



IndSearch Institute of Management Studies & Research

Formerly, Indian Institute of Cost and Management Studies & Research
(An Autonomous Institute affiliated to Savitribai Phule Pune University)

Indsearch Institute of Management Studies & Research (An Autonomous Institute permanently affiliated to the Savitribai Phule Pune University) **Agenda for the Internal Quality Assurance Cell Meeting**

1. Grant the Leave of Absence
2. To discuss and plan the activities to be carried out in the Academic year 2023-24 for students, teaching and non-teaching faculty members
3. To discuss Admission process for various programs in the institute
4. Preparing the Academic Calendar as per DTE and AICTE notifications for various programs in the institute.
5. To discuss research and management development programs in the institute.
6. To prepare for NBA and NAAC
7. Any other matter with permission of chair

Minutes of the IQAC Meeting held on 2nd August, 2023 at 2:00 pm at IQAC Cell - Bavdhan Campus,Pune

The Meeting of the IQAC Committee of the IndSearch Institute of Management Studies & Research was held on Wednesday, 2nd August, 2023 at 2:00 pm in the premises of the Institute's Bavdhan Campus. The following Members were present:

1. Dr. Aparna Tembulkar – Director - Chairperson
2. Dr. Ashok Joshi
3. Dr. Vikas Peshave
4. Dr. Satish Inamdar
5. Dr. Rupali Gupte
6. Dr. Ashwini Tikhe
7. Mr. Arjun Mohite
8. Mr. Santosh Shetty
9. Ms. Anuja Choudhari
10. Dr. Anand Chitanand – IQAC co-ordinator



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11. Dr. Suwarna Shidore – IQAC co-ordinator

The following business was transacted.

Item No.1

Grant the Leave of Absence

The IQAC committee members who informed about their inability to attend the meeting due to their preoccupied commitments. Leave was granted for such IQAC members by the chairperson.

Item No.2

To discuss and plan the activities to be carried out in the Academic year 2023-24 for students, teaching and non-teaching faculty members

The IQAC committee members took a review of the various activities carried out in the institute during the Academic year 2022-23. A detailed discussion on various extra curricular, co-curricular activities for students were discussed and finalized. It was also noted the various MOOCs programs which can be useful for students and faculties as per their specialization. It was appealed to all the students and faculty members to participate in the online, offline or hybrid form of FDPs. Non-teaching members were also informed to participate in the various events/programs to update the knowledge base.

Item No. 3

To discuss Admission process for various programs in the institute

The admission process for the new academic year was also discussed while considering the circular from AICTE regarding tentative commencement of the classes. For second year students, the commencement date was discussed, and it was decided to begin the classes as per the schedule. For new admissions, as per AICTE and UGC directives, further admission process will be decided for all the programs in the institute.



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Item no. 4

Preparing the Academic Calendar as per DTE and AICTE notifications for various programs in the institute.

A tentative Academic Calendar for the AY 2022-2023 was prepared by the Quality cell of the Institute for Second and Third year BMS and Third Trimester and First Semester of MBA programme considering the notifications from the statutory bodies. The Academic calendar was placed in the meeting for further discussion. It was then reviewed by the IQAC members and final changes were suggested and then the changes were incorporated in the academic calendar for 22-23.

Item no. 5

Preparation of Academic Calendar as per DTE and AICTE notifications

Item No. 6

Any other matter with permission of chair

It was decided to encourage students and faculty members to participate in various research activities such as attending webinars/conferences/seminars, presenting research papers in the conferences. A revised incentive scheme was discussed for promoting research culture in the institute.

Since there was no any other business, the meeting ended with thanks to the chair.



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IQAC-Coordinator

IQAC-Coordinator

Chairman

Action Taken Report of the meeting held on 27th July, 2022 at 3:00 pm

Srl.No	Agenda Item	Action Taken
1	Grant of Leave	Leave was granted committee members who were unable to attend the meeting on this date.
2	Activities carried out in the Academic year 2022-23	Committee members appreciated the activities conducted in the academic year 2022-23. No action required
3	Discussion on Admission policy for various programs	Admission process was followed in the institute as per the directives of AICTE and DTE
4	Planning for co-curricular, extra-curricular and extension activities	An activity calendar was prepared by the IQAC members and accordingly various programs were conducted.



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5	Preparation of Academic Calendar as per DTE and AICTE notifications	Academic Calendar for AY 2022-2023 for second year and third year students was prepared and an email is sent to students and faculty members.
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Dr. Suwarna Shidore
IQAC-Coordinator

Prof. Anand Chitanand
IQAC-Coordinator

Dr. Aparna Tembulkar
Chairman

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Internal Quality Assurance Cell

Agenda

1. **Grant of Leave**
2. **Review of Minutes of Previous meeting and action taken report.**
3. **Review of Ongoing activities and Planning for activities in AY 2022-23.**
4. **Bridging the Gap of Industry-Institute by MoUs.**
5. **To monitor the academic calendar for all the programs**
6. **Any other matter with permission of chair**

Minutes of the IQAC Meeting held on Wednesday 21st December , 2022 at 2:00 pm at IQAC Cell - Bavdhan Campus,Pune

The Meeting of the IQAC Committee of the IndSearch Institute of Management Studies & Research was held on Wednesday 21st December, 2022 at 2:00 pm in the premises of the Institute's Bavdhan Campus. The following Members were present.

1. Dr. Aparna Tembulkar
2. Dr. Ashok Joshi
3. Dr. Sunita Joshi
4. Dr. Suwarna Shidore
5. Dr. Vikas Peshave
6. Dr. Anand Chitanand

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7. Prof. Upendra Lele
8. Prof. Rupali Gupte
9. Mr. Arjun Mohite
10. Mr. Santosh Shetty

Dr Aparna Tembulkar, Director was in the Chair. The following business was transacted.

Item No.1

Grant of Leave

Leave was granted for IQAC members by the chair who were unable to attend the meeting.

Item No.2

Review of Minutes of Previous meeting and action taken report.

IQAC committee members reviewed the minutes of the previous meeting held on 27th July, 2022 and also noted the action taken report of the meeting held on 27th July, 2022.

Item No. 3

Review of Ongoing activities and Planning for activities in AY 2022-23.

The IQAC committee members reviewed the planned and conducted activities by the IQAC. As per the academic calendar, the committee members were informed about the annual day dates for the current year and also informed about the various industrial visits planned for UG and PG courses.

Item no. 4

Bridging the Gap of Industry-Institute by MoUs.

The Director of the Institute informed the committee members regarding the plan of various MoUs with industry and academic institutions for extra curricular programs such as placement

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preparedness. The institute is in the process of signing the MoU with IPMA for Project Management Certification for IndSearch Students at concessional rate.

Item no. 5

To monitor the academic calendar for all the programs

According to the Academic calendar, the committee members reviewed the teaching plan and teaching record for the first half of all academic programs. Examination schedule for UG, PG and PGDiploma programmes were also discussed.

Since there was not any matter to transact, meeting ended with thanks to the Chair.

Dr. Suwarna Shidore
IQAC-Coordinator

Prof. Anand Chitanand
IQAC-Coordinator

Dr. Aparna Tembulkar
Chairman

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Action Taken Report of the meeting 21st December, 2022at 2:00 pm

Srl.No	Agenda Item	Action Taken
1	Grant of Leave	Leave was granted committee members.
2	Review of Minutes of Previous meeting and action taken report.	No action required
3	Review of Ongoing activities and Planning for activities in AY 2022-23.	IndFest/IndFeasta, Extension activities such as NSS camp were organized
4	Bridging the Gap of Industry-Institute by MoUs.	An MoU with IPMA, Carpediem and Yugma were signed for enhancing the student performance.
5	To monitor the academic calendar for all the programs	All concurrent and final examinations were conducted as per the academic calendar for all UG,PG courses

Dr. Suwarna Shidore
IQAC-Cordinator

Prof. Anand Chitanand
IQAC-Cordinator

Dr. Aparna Tembulkar
Chairman

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Internal Quality Assurance Cell

Agenda

- 1. Grant of Leave**
- 2. To take a review of Minutes of Previous meeting and action taken report.**
- 3. To strengthen the Alumni network.**
- 4. Preparation of Annual Report and UGC report.**
- 5. Any other matter with permission of chair**

Minutes of the IQAC Meeting held on Saturday 1st April, 2023 at 3:00 pm at Bavdhan Campus

The Meeting of the IQAC Committee of the IndSearch Institute of Management Studies & Research was held on Saturday 1st April, 2023 at 3:00 pm in the premises of the Institute's Bavdhan Campus. The following Members were present.

1. Dr. Aparna Tembulkar
2. Dr. Ashok Joshi
3. Dr. Suwarna Shidore
4. Dr. Vikas Peshave
5. Dr. Anand Chitanand
6. Prof. Upendra Lele
7. Dr. Rupali Gupta
8. Mr. Pratik Bhalerao

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9. Mr. Arjun Mohite
10. Mr. Santosh Shetty

Dr Aparna Tembulkar, Director was in the Chair. The following business was transacted.

Item No.1

To Grant leave of absence

Leave was granted for those IQAC members who were unable to attend the meeting by the chair.

Item No.2

To take a review of Minutes of Previous meeting and action taken report.

IQAC committee members reviewed the minutes of the previous meeting held on 21st December, 2022 and also noted the action taken report of the meeting held on 21st December, 2022.

Item no.3

To strengthen the Alumni network.

The committee members reviewed all the activities such as Guest Sessions, Placement and Industrial visits which were done in the academic year with the help of the alumni of the institution. It was discussed to arrange batch wise alumni meet to strengthen the alumni network of the institute.

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Item no.4

Preparation of Annual Report and UGC report.

The IQAC committee members informed about the preparation of Annual Report and UGC report for submitting to the institute and UGC office annually. The committee members were also informed about the progress on preparation of AQAR for NAAC.

Item no. 5

Any other Item

Since there was not any matter to transact, the meeting ended with thanks to the Chair.

Dr. Suwarna Shidore
IQAC-Coordinator

Prof. Anand Chitanand
IQAC-Coordinator

Dr. Aparna Tembulkar
Chairman

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Action Taken Report of the meeting on Saturday 1st April, 2023 at 3:00 pm at Bavdhan Campus

Srl.No	Agenda Item	Action Taken
1	Grant of Leave	Members noted the grant of Leaves for the members who were not able to attend the
2	To take a review of Minutes of Previous meeting and action taken report.	Minutes of the meeting and Action taken report for the previous meeting held on 21 st December, 2022 were noted by the members. No action required.
3	To strengthen the Alumni network.	CDC of the institute contacted the alumni database of the institute for strengthening the alumni connect.
4	Preparation of Annual Report and UGC report	Annual report was prepared and presented in the annual meeting of the institute. UGC report was sent to the UGC via speed post.

Dr. Suwarna Shidore
IQAC-Coordinator

Prof. Anand Chitanand
IQAC-Coordinator

Dr. Aparna Tembulkar
Chairman