



**SHRI KHANDERAI PRATISHTHAN'S
DNYANSAGAR INSTITUTE OF MANAGEMENT & RESEARCH**

(Approved by AICTE, New Delhi, Recognized By Govt. of Maharashtra, Affiliated to S. P. Pune University)
(AISHE Code : C - 41293, PUN Code - IMMP014030)



**Minutes of Meetings
2023-24**





Circular

Date: 28nd December 2024

This is to inform all the members of IQAC that a meeting is scheduled on 2nd January, 2024 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 28nd July, 2023
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson



Dr. Sajid Alvi
Director



Director
Dnyansagar Institute of Management and Research
Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Date: 2nd January, 2024

A meeting of IQAC committee was conducted on 2nd January 2024 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|---|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | Dr. Manisha Jagtap advised planning for the "Induction Program" for the new batch, emphasizing the need to create a well-structured orientation that would familiarize students with the institution's academic environment, values, and resources |
| 3 | Student Progression | Dr. Sajid Alvi of IQAC advised the HOD and other members to prepare a comprehensive plan for Student Activities for the year 2023-2024. The plan was expected to include both curricular and extracurricular activities, ensuring a well-rounded approach to student engagement and growth throughout the academic year. |



Director

**Dnyansagar Institute of Management and
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| | | |
|---|---|--|
| 4 | Faculty Development Program | Dr. Asita Ghewari recommended to organize a Faculty Development Program for faculty members and also to organize a Training Program for non-teaching staff to equip them on various aspects to increase overall efficiency. |
| 5 | Curricular & Extracurricular Activities | Dr. Sheena Abraham suggested organizing Industrial Visits and Field Visits for students to promote experiential learning. The experiences gained during these visits would help enhance their problem-solving skills, broaden their understanding of the industry, and prepare them for the challenges of the professional world. |
| 7 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




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Circular

Date: 20th July, 2023

This is to inform all the members of IQAC that a meeting is scheduled on 28th July, 2023 at 04:30 pm in the board room.

The Agenda for the same is as below:

- 1 To read and approve minutes of last meeting held on 2nd June, 2023
- 2 To discuss teaching, learning and evaluation activities
- 3 To review and plan activities related to student progression
- 4 To plan curricular and extracurricular activities
- 5 Any other point with the permission of the Chairperson


Dr. Sajid Alvi
Director




Director
Dnyansagar Institute of Management and
Research
Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Date: 28th July, 2023

A meeting of IQAC committee was conducted on 28th July, 2023 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | Dr. Manisha Jagtap advised planning for the “ Induction Program ” for the new batch , emphasizing the importance of creating a comprehensive orientation to familiarize students with the institution’s culture, academic expectations, and available resources. |




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| | | |
|---|---|--|
| 3 | Student Progression | Dr. Sajid Alvi of IQAC advised the HOD and other members to prepare a detailed plan for student and staff activities for the year 2023-2024. This initiative aimed to enhance skills, foster professional growth, and support institutional development through a series of well-structured programs and engagements. |
| 4 | Faculty Development Program | Dr. Asita Ghewari recommended organizing a Faculty Development Program (FDP) for faculty members to enhance their skills and professional growth. Additionally, she suggested conducting a training program for non-teaching staff to equip them with the necessary knowledge and skills to improve overall efficiency and effectiveness in their roles. |
| 5 | Curricular & Extracurricular Activities | Dr. Sheena Abraham suggested organizing industrial visits and field visits for students to promote experiential learning and provide practical exposure to real-world industry operations. |
| 7 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




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**Minutes of Meetings
2022-23**





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Circular

Date: 22nd May, 2023

This is to inform all the members of IQAC that a meeting is scheduled on 2nd June, 2023 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 3rd April, 2023
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director
Dnyansagar Institute of Management and
Research
Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 2nd June, 2023

A meeting of IQAC committee was conducted on 2nd June, 2023 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 3 | Teaching, Learning & Evaluation | Prof. Mohd. Iftexhar Khan advised conducting workshops or seminars for students on topics such as non-price factors in marketing and business mindset to enhance their knowledge and skills in key areas of business. |
| 2 | Student Progression | <ul style="list-style-type: none"> Dr. Manisha Jagtap emphasized the importance of organizing the SIP guidance session for students before the conclusion of the semester. This session will ensure that students are well-prepared and equipped with the necessary skills for their Summer Internship Program. Dr. Sajid Alvi mentioned that a "Farewell Program" will be organized for the MBA II students as part of their progression through the course, recognizing and celebrating their |





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| | | |
|---|--|---|
| | | achievements and experiences. |
| 4 | Curricular & Extracurricular Activities | <ul style="list-style-type: none">Dr. Priyanka Singh suggested conducting an Industrial Visit for students to provide them with practical exposure and real-world insights related to their academic field. |
| 5 | Institutional Values and Social Responsibilities | Dr. Manisha Jagtap, the IQAC coordinator, informed that the institute has initiated the process for NAAC accreditation . During the meeting, members suggested distributing the work allocation of NAAC criteria among staff members to ensure a structured approach for maintaining institutional standards and quality. |
| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap | |




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Circular

Date: 28th March, 2023

This is to inform all the members of IQAC that a meeting is scheduled on 3rd April, 2023 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 6th February, 2023
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 3rd April, 2023

A meeting of IQAC committee was conducted on 3rd April, 2023 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Student Progression | Prof. Priyanka Shinde advised organizing workshops focused on Personality Development for students. These workshops would aim to enhance students' soft skills, including communication, leadership, teamwork, time management, and emotional intelligence. |
| 3 | Teaching, Learning & Evaluation | Dr. Sajid Alvi discussed the commencement of Semester II and IV for the academic year 2022-23 . He highlighted the importance of academic planning for these semesters, ensuring that both the faculty and students are prepared for the academic activities ahead. This discussion also focused on aligning the academic calendar with upcoming events and ensuring smooth execution of the teaching-learning process. |

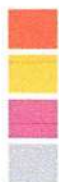
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| | | |
|---|--|---|
| 4 | Curricular & Extracurricular Activities | <ul style="list-style-type: none">• Dr. Mohammad Bawaji suggested organizing an "Entrepreneurship Fair" to foster entrepreneurial skills among students. This initiative aims to provide students with a platform to showcase their innovative ideas, interact with industry experts, and gain practical insights into the entrepreneurial process. The fair would contribute significantly to developing an entrepreneurial mindset and encouraging self-driven ventures among students.• Prof. Mohd. Iftekhhar Khan suggested conducting sports and cultural days for students to enhance their overall development. These events would provide a platform for students to showcase their talents, promote physical fitness, and encourage teamwork. |
| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap | |




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Circular

Date: 25th January, 2023

This is to inform all the members of IQAC that a meeting is scheduled on 6th February 2023 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 19th Nov. 2022
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 6th February, 2023

A meeting of IQAC committee was conducted on 6th February, 2023 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|--|---|
| 1 | Dr. Manisha Jagtap presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | <p>1. Dr. Manisha Jagtap informed that the syllabus for Semester III is completed, with Semester I targeted for completion by February 20th.</p> <p>2. Prof. Mohd. Iftexhar Khan announced that the MBA SPPU examination is schedule from February 20th, 2023 to March 18th, 2023.</p> <p>3. Dr. Manisha Jagtap shared that the faculty are instructed to conduct a course review session one day prior to the SPPU exam, specific to the respective exam paper.</p> <p>4. Dr Sajid Alvi said that the faculty would complete the CCE as per the schedule and also compile and communicate the marks of CCEs to the students and address the grievance, if any.</p> <p>5. Dr. Sajid Alvi shared that the librarian was directed to make students aware about the e-library resources available to assist them with SPPU exams.</p> <p>5. Dr. Manisha Jagtap informed that the faculty would organize a specialization orientation for</p> |





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| | | Semester I, aimed at guiding students in selecting the appropriate specialization for Semester II. |
| 3 | Student Progression | <p>1. Dr.Mohammad Bawaji & Dr.Sheena Abraham proposed to organize Campus Drive for Final Placement of Semester III students. They instructed the Placement Coordinator to prepare students for interviews.</p> <p>2. Dr. Manisha Jagtap informed the achievement of students in Inter collegiate Competitions:</p> <ul style="list-style-type: none"> Ms Unnati Bhosekar won 3rd rank for SIP presentation competition held at Matrix School of Business Management, Pune. Rohit Kamble secured first consolation prize for SIP competition at Modern College of Engineering, Pune. |
| 4 | Curricular & extracurricular activities | <p>1. Dr. Priyanka Singh proposed that the faculty celebrate this year's Women's Day by honouring successful women from various fields and also shared the contacts of the Divine HR Group.</p> <p>2. Dr. Mohsin Shaikh proposed that the faculty should inspire students to pursue entrepreneurship by organizing guest sessions with young entrepreneurs, enabling students to relate to their experiences and follow the entrepreneurial path.</p> |
| 5 | Any other point | Dr. Sheena Abraham, alumni of DIMR suggested to organize guest sessions from industry. |
| 6 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |



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Signature

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Circular

Date: 11th November, 2022

This is to inform all the members of IQAC that a meeting is scheduled on 19th November, 2022 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 10th June, 2022
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 19th November, 2022

A meeting of IQAC committee was conducted on 19th November, 2022 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---------------------------------|--|
| 1 | | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. |
| 2 | Student Progression | Dr. Sheena Abraham suggested organizing an alumni meet to strengthen the bond between ex-students and DIMR. The initiative aims to foster networking opportunities, create a platform for sharing experiences, and involve alumni in mentoring current students. Such events can also enhance institutional growth through alumni contributions and feedback, while promoting a sense of belonging and pride among former students. |
| 3 | Teaching, Learning & Evaluation | <ul style="list-style-type: none"> Dr. Manisha Jagtap proposed discussing the academic planning for the upcoming year (2022-23) to ensure that the institution is aligned with educational goals and objectives. The focus was on enhancing student engagement, ensuring effective |



Director



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| | | <p>learning outcomes, and integrating industry-relevant experiences like industrial visits and outbound activities to provide practical exposure to students.</p> <ul style="list-style-type: none"> • Dr. Sajid Alvi initiated a discussion on planning the Induction Program for the incoming batch (2022-24). He emphasized the importance of a well-structured program to familiarize new students with the institution's values, academic processes, and support systems. • Dr. Priyanka Singh proposed conducting interaction sessions with industry representatives to provide students with insights into emerging industry trends and requirements. This initiative is intended to enhance students' industry readiness and align their academic journey with real-world applications. |
| 4 | Curricular & Extracurricular Activities | Prof. Sameer Patil suggested conducting industrial visits and outbound activities for students to help them understand the functioning of the industry. This idea was integrated into the academic planning for the coming year and was approved by all members during the meeting. |
| 5 | Institutional Values and Social Responsibilities | Dr. Mohammad Bawaji suggested organizing a faculty development program |



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Signature
Director

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| | | on " Intellectual Property Rights " to address its relevance in the current academic and industrial landscape. The suggestion was unanimously accepted, and the Head of the Department (HOD) was entrusted with the responsibility of planning and coordinating the program to ensure its successful execution. |
| 6 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap | |




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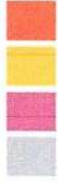
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Minutes of Meetings 2021-22





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Circular

Date: 1st June, 2022

This is to inform all the members of IQAC that a meeting is scheduled on 10th June, 2022 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 12th February, 2021
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




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**Internal Quality Assurance Cell (IQAC)
Minutes of Meeting**

Date: 10th June, 2022

A meeting of IQAC committee was conducted on 10th June, 2022 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Student Progression | Dr. Manisha Jagtap proposed the idea of organizing workshops and sessions for both students and faculty members, with a focus on enhancing personality development and incorporating outcome-based education. |
| 3 | Teaching, Learning & Evaluation | Dr. Sajid Alvi emphasized the importance of the institute obtaining NAAC accreditation and advised that all concerned should gather the necessary information. In response, it was decided to brief all faculty members on the accreditation criteria and facilitate online registration on the subject portal, in accordance with the new guidelines. |




Director

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| 4 | Curricular & Extracurricular Activities | Prof. Priyanka Shinde proposed conducting social and cultural events in June and July 2022, including the celebration of Foundation Day . The suggestion was accepted, and the responsibility for identifying and planning these events was assigned to the concerned faculty members. |
| 5 | Institutional Values and Social Responsibilities | Prof. Mohd. Iftekhhar Khan was suggested to post all upcoming events of the institute on the website and upload video content for community use. This would not only keep the community informed but also enhance the visibility of the institute's activities. Additionally, it was recommended to ensure that the content is regularly updated to engage a wider audience and promote active participation in future events. |
| 6 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap | |




Director
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Balewadi, Pune-411045.





Circular

Date: 2nd February, 2022

This is to inform all the members of IQAC that a meeting is scheduled on 12th February, 2022 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 10th November, 2021
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson



Dr. Sajid Alvi

Director



DIRECTOR
Dnyansagar Institute of Management and
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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 12th February, 2022

A meeting of IQAC committee was conducted on 12th February, 2022 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---------------------------------|---|
| 1 | | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. |
| 2 | Student Progression | Dr. Manisha Jagtap emphasized the need for a seminar on topics like capital market awareness , stating that such a seminar would help students develop essential skills, including financial decision-making, market analysis, and effective communication, which are crucial for their overall leadership development |
| 3 | Teaching, Learning & Evaluation | Dr. Sajid Alvi highlighted the details of the upcoming examinations and suggested that faculty members provide subject notes and question banks for their respective subjects to students. This would help students better prepare for the examinations and enhance their understanding of key concepts, ensuring a more comprehensive approach to learning and assessment. |





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| 4 | Curricular & Extracurricular Activities | <ul style="list-style-type: none">Prof. Sameer Patil emphasized the need for a workshop on research methodology, highlighting that it would equip students with essential research skills, including critical thinking, data analysis, problem-solving, and effective communication, all of which are crucial for academic and professional success.Dr. Manisha Jagtap, Head of IQAC, recommended organizing an Entrepreneurial Bazar for students to provide them with a platform to showcase their entrepreneurial skills and innovative ideas. This initiative would encourage creativity, foster business acumen, and allow students to gain hands-on experience in running and managing small businesses. |
| 5 | Any other point | Dr. Sajid Alvi emphasized the need for setting benchmarks for quality improvement in academics, administration, and student outcomes, which involves defining clear, measurable standards to track progress and ensure continuous improvement. |
| 6 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap | |



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Balewadi, Pune-411045.



**SHRI KHANDERAI PRATISHTHAN'S
DNYANSAGAR INSTITUTE OF MANAGEMENT & RESEARCH**

(Approved by AICTE, New Delhi, Recognized By Govt. of Maharashtra, Affiliated to S. P. Pune University)
(AISHE Code : C - 41293, PUN Code - IMMP014030)



Circular

Date: 1st November, 2021

This is to inform all the members of IQAC that a meeting is scheduled on 10th November, 2021 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 13th February, 2020
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director

**Dnyansagar Institute of Management and
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Balewadi, Pune-411045.**





Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 10th November, 2021

A meeting of IQAC committee was conducted on 10th November, 2021 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Student Progression | <ul style="list-style-type: none">Prof. Mohd. Iftekhar Khan advised organizing a Pool Campus for students. He emphasized the importance of providing students with opportunities to interact with various companies and organizations, enabling them to explore potential job placements and internshipsDr. Sajid Alvi suggested planning for the induction of the new batch. The induction program should focus on familiarizing new students with the institution's values, academic expectations, available resources, and campus facilities. |
| 3 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">Prof. Sameer Patil highlighted the details of examination results and suggested faculty members provide subject notes, PPTs, and |





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| | | |
|---|--|--|
| | | <p>question banks to students for their respective subjects for subsequent examinations.</p> <ul style="list-style-type: none"> Dr. Priyanka Singh suggested that faculty members should maintain "Course Files" for their respective subjects. The Course Outcomes (COs) of all subjects should be discussed with students during their first lecture of the subject. |
| 4 | Institutional Values and Social Responsibilities | <ul style="list-style-type: none"> Dr. Manisha Jagtap emphasized establishing a system to guide students regarding the admission process through CAP. It was observed that many students fail to comprehend the accurate process of filling the CET forms and uploading and verifying documents on the DTE website. |
| 5 | Research Consultancy and Extension | <ul style="list-style-type: none"> Dr. Mohammad Bawaji emphasized the importance of organizing a faculty development program on Research Methodology. He highlighted the need to enhance faculty members' research skills, improve the quality of academic research, and encourage interdisciplinary collaboration. |
| 6 | Curricular & Extracurricular Activities | <ul style="list-style-type: none"> Prof. Priyanka Shinde emphasized the need for a workshop for students on leadership. She highlighted that such a workshop would |



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Signature
Director

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| | | |
|---|---|--|
| | | help students develop essential leadership qualities, including decision-making, teamwork, problem-solving, and effective communication. |
| 7 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




Director
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IQAC



Internal Quality Assurance Cell

**Minutes of Meetings
2020-21**



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Circular

Date: 12th April, 2021

This is to inform all the members of the Internal Quality Assurance Cell (IQAC) that a meeting is scheduled as follows:

Date: 17th April 2021

Time: 04:30 PM

Mode: Online (link/details to be shared separately)

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 13th February, 2021
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson




Dr. Sajid Alvi

Director


Director
Dnyansagar Institute of Management and
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Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 17th April, 2021

A meeting of IQAC committee was conducted on 17th April, 2021 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|---|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Student Progression | <ul style="list-style-type: none">Dr. Manisha Jagtap emphasized the importance of timely SIP submissions by students, adherence to prescribed deadlines, and maintaining evaluation standards. She highlighted the need for effective faculty mentorship to guide students through challenges, especially in online or hybrid environments. Additionally, she advised implementing streamlined mechanisms for verifying and assessing SIP reports to ensure quality and consistency.Dr. Sajid Alvi recommended offering free certifications to students as a means to enhance their learning and increase their employability. This initiative could motivate students to pursue knowledge |





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|---|---|---|
| | | beyond the regular curriculum and add value to their academic profiles without any financial burden. |
| 3 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">• Prof. Mohd. Iftekhhar Khan advised ensuring smooth online lectures by reviewing attendance trends, monitoring student engagement, and assessing the effectiveness of platforms like Zoom and MS Teams for optimal learning outcomes.• Dr. Sajid Alvi recommended creating a comprehensive MCQ question bank to aid students in their examination preparation. This resource would provide students with a variety of practice questions, enhancing their readiness and helping them familiarize themselves with the format of the exams. The creation of this question bank would also promote consistent evaluation and ensure students are well-prepared for different topics within the syllabus. |
| 4 | Curricular & Extracurricular Activities | Dr. Priyanka Singh suggested planning and implementing online activities for students to facilitate learning from home. These activities could include interactive webinars, online workshops, virtual study groups, quizzes, and assignments that encourage active participation and enhance student engagement. |

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| | |
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| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. |
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Circular

Date: 5th February, 2021

This is to inform all the members of IQAC that a meeting is scheduled on 13th February, 2021 at 04:30 pm in the board room.

The Agenda for the same is as below:

5. To read and approve minutes of last meeting held on 11th September, 2020
6. To discuss teaching, learning and evaluation activities
7. To review and plan activities related to student progression
8. To plan curricular and extracurricular activities
9. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director
Dnyansagar Institute of Management and
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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 13th February, 2021

A meeting of IQAC committee was conducted on 13th February, 2021 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none"> Dr. Sajid Alvi advised collecting feedback on the curriculum, and it was decided to gather feedback specifically on both the syllabus and the curriculum. Dr. Manisha Jagtap suggested completing the internal evaluation of students, and it was decided that all faculty members will be advised to complete the internal evaluation. |
| 3 | Curricular & Extracurricular Activities | The members stressed the need to enhance ICT facilities and infrastructure for online teaching, and IQAC recommended to the management to increase the number of headphones, cameras, and speakers to support effective teaching during the pandemic. |




Director



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| 4 | Impact of COVID-19 | Due to the sudden rise in COVID-19 pandemic cases , most planned activities, including faculty development programs, seminars, sports events, and cultural programs, were either postponed or cancelled to ensure the safety of all involved. |
| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




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Circular

Date: 4th September 2020

This is to inform all the members of IQAC that a meeting is scheduled on 11th September 2020 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 14th March, 2020
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director
Dnyansagar Institute of Management and
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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 11th September 2020

A meeting of IQAC committee was conducted on 11th September 2020 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---------------------------------|---|
| 1 | | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">• Dr. Sajid Alvi of IQAC discussed the academic activities of the institute and informed to prepare an update on the syllabus completion report.• Dr. Manisha Jagtap suggested the need to conduct MCQ-based internal evaluation through Google forms. |
| 3 | Student Progression | Dr. Manisha Jagtap informed to plan for organizing Online Programs for students to keep them motivated. |
| 4 | Any other point | Prof. Sameer Patil suggested collecting Feedback from faculty members regarding the procurement of textbooks and reference books for the library. |





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| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. |
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Minutes of Meetings 2019-20



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Circular

Date: 9th March, 2020

This is to inform all the members of IQAC that a meeting is scheduled on 14th March, 2020 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 2nd December 2019
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi
Director




Director
Dnyansagar Institute of Management and
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Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 14th March, 2020

A meeting of IQAC committee was conducted on 14th March, 2020 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|---|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">• The IQAC coordinator, Dr. Manisha Jagtap, emphasized the importance of faculty members providing necessary study materials such as notes, PPTs, and other resources to students well in advance, to help them prepare effectively for the internal exams and University exams.• The committee discussed ensuring that faculty members complete internal evaluations and communicate the results to students in a timely manner.• Dr. Sajid Alvi has recommended organizing a Faculty Development Program focused on NAAC Accreditation, This initiative aims to enhance understanding and knowledge about NAAC accreditation processes, supporting faculty in their professional development and institutional improvement. |





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| | | <ul style="list-style-type: none">Dr. Priyanka Singh emphasized that students must present their Summer Internship Project Reports before the faculty, highlighting key learnings, contributions, and outcomes. The presentations should be conducted in a structured manner, with an opportunity for students to showcase their work and receive feedback. |
| 3 | Student Progression | <ul style="list-style-type: none">Prof. Mohd. Iftexhar Khan suggested the need to organize seminars aimed at enhancing students' academic growth. These seminars would focus on skills such as time management, effective study techniques, and strategies for academic success. |
| 5 | Curricular & Extracurricular Activities | <ul style="list-style-type: none">Prof. Priyanka Shinde recommended organizing a sports day, including various indoor and outdoor games, where students could participate in competitions that foster teamwork and physical fitness.Dr. Sheena Abraham proposed hosting cultural programs such as music, dance, and drama performances, to encourage students to express themselves artistically and enhance their soft skills. |
| 6 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |



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Director

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Circular

Date: 30th October, 2019

This is to inform all the members of IQAC that a meeting is scheduled on 2nd November, 2019 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 19th August 2019
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson

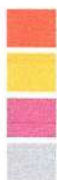



Dr. Sajid Alvi

Director


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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 2nd November, 2019

A meeting of IQAC committee was conducted on 2nd November, 2019 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|---|
| 1 | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and Presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none"> • Dr. Sajid Alvi advised the HOD and other members that if the learning materials have not yet been provided to students, faculty members are required to assure that they will be made available promptly. He also emphasized the need to complete the internal evaluation and inform students accordingly. • Dr. Shriram Shimpi also highlighted the internal exam schedule must be prepared and shared with students at the earliest. |
| 3 | Student Progression | <ul style="list-style-type: none"> • Prof. Mohd. Iftekhhar Khan recommended organizing a seminar for students to enhance their academic growth. The planning for this activity was agreed upon, and faculty members were tasked with initiating the process. • Dr. Manisha Jagtap suggested organizing an Entrepreneurship Activity for students to foster |




Director



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| | | <p>entrepreneurial skills and mindset.</p> <ul style="list-style-type: none">• Dr. Mohasin Shaikh discussed that a Campus Drive for second-year students should be organized to help them explore placement opportunities and prepare for their upcoming career journey. |
| 4 | Social initiative | <ul style="list-style-type: none">• Prof. Sameer Patil shared an initiative where DIMR students would get a chance to volunteer in a 1000 tree plantation drive called 'Greenathon', organized by L&T Infotech at Mhalunge. |
| 4 | Any Other Point | <ul style="list-style-type: none">• Dr. Mohsin Shaikh suggested to organize a faculty development program on ICT tools for teaching and learning.• Dr. Priyanka Singh advised organizing a Children's Day celebration for DIMR students, designed to encourage curiosity towards learning and promote a stress-free environment, helping students to relax and engage in enjoyable activities that enhance their overall well-being. |
| 5 | Meeting ended with Dr. Sajid Alvi thanking the members present for their contribution and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




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Circular

Date: 10th August, 2019

This is to inform all the members of IQAC that a meeting is scheduled on 19th August, 2019 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To read and approve minutes of last meeting held on 5th March 2019
2. To discuss teaching, learning and evaluation activities
3. To review and plan activities related to student progression
4. To plan curricular and extracurricular activities
5. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director
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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 19th August, 2019

A meeting of IQAC committee was conducted on 19th August, 2019 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---------------------------------|---|
| 1 | | The IQAC coordinator Dr. Manisha Jagtap welcomed all the members to the meeting of IQAC and presented the minutes of the previous meeting, which were unanimously confirmed. She also briefed about the actions taken since the last meeting. |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">• Dr. Baljit Siddhu proposed incorporating the provisions and guidelines from the new education policy into the institute's strategic plan. It was decided that the strategic plan would be revised to align with the new policy and to integrate experiential learning within academic sessions.• Dr. Manisha Jagtap proposed organizing an "Induction Program" for the incoming batch, suggesting that a theme be incorporated to make the program engaging and memorable. After discussions, the theme "UDAAN" was finalized.• The committee agreed to ensure that the program includes a variety of interactive sessions, ice-breaking activities. |





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| | | |
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| 3 | Student Progression | <ul style="list-style-type: none">Prof. Mohd. Iftexhar Khan advised organizing Seminar for students. It was agreed that the program would be held, with faculty members tasked with initiating the planning.Prof. Sameer Patil suggested organizing a social visit to an orphanage to celebrate Diwali, fostering a sense of community and social responsibility among students. The committee agreed to proceed with this initiative, and faculty members were assigned to coordinate the visit. |
| 4 | Curricular & extracurricular activities | <ul style="list-style-type: none">Dr. Sajid Alvi recommended organizing a workshop on personal effectiveness to help students improve their skills. The committee agreed on the importance of this initiative, and faculty members were tasked with planning the workshop. |
| 6 | No further points were raised, and the meeting concluded with Dr. Sajid Alvi thanking the members for their valuable contributions and attendance. Minutes of the meeting were noted and prepared by Dr. Manisha Jagtap. | |




Director
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**Minutes of Meetings
2018-19**



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Circular

Date: 26th February, 2019

This is to inform all the members of IQAC that a meeting is scheduled on 5th March, 2019 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. Approval of the minutes of the previous meeting held on 24th December 2018.
2. Discussion on teaching, learning, and evaluation activities.
3. Review and planning of student progression-related activities.
4. Planning of curricular and extracurricular activities.
5. Any other matter with the permission of the Chairperson.



Dr. Sajid Alvi

Director



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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 5th March, 2019

A meeting of IQAC committee was conducted on 5th March, 2019 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|--|--|
| 1 | Dr. Manisha Jagtap, IQAC Coordinator, welcomed all members and presented the minutes of the previous meeting. The minutes were unanimously confirmed. Dr. Manisha Jagtap also briefed the members on the actions taken since the last meeting. | |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">• Mohammad Bawaji proposed organizing an industrial visit for students.• The responsibility for planning and coordinating this initiative was assigned to the concerned faculty member.• Dr. Shriram Shimpi suggested in organizing revision sessions in preparation for the end-of-semester examinations, offering students additional resources to excel academically. |
| 3 | Student Progression | <ul style="list-style-type: none">• Prof. Sameer Patil, suggested organizing a placement drive in March-April 2019. The responsibility for this drive was assigned to the concerned faculty member. |
| 4 | Research, Consultancy, and Extension | <ul style="list-style-type: none">• Dr. Priyanka Singh, suggested organizing a workshop on "Writing Research Papers" for faculty members to enhance their research quality and academic writing skills. |





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| 5 | Curricular & extracurricular activities | <ul style="list-style-type: none">Dr. Mohasin Shaikh encouraged the members to organize a “Book Exhibition” as part of the extracurricular activities for the students. |
| 6 | Institutional Values and Social Responsibilities | <ul style="list-style-type: none">Dr. Sajid Alvi proposed preparations for the upcoming Foundation Day event. He recommended inviting key alumni members for the occasion and felicitating them. |
| 7 | Any other point | <ul style="list-style-type: none">Dr. Sheena Abraham highlighted the need to organize a training program for non-teaching staff to enhance their skills and efficiency. It was noted that this point had been discussed in the last two IQAC meetings, but no action had been taken thus far. Dr. Sheena emphasized that the training program should be conducted before the current academic year ends to ensure its timely execution. |
| 8 | Dr. Sajid Alvi thanked all the members for their active participation and valuable contributions. The meeting was adjourned, and the minutes were noted and prepared by Dr. Manisha Jagtap. | |




Director
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Circular

Date: 18th December, 2018

This is to inform all the members of IQAC that a meeting is scheduled on 24th December 2018 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. Review of progress on action points from the previous IQAC meeting.
2. Discussion on strategies to enhance teaching, learning, and evaluation practices.
3. Planning for student progression activities for the upcoming semester.
4. Finalization of curricular and extracurricular activity plans for the academic year.
5. Discussion on administrative training programs for non-teaching staff.
6. Any other matter with the permission of the Chairperson.


Dr. Sajid Alvi

Director




Director
Dnyansagar Institute of Management and
Research
Balewadi, Pune-411045.





Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 24th December, 2018

A meeting of IQAC committee was conducted on 24th December, 2018 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---------------------------------|---|
| 1 | | The meeting commenced with a formal welcome by the IQAC Coordinator, Dr. Manisha Jagtap. She reviewed the progress on action points from the previous meeting. It was noted that most tasks had been executed as planned, with a few pending activities to be addressed in the upcoming semester. |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none">Dr. Manisha Jagtap proposed incorporating modern teaching methodologies, including case study approaches, to enhance learning outcomes.It was decided to organize a session for faculty on innovative evaluation techniques.Dr. Priyanka Singh recommended to organize a session for faculty on innovative evaluation techniques. |
| 3 | Student Progression | <ul style="list-style-type: none">Prof. Mohd. Iftexhar Khan proposed organizing a workshop or seminar focusing on personality development to enhance students' interpersonal and professional skills.Dr. Sajid Alvi suggested planning a "Pool Campus Drive" to be conducted in January |



[Signature]
Director



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| | | |
|---|--|---|
| | | 2019, aimed at providing placement opportunities for DIMR students and also from multiple institutes. |
| 4 | Curricular & extracurricular activities | <ul style="list-style-type: none">• Dr. Manisha Jagtap, Head of IQAC, recommended organizing a National Conference in January 2019 on the theme "Innovation and Entrepreneurship," aimed at fostering discussions on innovative practices and entrepreneurial strategies.• Dr. Mohsin Shaikh suggested preparing an integrated calendar for academic and extracurricular activities for the year.• Plans for business plan competitions, cultural fests, and sports meets were discussed and approved. |
| 5 | Any other point | <ul style="list-style-type: none">• Dr. Sheena Abraham proposed organizing an "Alumni Meet" to strengthen relationships with former students and provide networking opportunities for current students, enhancing engagement and collaboration. |
| 6 | The meeting concluded with a vote of thanks by the Chairperson, Dr. Sajid Alvi, who appreciated the active participation and valuable inputs from all members. | |



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Circular

Date: 30th June, 2018

This is to inform all the members of IQAC that a meeting is scheduled on 9th July 2018 at 04:30 pm in the board room.

The Agenda for the same is as below:

1. To discuss teaching, learning and evaluation activities
2. To review and plan activities related to student progression
3. To plan curricular and extracurricular activities
4. Any other point with the permission of the Chairperson


Dr. Sajid Alvi

Director




Director
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Internal Quality Assurance Cell (IQAC) Minutes of Meeting

Date: 9th July, 2018

A meeting of IQAC committee was conducted on 9th July, 2018 at 04.30 pm.

Following are the minutes of meeting:

| Sr.no | Agenda | Discussion |
|-------|---|--|
| 1 | Dr. Manisha Jagtap, the IQAC Coordinator, formally welcomed all the committee members and set the agenda for the meeting. | |
| 2 | Teaching, Learning & Evaluation | <ul style="list-style-type: none"> Dr. Manisha Jagtap proposed organizing an "Induction Program" for the incoming batch and suggested incorporating a theme to make the program engaging and memorable. The committee agreed to finalize the theme for Induction and ensure the program includes interactive sessions, ice-breaking activities, outbound training, motivational talks by alumni and industry experts. Dr. Sajid Alvi emphasized the need for a Workshop or Seminar on personality development as part of the induction program to build confidence and interpersonal skills among students. |
| 3 | Student Progression | <ul style="list-style-type: none"> Dr. Manisha Jagtap suggested organizing a Guest Sessions every week by industry leaders immediately after the Induction Program to inspire students and provide them with insights into career opportunities. |

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| | | |
|---|--|--|
| 4 | Curricular & extracurricular activities | <ul style="list-style-type: none">Dr. Mohsin Shaikh recommended HOD and faculty to prepare a semester plan for student activities. It was suggested to include a mix of academic events (e.g., business plan competitions, case study analysis, etc) and extracurricular activities (e.g., cultural fests, sports meets and themed events). |
| 5 | Any other point | <ul style="list-style-type: none">Dr. Sheena Abraham proposed a training program for non-teaching staff to improve their efficiency in handling administrative tasks.Dr. Priyanka Singh proposed a FDP for faculty. |
| 6 | The meeting concluded with Dr. Sajid Alvi thanking all members for their active participation and valuable inputs. It was decided that the next IQAC meeting would review the progress of the action points discussed in this session. | |




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