Institute of Information Technology on 23 rd August 2021.
		j. The Institute has organized a Seminar on 'Cyber Security:-Security Management' by Prof. Pritesh Patil Asst. Prof. & HOD Dept. of Information Technology AISSMS Institute of Information Technology on 28 th August 2021
		k. The institute has organized a Seminar on 'Human Rights for Management Professionals' by Dr. Sandip Dalvi, CMD Master NLP Trainer, Master Financial Analyst, Gender Business Solutions Pvt. Ltd. on 28 th August 2021.
6.	Extension Activities and Social Initiatives	a. The Institute has organized a 'Cyclothon Activity on the occasion of World Cycle Day' on 03 rd June, 2021.
		b. The Institute has organized a 'Tree Plantation on the occasion of World Environment Day' on 05 th June, 2021.
		c. The Institute has organized a social activity 'The Project Generosity' in collaboration with Shivnishaal from 27 th July, 2021 to 30 th , July, 2021.
		d. The Institute has organized a 'Swacch Bharat Pledge' on 12 th August 2021.
		e. The Institute has organized a 'Catch the Rain Pledge' on 12 th August 2021.
		f. The Institute has participated in the Rastraganan Initiative by Ministry of Culture, Government of India to mark Azadika Amrut Mahotsav on 14 th August 2021
		g. The Institute has celebrated a 'Sadbhavna Diwas' on 20 th August, 2021.
		h. The Institute has participated in the Central Government Initiative- Azadika Amrut Mahostav on 2/09/2021.

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Sr. No.	Resolution	Action Taken
6.	Extension Activities and Social Initiatives	i. The Institute has participated in NSS Program on "Inculcating Democratic Values and Role of Teachers" organized by SPPU in collaboration with Chief Election Officer, Maharashtra on 5th September 2021.
		j. The Institute has celebrated 'NSS Day' on 24/09/2021
		k. The Institute has organized a 'Blood Donation Camp in collaboration with R. G. Gholap Blood Bank and Thalassemia Center, Pune' on 01st October, 2021.
		l. The Institute has organized a 'Covid - 19 Vaccination Drive in collaboration with Health Department Government of Maharashtra and AISSMS COE' on 09/10/2021.
		m. The Institute has organized a 'Mazi Vasundhara Mitra Pledge' from 10th October 2021 to 30th October 2021.
		n. The Institute has celebrated a 'Rashtriya Ekta Diwas' on occasion of 'Sardar Vallabhai Patel Jayanti' on 29th October 2021.
		o. The institute has organized 'Lingbhed Sanbedanshilata Jagruti Abhiyan' on 25 th November 2021.
		p. The Institute has established 'Youth Red-cross Unit' in November 2021.
		q. The Institute has observed 'Koumi Ekta Saptah' in November 2021
		r. The Institute has observed 'Jagtik Divyang Din' on 03 rd December 2021.
7.	Value-added and Domain-Specific Certification Courses	a. The Institute has conducted a Certification Course on 'Entrepreneurship' from 19th July, 2021 to 23rd July, 2021.
		b. The Institute has conducted a Certificate Course on 'Research Analyst' on 2nd, 5th & 6th August, 2021.
		c. The Institute has conducted a Certificate Course on 'HR Analytics' from 26th July to 3rd August, 2021.
		d. The Institute has conducted a Certificate Course on 'Digital Marketing' from 22 nd July, 2021 to 30 th July, 2021.
		e. The Institute has conducted a Certificate Course on 'Service Operations Management' from 19 th July 2021 to 30 th July, 2021.
		f. The Institute has conducted a Certificate Course on 'Business Analytics: R Programming' from 22 nd July, 2021 to 30 th July, 2021.

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Sr. No.	Resolution	Action Taken
7.	Value-added and Domain-Specific Certification Courses	g. The Institute has conducted a Certificate Course on 'Soft Skill Module I' from 2nd August 2021 to 13th August 2021.
8.	Specialization Club Activity	a. The Institute has organized a 'Specialization Club Competition' on 25th June, 2021.
9.	National Seminar on Innovation and IPR	a. The Institute has organized National Level Seminar on 'Innovation and Intellectual Property Rights (IPR)' on 24th July 2021.
10.	Entrepreneurship Development	a. The Institute has conducted a Certification Course on 'Entrepreneurship' from 19th July, 2021 to 23rd July, 2021.
11.	Faculty and Staff Development Programs	a. The institute has organized a FDP on 'Effective Use of Online Platform ' by Ms. Manasi Bokil and Ms. Shasha Shelke, Media Head, AISSM Society on 24th June 2021
		b. The Institute has organized an initiative by Savitribai Phule Pune University as 'Voice Care Workshop – Awajachi Karyshala' by Dr. Sonali Lohar, Voice Care Expert on 21st September, 2021.
		c. The Institute has organized an Internal FDP from 11th October 2021 to 15th October 2021.
		d. The Institute has organized an Internal Staff Development Program on Personality Development on 22nd October 2021.
12.	Inculcating Reading Habits Among students	a. The Institute has organized a Workshop on 'NDLI User Awareness' on 26 th July, 2021.
		b. The Institute has organized an 'Author Speaks Program by Mr. Sandip Agrawal, EVP, and Head, BFSI IT, Visoinnet Inc. & Author of Best Seller Book P. R. I. D. E.' on 14th August, 2021.
		c. The Institute has participated in 'E-Book Quiz on Vachan Prerana Din' organized by BPHE Society's IMSCD&R on 15th October 2021.
13.	Health Awareness and Women Empowerment Activities	a. The Institute has organized a 'Self-Defence Workshop under Nirbhay Kanya Abhiyan' on 11th June, 2021.
14.	Extra-curricular Activities and Competitions in Online Mode	a. The Institute has organized a 'Green Planetaria Photography Competition' on the Occasion of 'World Environment Day' on 05th June, 2021.

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Sr. No.	Resolution	Action Taken
14.	Extra-curricular Activities and Competitions in Online Mode	b. The Institute has organized a 'Nirvana: Photography & Videography Competition on the occasion of International Yoga Day' on 21st June, 2021.
		c. The Institute has organized a 'Quiz Competition' on Account of 'National Doctors Day' on 1 st July 2021 to 5th July, 2021.
		d. The Institute has organized Traditional Day: Remembering our Tradition on 12th July, 2021
		e. The Institute has organized 'Flames' from 12th July, 2021 to 16th July, 2021. It included academic, cultural and sports competition.
		f. The Institute has organized a Competition on Expression Janmabhumi: Showcasing our Values & Culture on 14th July, 2021.
		g. The Institute has organized a Competition on the Occasion of 'World Photography Day' on 19th August, 2021.
15.	New Education Policy-2020 Awareness initiatives	a. The Institute has organized a Seminar on 'New Education Policy (NEP) – 2020' from 30 th July 2021 to 10 th August, 2021.
16.	Competitive Examination Guidance regarding Banking and other Examinations	a. The Institute has organized a Seminar on 'Competitive Examination Guidance MPSC & UPSC' by Saurabh Sonawane Chief Trainer, Unacademy on 24 th July, 2021.
		b. The Institute has organized a Seminar on 'Competitive Guidance Banking & Other Examination' by Saurabh Sonawane Chief Trainer, Unacademy on 24 th July, 2021.
17.	Alumni Interactions and Meet	a. The Institute has organized an Alumni Meet -Milaap 2021 on 10th July, 2021.
		b. The Institute has conducted Alumni Association meeting on 07 th August 2021.
18.	Awareness on Mediation and Yoga in the context of Covid-19 Pandemic	a. The Institute has organized a workshop on 'Yoga: Physical and Mental Wellness' on the occasion of International Yoga Day by Ms. Janvi Dani & Mr. Sandeep Harip, Trainer, and People Management Art of Living on 21 st June, 2021.
		b. The Institute has organized a 'Nirvana: Photography & Videography Competition on the occasion of International Yoga Day' on 21st June, 2021.

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Sr. No.	Resolution	Action Taken
19.	Participation in Immunity Boosting Program in the context of Covid-19 pandemic	a. The Institute has organized a Workshop on 'Immunity Boosting Program to Increase Lung Capacity, Enhance Immunity, and Eliminate Stress' organized in collaboration with Art of Living and Savitribai Phule Pune University from 11th June 2021 to 25th June, 2021.
20.	Guidance Program for Students Regarding Online Placement Drives	a. The Institute has organized a Seminar on 'Guidance on Virtual Job Fair Platform' by Wocially on 05th June, 2021.
21.	Industry-Institute Connect	a. The Institute has organized an AISSMS – I Connect: Industry-Institute-Interaction Program by Mr. Bhushan Patil, Head Digital EMEA, Sr. Vice-President, Tech-Mahindra Ltd. on 26 th June 2021. b. The Institute has organized an AISSMS – I Connect: Industry-Institute-Interaction Program on 'Leadership Development' by Mr. Amit Panchal, General Manager, Business Excellence, Kirloskar Oil Engines Pvt. Ltd. on 3 rd July, 2021. c. The Institute has organized an AISSMS – I Connect: Industry-Institute-Interaction Program on 'Corporate Sustainability: The Praj Industries Way' Mr. Vinayak Kelkar, Head Corporate Sustainability and CSR, Praj Industries Ltd. on 06 th July 2021. d. The Institute has organized an AISSMS – I Connect: Industry-Institute-Interaction Program 'Changing Roles in Managers in New Technological Environment' by Mr. Satish Lengare Head Talent Acquisition, Suzlon Energy Ltd. on 07 th July 2021. e. The Institute has organized an AISSMS – I Connect: Industry-Institute-Interaction Program 'Managerial Development in New Normal' by Mr. Rohit Ghosh, Founder and CEO, SkillEdge 4.0 Eductec Pvt. Ltd. on 08 th July 2021.
22.	Aavaj Gurujanancha -Vedh Deshachya Bhavitavyacha	a. The Institute has organized an initiative by State Government as 'Voice Care Workshop – Awajachi Karyshala' by Dr. Sonali Lohar, Voice Care Expert on 21st September, 2021.
23.	Creating Awareness for Management Education	a. The Institute has participated in 'Education Exhibition' - Sakal Edu Expo 2021 on 12th August, 2021. b. The Institute has participated in 'Education Exhibition' - Pudhari Edu Expo 2021 on 13th August, 2021.

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Sr. No.	Resolution	Action Taken
23.	Creating Awareness for Management Education	c. The Institute has organized a Webinar for Creating Awareness of Management Education for Graduate Students in December 2021
24.	Holistic Personality Development	a. The institute has planned various Co-curricular, Extra-Curricular, and Extension activities for developing Holistic Personality of students in Academic Year 2021-22.

Prepared By

Prof. Abhijit Khurape
Assistant Professor

Checked By

Dr. Gauri Prabhu
IQAC Coordinator

Approved By

Dr. Abhijit Mancharkar
Chairman-IQAC

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