



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 AICTE, Recognized by DTE (Govt. of Maharashtra), Permanently Affiliated to Savitribai Phule Pune University and Accredited by NAAC)

PUN Code: IMMP013170

DTE Code: 6152

AISHE Code: C-41828

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 26.07.2021

Subject: Invitation for Internal Quality Assurance Cell (IQAC) Meeting

Dear Sir/Madam,

I am pleased to inform you that, the meeting of Internal Quality Assurance Cell (IQAC) will be held on 30.07.21 at 03:00 PM in the Conference Hall

The agenda of the meeting is as below for your information and kind perusal.

Agenda:

1. Review of previous minutes of meeting
2. AQAR 2019-2020
3. Initiatives taken in 2021-20
4. Review of Activities Conducted in lockdown period

I request you to please attend the meeting.

Thanking You,


IQAC Coordinator

To: All the members of the **Internal Quality Assurance Cell (IQAC)**





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

30/07/2021

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Date: Saturday, 30/07/2021

Time: 03.00 pm

Venue: Conference Hall

Chairperson: Dr. Pravin N Mahamuni, Coordinator

The following points are discussed in details:

- 1) Dr. Pravin N Mahamuni, welcomed all the members & briefed about previous minutes of meeting as well as action taken for completing the decided tasks in 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, the progress towards filling AQAR for the 2019-20 is notable and in a span of one month AQAR 2019-20 will be submitted.
- 3) **Initiatives taken in 2020-21:** Prof. Madhavi Shamkuwar briefed about following initiatives taken in last academic year to the all members:
 - Club activities-formation and various activities undertaken
 - Colloquium on Case study
 - Glo- Labs-an online Golbal lecture series

Dr. Anand G Jumle, appreciated the initiatives undertaken by the Institute & suggested that, in this academic year ATAL FDP must be attended by all the faculty members so as to gain required knowledge from experts. This suggestion was accepted unanimously by all the present members.

- 4) **Review of activities conducted in Lockdown Period:** Dr. Babasaheb Mohite shared the activities conducted for teaching – learning & evaluation in the lockdown period



ZEB EDUCATION SOCIETY

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

Sr. No. 59, Narhe, Pune -411041, Phone No.: 07206031, Website: www.zibucar.in

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INTERNAL QUALITY ASSURANCE CELL (IQAC)**Meeting Attendance-30.07.2021**

Sr. No.	Name of the Member	Designation
1.	Dr. Rajesh Kashyap (Professor- MCA-Teacher's Representative)	Chairman
2.	Prof. Madhavi Shamkuwar (Assistant Professor- MCA-Teacher's Representative)	Member
3.	Dr. B. J. Mohite (Associate Professor- MCA-Teacher's Representative)	Member
4.	Dr. Anil Poman (Assistant Professor- MBA-Teacher's Representative)	Member
5.	Dr. Rahul More (Assistant Professor- MBA-Teacher's Representative)	Member
6.	Mr. Pradip Khandve (Director-ZES-Management Representative)	Member
7.	Mr. Sachin Kalbhor (Senior Management Representative)	Member
8.	Mr. Bhaskar Lendve (Librarian)	Member
9.	Mr. Sagar Phadtare (Student Representative MBA)	Member
10.	Mr. Chanakya Lehiri (Student Representative MCA)	Member
11.	Dr. Sachin Chavan (Alumni Representative)	Member
12.	Dr. Anand Jumle (Local Representative)	Member
13.	Mr. Rakesh Katkar (Employers/Industrialist/Stakeholders Representative)	Member
14.	Dr. Pravin Mahamuni (Coordinator)	Member-Secretary





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report (For IQAC meeting held on 30.07.2021)

To implement the decisions of the above mentioned meeting of IQAC, the following actions were taken

Sr. No.	Points	Action Taken
1	Review of previous minutes of meeting	Reviewed previous meeting minutes thoroughly, ensuring accuracy and completeness. Identified action items and their status. Addressed unresolved issues and clarified any misunderstandings. Established timelines for pending tasks and assigned responsibilities accordingly. Commended achievements and acknowledged contributions.
2	AQAR 2019-2020	Analyzed AQAR 2019-2020 for ZIBACAR, highlighting accomplishments and areas for enhancement. Identified strengths in academic performance, research endeavors, and infrastructural development. Addressed challenges such as resource allocation and student support. Formulated strategies for improvement based on data-driven insights to elevate institutional excellence.
3.	Initiatives taken in 2021-20	Executed various initiatives in 2021-20, aimed at fostering innovation, inclusivity, and academic excellence. Implemented new educational programs, enhanced technology integration, and expanded community outreach efforts. Conducted regular assessments to gauge effectiveness and ensure alignment with organizational goals, fostering continuous improvement and growth.
4.	Activities Conducted in lockdown period	Reviewed activities conducted during the lockdown period, assessing effectiveness and adaptability. Identified successful strategies for remote learning, employee support, and community engagement. Addressed challenges encountered, proposing measures for future resilience. Recognized efforts of stakeholders and implemented feedback for continuous enhancement of remote operations.


IQAC Coordinator

