

SEF's

SURYADATTA INSTITUTE OF MANAGEMENT & MASS COMMUNICATION

NOTICE FOR IQAC MEETING

DATE- 8th Oct 2020

IQAC Committee Members,

IQAC Meeting is scheduled on 19th Oct 2020 in the board room at 12 pm. The committee members are requested to remain present for the same.



Dr. Shailesh Kasande
IQAC Coordinator, SIMMC

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Suryadatta Institute of Management and Mass Communication (SIMMC),

Pune

Internal Quality Assurance Cell

The meeting of IQAC is convened on Monday, 19th October 2020 in the board room at 12 noon

The Agenda of the meeting is as follows:

1. To welcome the members
2. To grant leave of absence to the members
3. To table and approve the minutes of the last meeting and the Action Taken Report
4. To plan to organize pre-placement activity for MBA final year students
5. To plan to initiate events under ED cell for new start ups
6. To organize training of teaching and non teaching staff on G-Suit
7. To encourage faculty members to take up ATAL FDPs
8. To plan to provide digital internships to MBA students in view of current pandemic
9. To propose policy for disabled free and barrier free environment in campus
10. To review status of COVID project and conduction of Saturday test
11. To review program exit survey, course exit survey and student satisfaction survey
12. To review and discuss about code of conduct for teaching and non teaching staff members
13. Any other matter with the permission of the Chair.

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Suryadatta Institute of Management and Mass Communication (SIMMC),

Pune

IQAC Meeting

AY 2020-21

Meeting # : 19th October 2020

MINUTES OF MEETING

A meeting of IQAC was convened on 19th October 2020, 12.00 noon in the board room of SIMMC. The minutes of the meeting are as follows:

Agenda Item No. 1: To Welcome the members

IQAC Coordinator Dr. Shailesh Kasande, welcomed all the members and explained the agenda of meeting to everyone present.

Agenda Item No. 2: To grant leave of absence to the members

No member was absent on the date of meeting

Agenda Item No. 3: To table and approve the minutes of the last meeting and the Action Taken Report.

IQAC Coordinator tabled the minutes of the last meeting and the Action Taken Report. The same was unanimously approved by the members.

Agenda Item No. 4: To plan to organize pre-placement activity for MBA final year students

Mr. Sunil Dhadiwal suggested giving opportunity to MBA students to explore corporate world by entrepreneur interviews and corporate talks.

Agenda Item No. 5: To plan to initiate events under ED cell for new start ups

Harshad Bhadange suggested encouraging students to participate in startup idea competitions at University level by making groups and guiding them.

Agenda Item No. 6: To organize training of teaching and non teaching staff on G-Suit

Dr. Shailesh Kasande planned to organize training for teaching and non teaching staff on G-suit in view of online teaching due to pandemic

RESOLUTION #1: It was unanimously resolved to organize G-Suit training session for teaching and non teaching staff

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Agenda Item No. 7: To encourage faculty members to take up ATAL FDPs

The chairman, Dr. Sanjay Chordiya requested all faculty members to register and take up ATAL FDPs as a part of professional development.

RESOLUTION #2: It was unanimously resolved to ask faculty members to register for ATAL FDPs.

Agenda Item No. 8: To plan to provide digital internships to MBA students in view of current pandemic

Dr. Pratiksha Wable shared a concern of students facing challenges in getting internships as a part of MBA programme. It was discussed that students should be allowed to get virtual internships in view of ongoing pandemic situation.

RESOLUTION #3: It was unanimously resolved to allow students of MBA to take up TCS Digital internships.

Agenda Item No. 9: To propose policy for disabled free and barrier free environment in campus.

It was discussed to build disabled friendly washrooms and other facility for handicapped students and staff members.

RESOLUTION #4: It was unanimously resolved to form a policy to build disabled friendly washrooms and other facility for handicapped students and staff members.

Agenda Item No. 10: To review status of COVID project and conduction of Saturday test.

Dr. Sanjay Chordiya took a review from Dean Academics about the completion status of COVID project given to students based on different industries. He also took a review of smooth conduction and challenges faced in conducting Saturday test every week.

Agenda Item No. 11: To review program exit survey, course exit survey and student satisfaction survey

Dr. Shailesh Kasande enquired about the feedback taken by course teachers and Dean from students regarding program exit, course exit and student satisfaction survey. It was decided to analyze feedback and discuss the important points for consideration in next IQAC meeting.

Agenda Item No. 12: To review and discuss about code of conduct for teaching and non teaching staff members

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Ms. Kimaya Gandhi suggested making necessary amendment in code of conduct for teaching and non teaching staff members and forms a committee to monitor them

Agenda Item No. 13: Any other matter with the permission of the Chair
Dr. Pratiksha Wable suggesting to giving various online sessions to MBA students to build up their curricular and co-curricular area and by asking them to participate in various webinars organized by AICTE

Action Taken Report Based on IQAC Meeting held on 9th July 2020

Resolutions	Action Taken	Faculty Responsible
Organize a webinar on Digital career opportunities for MBA students in post COVID situation	It was offered to MBA Students	Dr. Pratiksha Wable
Offer more institutional scholarships to students	Admission department (in consent with Chairman)	Dr. Sanjay Chordiya
Organize a webinar on "Challenges in Online Teaching & its solutions"	It was offered to Faculty members	Dr. Pratiksha Wable
Initiate tie ups and activities with HBS & Bada Business for Management students	MOUs done	Dr. Sanjay Chordiya
Orient students for HBS Online	Done for MBA students	Dr. Pratiksha Wable and Harshad Bhadange
Offer six adorn certificate courses of 30 hours each to MBA students	Adorn courses finalized, faculty members conducting courses finalized and students registration for the course started	Dr. Medha Dekshmukh & Prof. Harshad Bhadange


Dr. Shailesh Kasande
IQAC Coordinator