



SINHGAD TECHNICAL EDUCATION SOCIETY'S

SINHGAD INSTITUTE OF BUSINESS ADMINISTRATION AND RESEARCH



(Approved by AICTE, Recognized by Government of Maharashtra, Affiliated to Savitribai Phule Pune University)

Near PMC Octroi Post, Kondhwa - Saswad Road, Kondhwa (Bk), Pune - 411048

Phone : +91 20 26933635 / 26934543 Email: director_sibar@sinhgad.edu Web: www.sinhgad.edu

Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 1st June 2021, 2:00 pm

Mode: Online via MS TEAMS

Agenda:

1. Review of previous academic year.
2. Strategies for new academic year MBA admissions 2021-22.
3. Planning for the new academic year activities.
4. Planning of co-curricular and extra-curricular activities as per academic calendar.

Points Discussed:

Research Initiative:

- Research activity planning for the current year must be directed and outcome based, and must form an extension to the previous year activities.
- The chair encouraged faculty members to do research work and publish papers in Scopus or UGC care listed journals only.
- Intellectual property right and patent filing FDP must be undertaken as knowledge upgradation activity.
- The chair informed that National Workshop need to be conducted on Accreditation process. A committee must be formed headed by the chair and Research Cell coordinator, and plan to be presented.
- Students to be encouraged and involved in research activities.

Academic:

- SPPU guidelines and academic calendar to be followed for all academic activities. Academic monitoring committee will look into it for further implementation.
- Internal Exam conduction at institute level to be done in time under the exam cell time to time.

Co-curricular Initiatives:

- The chair boost coordinators related to Skill enhancement sessions for students needs to be done in each semester.
- The Establishment of IIC which is an initiative of the Ministry of Education India, is set-up, departments must undertake activities as per the directives of the coordinators.
- Certification and Add-On courses needs to be conducted for improving students' skills.
- Students must be encouraged to continue with NPTEL and Swayam courses, the chair appreciated all who passed recent exam and got certificates.



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- Guest sessions need to be organized on monthly basis for students' knowledge updations and Dr. Zamarrud Ansari will be in-charge for that.
- Case based learning is required for practical approach and it must be included in the weekly time table. Overall coordination for that will be done by Prof. Urmila Nikam.

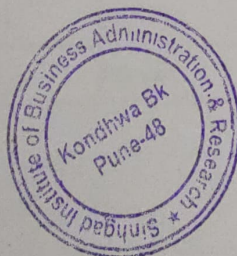
Extra-Curricular:

- For gaining practical exposure through corporate world, industrial visit will be the best option. IV team must take a charge of it for coming academic year.
- The chair informed that CSR activities must be undertaken with the involvement of local citizens and government bodies. Student committees to take over the activities.
- To boost students' enthusiasm a happiness week and cultural fest to be organized keeping an eye on the academic completion.
- An extravagant program to be planned and executed on the occupation of women's day.
- An Eye Check-Up and Dental Check UP Camp for the institute and campus level to be conducted in coming months.
- The chair informed that yoga session will be held in June 2021. All faculties and students must participate in that keeping the government guidelines in mind.
- Celebration of days with national importance to be undertaken along with an event or activity. Promote awareness of national innovation day and other such initiatives by GOI.
- Dr. Gavade suggested that a digital library to be created that would hold video lectures form eminent faculties including from IITs, NIITs, and ISERs. This should be accessible to all the students of the institute irrespective of their course. Accepting the suggestion, the chair asked institute Librarian to start the detail planning and implementation.

Infrastructure:

- Maintenance and cleaning to be maintained through-out the institute and hostel at all time. All necessary steps must be taken with support from campus CEO.

Director,
SIBAR-MBA





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**SINHGAD INSTITUTE OF BUSINESS
ADMINISTRATION AND RESEARCH**



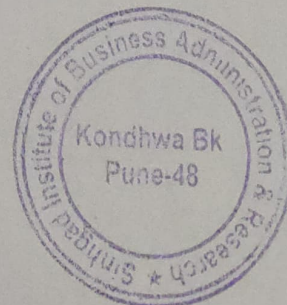
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List of Attendees:

Sr. No.	Name of the Member	IQAC Designation	Sign
1	Dr. Avadhoot Pol	Chairman	
2	Dr. Vijay Dhole	IQAC Coordinator	
3	Mr. G.K. Shahani	Trustee Management Institutes	
4	Dr. Rajendran Paniekar	Member	
5	Dr. S. U. Gavade	Member	
6	Dr. Vijaya Puranik	Member	
7	Ms. Pratik Kadam	Member	
8	Mr. Santosh Borate	Member	
9	Mr. Kunal Lonkar	Member	
10	Mr. Sameer Bhagat	Member	
11	Miss. Sanjyot Jadhav	Member	
12	Mr. Pankaj Kumbhar	Member	
13	Miss. Vividha Zade	Member	
14	Mrs. Urmila Nikam	Faculty	
15	Dr. Zamarrud Ansari	Faculty	
16	Mr. Pramod Sasane	Faculty	



Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 1st June 2021, 4:00 pm

Mode: Online via MS TEAMS

Agenda:

1. Review of previous academic year.
2. Planning for the new academic year activities.
3. Planning of co-curricular and extra-curricular activities
4. Strategies for new academic year admissions.

Points Discussed:

Research Initiative:

- Research activity planning for the current year must be directed and outcome based, and must form an extension to the previous year activities.
- To further boost the research environment an interactive event involving experts from the research domain must be held. The chair informed that more emphasis be given on practical oriented approach in research.
- In continuation to Intellectual property right and patent filing an FDP or STTP must be undertaken as a knowledge enhancement program.
- The chair informed that the Digital Research Journal must be started. A committee must be formed headed by the chair and Research Cell coordinator, and plan to be presented.
- Students to be encouraged and involved in research activity inside and outside the institute.
- Research Project proposals at different levels and consultancy project to be undertaken by the faculties and students alike.

Academic:

- SPPU guidelines to be followed for all academic activities.
- Internal Exam conduction at institute level to be done in time under the academic and exam coordinator.

Co-curricular Initiatives:

- A proposal for conducting a skill development program for STES fraternity was put forth by the chair.
- The Establishment of IIC which is an initiative of the Ministry of Education India, is set-up, departments must undertake activities as per the directives of the coordinators.
- Add-On courses, talks by influential speakers and corporate leaders, for improving students skillsets to be conducted.
- Students must be encouraged to continue with NPTEL, the chair appreciated all who passed recent exam and got certificates.

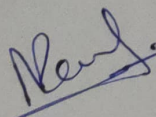
- The chair cited the new Education Policy and stated that problem solving methods and techniques related training events must be under taken for students and faculties.
- Project competitions and ideation meets to be arranged to encourage students towards innovation.
- The Data Science Course team informed that they are ready with the complete syllabus, course pedagogy and study material. DS to be implemented as an open subject for MCA 1st year students. Further the affiliation process is in progress, though it is slow.

Extra-Curricular:

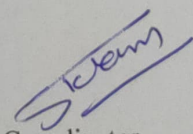
- Students to be given a glimpse of corporate world through company visits. Placement team must take charge of it.
- The chair informed that CSR activities must be undertaken with the involvement of local citizens and government bodies. Student committees to take over the activities.
- To boost students' enthusiasm a happiness week and cultural fest to be organized keeping an eye on the academic completion.
- An extravagant program to be planned and executed on the occupation of women's day.
- An Eye Check-Up Camp for the institute and local residents to be conducted, Prof. Smita Kakade to be in-charge.
- The chair informed that to encourage people to stay fit a walking competition will be held for duration of 15 days. 2nd World Walkathon and Mini Run will be starting from the 16th of July 2021, till the 30th of July. Institute will be a partner in the event along with International Aviation Games Board and South Asian University Games Federation. All faculties and students must participate keeping the government guidelines in mind.
- Celebration of days with national importance to be undertaken along with an event or activity. Promote awareness of national innovation day and other such initiatives by GOI
- A YouTube channel to start where the subject material will be available for free and useful to the student community at large. Dr. S. Patil will be handling the platform for the institute and organizes the online content.
- Dr. Gavade suggested that a digital library to be created that would hold video lectures form eminent faculties including from IITs, NIITs, and ISERs. This should be accessible to all the students of the institute irrespective of their course. Accepting the suggestion, the chair asked institute library department to start the detail planning and implementation.
- Mr. Shahani asked for reformation of Grievance redressal and Anti-Ragging & Sexual Harassment Cell. A combined committee to be formed as per guidelines, with Dr. Netra Patil as chairman.

Infrastructure:

- Maintenance and cleaning to be maintained through-out the institute and hostel at all time. All necessary steps must be taken with support from campus CEO.


Chairman,
IQAC SIBAR




Coordinator
IQAC SIBAR



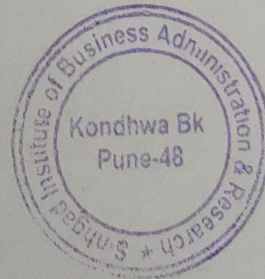
Sinhgad Institutes

Sinhgad Technical Education Society's
Sinhgad Institute of Business Administration and Research
Kondhwa(Bk), Pune - 411048
Master of Computer Application



List of Attendees:

Sr. No.	Name of the Member	IQAC Designation	Sign
1	Dr. Netra Patil	Chairman	
2	Dr. Sharada Patil	IQAC Coordinator	
3	Mr. G.K. Shahani	Trustee Management Institutes	
4	Dr. Rajendran Panikar	Member	
5	Dr. S. U. Gavade	Member	
6	Dr. Vijaya Puranik	Member	
7	Ms. Archana Nair	Member	
8	Mr. Santosh Borate	Member	
9	Mr. Avesh Tanvar	Member	
10	Mrs. Gauravi Pimpalkhare	Member	
11	Prof. Shafi Phatan	Member	
12	Mr. Lokesh Bachwani	Member	
13	Miss. Rimsha Shaikh	Member	
14	Miss. Rubina Sheikh	Faculty	
15	Mrs. Priya Chaudhary	Faculty	
16	Mrs. Smita Kakade	Faculty	
17	Mrs. Snehal Dhane	Faculty	
18	Mrs. Kalyani Alishetty	Faculty	





Sinhgad Technical Education Society's
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Master of Computer Application

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Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 1st Oct 2021, 11:00 am

Mode: Online via MS TEAMS

Reference to the IQAC MOM dated: 01-06-2021

Agenda:

1. Review of activities of June to September.
2. Update on new academic year activities

Points Discussed:

Academic:

- A session on Academic Bank of Credit (ABC) to be conducted for the students to understand the benefit of this repository.
- The chair asked the academic coordinator to get students to complete the process of academic bank of credit. A report of the same to be shared after completion.

Research Initiative:

- The online 2 days Faculty Development Program on "Research Methodology and Elaborating New Trends in Image Processing", Conducted by IQAC cell was a success and proved a boost to the attendees.
- IQAC coordinator informed the chair the progress on Digital Research Journal revival.
- Dr. Sharada Patil informed that student's participation was underway in paper presentation at different virtual conferences.

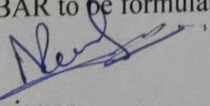
Co-curricular Initiatives:

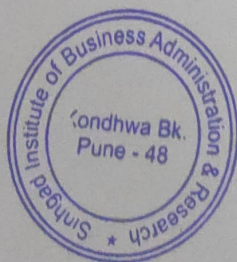
- The chair appreciated the one day "The Basic of Design Thinking Workshop" conducted at the Institute by Prof. Archana Nair. More such programs to be conducted for students to encourage them to think creatively.

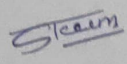
Extra-Curricular:

- The chair informed all that 2nd World Walkathon and Mini Run that was conducted between 16th to 30th of July, was a success. Madam, thanked all faculties and students for their participation, and continue the fitness regime through walking and yoga.
- On the occasion of 30th Foundation Day of STES, a "Leadership Lecture Series", over a period of 10 days was jointly organized, by Sinhgad Institute of Management (SIOM) and SIBAR. The details of the event were shared with the attendees by Prof. Archana Nair.
- Dr. S. Patil informed that the YouTube Channel Progress was under way.

All members were informed that the IQAC will be reformed and a combined single committee of SIBAR to be formulated for the next quarter.


Chairman,
IQAC - SIBAR- MCA




Coordinator
IQAC - SIBAR- MCA



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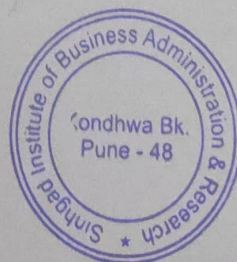


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Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 1st Oct 2021, 10:00 am

Mode: Online via MS TEAMS

Reference to the IQAC MOM dated: 01-06-2021

Agenda:

1. Review of activities of June to September.
2. Update on new academic year activities

Points Discussed:

Academic:

- Academic calendar must be followed properly. Academic monitoring committee needs to take care of that.
- A session on ABC to be conducted for the students to understand the benefit of this repository.
- The chair asked the academic coordinator to get students to complete the process of academic bank of credit. A report of the same to be shared after completion.

Research Initiative:

- Dr. Vijay Dhole informed that students participation was underway in paper presentation at different virtual conferences.
- One day Faculty Development Programme was successfully conducted on 1st September 2021 for their knowledge upgradation.
- Faculty members must attend online Faculty Development Program and needs to be updated themselves.
- Almost each faculty member writing research papers in various UGC care journals and Scopus. The chair appreciated them for that.

Co-curricular Initiatives:

- The chair appreciated for student's participation in pandemic situation also in various activities.
- Monthly guest lectures were conducted for students' improvements and knowledge upgradation by Dr. Zamarrud Ansari. More such programs to be conducted for students to encourage them to think creatively.

- Chair appreciated for successful conduction of all club activities of Marketing, Finance and HR club which improves students' specialization wise knowledge as well as employability skills.

Extra-Curricular:

- The chair informed that yoga session was conducted between 20th to 30th of June, was a success. Chair thanked all faculties and students for their participation, and continue the fitness regime through yoga.
- On the occasion of 30th Foundation Day of STES, a "Leadership Lecture Series", over a period of 10 days was jointly organized, by Sinhgad Institute of Management (SIOM) and SIBAR.



Dr. Netra Patil
Director SIBAR



Dr. Vijay Dhole
IQAC Coordinator



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5	Dr. S. U. Gawade	Member	
6	Dr. Vijaya Puranik	Member	
7	Mr. Santosh Borate	Member	
8	Mr. Pratik Kadam	Member	
9	Mr. Kunal Lonkar	Member	
10	Mr. Sameer Bhagat	Member	
11	Ms. Sanjyot Jadhav	Member	
12	Mr. Pankaj Kumbhar	Member	
13	Ms. Vividha Zade	Member	
14	Mrs. Urmila Nikam	Faculty	
15	Dr. Zamarrud Ansari	Faculty	
16	Mr. Pramod Sasane	Faculty	





Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 3rd January 2022, 12:30 pm.

Venue: Boardroom MCA

Reference to the IQAC MOM dated: 1st June 2021

Agenda:

1. Review of yearly meeting.
2. Improving the innovation and IPR Awareness.
3. Research initiatives and development.
4. Academic progression, conduction and feedback.
5. Sustainable and green campus initiatives.

Points Discussed:

Intellectual Property Right Initiative:

- The chair began the meeting with emphasis on IPR awareness among the faculty and students. To stay in alignment with the national policy it was decided to conduct awareness and impact sessions.
- Students to be involved in the IPR sessions their contribution to be increased.

Research Initiatives:

- To boost the research activity a proposal was given, where financial aid must be provided to the researcher.
- Research Project proposals at different levels and consultancy project to be undertaken by the faculties and students alike. The efforts to be increased and more corporate companies to be approached for collaborations.

Co-curricular Initiatives

- IIC calendar to be followed and activities to be undertake. All to be reflected on the IIC Institute website.
- NPTEL / SWAYAM / Refresher courses and MOOC courses registration details share with the committee. Increasing the number of enrollments through lab and group registration.
- UGC, HRDC and AICTE recognized faculty development programs and STTP to be completed by every faculty compulsorily.

Academic Monitoring:

- For newly admitted students, induction program to be conducted. Students to be made aware of the academic, placement, cultural, and different committees at the institute. Code of Conduct for students should be explained well.
- Mid-term faculty feedback to be conducted and its report must be shared with the chair for further actions if required.



Sinhgad Institutes

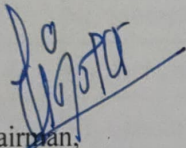
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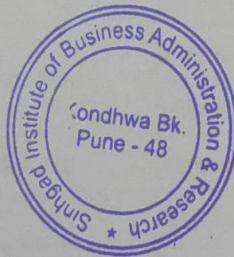


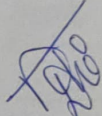
- Students to be counseled for the upcoming exam as they would be off line after the pandemic. Care must be taken to solve any issue faced by the student prior, during and after the exam schedule.

Campus Initiatives:

- A per suggestion of committee the green campus policy to be revised, with inclusions as, restricted movement of traffic in campus, limiting on the use of plastic stationary in the organization. Hostel to be covered with similar initiatives.
- Awareness among students through sign boards and short events and programs to be undertaken.


Chairman,
IQAC SIBAR




Coordinator
IQAC-SIBAR



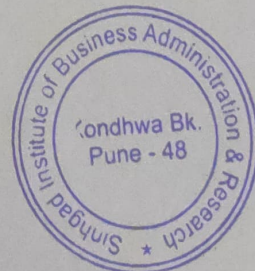
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List of Attendees:

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1	Prof. Dr. Dhananjay Mandlik	Chairman	
2	Dr. Vijay Dhole	IQAC Coordinator	
3	Mr. G.K. Shahani	Trustee Management Institutes	
4	Dr. S. U. Gavade	Member	
5	Dr. Vijaya Puranik	Member	
6	Dr. Netra Patil	Member	
7	Mr. Santosh Borate	Member	
8	Ms. Archana Nair	Member	
9	Mr. Gaurav Vishwakarma	Member	
10	Mr. Avesh Tanvar	Member	
11	Mr. Vinit Joshi	Member	
12	Mrs. Gauravi Pimpalkhare	Member	
13	Mr. Anil Shelke	Member	
14	Mr. Arun Deju Shetty	Member	
15	Mr. Sidharth Ravichandran	Member	
16	Mr. Lokesh Bachwani	Member	
17	Miss. Rubina Sheikh	Member	
18	Ms. Urmila Nikam	Member	
19	Miss. Aishwarya Jadhav	Member	
20	Mr. Janak Chamale	Member	





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Internal Quality Assurance Committee

Minutes of the Meeting

Date & Time: 6th June 2022, 02:00 pm
Reference to the IQAC MOM dated: 01-06-2021

Venue: Boardroom, SIBAR MBA

Agenda:

1. Review of activities 2021- 2022
2. Research initiatives and development.
3. Academic progression, conduction and examination.

Points Discussed:

Research Initiative:

- Activities of Institution's Innovation Council (IICs), was discussed and report was presented by the president.
- The emphasized the point that, research index needs to be improved and faculties should use the financial aid being provided.
- Activities for the year, that included an FDP, few research papers, research chapters and projects, were reviewed and a need to further boost the research ecosystem was noticeable.
- Activities of the Research Center formation was reported to the committee by Dr. Vijay Dhole and suggestions and reviews were noted.

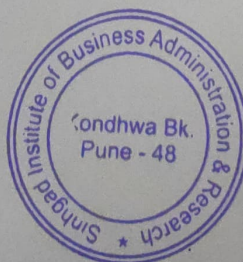
Co-curricular Initiatives

- Machine Learning online workshop to be undertaken looking at the need of market.
- The chair asserted that every faculty must completed at least 2 AICTE/ISTE approved, ATAL FDPs/Workshops/STTPs and 1 AICTE UHV FDP program in the year. The chair appreciated the staff who completed.
- Value added Program of the current batch students successfully completed.

Academic Monitoring:

- OBE review of faculty course files done and suggested that common rubrics be followed by all course faculty.
- Internal exams for both the programs to be conducted same as per the university pattern. Paper setting must be done keeping CO-PO Mapping rules. Schedule and duties to be circulated.
- Year-round conduction of academics was presented by both academic coordinators, continuation plan discussed.
- Skill Development sessions monitored and reviewed.

Chairman,
IQAC-SIBAR

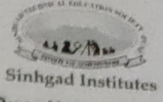


Coordinator
IQAC SIBAR



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8	Dr. Vijay Dhole	Member	
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11	Mr. Vinit Joshi	Member	
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13	Mr. Vasant Kumbhar	Member	
14	Mr. Arun Deju Shetty	Member	
15	Mrs. Shivani Lonkar	Member	
16	Mr. Lokesh Bachwani	Member	
17	Miss. Rubina Sheikh	Member	
18	Ms. Urmila Nikam	Member	
19	Miss. Aishwarya Jadhav	Member	
20	Mr. Janak Chamale	Member	

