



Zeal Education Society's

**Zeal Institute of Business Administration, Computer Application & Research (ZIBACAR)**

Sr. No. 39, Narhe, Pune -411041, Phone No.:67206031, Website: www.zibacar.in

(Approved by A.I.C.T.E., Recognized by DTE (Govt. of Maharashtra), Permanently Affiliated to Savitribai Phule Pune University and Accredited by NAAC)

PUN Code: IMM013170

DTE Code: 6152

AISHE Code: C-41828

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

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28/11/2020

### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

**Date:** Saturday, 28/11/2020

**Time:** 11.00 am

**Venue:** Conference Hall

**Chairperson:** Dr. Rajesh Kashyap

The following points are discussed in details:

- 1) Dr. Pravin N Mahamuni, welcomed Dr. Rajesh Kashyap & informed that he is appointed as an In-charge Director of the Institute. All member congratulated him. Dr. Pravin N Mahamuni briefed about previous minutes of meeting and discussed action taken report of the same. Also shared that, following members are not able to attend the meeting due to their person reasons;
  - i. Mr. Sagar Phadtare (Students Representative MBA)
  - ii. Mr. Chanakya Lehiri (Students Representative MCA)
- 2) **AQAR:** Dr. Pravin N Mahamuni, informed that, Annual Quality Assurance Report (AQAR) is opened for AY 2019-20.
- 3) **Review Academic Activities:** Prof. Madhavi Shamkuwar (MCA) & Dr. Rahul More (MBA) shared that, the online session is started for students for AY 2020-21. Dr. Rajesh Kashyap informed that, as per the direction given by the management & discussed in previous meeting regarding integration of Academic activities, the other Institute faculties are included as per their expertise in their respective course for teaching – learning activities of MBA.

Dr. B J Mohite informed that, the term end examination is scheduled from 1<sup>st</sup> December onwards & it will be conducted in Microsoft Team.
- 4) **Inclusion 2(f) & 12(b):** Dr. Pravin N Mahamuni shared that, Institute has complied the queries raised by the UGC.
- 5) **Appointment of Teacher Representative:** Dr. Pravin N Mahamuni informed that, the one teacher representative member post is vacant in the IQAC Committee due to



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Dr. Rajesh Kashyap as appointed as In-charge Director & he become the Chairperson of the IQAC. The discussion has taken place & accepted suggested given by the Dr. Anand G Jumle that, appoint the faulty member who looks after the Training & Placement Cell. Therefore, the name of Prof. Pandurang Patil has been nominated unanimously by the member who were present.

**6) Any other points with the permission of the Chairperson:**

- Dr. Rahul More informed that as per the discussion in previous meeting, the Case Study session is organised in the month of December where every faculty member is going to discuss one case respective to their course/specialization/ field.

Dr. Babasaheb Mohite has given the vote of thanks.

**Dr. Pravin N Mahamuni**