



Dr D Y Patil Educational Enterprises Charitable Trust's

## Dr D Y PATIL SCHOOL OF MANAGEMENT

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-48357 DTE Code: MB6189 SPPU PUN Code: IMMP015810

(Accredited by NAAC)

Date: 04/12/2023

### NOTICE

#### IQAC Meeting

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

**Date: 19<sup>th</sup> December, 2023**

**Time: 03.00pm**

**Venue: E-Classroom**

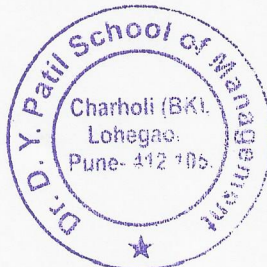
**Chairman: Dr. E. B. Khedkar**

#### Agenda of the Meeting

1. To review and confirm the Minutes of Meeting of the Previous meeting.
2. To discuss the progress of AQAR 2022-23 (DVV if any).
3. To discuss about Internal and External (SPPU) Examination and Submission of Internal Marks.
4. To organize the Alumni Meet.
5. To discuss about next semester planning and teaching learning process including subject allocation, and course files.
6. To discuss on research paper publications in UGC, Scopus Journals.
7. Any other point with permission of chair.

You are requested to kindly make it convenient to attend the meeting.

**Dr. Ganesh Lande**  
**Coordinator**  
**IQAC Committee**



**Prof. (Dr.) E. B. Khedkar**  
**Chairman**  
**IQAC Committee**



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Ref No.: DYPSOM/NAAC/IQAC/2023-24

Date: 19/12/2023

### Internal Quality Assurance Cell (IQAC)

#### Minutes of the Meeting

The Meeting of the IQAC Committee members of NAAC was held on 19<sup>th</sup> December 2023 at 3.00 pm at the E - Classroom, D Y Patil School of Management.

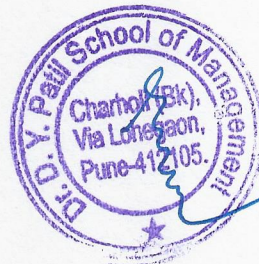
Following members were present:

1. Dr. E. B. Khedkar
2. Dr. O. P. Halder
3. Dr. Shreekala Bachhav
4. Dr. Chetan Khedkar
5. Prof. Sheetal Jalgaonkar
6. Prof. Ashutosh Khedkar
7. Prof. Amandeep Saini
8. Prof. Rajendra Payal
9. Dr. Sushant Patil
10. Mr. Ganesh Khedkar
11. Mr. Santosh Padale
12. Ms. Akshada Kalamkar
13. Mrs. Rutuja Pawar
14. Dr. Ganesh Lande

Other Invitees present:

1. Prof. Amol Godge, College Examination Officer
2. Mr. Hrishikesh Kulkarni, Training and Placement Officer

Dr. E. B. Khedkar Sir expressed warm welcome to all the IQAC Committee members for attending the meeting and the proceedings were started.





**Following points were discussed as per the meeting agenda:**

1. **Agenda 1:** To review and confirm the Minutes of Meeting of the Previous meeting.

**Discussion:** The minutes of the previous meeting held on 04<sup>th</sup> September 2023 were read by the IQAC Coordinator. It was reviewed and confirmed without any amendments.

**Resolution:** The minutes of the previous meeting conducted were approved.

2. **Agenda 2:** To discuss the progress of AQAR 2022-23.

**Discussion:** Dr. Ganesh Lande, IQAC Coordinator has discussed the progress of AQAR 2022-23. Dr. E. B. Khedkar Sir, Chairman, IQAC has reviewed all the work and given suggestions to for the improvements.

**Resolution:** It was decided that the AQAR data to be prepared and submitted.

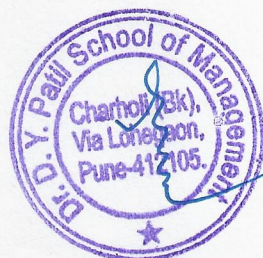
3. **Agenda 3:** To discuss about Internal and External (SPPU) Examination and Submission of Internal Marks.

**Discussion:** Discussion was held on Internal and External Examinations of the MBA Programme. Prof. Amol Godge, College Examination Officer has explained the schedule and examination conduction process to all the committee members. Dr. E. B. Khedkar Sir, Chairman instructed about following all the rules and regulations provided by SPPU for smooth conduction of examination. Further he also stated about submission of internal marks on SPPU portal in due time is necessary.

**Resolution:** Decision was taken as Prof. Amol Godge, CEO will monitor the whole examination process as per SPPU guidelines as well as Internal Marks submisison.

4. **Agenda 4:** To organize the Alumni Meet.

**Discussion:** IQAC Coordinator raised the point and it was discussed in the meeting that Alumni Meet for the year 2023-24 should be organized. Further Dr. E. B. Khedkar sir, Chairman has guided that some activities will also be planned so that connectivity with alumni will be maintained. Their participation in the academic and curricular activities will motivate the current students.





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**Resolution:** Prof. Sheetal Jalgaonkar, Alumni Cell will do the planning for Alumni Meet 2023-24 and will also ensure the participation of Alumni in the academic and curricular activities.

5. **Agenda 5:** To discuss about next semester planning and teaching learning process including subject allocation, and course files.

**Discussion:** Discussion held on next semester planning, teaching learning process, timetable preparation, subject allocation, and preparation of course files.

**Resolution:** It was decided that Dr. O. P. Haldar, Dean-Academics and Dr. Shreekala Bachhav, HOD will do the planning for academics in the next semester.

6. **Agenda 6:** To discuss on research paper publications in UGC, Scopus Journals.

**Discussion:** It was discussed in the meeting that all faculty members must carry research. It was stated by the Chairman that faculty members have to publish at least 2 research papers in quality journals which are listed in UGC, Scopus and Web of Science.

**Resolution:** It was decided that all faculty members have to publish their research papers in the quality journals.

7. **Agenda 7:** Any other point with permission of chair.

**Discussion:** It was asked by the chairman about any other point for discussion. It was confirmed that there was not any point for further discussion.

The meeting was ended with vote of thanks by Dr. E. B. Khedkar Sir, Chairman, IQAC.

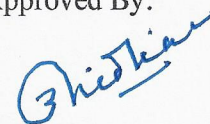
**Next Meeting:** The date and the agenda for the next meeting will be decided and communicated through a separate notice.

Verified By:

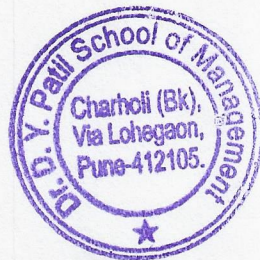
  
19/12/2023

Prof. (Dr.) Ganesh Lande  
Coordinator  
IQAC Committee

Approved By:



Prof. (Dr.) E. B. Khedkar  
Chairman  
IQAC Committee





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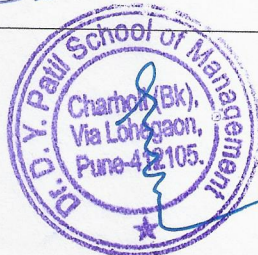
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Date: 19/12/2023

### ATTENDANCE

#### IQAC Meeting

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Eknath B. Khedkar	Chairperson	
2	Dr. Shreekala Bachhav	Member - Teaching	
3	Prof. Sheetal Jalgaonkar	Member - Teaching	
4	Prof. Ashutosh Khedkar	Member - Teaching	
5	Prof. Rajendra Payal	Member - Teaching	
6	Prof. Amandeep Saini	Member - Teaching	
7	Dr. O. P. Halder	Member - Teaching	
8	Dr. Chetan Khedkar	Member - Teaching	
9	Dr. Sushant Patil	Member-Management	
10	Mr. Ganesh Khedkar	Member - Administrative Officer (OS)	
11	Mr. Santosh Padale	Nominee - Local Society	
12	Ms. Akshada Kalamkar	Nominee - Student	
13	Mr. Raksha Mishra	Nominee Alumni	ABSENT
14	Mr. Kuldeep Patil	Nominee - Employer	ABSENT
15	Mrs. Neha Shirole	Nominee - Industrialist	ABSENT
16	Mrs. Rutuja Pawar	Nominee - Stakeholders	
17	Dr. Ganesh Lande	IQAC Coordinator	 19/12/2023
18	Hrishikesh Kulkarni	TPO	
19	Dr. Amol Godge	CEO	





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### Action Taken Report of IQAC Meeting Held on 19<sup>th</sup> December 2023

1. AQAR prepared and submitted on 24<sup>th</sup> November, 2023.
2. DVV for AQAR 2022-23 queries resolved and submitted.
3. Internal Examinations scheduled and conducted. Preparations for university examinations completed by exam committee. Internal Marks updated on the SPPU portal within due time.
4. Completed subject allocation, timetable and other academic preparations as discussed in the meeting.
5. Faculty members have published their research papers in UGC listed journals.

*Neted*  
*Shrihari*

**Prof. (Dr.) E. B. Khedkar**  
Chairman  
IQAC Committee

