



**Maratha Mandir's**  
**Babasaheb Gawde Institute of Management Studies**

*Date: 02/03/2023*

**NOTICE**

The IQAC of Maratha Mandir's Babasaheb Gawde Institute of Management Studies will meet on Saturday, March 4, 2023, in the Conference Room at 2:30 pm. All members are requested to remain present.

**AGENDA**

1. Read & confirm the minutes of the last Meeting held on 10<sup>th</sup> September 2022.
2. Matters arising out of the Minutes of the Meeting held on September 10, 2022
3. Activities conducted as per the Academic Calendar 2022 – 2023.
4. Increase the knowledge base of students by providing additional resources, timely upgrades, and through regular updating by guest speakers
5. Placements
6. Promotional activities for boosting admissions for the 2023 – 2025 batch.
7. Faculty Development Programmes (FDP) for enhancing staff quality
8. Any other matter arising with the permission of the Chair.

*Vidya Hattangadi*

Prof. Dr. Vidya Hattangadi  
Chairperson - IQAC







**Maratha Mandir's  
Babasaheb Gawde Institute of Management Studies**

Date: 04/03/2023

**ATTENDANCE OF INTERNAL QUALITY ASSURANCE CELL**

Sr. No.	Name	Designation	Signature
1	Prof. Dr. Vidya Hattangadi	Chairperson	
2	Dr. Rajashri Shendge	Member	
3	Mr. Ajit Parab	Member	
4	Mr. Yogesh Sawant	Member	
5	CA Abhijeet Deshmukh	Member	
6	Mr. Ashish Chandak	Member	
7	Mr. Mahesh Tripathi	Member	
8	Ms. Alpana Chakravarty	Coordinator	
9	Mr. Santosh Datkhile	Member	
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**Maratha Mandir's  
Babasaheb Gawde Institute of Management Studies**

*Date: 04/03/2023*

**Minutes of Meeting of IQAC**

**1. Read & confirm the minutes of the last Meeting held on 10<sup>th</sup> September 2022.**

IQAC Head Prof. Dr. Vidya Hattangadi read the minutes of the meeting of September 10, 2022, and the same were adopted.

**2. Matters arising out of the Minutes of the Meeting held on September 10, 2022**

**NAAC**

IQAC Head Prof. Dr. Vidya Hattangadi informed the members that NAAC Peer Team visited the Institute on Nov. 2 & 3 and that the Institute had secured 2.83 percentile, i.e. a B++ grade.

**Increase in seats for PhD.**

IQAC Head informed the members that University had granted an additional intake of 6 seats taking the total intake to 14 seats. She further informed that the interviews for the same were conducted on 24<sup>th</sup> September and 4 students were admitted.

**Use of the Library resources**

IQAC Head informed the members that as suggested by CA Mr. Deshmukh students did book reviews and presented the same during regular sessions of Communication. Those students found weak and wanting in language were earmarked for additional sessions in the add-on course. She also informed that Librarian had shared the details of access to the databases and that she was regularly in touch with the students helping them with books and other resources. Director said that the journals database and the hard copies of journals were used by the semester iv students for their project work and assignments.

**Incubation Centre**

Management Representative CA Mr. Deshmukh suggested that we use social media and spread the word about the incubation centre. He said that he would mentor the start-ups if the need arose. Industry representative Mr. Chandak agreed to the same. Mr. Deshmukh



suggested that we invite someone from the industry to inaugurate the same in a formal way. Dean Mr. Ajit Parab agreed to the same. He suggested having the same on the day of the National Conference i.e. March 25, 2023.

**3. Activities conducted as per the Academic Calendar 2022 – 2023.**

The IQAC Head Prof. Dr. Vidya Hattangadi informed the members that all activities (celebration of commemorative days, guest sessions etc.) were done as per the academic calendar. She further informed that there was an amendment to the date of the National Conference that was postponed by one week. Industry representative Mr. Ashish Chandak suggested that we earmark at least 15 mins daily for some sort of yoga/meditation/pranayama. He said that one can do yoga by sitting on a chair. He said that it would certainly help students deal with the stress in daily life. Dean Mr. Ajit Parab agreed to try to incorporate it into the timetable.

**4. Increase the knowledge base of students by providing additional resources, timely upgrades, and through regular updating by guest speakers**

The Librarian Ms. Alpana Chakravarty informed the members that she updates the students regarding the library resources via email. Faculty allotted projects and assignments so that the resources were used. IT Centre was continuously upgrading the internet bandwidth so that the Institute has 100 Mbps bandwidth. Guest sessions on mental health, personal grooming and basics of etiquette, the role of public relations in the public sector and the like were given to students to enhance their knowledge base.

**5. Placements**

IQAC Head updated the members on placements for the current batch 2021 – 2023. She updated the members about the total no of companies and the students who were placed. Management representative CA Abhijeet Sawant and Industry representative Mr. Ashish Chandak suggested that we should have more Group discussions as it was an important selection tool. Mr. Chandak further suggested having practice sessions using simple topics so that the soft skills angle needed in Group Discussions could be emphasized. IQAC Head informed that the suggestion would be noted.

**6. Promotional activities for boosting admissions for the 2023 – 2025 batch.**

Management Representative CA Abhijeet Sawant asked whether we had thought of anything to promote admissions. IQAC Head informed that Faculty visited undergraduate colleges to spread awareness.



**7. Faculty Development Programmes (FDP) for enhancing staff quality**

IQAC Head Prof. Dr Vidya Hattangadi informed the members that the faculty members and Librarian had enrolled for the FDP offered by NPTEL for additional enhancement and improved service quality. Management Representative CA Abhijeet Sawant asked whether certification would be provided. IQAC Head said that certification would be given after the successful completion of the course by submitting the internal assignments and appearing for the final exam. She shared the topics for which staff members had enrolled.

Sr. No.	Name of Faculty	FDP opted
1	Mr. Tabish Khan	Guidance and Counselling
2	Mr. Pranav Indulkar	Business Law for Managers
3	Dr. Rajashri Shendge	Academic and Research Report Writing
4	Mr. Santosh Datkhile	Advanced Instructional Methods
5	Mr. Aakash Rebello	Leadership and Team Effectiveness
6	Mr. Chinmay Khadapkar	Communication Skills, mode and knowledge
7	Ms. Jessica Menezes	Consumer Behaviour
8	Mr. Ajit Parab	Digital Marketing
9	Ms. Alpana Chakravarty	Digital Library

**8. Any other matter arising with the permission of the Chair.**

There was no other matter for discussion hence meeting ended with a vote of thanks to the chair.

<b>Ms. Alpana Chakravarty</b>	<b>Prof. Dr. Vidya Hattangadi</b>
<b>Coordinator, IQAC</b>	<b>IQAC Head</b>
	

