Ref.2015-2016/IICMR /IQAC / 14-2

Date : 22/06/15

Circular

Internal Quality Assurance Cell (IQAC) of IICMR

The Internal Quality Assurance Cell (IQAC) meeting of IICMR will be held on 01st July ,2015 at 01.30p.m in the board room of IICMR.

You are kindly requested to attend the meeting

Dr. Abhay Kulkarni
Head-IQAC, IICMR.

Enclosure :-Agenda of the IQAC Meeting

DIRECTOR
Institute of Industrial & Computer
Management & Research (I.I.C.M.R)
Nigdi, Pune - 411 044.

IICMR, Pune-44
Agenda of the Internal Quality Assurance Cell Meeting
Date :-01st July,2015   Time:- 01.30p.m–02.30p.m,
Venue: Board Room

Agenda Points	Description
1.	Induction Plan
2.	Techno case & BPE 2015
3.	QIP initiatives
4.	Mentoring
5.	Student Cluster Initiatives feedback
6.	Audit Feedback
7.	Purchase And Finance Committee –Audit feedback
8.	Research and Extension Committee –-Audit feedback
9.	Infrastructure Committee–Audit feedback
10.	PGRC training Updates
11.	Any other Point

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044.

IICMR, Pune-44
Attendance of Internal Quality Assurance Cell Meeting
Date: 01/07/15   Time:- 01.30p.m–02.30p.m   Venue: Board Room

Ref. No /2015-2016/IICMR/IQAC /Attendance-14-4

Sr.No	Name of the Members	Designation	Signature
1	Dr.Abhay Kulkarni	Director, Chairman	
2	Dr. Ashwini Kulkarni	Management Representative	
3	Dr. Deepali Sawai	Director - Technical	
4	Dr. Madhavi Deshpande	Coordinator - IQAC	
5	Ms.Renu Mathew	Teaching Representative	
6	Ms.Manisha Kulkarni	Teaching Representative	
7	Ms.Vidhya Hittalmani	Teaching Representative	
8	Ms.Priya Deshpande	Teaching Representative	
9	Mr.Sanjay Mathapati	Teaching Representative	
10	Ms. Pratima Deshpande	Local Society	
11	Mr. Rajesh Jadhav	Administrative Representative	
12	Ms.Prabha Naidu	Administrative Representative	
13	Mr.Ameya patil	Students Representative	
14	Ms.Tejaswini Shirodkar	Students Representative	
15	Mr. Sapan Vaidya	Alumni Representative	
16	Mr. Jay Dholakiya	Industry Representative	

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

IICMR, Pune-44
Minutes of the Meeting of the
Internal Quality Assurance Cell held on
Date:- 01st July,2015   Time:- 01.30p.m—02.30p.m,
Venue: Board Room

Agenda Points	Description
1.	Dr. Madhavi Deshpande Read the minutes of the last meeting and same were approved. Dr.Abhay Kulkarni elaborated that the formal induction Programme will be conducted for the new students to become familiar with IICMR culture. Eminent Corporate delgates Mr. Sanjay Katkar, CTO Quick heal, Mr. Sushil Shirke, Founder Explora , Mr. Shailesh Upadhyay ,AVP Vodaphone are invited as chief guests for induction. Dr.Deepali communicated that the Induction will also include Ice breaking session, orientation to the students about teaching, learning and evaluation ,Grooming and developing through Interactive Session, Role play, Management Games and Industrial visit
2.	Dr.Deepali Sawal informed that the Case study and Project Competition "Techno Case 2015" will be conducted for UG and PG on 12th sep 2015 Dr. Abhay Kulkarni informed that BPE 2015 is planned in the month of September.He also briefed about the objectives of the BPE is to understand Changing Dimensions of Excellence with regard to Cutting Edge- Customer, Cost, Competition, Challenge. Sspeakers from leading companies will share industrial expertise and will give insights to the students about all business processes.
3.	Dr. Abhay Kulkarni briefed about the activities planned under "Quality Initiative Programme" of SP Pune University. He communicated that MCA will conduct State level FDP Big Data & Hadoop and MBA will conduct State level Inter collegiate Business competition UDAAN-2016 on 6th & 7th of February . Resolution It was unanimously agreed by all the members to organize seminars as per the suggestion received from the concerned departments Proposed by : Dr.Abhay Kulkarni & Dr.Deepali Sawai Seconded by : Dr.Ashwini Kulkarni as resolved and unanimously agreed by all the members
4.	Adv.Manisha informed that MBA will conduct a program for identifying personality and students will be divided in groups for mentoring after this program. Ms.Madhavi also emphasized the crucial role of Counseling, Mentoring for preparing them for final placement.

	Dr. Deepali Sawai briefed about an unique practice of mentoring the MCA students immediately after admission. She also expressed that mentoring supported in understanding requirements of the students and providing appropriate guidance timely.
5.	Dr. Abhay Kulkarni explained about the instrumental role played by IICMR in organizing different workshops for the benefit of the institutes under 6A student cluster. He gave details about seminar and workshops conducted successfully in association with SPPU, under student cluster . • MCA has conducted IT conclave on 20th & 21st Feb'15 with an objective to provide actual corporate IT practices and to explore the career opportunities available for IT. Around 15 leading experts from industry guided the students regarding upcoming trends and career opportunities in IT industry. • MBA has conducted three workshops on the topic "Face & Ace - Banking and Portfolio Management", "JD to PI- Gateway to success" and "Boundary less Marketing : in the Digital Era" for the students . These workshops provided basic insights into the policies and practices followed in the industry and created a better understanding of the various concepts/principles related to business processes. Around 90-120 students from 6A cluster institutes participated in all the workshops and got the benefit.
6.	Ms.Vidhya suggested to introduce certification in Data Analytics & Decision from May 8th 2015 to May12th 2015 with an objective to give exposure to Online analytical Process and statistical analysis Resolution:- It was unanimously agreed by all the members and the suggestion to introduce certification in Data Analytics & Decision was accepted Proposed By:- Ms.Manisha Kulkarni Seconded by :-Dr.Abhay Kulkarni As resolved and unanimously agreed by all the members Ms.Manisha informed that Business English session will commence from 17th Aug,2015 to 3rd October,2015 .
7.	Dr. Madhavi updated the Present members on Audit Feedback as Follows : - Overall the audit was satisfactory barring three processes – Purchase and Finance, Research and Extension, Infrastructure Committee. - TLE audit Reports was conducted for both the departments were also satisfactory.
8.	Audit Feedback on Purchase and Finance – - MOM not maintained , confusion regarding the process of Purchase and its scope, Role clarity, arrangement and maintenance of records. The discussion on the above issues led to following Actions : the purchase function is distributed in following heads along with their co-ordinators- Administration Purchases – Ms Prabha Technical Purchases – Department Heads

	Library Purchases –Dr. Manik Academic/Events related Purchases _ Departmental Heads These co ordinators will prepare 3 monthly report. These reports will be collected by Mr. Deogaonkar – and checked for compliance as per purchase procedure and submitted to Finance. It was also decided that The Shikshan Shulka Format of Budget to be followed ; and Files be maintained according to Shikshan Shulka Committee. The Budget be prepared up to 30th September .
9.	Ms.Vidhya informed regarding success story of Summer Internship project at Force Motors by Mr.vaibhav galakatu-Successful Implementation and appreciation received from force motors during Summer Internship Programme as he designed a Vehicle tracking bay system by using RFID.His efforts resulted in saving amount in lakhs and he was appreciated by the plant head after his presentation.His suggestion was Immediately implemented at Pitambur and Pune plant
10.	Audit Feedback on Research and Extension was presented as follows: Only Journal Publication Documents were presented for Audit – The discussion on the above issues led to following Actions : Research and Extension Committee will be organized as follows for smooth functioning : Chairman : Dr. Deepali Sawai, Secretary : Ms. Rupali . Under Research and Extension following areas defined: PGRC Cell – Head – Dr. Abhay Kulkarni assisted by MR Abhijit and Dr.Manik Research Journal – Chairman: Dr. Aruna Deoskar, Secretary: Ms. Preetha Praseedh Research Publications – Departmental Wise Dr. Abhay(MBA), Dr. Deepali Sawai(MCA) Projects and Consultancy - Departmental Wise Dr. Abhay(MBA), Dr. Deepali Sawai(MCA) ASR Wing will continue to function under student welfare Council. Resolution It was unanimously agreed by all the members to Resolved to have following 4 sub-committees under Research and Extension. Proposed by : Dr.Deepali Sawai Seconded by : Dr.Abhay Kulkarni as resolved and unanimously agreed by all the members
11.	Audit Feedback on Infrastructure committee was presented as follows: Documents not presented for audit. Following Decisions were taken : - Infrastructure record including following documents – - Daily Cleanliness and Maintenance Notebook - Maintenance Register - Complaint Register - Dead stock Register - Daily updates in notebook to be signed by MS Prabha.

	Re Audit to Take Place on Tuesday .
12.	Resolved to name Techquiz as Quizzomania henceforth and to include 5 facets to the competition-Newsmania, Quantimania, Techmania, Codemania and Viewmania Resolution It was unanimously agreed by all the members to include 5 facets to the competition-Newsmania, Quantimania, Techmania, Codemania and Viewmania Proposed by : Dr.Deepali Sawai Seconded by : Dr.Abhay Kulkarni as resolved and unanimously agreed by all the members
13.	Dr.Deepali proposed that Research Committee should register for enlisting I' Journal in Scopus. Resolution It was unanimously agreed by all the members that Research Committee will register for enlisting i' journal in Scopus. Proposed by : Dr.Deepali Sawai Seconded by : Dr.Abhay Kulkarni as resolved and unanimously agreed by all the members :
14.	Audit Feedback on Industry Interaction Committee : - RE Audit by Tuesday- Compliances - SIP/Placement Records should be maintained Separately - Records Should be Maintained – Pre – Placement Activity, Placement Activity, Post Placement Activity. - Placement Reports
15.	Feed Back on Alumni Association : - Ms Renu to oversee the operations and Documentation in Consultation with Dr. Ashwini Kulkarni
16.	Dr.Abhay Kulkarni proposed following training in IICMR Post graduate Research Centre for research scholars and faculty members :- • How to choose research topic & Preparing Research Plan • Preparing For Pilot Testing • Use of E resources for writing research Paper • Approaches to Data analysis with special reference to writing research paper • Webinar For presenting Research Paper(Online/Offline)
17.	Process of Scrap to be defined and added to infrastructure committee process.

Minutes taken by :Ms.Madhavi Deshpande

Ref. No /2015-2016/IICMR/IQAC/MOM/14-5

DIRECTOR
Institute of Industrial & Computer
Management & Research (I.I.C.M.R.)
IIGR, Pune - 411 044

Ref.2015-2016/IICMR /IQAC / 15-2   Date: 9/10/15

Circular

Internal Quality Assurance Cell (IQAC) of IICMR

The Internal Quality Assurance Cell (IQAC) meeting of IICMR will be held on 09th October ,2015 at 01.30p.m in the board room of IICMR.

You are kindly requested to attend the meeting

Dr. Abhay Kulkarni
Head-IQAC, IICMR.

Enclosure :-Agenda of the IQAC Meeting

DIRECTOR
Institute of Industrial & Computer
Management & Research
Nigdi, Pune

IICMR, Pune-44
Agenda of the Internal Quality Assurance Cell Meeting
Date :-09th Oct ,2015   Time:- 01.30p.m–02.30p.m
Venue: Board Room

Agenda Points	Description
1.	Shikshan Shulka Samitee format of Budget
2.	HR session and Cyber Security session.
3.	Proposed Two days National Seminar on "Exploring Teaching Learning Practices for Effective Management Education
4.	students suggestion to discuss about current affairs
5.	Employee engagement through suggestion scheme for industry invitation was organized by MBA
6.	UDAAN 2016 project competition to be held on 6th and 7th February 2016.
7.	IT Conclave to be held on 29th and 30th January 2016
8.	PGRC is organizing workshop on "How to Write Effective Research papers
9.	Additional specialization on Services Management for MBA program.
10.	Committees need to prepare activity calendar for integrating in IQAC calendar.
11.	Any Other Point

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

IICMR, Pune-44
Attendance of Internal Quality Assurance Cell Meeting
Date: 09/10/15 Time:- 01.30p.m–02.30p.m Venue: Board Room

Ref. No /2015-2016/IICMR/IQAC /Attendance 15-4

Sr.No	Name of the Members	Designation	Signature
1	Dr.Abhay Kulkarni	Director, Chairman	
2	Dr. Ashwini Kulkarni	Management Representative	
3	Dr. Deepali Sawai	Director - Technical	
4	Dr. Madhavi Deshpande	Coordinator - IQAC	
5	Ms.Renu Mathew	Teaching Representative	
6	Ms.Manisha Kulkarni	Teaching Representative	
7	Ms.Vidhya Hittalmani	Teaching Representative	
8	Ms.Priya Deshpande	Teaching Representative	
9	Mr.Sanjay Mathapati	Teaching Representative	
10	Ms. Pratima Deshpande	Local Society	
11	Mr. Rajesh Jadhav	Administrative Representative	
12	Ms.Prabha Naidu	Administrative Representative	
13	Mr.Ameya patil	Students Representative	
14	Ms.Tejaswini Shirodkar	Students Representative	
15	Mr. Sapan Vaidya	Alumni Representative	
16	Mr. Jay Dholakiya	Industry Representative	

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

IICMR, Pune-44
Minutes of the Meeting
Internal Quality Assurance Cell
Date:- 09th October ,2015   Time:- 01.30p.m~02.30p.m
Venue: Board Room

Agenda Points	Description
1.	Dr. Madhavi Deshpande read the minutes of the last meeting and the same were confirmed. The Shikshan Shulka Samitee has given a format of Budget which is to be followed and files to be maintained according to Shikshan Shulka samitee
2.	Ms.Manisha Kulkarni briefed importance of HR session and Ms.Kiran Shinde briefed on Cyber Security session.
3.	Ms.Madhavi Deshpande Proposed Two days National Seminar on "Exploring Teaching Learning Practices for Effective Management Education " in the month of November Under Q.I.P of SPPU. Resolution:- It was unanimously agreed by all the members that MBA Department will conduct National Seminar on "Exploring Teaching Learning Practices for Effective Management Education " in association with PGRC. Proposed By:- Ms.Madhavi Deshpande Seconded by :- Dr.Abhay Kulkarni As resolved and unanimously agreed by all the members.
4.	Ms.Vidhya briefed about students suggestion to discuss about current affairs. This will help 1. To create awareness about latest business happenings 2. To enhance the general knowledge of the students 3. To provide platform for debates, discussions, short articles, research papers. Resolution:- It was unanimously agreed by all the members that IICMR today will be Initiated to give updates about the latest practices ,this will be a part of Student

	Development Program
	   Proposed By :- Ms.Vidhya Hittalmani
	   Seconded by :- Dr.Abhay Kulkarni
	As resolved and unanimously agreed by all the members, Industry representative agreed to support this program

5.	Dr.Abhay Kulkarni briefed about Employee Engagement through suggestion scheme for industry which was organized by MBA department with the help of INSAAN. Industry members participated in the event.
6.	Ms.Renu informed about IT Conclave to be held on 29th and 30th January 2016.
7.	Dr.Abhay Kulkarni informed that PGRC is organizing workshop on "How to Write Effective Research papers" followed by demo of online application EBSCO database in second week of January.
8.	Dr.Abhay Kulkarni briefed on proposal of additional specialization on Services Management for MBA program. MBA @ IICMR will be part of team to develop new syllabus as required to service Industry
9.	Dr.Madhavi briefed that all committees need to prepare activity calendar which will be integrated in IQAC calendar.

Minutes taken by : Ms.Madhavi Deshpande   Ref. No /2015-2016/IICMR/IQAC/MOM/15-5

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

Ref.2015-2016/IICMR /IQAC / 16-2

Date : 04/01/16

Circular

Internal Quality Assurance Cell (IQAC) of IICMR

The Internal Quality Assurance Cell (IQAC) meeting of IICMR will be held on 11th January ,2016 at 01.30p.m in the board room of IICMR.

You are kindly requested to attend the meeting

Dr. Abhay Kulkarni
Head-IQAC, IICMR.

Enclosure :-Agenda of the IQAC Meeting

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

IICMR, Pune-44
Agenda of the Internal Quality Assurance Cell Meeting
Date :-11th Jan,2016   Time:- 01.30p.m–02.30p.m,
Venue: Board Room

Ref. No /2015-2016/IICMR/IQAC/Agenda-16-1

Agenda Points	Description
1.	Last Minutes review and confirmation
2.	Industrial Connect, Meet and Collaboration through INSSAN
3.	Audit Status- Report & Review
4.	Amendments in Budget approval process
5.	Functioning of committees
6.	NIRF ranking Framework
7.	Merging of Academic Advisory Body with IQAC
8.	SQL Certification
9.	IICMR PGRC Updates
10.	Specialization orientation seminar
11.	UDAAN 2016 plan
12.	Semester End Feedback analysis status
13.	Session on Human Rights .
14.	Digital Marketing training program
15.	Vote of thanks

DIRECTOR
Institute of Industrial & Computer
Management & Research (I.I.C.M.R.)
Nigdi, Pune - 411 044

IICMR, Pune-44
Attendance of Internal Quality Assurance Cell Meeting
Date: 11/01/16 Time:- 01.30p.m-02.30p.m, Venue: Board Room

Sr.No	Name of the Members	Designation	Signature
1	Dr.Abhay Kulkarni	Director, Chairman	
2	Dr. Ashwini Kulkarni	Management Representative	
3	Dr. Deepali Sawai	Director - Technical	
4	Dr. Madhavi Deshpande	Coordinator - IQAC	
5	Ms.Renu Mathew	Teaching Representative	
6	Ms.Manisha Kulkarni	Teaching Representative	
7	Ms.Vidhya Hittalmani	Teaching Representative	
8	Ms.Priya Deshpande	Teaching Representative	
9	Mr.Sanjay Mathapati	Teaching Representative	
10	Ms. Pratima Deshpande	Local Society	
11	Mr. Rajesh Jadhav	Administrative Representative	
12	Ms. Prabha Naidu	Administrative Representative	
13	Mr.Ameya Patil	Students Representative	
14	Ms.Tejaswini Shirodkar	Students Representative	
15	Mr. Sapan Vaidya	Alumni Representative	
16	Mr. Jay Dholakiya	Industry Representative	ABSENT

DIRECTOR
Institute of Industrial & Computer
Management & Research (I.I.C.M.R.)
Nigdi, Pune - 411 044.

IICMR, Pune-44
Minutes of the Meeting
Internal Quality Assurance Cell
Date:- 11th January,2016   Time:- 01.30p.m–02.30p.m,
Venue: Board Room

Agenda Points	Description
1.	Dr.Madhavi Deshpande read the minutes of the last meeting and the same were confirmed by all the members
2.	Dr Abhay Kulkarni informed about INSSAN convention held on 7th, 8th and 9th Jan 16. MBA@IICMR played an important role in organizing the two day convention. Six MBA students and Adv.Manisha kulkarni took active participation in coordinating and compering the event , INSSAN appreciated the overall efforts of MBA@IICMR in making the event a grand success. Top Corporate companies like Tata Motors , SKF, forbs Marshall appreciated IICMR contribution and rewarded all volunteers with Certificate of appreciation and conference Kit.
3.	Dr.Madhavi Deshpande Presented the Audit Report to the Present Members: Purpose of Audit: 1. To overview the committee constitution, objectives, scope, decision making process. 2. To examine logic of documentation process and suggest for the same 3. To examine the compliances of decision taken 4. To monitor the progress of thought , logic and action leading to quality enhancement Audit Conducted By: 1. Madhavi Deshpande 2. Manisha Kulkarni 3. Swapnali Kulkarni 4. Priya Deshpande 5. Sanjay Mathpati Committees Audited : 18 – including Statutory and Non-Statutory No of Committees Receiving a full conformance: 7 No of Committees receiving partial NC : 9 No of Committees receiving a full NC – 2 Research and Extension Cell – Audit was rescheduled to 16th February 2016. Library Audit - The library audit reflected that library footfall needs to be increased. Suggestion on ways to increase the footfall were invited students informed that they read online through websites and information available in soft form.

New organizational Chart with reference to recent changes to be incorporated in the process manual.

Committees should use the stamped copy of process manual for reference.

IQAC MOM to be confirmed by IQAC Members in the next meeting

IQAC Audit updates as follows :

Research and Extension Committee will be organized as follows for smooth functioning :

Chairman : Dr. Deepali Sawai, Secretary : Ms. Rupali .

Under Research and Extension following areas defined:

PGRC Cell – Head – Dr. Abhay Kulkarni assisted by MR Abhijit and Ms Prabha

Research Journal – Dr. Aruna Deoskar

Research Publications – Departmental Wise Dr. Abhay(MBA), Dr. Deepali Sawai(MCA)

Projects and Consultancy - Departmental Wise Dr. Abhay(MBA), Dr. Deepali Sawai(MCA)

A semester end report shall be prepared and forwarded to Chairman of Research And Extension Committee. ASR Wing will continue to function as earlier.

Audit Feedback on Purchase and Finance –

The discussion on the above issues led to following Actions :

' the purchase function is distributed in following heads along with their coordinators

Administration Purchases – Ms.Prabha

Technical Purchases – Department Heads

Library Purchases –Dr. Manik

Academic/Events related Purchases _ Departmental Heads

These purchase coordinators will prepare requirement and get it sanctioned through their respective heads and then the requisition will go to purchase and finance for final approval .

These requisitions will be collected by Mr. Deogaonkar – and checked for compliance as per purchase procedure and submitted to Finance. Dr. Ashwini Kulkarni will be authority to take the final call.

It was also decided that The Shikshan Shulka Format of Budget to be followed , and Files be maintained according to Shikshan Shulka Committee. The Budget be prepared upto 30th September .Re- Audits for Infrastructure, Purchase, and Industry interaction

She further expressed that Calendar of Activities, Intend with the outcomes were not ready with committees. The committees should prioritize on the outcomes based efforts.

| 4. | Dr.Abhay Kulkarni suggested for amendments in the process of Budget approval. He communicated that Following suggestions received after the audit . :

1. Proposals will be approved only if budgets for the same are approved
2. Departmental Budgets to be ready by 20th Feb, presented by 22nd Feb, Revised in September |

	Budget Approval Committee for quality initiatives related activity to be – Three directors/ Accountant/IQAC Coordinator Process manual amendments – Mr.Sanjay to define supplementary – purchase process for Library, Infrastructure Purchase register to be maintained for every purchase Resolution- It was unanimously agreed and the suggestions were accepted by all the members of IQAC Proposed by : Dr.Abhay Kulkarni Seconded by : Dr.Ashwini Kulkarni
5.	Dr. Ashwini Kulkarni expressed that the Secretary/Coordinators of the committees will be responsible to Co-ordinate the committee working, and documentation thereof. This will increase the effectiveness in Committee co-ordination and effectiveness. The thought was appreciated and agreed upon .
6.	Dr Abhay informed that NIRF ranking – MBA/MCA data to be prepared separately. AICTE made it compulsory to do it for this year
7.	Dr. Abhay Kulkarni informed the present members that the Academic Advisory Body was merged with IQAC – sensing the similarity of working of both the committees brought to notice in audit report of Academic Advisory Body. This merger is approved by IQAC and Governing Council. Resolution 1 It was unanimously agreed by all the members and the and the merging of academic advisory committee in IQAC was unanimously accepted by all the members of IQAC. Proposed by : Dr.Deepali Sawai Seconded by : Dr.Abhay Kulkarni As resolved and agreed by all the members
8.	Mr.Sanjay proposed to go for Microsoft SQL certification instead of Oracle certification as per the need of changing technological requirements. Resolution 1 It was unanimously agreed by all the members to go for Microsoft SQL certification instead of Oracle certification as per the need of changing technology. Proposed by : Mr.Sanjay Mathpati Seconded by : Dr.Abhay Kulkarni As resolved and agreed by all the members

| 9. | Dr.Abhay Kulakrni briefed that IICMR PGRC is recognized by the UOP . MR. Abhijit Nalawade was nominated as co-ordinator of PGRC Cell for university related communication. PGRC required SPSS software to facilitate research Analysis . It was decided to invite the quotation and arrange demo session of SPSS |
	Dr. Ashwini Kulkarni briefed PGRC Seminar on "Selecting Research Topic & Preparing Research Plan"to be a huge success, with an objective of instigating research aptitude in the incumbents along with knowledge of Research Methodology, preparedness, Research communication Skills, Depth of Research in all complete research Plan
10.	Specialization Orientation seminar on Why finance and why Marketing is planned in the first week of April with an objective to give orientation to the students regarding specialization
11.	Adv.Manisha Kulkarni informed about various events of Udaan 2016 . This year Udaan would be two days event where both Post graduate and under graduates would participate in group as well as individual events. Dr.Abhay announced that the major sponsors for this event will be PMI.
12.	Semester End Feedback analysis was taken by IQAC . Action taken report was prepared on the basis of the suggestion given and it was presented to all IQAC members.
13.	Human Rights Session was conducted on 13th October 2015 in the auditorium by Adv. Manisha Kulkarni for both MBA and MCA students. Session highlighted the importance of different rights and gave complete overview about Indian Constitution.
14.	Dr.Madhavi briefed about Digital Marketing training program that it was well received by all the students and around 12 students have opted for advance Digital Marketing training
15.	The meeting concluded with vote of thanks proposed by Dr. Abhay Kulkarni

Minutes taken by :Ms.Madhavi Deshpande   **Ref. No /2015-2016/IICMR/IQAC /MOM-16-5**

Ref.2015-2016/IICMR /IQAC / 17-2

Date : 04/04/16

Circular

Internal Quality Assurance Cell (IQAC) of IICMR

The Internal Quality Assurance Cell (IQAC) meeting of IICMR will be held on 11th April ,2016 at 01.30p.m in the board room of IICMR.

You are kindly requested to attend the meeting

Dr. Abhay Kulkarni
Head-IQAC, IICMR.

Enclosure :-Agenda of the IQAC Meeting

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044.

IICMR, Pune-44
Agenda of the Internal Quality Assurance Cell Meeting
Date :-11th April,2016   Time:- 01.30p.m--02.30p.m,
Venue: Board Room

Ref. No /2015-2016/IICMR/IQAC /Agenda-17-1

Agenda Points	Description
1.	Committee Changes
2.	Process Manual updated Version
3.	Establishment of the SC/ST committee
4.	FDP under IICMR PGRC
5.	Gender Champions updates
6.	YIN Sakal elections @ IICMR
7.	AQAR Submission ,Activity Calendar Submission
8.	Student Representative Nomination
9.	UDAAN feedback
10.	Submission of Best Practices
11.	Any other Point with the permission of Head IQAC

DIRECTOR
Institute of Industrial & Computer
Management & Research (I.I.C.M.R.)
Nigdi, Pune - 411 044

IICMR, Pune-44
Attendance of Internal Quality Assurance Cell Meeting
Date: 11/04/16 Time:- 01.30p.m–02.30p.m, Venue: Board Room

Ref. No /2015-2016/IICMR/IQAC /Attendance-17-4

Sr.No	Name of the Members	Designation	Signature
1	Dr.Abhay Kulkarni	Director, Chairman	
2	Dr. Ashwini Kulkarni	Management Representative	
3	Dr. Deepali Sawai	Director - Technical	
4	Dr. Madhavi Deshpande	Coordinator - IQAC	
5	Ms.Renu Mathew	Teaching Representative	
6	Ms.Manisha Kulkarni	Teaching Representative	
7	Ms.Vidhya Hittalmani	Teaching Representative	
8	Ms.Priya Deshpande	Teaching Representative	
9	Mr.Sanjay Mathapati	Teaching Representative	
10	Ms. Pratima Deshpande	Local Society	
11	Mr. Rajesh Jadhav	Administrative Representative	
12	Ms.Prabha Naidu	Administrative Representative	
13	Mr.Ameya patil	Students Representative	
14	Ms.Tejaswini Shirodkar	Students Representative	
15	Mr. Sapan Vaidya	Alumni Representative	
16	Mr. Jay Dudaluya	Industry Representative	

DIRECTOR
Institute of Industrial & Computer
Management & Research [I.I.C.M.R.]
Nigdi, Pune - 411 044

IICMR, Pune-44
Minutes of the Meeting of the
Internal Quality Assurance Cell held on
Date:- 11[th]April,2016   Time:- 01.30p.m–02.30p.m
Venue: Board Room

Agenda Points	Description
1.	Dr. Madhavi Deshpande read the minutes of the last meeting and the same were approved. IQAC has approved the changes in library committees as follows: Library Advisory Committee : Dr. Manik Rajopadhye – chairman , Ms Archana Rode : Secretary
2.	IQAC has approved the redefined process for Purchase, warranty check, Material Scrap and Printer Refill Procedure. The same is to be updated in Process manual for furtherance.
3.	Ms Manisha informed that the SC/ST committee constitution has been established as per statutory requirement .Dr. Abhay Kulkarni updated about Constitution, Size objectives and Functions of ST/SC Committee. The members nominated are Dr. Abhay Kulkarni, Chairman, Ms.Rupali Bhangale , Secretary, MsVandana Mhaske,,Ms Vidhya Hittalmani, Mr Vikas Tayade,Ms. Asmita Chowdhary, Mr Vikas Gaikwad.
4.	Dr. Abhay informed that PGRC FDP was conducted on 5th April 2016 @ 1:30 to 4pm titled " Integrating RQ, RO, RH with reference to Pilot Study." Dr Shailesh Kasande was the resource person for the same. The faculty feedback described the session to be in depth and extremely useful, solving the research doubts.
5.	Ms Manisha informed that as per UGC requirement and SPPU directives, Gender Champions are elected from both the departments and the gender sensitization report has been submitted to BCUD, UGC.

6.	Ms Manisha Briefed about YIN Sakal elections @ IICMR – MrMayur (MCA), Mr Praveen (MBA) selected. The news prominently covered in Sakal Newspaper along with photographs of selected students
7.	Dr Madhavi Deshpande informed that AQAR -2014 -15 the submission of AQAR to NAAC. Dr. Madhavi Deshpande informed that it is important for all the committee members to submit Activity Calendar at the start of the year. This way IQAC calendar also can be formed. Announcement for the same should be made in Institute Level Meeting
8.	Dr. Madhavi Deshpande further informed that nomination of student Representative for IQAC need to be updated. Ms Manisha to inform from MBA and Ms Renu to inform from MCA. It was decided to nominate second year students of MBA and MCA and representation of the students should be changed every year.
9.	UDAAN 2016 Feedback Ms.Vidhya briefed about the State Level competition "UDAAN" organized by MBA department in association with PMI and SP Pune University. This year it was a two day grand event in which more than 450 students from all over Maharashtra had participated in different events like Shrijan, Dhrishti, Vishleshan, Group and individual competition. 32 PMI delegates and eminent personalities from corporates were invited as judges on both the days.
10.	Dr.Madhavi Deshpande informed both the Department to submit Best Practise Practiced in both the departments – MBA /MCA. The document for Best Practise is available in SSR Format for reference.
11.	Meeting concluded with the vote of thanks proposed by Dr.Madhavi

Minutes taken by :Dr..Madhavi Deshpande   Ref. No /2015-2016/IICMR/IQAC/MOM/17-S

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Audyogik Tantra Shikshan Sanstha 's
Institute of Industrial & Computer Management and Research
IICMR Internal Quality Assurance Cell (IQAC)
Action Taken Report from the MOM Excerpts of IQAC
Academic year 2015-2016

Sr. No	Action Planned	Action Taken
1)	FDP on Big Data & Hadoop	Brought together all fraternities related to technology and allowed researchers from both industry and academia to evolve and explore various aspects of Business Intelligence.
2)	UDAAN 2016 inter institute Project Competition	Students from all over Maharashtra participated in different events for developing competitive spirit.
3)	Workshops under Student Cluster	These workshops provided insights into business practices followed in the Banking, Human Resource and Marketing field.
4)	Techquiz as Quizzomania	Contest conducted where Students started reading recent developments in Information Technology and Computer Management.
5)	Enlisting i³ journal in Scopus.	Enlisting of i³ is in process
6)	IICMR Today	This initiative suggested by students for getting updates on current affairs and general knowledge was planned
7)	Training under IICMR Post graduate Research Centre	Sequentially year on year PGRC decided to conduct various research program guiding research scholars and faculty members on subsequent topics
8)	Amendments in the process of Budget approval.	As per the audit inputs budget approval process was amended
9)	Merging of Academic Advisory Body	As per the inputs received from the auditors during audit Academic advisory body was merged with IQAC
10)	SQL certification	As per the need of changing technological requirements of industry SQL certification was conducted
11)	Session on Human Rights	This session supported students to understand the constitution and basic human rights

12)	Redefined process for Purchase, warranty check, Material Scrap and Printer Refill Procedure	The process was redefined to make the said processes effective and simpler and the said amendments was included in process manual

Ref. No /2015-2016/IICMR/IQAC/ATR/4

Approved By
Dr.Abhay Kulkarni
Chairman, IQAC

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