

Sadhu Vaswani Institute of Management Studies for Girls, Pune

IQAC 4th Meeting

Attendance sheet

Academic Year: 2019-2020

Meeting for the period of September to November

Date:

The members present were:

Chairperson	Dr. B. H. Nanwani	<i>Bnanwani</i>
Sr. Admin Staff	Mr. Vinayak Phule	<i>V Phule</i>
Teachers	Ms. Vaishali R. Patil Dr. Supriya Bhagat Ms. Vaishali D. Patil Ms. Bindiya Rangwani Dr. Smita Iyer	<i>Supriya Bhagat</i> <i>Vaishali Bindiya Rangwani</i> <i>Smita Iyer</i>
Management	Dr. Gulshan H. Gidwani	<i>G.H. Gidwani</i>
Local Society	Mr. Anil Gupte	<i>Anil Gupte</i>
Students	Ms. Siddhika Pawar	<i>Siddhika Pawar</i>
Alumni	Ms. Sonia Karamchandani	<i>Sonia Karamchandani</i>
Employers	Mr. Rajan Navani	AB
Stakeholders	Mr. Suresh Peshwani	AB
Coordinator- IQAC	Dr. Abhijeet Kaiwade	<i>OK</i>

OK
IQAC Coordinator
Dr. Abhijeet Kaiwade



Bnanwani
IQAC Chairperson
Dr. B. H. Nanwani

DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

NOTICE

Following faculty members and students will meet on Monday, 20th September 2019, in the IQAC Cell at 1:30 pm.

Sr. No.	Name of the Member	Name of the Member
1.	Chairperson	Dr. B. H. Nanwani
2.	Management Representative	Dr. Gulshan H. Gidwani
3.	Local Society	Mr. Anil Gupte
4.	Employer	Mr. Rajan Navani
5.	Stakeholder	Mr. Suresh Peshwani
6.	Sr. Admin Staff	Mr. Vinayak Phule
7.	Faculty members	Ms. Vaishali R. Patil Ms. Supriya Bhagat Ms. Vaishali D. Patil Ms. Bindiya Rangwani Dr. Smita Iyer
8.	Student Representative	Ms. Siddhika Pawar
9.	Alumni	Ms. Sonia Karamchandani
10.	IQAC Coordinator	Dr. Abhijeet Kaiwade

Agenda of the Meeting:

- a. Reading and confirming minutes and Action taken Report of the previous meeting
- b. Discussion on following New quality initiatives:
 - Revisiting the Vision and Mission statements
 - Result Analysis
 - Seminars and Conferences
 - Starting the Bachelor of Management Studies Programme
 - Extension Activities
 - Green Initiatives
 - Staff welfare measures
 - Technical Upgradation
 - Any other matter regarding quality initiatives as permitted by the Chair

We request you all to make a provision in your schedule for this meeting.

Issued by,


Dr Abhijeet Kaiwade

IQAC Coordinator

Approved by,


Dr. B H Nanwani

IQAC Chairperson



DR. B. H. NANWANI
DIRECTOR

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Minutes of the 4th meeting of Internal Quality Assurance Cell (IQAC) held on 20th September 2019.

Dr. B. H. Nanwani, Chairperson (IQAC) welcomed and introduced the HOD and the new IQAC Coordinator Dr. Abhijeet Kaiwade, new stakeholder, Mr. Suresh Peshwani and a new faculty member, Dr. Smita Iyer while, in her introductory remarks she also appreciated the efforts being made by the members of IQAC.

Agenda 1: Approval of the minutes of the meeting held on 03rd June 2019
The minutes of the previous meeting were read by Dr. Abhijeet Kaiwade, Coordinator IQAC. He also presented the Action Report of the previous meeting, the efforts were appreciated by everyone.

Decision: IQAC members approved the minutes of meeting held on 03rd June 2019 and Action Taken report.

Proposed by: Dr. Abhijeet Kaiwade
Seconded by: Dr. Nanwani and Ms. Vaishali Patil

Agenda 2: Revisiting the Vision and Mission statements

Mr. Anil Gupte suggested that we revisit our Vision and Mission statements since, we are nearing completion of a decade of our existence and it is considered as one of the best practices to revisit them at regular intervals.

Decision: All the stakeholders namely, management, students, alumni, industry resource persons and faculty will be involved in this activity of re-visiting our Vision and Mission and if a need is identified to change the Vision and/or Mission statements, we shall re-construct them. The process should ideally be completed between six to nine months.

Proposed by: Mr. Anil Gupte
Seconded by: Dr. Gidwani and Dr. Nanwani


Agenda 3: Seminars and Conferences

The Institution as usual would conduct seminars/conferences during the academic year. It was decided that university funding [Quality Improvement Programme] would be sought for such seminars and conferences. Various topics were discussed. The opinion seemed to veer around entrepreneurship and other current trends in management.

Decision: Members unanimously decided that seminars would be organized under the aegis of SPPU.

Proposed by: Mr. Anil Gupte
Seconded by: Dr. Nanwani and Mr. Phule




DR. B. H. NANWANI
DIRECTOR
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Agenda 4: Starting the Bachelor of Management Studies Programme

It was generally felt that we should increase our academic offerings to utilize available infrastructure and achieve economies of scale. The introduction of Bachelor of Management Studies introduced by SPPU was suggested. Dr. Nanwani had studied eligibility criteria and other requirements for commencing the programme.

Decision: It was decided that we would suggest to Management to consider seeking affiliation for the programme. Dr. Nanwani would take the proposal and seek necessary permission from Management. Upon receiving such sanction, the Institute would apply for the said programme to SPPU.

Proposed by: Dr. Nanwani
Seconded by: Dr. Gidwani

Agenda 5: Extension Activities

After a discussion on various possible extension activities to be initiated and continued it was decided that we would now focus on activities under NSS, RED CROSS, Rotary Club, Board of Student development and Government initiatives such like that of Swachh Bharat.

Decision: NSS coordinator and Ms. Vaishali Dhawane would organize such events from time to time and submit a calendar as and when notifications are received from SPPU.

Proposed by: Dr. Nanwani
Seconded by: Unanimously all the members

Agenda 6: Green Initiatives

For calculation of CO2 emissions saved by observing Meatless Day on 25th November 2019, it was decided that a Google form will be floated within the institution. Besides, data for voluntary choice of usage of sustainable mode of transportation to commute to and from the institution will also be collected for the academic year 2019-2020.

Decision: Both of these responsibilities were given to Dr. Iyer.

Proposed by: Dr. Iyer
Seconded by: Dr. Nanwani



B. Nanwani

DR. B. H. NANWANI
DIRECTOR

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Agenda 7: Staff Welfare Measures

Ms. Vaishali Dhawane suggested that as part of initiatives towards staff welfare, we organize a Thalassemia awareness and detection campaign and in November on occasion of our Founder's birthday, we can provide our staff with 50% off on full body check-up.

Decision: Ms. Vaishali Dhawane took the responsibility for both the initiatives while it was decided that students too will be a part of the Thalassemia awareness and detection campaign.

Proposed by: Ms. Vaishali Dhawane
Seconded by: Dr. Nanwani and Dr. Abhijeet

Agenda 8: Technical Upgradation

Mr. Vinayak Phule suggested that why not we get installed a new type of a Projector in one of our classrooms since the technology has developed largely and this projector is much more compact. Dr. Abhijeet suggested that we rather approach one of our industry resources to donate at least a part of the amount that we would be required to invest in this.

Decision: Dr. Nanwani and Dr. Abhijeet will approach industry contacts to take this forward.

Proposed by: Mr. Vinayak Phule
Seconded by: Dr. Nanwani and Dr. Kaiwade

Dr. Abhijeet Kaiwade
IQAC Coordinator

Dr. B H Nanwani
IQAC Chairperson



DR. B. H. NANWANI
DIRECTOR
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Action taken Report

Action Taken Report of the meeting of the IQAC meeting held on 20th September 2019

Agenda 2: Revisiting the Vision and Mission statements

The process of revisiting our Vision and Mission statements continued under the leadership of Mr. Kishore Sidhwani along with the team members. During this period, a brainstorming session with industry stakeholders was conducted successfully followed by restructuring of Vision and Mission statements by the team members to be reviewed by members of Management.

Agenda 3: Seminars and Conferences

We successfully registered for State and National level Seminars /Conferences under Quality Improvement programme of SPPU and were given approval for following titles:

- a. National Level Seminar on: Social and Economic Trend: Millennials Impact
- b. State level workshop on: Innovation and Incubation: Fostering Entrepreneurship in Higher Education 2020. It was decided that these would tentatively be conducted in February 2020 and March 2020.

Agenda 4: Starting the Bachelor of Management Programme

The Management accorded its permission to seek affiliation for the Bachelor of Management Studies Programme and an application was made to SPPU on 30th September 2020.

Agenda 5: Extension Activities

- a. A session on Disaster Management was hosted at our institute and was conducted by Red Cross Youth on 03rd October 2019
- b. A team of 13 Toastmasters were invited over to let our students know as to what the Toastmasters Club is and to encourage our students to initiate and charter a Toastmasters Club at our institution.
- c. On account of 150th Birth Anniversary of Mahatma Gandhi, we undertook the activity of cleaning the river in Yerawada, Pune as part of NSS unit under SPPU on 02nd October 2019.

Agenda 6: Green Initiatives

Data was collected for CO2 emissions saved by observation of Meatless Day on 25th November 2019, analysis to be completed within next quarter. Similarly data collection for sustainable mode of transportation from students and staff is in process.

Agenda 7: Staff Welfare Measures

Thalassemia Awareness and Detection Camp was organized in collaboration with Rotary Club Downtown Pune and Ruby Hall and Dr. Nita Munshi (MD Pathology), Director Laboratory at




DR. B. H. NANWANI
DIRECTOR


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Ruby Hall Clinic was invited as the resource person. This campaign was also extended to students and in total 46 people were tested for Thalassemia.

Agenda 8: Technical Upgradation

A new Epson Projector was installed in a classroom on the 02nd floor the total cost of which was Rs. 1,20,000/-. Dr. Nanwani had approached Mr. Kishore Sidhwani and he willingly donated INR 1,20,000 for this initiative.


Dr. Abhijeet Kaiwade
IQAC Coordinator


Dr. B H Nanwani
IQAC Chairperson

DR. B. H. NANWANI
DIRECTOR
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NOTICE

Following faculty members and students will meet on Monday, 2 December 2019 in the IQAC Cell at 1.30 p.m.

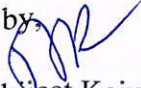
Sr. No.	Name of the Member	Name of the Member
1	Chairperson	Dr. B.H. Nanwani
2	Management Representative	Dr. Gulshan Gidwani
3	Local Society	Mr. Anil Gupte
4	Employer	Mr. Rajan Navani
5	Stakeholder	Mr. Suresh Peshwani
6	Sr. Admin Staff	Mr. Vinayak Phule
7	Faculty members	Ms. Vaishali R. Patil Ms. Supriya Bhagat Ms. Vaishali Dhawane Dr. Smita Iyer Ms. Bindiya Rangwani
8	Student Representative	Ms. Siddhika Pawar
9	Alumni	Ms. Sonia Karamchandani
10	IQAC Coordinator	Dr. Abhijeet J. Kaiwade

Agenda of the Meeting:

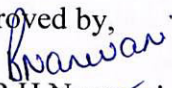
- 1) Reading the previous meeting Agenda and Minutes of Meeting
- 2) Academic Planning and Proposal for Online International Courses for students.
- 3) Conference/Seminars/FDP
- 4) Local Chapter of NPTEL (National Program on Technology Enhanced Learning)
- 5) Infrastructure – Additions and Up gradation, Books, membership, Journal and equipment
AIMA Membership
- 6) Extra-curricular and co-curricular activities: Rays' Annual fest, Cooking Competition, Sports day
- 7) Extension activities: NSS CAMP, Fort Cleaning, CSR, Blood donation, SDO activities
- 8) COPO Mapping for Batch 2019-2021
- 9) Any other item with the permission of the Chair

We request you all to make a provision in your schedule for this meeting.

Issued by,


Dr. Abhijeet Kaiwade
IQAC Coordinator

Approved by,


Dr. B. H. Nanwani
IQAC Chairperson

DR. B. H. NANWANI
DIRECTOR

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Minutes of Internal Quality Assurance Cell (IQAC) held on 2nd December 2019

At the outset Dr. Abhijeet Kaiwade (Coordinator IQAC) welcomed the Chairperson (IQAC) Dr. B H Nanwani and the members of the Internal Quality Assurance Cell (IQAC).

Dr. B H Nanwani, Chairperson (IQAC) in her introductory remarks appreciated the efforts being made by the members of IQAC and the decisions taken in the last meeting held on 20th September, 2019 of IQAC and the activities during the last year. The steps taken by the institute towards quality assurance are mentioned below.

Agenda 1: Reading the previous meeting Agenda and Minutes of Meeting

The minutes of the previous meetings were read out by Dr. Abhijeet Kaiwade, Coordinator IQAC. As decided in the previous meeting, all agenda items were discussed, and the action taken plan was presented.

Decision:

IQAC discussed and approved the minutes of meeting and Action Taken report held on 20th September 2019.

Proposed by:

Ms. Vaishali Patil

Seconded by:

Ms. Vaishali Dhawne

Agenda 2: Academic Planning and Proposal for Online International Courses for students.

The members discussed academic plan for Semester II and IV such as subject approval, workload distribution, time-table, academic log book, exam schedules and schedule for curricular and co-curricular activities. The institute proposed to initiate processes for enrolment of students in relevant International Online Courses by International Organizations to increase employability skills. Proposal for Professional Course in Ethics for management students and its importance was discussed by Dr. B H Nanwani.

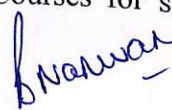
Ph. D admissions in the Research Center in Academic year 2019-2020- Ph.D Selection Committee, held on 23rd November, 2019 report was presented.

The Stakeholder's feedback was discussed to include measurable outcome-based teaching-learning system.

Decision:

IQAC discussed and approved the implementation of the academic planning methods like timetable, workload distribution, teaching diary, exam schedules and schedule for curricular and co-curricular activities. The members unanimously decided to implement curricular activities and co-curricular activities twining with Outcome Based Education. IQAC members approved the initiation of International Online Courses for students to increase employability skills.




DR. B. H. NANWANI
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IQAC applauded successful completion for Phase One of PhD Admission Process in the Research Center for the Academic year 2019-2020. The IQAC Coordinator Dr. Abhijeet Kaiwade shared the feedback forms for students, faculty, alumni, and the employer. To which, Dr. B H Nanwani raised the question of measurability of outcome-based teaching learning through feedback. IQAC members unanimously acknowledged and approved the changes proposed by Dr. B H Nanawani, for a need-based alterations in the Stakeholder's feedback system to make it more measurable outcome based teaching-learning system.

Proposed by:

Dr. Abhijeet Kaiwade, Ms. Vaishali Patil and Dr. Smita Iyer

Seconded by:

Dr. B H Nanwani, Ms. Vaishali Patil and Ms. Vaishali Dhawne

Agenda 3: Conference/Seminars/FDP

The Institute had proposed and received approvals from SPPU for the following conferences in the Academic Year 2019-2020.

Conference Type	Title	Date
State Level Workshop	Innovation and Incubation: Fostering Entrepreneurship in Higher Education	Tentative planned in February 2020
National Level Conference	Social and Economic Trends: Millennial Impact	Planned in March, 2020

Decision:

The IQAC Coordinator, Dr. Abhijeet Kaiwade discussed work allotment for both the events with respect to identification, finalization, confirmation and management of Speakers and Resource Persons; Promotion activities; Research paper acceptance and communication; Management of Tracks; Food Committee; Certificates and Mementos, etc.

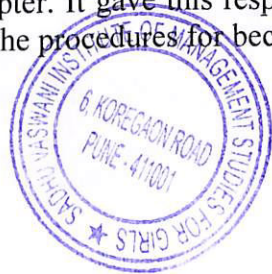
All the members of IQAC unanimously approved the work delegation for both the events. IQAC decided to give overall responsibility of State Level workshop on Innovation and Incubation: Fostering Entrepreneurship in Higher Education to Dr. Abhijeet Kaiwade and Ms. Bindiya Rangwani, while National Level Conference on Social and Economic Trends: Millennial Impact was given to Ms. Vaishali Patil, Ms. Vaishali Dhawne and Dr. Smita Iyer.

Agenda 4: Local chapter of NPTEL (National Program on Technology Enhanced Learning)

Dr. Abhijeet Kaiwade discussed benefits of becoming a Local Chapter as the members of the institute, teachers and students have been enrolling for these courses even before these courses were a part of the syllabus defined by the SPPU. Given the demand for these courses by our faculty members and students it would benefit the institute by becoming the NPTEL Chapter.

Decision:

The IQAC members unanimously decided that the Institute should apply for setting up of the NPTEL Local Chapter. It gave this responsibility to Dr. Abhijeet Kaiwade and Mr. Vinayak Phule to complete the procedures for becoming a Local Chapter.



B. Nanwani
DR. B. H. NANWANI
DIRECTOR
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Proposed by:

Dr. Abhijeet Kaiwade

Seconded by:

Dr. B H Nanwani and Ms. Vaishali Dhawne

Agenda 5: Infrastructure – Additions and Up gradation, Books, membership, Journal and equipment AIMA membership

Dr Abhijeet informed committee about Infrastructural up-gradation of library- Calibre, IT Lab – increase in bandwidth, construction of state of art Badminton court facility and connecting with MSEB for activating Solar Grid at the institute were discussed by Mr. Vinayak Phule.

Decision:

All the members of IQAC unanimously approved the Institute forthcoming initiatives for up grading the infrastructure. The responsibility of library- Calibre, an open-source e-book repository was given to Mr. Rajesh Shelar. Whereas the responsibility of IT Lab – increase in bandwidth from 32MBPs to 50 MBPs was given to Mr. Netaji Jagtap.

The Management was happy with the progress of construction badminton court shared by Mr. Vinayak Phule. Dr. B H Nanwani thanked the management for the huge investment put in the badminton court and shared that this would be in future put to utility by organizing various levels of Badminton Championships.

Proposed by:

Mr. Vinayak Phule

Seconded by:

Dr. Gulshan H Gidwani

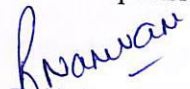
Agenda 6: Extra-curricular and co-curricular activities: Rays' Annual Fest, Cooking Competition, Sports Day

Dr Abhijeet informed the committee member about SPPU Ideation program, Entrepreneurship- Incubation Cell initiation, Competitive exams inputs and circulars, Tie-up for Yoga with Kaivalyadham, Industrial Visit, Inter-Collegiate Fest: Rays. Students' activities were discussed by the responsible member for enhancing students' exposure.

Decision:

The committee approved SPPU Ideation Program and Entrepreneurship- Incubation Cell initiation process with Ms. Vaishali Dhawne. IQAC approved that there is a need for encouragement and guidance to students for attempting various competitive exams. Thus, it was decided that circulars about upcoming competitive exams would be sent to students and regular sessions, workshops etc would be held to competitive exam motivation and guidance. It approved the proposal to tie-up for Yoga with Kaivalyadham for conducting a yoga course on campus. IQAC discussed plans for Industrial Visit for the current semester. The committee approved the plan put up by the Student President; Ms. Siddika Pawar for Inter-Collegiate Fest: Rays to be organized by in the month of February 2020. Responsibility given to faculty and student coordinators are presented in table below:




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DIRECTOR

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Extra-curricular and co-curricular	Faculty/ Student Coordinator
SPPU Ideation Program	Ms. Vaishali Dhawane
Entrepreneurship- Incubation Cell initiation	Dr. Abhijeet Kaiwade Ms. Vaishali Dhawane
Competitive exams inputs and circulars	Dr. Abhijeet Kaiwade Ms. Bindiya Rangwani
Tie-up for Yoga with Kaivalyadham	Ms. Vaishali Dhawane
Industrial Visit	Dr. Abhijeet Kaiwade
Inter-Collegiate Fest: Rays	Ms. Siddika Pawar

Proposed by:

Dr. Abhijeet Kaiwade

Seconded by:

Ms. Bindiya Rangwani, Ms. Vaishali Patil, Ms. Vaishali Dhawane and Dr. Smita Iyer

Agenda 7: Extension Activities: NSS Camp, Fort Cleaning, CSR, Blood Donation, SDO Activities

Dr. Abhijeet Kaiwade informed the committee members about the one-week special NSS Camp in Phulgaon, He discussed various extension activities planned for the quarter to engage actively with the community and the earth for a positive impact.

Extension Activities	Faculty/ Student Coordinator	Discussion
NSS Camp	Dr. Abhijeet Kaiwade	Village - Phulgaon
Blood Donation	Ms. Vaishali Dhawane	Guidelines and collaboration efforts
CSR Activities	Ms. Vaishali Dhawane Dr. Smita Iyer	Guidelines, Program design and collaborations
E-Waste Collection Drive	Dr. Smita Iyer	Guidelines, Multilevel Program design and collaborations
Gender Sensitization Activities	Dr. Smita Iyer	Guidelines, Multilevel Program design, Selection of Gender Champions
Heart to Heal the Mind- Workshops for Cancer Patients	Dr. Smita Iyer	Guidelines, Program design, collaborations, and Hospital tie-up
Tree Plantation Drive	Ms. Vaishali Dhawane	Guidelines and collaboration efforts

Decision:

IQAC approved the NSS Camp at Phulgaon under the guidance of Dr. Abhijeet Kaiwade. IQAC committee agreed on organizing various programs designed under extension activities for the quarter.

Proposed by:

Dr. Abhijeet Kaiwade



Bhawan
DR. B. H. NANWANI
DIRECTOR
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Seconded by:
Dr. Smita Iyer

Agenda 8: COPO Mapping for the Batch 2019-2021

Dr Abhijeet informed the committee about the COPO mapping and CO PO attainment is mandated by the NAAC and SPPU. Director madam conducted FDP on same and under her guidance faculty members are preparing COPO Mapping for MBA Part 1.

Decision:

IQAC committee instructed Dr Abhijeet to follow the process and guidelines given by authorities regarding the same. Also set the process for the same.

Agenda 9: Any other item with the permission of the Chair

Internalization-

A proposal to formally announce SVIMS Global Connect as the institutes International Cell as the wing for the internationalization process was forwarded by Dr. Smita Iyer.

Under which various activities, programs, sustainable accounting research and tie-ups were proposed. One such prominent activity was tie-up with World Trade Center Pune.

Decision:

IQAC member Dr. Smita Iyer shared the details of the induction of SVIMS Global Connect - International Cell. Various activities under the cell were enlisted activities, programs, sustainable accounting research and tie-ups were proposed.

Possibility of multidimensional discussions with World Trade Center (WTC), Pune was discussed. The institute would look towards building ties resulting in a MoU with WTC Pune by the end of this quarter, was supported and backed by Dr. B H Nanawani.

IQAC acknowledged the initiative and gave a green card to it.

Proposed by:
Dr. Smita Iyer
Seconded by:
Dr. B H Nanwani



Dr. Abhijeet Kaiwade
IQAC Coordinator



Dr. B H Nanwani
IQAC Chairperson



DR. B. H. NANWANI
DIRECTOR

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Action Taken Report

Action Taken Report of the IQAC held on 2nd December 2019

Agenda 2: Academic Planning and Proposal for online International courses for students.

Academic Planning was done as per guidelines for smooth functioning of the academic activities of the institute.

The Institute encouraged and assisted the students to enroll for various international certificate course and outcome in the form of e-certificates and medals of recognition earned by students.

Interviews for applicable candidates were conducted for Ph. D admissions in the research center in Academic year 2019-2020.

The institute has revised the stakeholder's feedback to make it more contemporary and outcome based for better analysis of the feedback.

Agenda 3: Conference/Seminars/FDP

The Institute successfully organized National Level Conference and the State Level Workshops in the month of February 2020. These events saw great personalities as invited Guests and Speakers and quality research outcome in terms of participation.

Conference Type	Title	Date
State Level Workshop	Innovation and Incubation: Fostering Entrepreneurship in Higher Education	28 th and 29 th February, 2020
National Level Conference	Social and Economic Trends: Millennial Impact	6 th and 7 th March, 2020

Agenda 4: Local chapter of NPTEL (National Program on Technology Enhanced Learning) Institute has become the Local chapter of SWAYAM-NPTEL. This achievement makes it very convenient for the students and the teachers pursuing these courses.

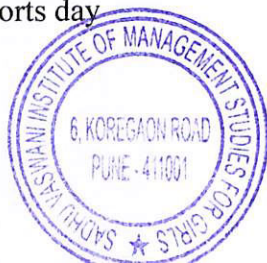
Agenda 5: Infrastructure – Additions and Up gradation, Books, membership, Journal and equipment AIMA membership

All the proposed infrastructural up-gradation was completed in the quarter by February 2020. The library accessed CALIBRI- open source for e-books.

The IT Lab – increase its internet bandwidth was completed in the month of December 2019. Construction of state of art Badminton Court facility at the institute grounds in final phases of completion.

The institute initiated the procedure for MoU with MSEB for Solae Grid functioning.

Agenda 6: Extra-curricular and co-curricular activities: Rays' annual fest, cooking Competition, Sports day



B. H. Nanwani
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The institute successfully completed various extra-curricular and co-curricular activities on and off its campus.

The NSS Unit organized a camp in Pulgaon successfully for seven days conducting various activities for social awareness in the month of January 2020.

The entrepreneurship and incubation cell tied up with SPPU Ideation program and has initiated various activities and successfully completed programs.

The institute organized for various exposure programs for encouraging the students to attempt various competitive exams.

An MOU has been signed by the Institute with Kaivalyadham and Yoga Course has been completed.

An Inter-Collegiate Fest Rays was organized in the month of February 2020 which had a grand participation and foot fall.

Agenda 7: Extension activities: NSS CAMP, Fort cleaning, CSR, Blood donation, SDO activities

The institute successfully completed various extension activities defined for this quarter which include Blood donation drive, CSR activities, E-Waste collection drive, Cancer week, 'Heart to Heal the Mind- Workshops for Cancer patients and Tree plantation.

Agenda 8: COPO Mapping for batch 2019-2021

Director madam circulated the SOP for COPO mapping and set the standards for CO PO attainment. Faculty members are working on same.

Agenda 9: Any other item with the permission of the Chair

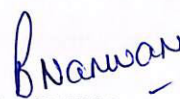
Internalization-

Selection procedure of members of SVIMS Global Connect - International Cell concluded. Under the umbrella of the Cell pre-induction events like E-Waste collection drive, Cancer week, 'Heart to Heal the Mind- Workshops for Cancer patients, Hug a Tree campaign, where held on various international days. The cell has the processed of data collected for observing Meatless Day on 25th November 2019 and the research is ready to be presented to the Director.

Discussions are in process with World Trade Center Pune.



Dr. Abhijeet Kaiwade
IQAC Coordinator



Dr. B H Nanwani
IQAC Chairperson

DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

NOTICE

Following faculty members and students will meet on Monday, 12th March 2020 in the IQAC Cell at 11.30 a.m.

Sr. No.	Name of the Member	Name of the Member
1	Chairperson	Dr. B.H. Nanwani
2	Management Representative	Dr. Gulshan Gidwani
3	Local Society	Mr. Anil Gupte
4	Employer	Mr. Rajan Navani
5	Stakeholder	Mr. Suresh Peshwani
6	Sr. Admin Staff	Mr. Vinayak Phule
7	Faculty members	Ms. Vaishali R. Patil Ms. Vaishali Dhawane Dr. Smita Iyer Ms. Bindiya Rangwani
8	Student Representative	Ms. Siddhika Pawar
9	Alumni	Ms. Sonia Karamchandani
10	IQAC Coordinator	Dr. Abhijeet J. Kaiwade

Agenda of the Meeting:

- 1) Reading and confirming minutes of the previous meeting
 - 2) Discussion on following New Quality Initiatives: AQAR new format (NAAC "Guidelines for the Creation of the IQAC (Internal Quality Assurance Cell) and Submission of AQAR (Annual Quality Assurance Report)" published on 20th Feb.2020)
 - 3) Ensuring timely, efficient and progressive performance of academic tasks
 - a. Submission of Academic Record -Blue book
 - b. Subject Distribution (Semester I and III) next Academic Year 2020-21
 - c. Planning for Examination for Semester II and IV for AY 2019-2020
 - d. Planning Alumni Meet and Farewell (MBA Batch 2018-2020)
 - e. Collection of Stakeholders Feedback and presentation of analysis report
 - 4) Contingencies -Planning in view of COVID-19
 - 5) Extension Activities
 - 6) Any other matter regarding quality initiatives as permitted by the Chair.
- We request you all to make a provision in your schedule for this meeting.

Issued by,



Dr. Abhijeet Kaiwade
IQAC Coordinator

Approved by,



Dr. B.H. Nanwani
IQAC Chairperson

DR. B. H. NANWANI
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR WOMEN
5, KOREGAON ROAD, PUNE 411 001



**Proceeding of the Meeting
Held on: 12th March 2020**

At the outset Dr. Abhijeet Kaiwade, Head of Department and IQAC coordinator welcomed the management Member and Chairman, Dr. B H Nanwani and the members of the Internal Quality Assurance Cell Committee (IQAC).

Agenda No. 1: Approval of the previous meeting minutes and action taken report held on Dt. 2nd December 2019

Decision:

The previous meeting minutes held on dt. 2nd December 2019 was Approval by IQAC members.

The minutes of the previous meetings were read out by Ms. Vaihali R Patil. As decided in the previous meeting, all agenda items were discussed and the action taken plan was presented by Dr. Abhijeet Kaiwade, Head of Department and IQAC Co-ordinator.

Decision:

IQAC members approved the minutes of meeting and Action taken report held on Dt. 2nd December 2019.

Proposed by:

Dr. Abhijeet Kaiwade

Agenda No.2: Discussion on the circular issued by NAAC "Guidelines for the Creation of the creation of IQAC (Internal Quality Assurance Cell) and Submission of AQAR (Annual Quality Assurance Report)" published on 20th Feb.2020

Discussion Point:

Dr. Abhijeet Kaiwade informed all faculty members about new norms on creation of IQAC (Internal Quality Assurance Cell) and Submission of AQAR (Annual Quality Assurance Report) published on 20th Feb.2020 Link:

http://www.naac.gov.in/images/docs/AQAR_ONLINE/IQACAQAR_Guideline_Affiliatedcollege-12-03-2020.pdf)

Decision:

After detailed discussion on the circular issued on it was decided that new IQAC committee should be formed according to new norms.

Institute will work on composition of new IQAC committee before the next meeting to be held by June 2020.

With reference to the circular issued on 20th Feb 2020, Director instructed Dr. Abhijeet regular submission of AQAR is mandatory for 2nd and subsequent cycles of accreditation with effect from 16th September 2016.




DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

It was decided that in each IQAC meeting institute will set certain quality benchmark and parameters related to academic and administrative activities for institutional development.

Proposed by:
Dr. Abhijeet Kaiwade
Seconded by:
Dr. Smita Iyer

Agenda No. 3: Ensuring timely, efficient and progressive performance of academic tasks

- a. Submission of Academic Record -Blue book
- b. Subject distribution (Semester -I and III) next Academic Year 20-21
- c. Planning for Examination for Semester II and IV for AY 2019-2020
- d. Planning Alumni Meet and Farewell (MBA Batch 2018-2020)
- e. Collection of stakeholder's feedback and presentation of analysis report

Discussion Point:

In view of the circular of the SPPU that stated for teaching to be concluded by 30th March 2020, Dr. Abhijeet informed that we need to start planning for academic year 20-21. He shared that subject preference has been collected and faculty members have been allotted with subjects for Semester-I and III. He clarified that the institute is waiting for syllabus of semester III and IV (Pattern 2019) to be declared by the SPPU. Further he said as like every year this year also we should conduct Alumni Meet and Fare well party.

Ms. Vaishali Patil informed members about Semester II and IV SPPU April-May 2020 examination. Further she informed about stakeholders feedback to be collected in the month of April 2020 at the time of exam from students before the semester ends.

Decision:

After discussion, HOD informed all faculty members to submit their all academic records-Blue Book till 15th April 2020 without fail.

It was decided that all faculty members should give their subject preference by 20th March 2020 as per prescribed format.

It was decided that MBA-Sem.-III sessions will be planned to be started from 15th July 2020. All faculty members to be ready with their session plans, assignments and assignment schedule before 1st July 2020.



Bhawan
DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
KOREGAON, PUNE-411 001

Dr. Nanwani instructed to Ms. Vaishali Patil (CEO) and Ms. Vaishali Dhawane (Senior Supervisor) about roles and responsibilities of each staff should be fixed and necessary office orders should be issued for the same.

It was collectively decided that Alumni meet and Farewell party should be conducted together in last week of March -2020, Ms. Vaishali Patil and Bindiya Rangwani will be the in charge for the same.

It was decided that the feedback will be taken before the semester ends from students. Ms. Vaishali Patil was assigned the task of collecting feedbacks, analyzing the same and putting it up to the Director by 31st May 2020.

Proposed by:

Dr. Abhijeet Kaiwade

Seconded by:

Ms. Vaishali Patil and Vaishali Dhawane

Agenda No. 4: Contingencies -Planning in view of COVID-19

Discussion Points:

The World Health Organization (WHO) declared Covid-19 a global pandemic .Considering this Dr. Abhijeet suggested that we conduct programs and activities to raise awareness about COVID-19. There might also be possibility that faculties will be required to take lectures and conduct mentor-mentee meeting on online via Impartus , Zoom ,Google Classroom , Skype etc.

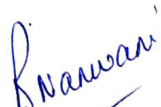
Dr. B H Nanwani further proposed for smoothly conducting of lectures and meetings, faculty members to search and identify various ICT - FDPs and trainings sessions to upskill themselves.

Decision

It was collectively decided that Director will conduct session on "Precautions to be taken against COVID-19". Further, students would be asked to prepare posters and videos for the same which will be uploaded on our social media platforms.

Keeping in mind the instructions that will be received from respective authorities, FDPs and seminars on ICT will be opted and registered for amongst the once identified by the faculty members.




DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

It was decided that Mentor -Mentee meeting should be conducted online by each faculty members as per the students allocated under them.

Agenda No. 4: Extension Activities

Discussion Points:

Dr.Abhijeet informed about NSS activities like Swachh Bharat Abhiyan , Plantation and Poshan Pakhawada to be conducted at the end of quarter May 20.

Decision:

Because of situation of COVID-19 it was decided that institute will wait for further university orders regarding conduct of NSS activities like Swachh Bharat Abhiyan and Poshan Pakhawada. In plantation activity it was decided that students and faculties should ask to plant trees near by their areas.

Proposed by:

Dr.Abhijeet Kaiwade

Seconded by:

Dr.Smita Iyer

B. H. Nanwani

DR. B. H. NANWANI

DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR OURLS
6, KOREGAON ROAD, PUNE-411 001



Action Taken Report

Action Taking Report of the meeting of the IQAC meeting held on 12th March, 2020.

Agenda No.3:

As per Government order, because of pandemic COVID-19 lockdown was declared from 21st March 2020 hence Director informed all teaching and nonteaching staff members to work from home.

As institute was opened from Dt.6th June 2020 all faculty members submitted academic documents on Dt.10th June 2020 with HOD.

As per circular of SPPU external exams of MBA-I Semester -II was cancelled. Dr.Abhijeet informed that for MBA-II Sem.IV exams, we have to wait for further notice from SPPU.

Alumni meet and Farewell (MBA Batch 2018-20) will be conducted on 28th June 2020.

Stakeholder's feedback was collected form all stakeholders in the month of June 2020 and analysis report sent to Director.

Agenda No.4:


Director conducted session on "Precautions to be taken against COVID-19" on 11th March 2020.

For creating awareness and prevention about Covid-19 following initiatives were taken by the Institute:

1. Student's has created videos and posters and uploaded on social media and institutes website
2. Student's has prepared Masks and distributed nearby there places.
3. Staff members and students have taken pledge of Janata Curfew, Stay at home.
4. Under IQAC initiative Institute has created COVID-19 awareness questionnaire and it was circulated among the people and certificates were distributed.

During the pandemic COVID 19 and announcement of lockdown by the central government, to enhance the skill of teaching, learning, NAAC and NBA staff participated in following online FDP, National webinars and training programs.




DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

Sr.No.	Name of webinar	Nature of Program	Date	Organized by
1	Revised NAAC Assessment & Accreditation: Challenging and path to move ahead	FDP	29th April to 3rd May 20	Wilson College ,Mumbai
2	One week Faculty Development Programme on "Introduction of Accrediation Mechanism and NBA Approach"	FDP	11th May to 15th May 20	Padmashri Dr.V.B. kolte College of engineering ,Malkapur,Dist.Buldana-443101
3	"ICT tools for Online Teaching"	One Day Webinar	14th May 2020	Sanjivani COE, Dept. of MBA in association with Rotary Club of Kopargaon Central.
4	National Level Webinar on Building Business cases for B-Schools	One Day Webinar	27th May 2020	ATSS Institute of Industrial and Computer Management and Reserach ,IQAC Cell of IICMR,Pune
5	Two week Faculty Development Programme on "Managing Online Classess and Co-Creating Moocs 2.0"	2 Weeks : Webinar	18th May to 1st June 20	MHRD ,Pandit Madan Mohan Malaviya National Mission on teachers and teaching ,Ramanujan College University of Delhi
6	Turn the challenges to Opportunities : Covid -19 Pandemics and Measures to combat in Higher Education of India	1.5Hr : Webinar	28th May 20	National Assessment and Accreditation Council (NAAC) Banglore

Mentor and mentee meetings were conducted by each faculty member on online platform as per students allocated under them.

Agenda 5:

Because of Lockdown NSS activities of Swachh Bharat Abhiyan and Poshak Pakhawada were not conducted .In plantation activity students and staff members plated tress in there nearby their areas.

Family day as celebrated on online platform on 15th May 2020.



B. H. Nanwani
DR. B. H. NANWANI
 DIRECTOR
 SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR O.R.L.S.
 6, KOREGAON ROAD, PUNE-411 001

NOTICE

Following faculty members and Students will meet on 12th June 2020 in the IQAC Cell at 11.30 a.m.

Sr. No.	Name of the Member	Name of the Member
1	Chairperson	Dr. B.H. Nanwani
2	Management Representative	Dr. Gulshan Gidwani
3	Local Society	Mr. Anil Gupte
4	Employer	Mr. Rajan Navani
5	Stakeholder	Mr. Suresh Peshwani
6	Sr. Admin Staff	Mr. Vinayak Phule
7	Faculty members	Ms. Vaishali R. Patil Dr. Smita Iyer Ms. Bindiya Rangwani
8	Student Representative	Ms. Siddhika Pawar
9	Alumni	Ms. Sonia Karamchandani
10	IQAC Coordinator	Dr. Abhijeet J. Kaiwade

Agenda of the Meeting:

- 1) Reading the previous meeting Agenda and Minutes of Meeting
- 2) Setting up of Quality Benchmarks
- 3) Planning for the Academic Year for MBA-I
- 4) Planning for Online Extra-curricular and Co-curricular Activities
- 5) Competency Building and Career Enhancement
- 6) Recruitments
- 7) Linkages with Educational and Other Institutions
- 8) Any other item with the permission of the Chair

We request you all to make a provision in your schedule for this meeting.

Issued by,



Dr. Abhijeet Kaiwade
IQAC Coordinator



Approved by,



Dr. B.H. Nanwani
IQAC Chairperson

DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

Minutes of the meeting of Internal Quality Assurance Cell (IQAC) held on 12th June 2020

Dr. Abhijeet Kaiwade (Coordinator IQAC) welcomed the Chairperson (IQAC) Dr. B. H. Nanwani and the members of the Internal Quality Assurance Cell (IQAC).

In the introductory remarks Dr. B. H. Nanwani, Chairperson (IQAC) appreciated the efforts being made by the members of IQAC during pandemic COVID 19. She expressed that it was a challenge to manage the activities planned for March 2020 quarter due to the sudden announcement of lockdown by the Central Government. Thus, given the challenges and constraints the team tried its level best to cover as much as possible. She articulated that this quarter of June 2020 the team would plan and execute the quality initiatives with a better planning to manage the constraints. The meeting commenced with these motivational words by the chairperson to strengthen confidence in her team.

Agenda 1: Reading the previous meeting Agenda and Minutes of Meeting

The minutes of the previous meeting were read by Ms. Vaishali Patil followed by the Action Taken Report which was shared by Dr. Abhijeet Kaiwade.

Here, Dr. B H Nanwani shared that the institute has taken special efforts to sustain the pressure of sudden announcement of Lockdown which led educational institutions going online overnight. She congratulated her team in supporting her in ensuring the smooth transition with minimal glitches.

Decision:

IQAC approved the minutes of the meeting and Action Taken report held on 11th March 2020.

Proposed by: Ms. Vaishali Patil

Seconded by: Dr. B H Nanwani

Agenda 2: Setting up of Quality Benchmarks

a) Developing students of MBA Batch 2019-2021 into Entrepreneurs by the end of current academic year.

The committee deliberated on focusing on developing Entrepreneurship in the current batch. Dr. Abhijeet Kaiwade shared that the institute is in talks with various agencies for training and incubation of students to build Entrepreneurial skills in the student.

Dr. B H Nanwani proposed to set a target for the same. The faculty members in the committee reacted to this by stating that 5% of the student's intake would be a convertible target for current academic year.

b) Research Projects/ Consultancy by the end of 2020-2021.

Dr. Abhijeet Kaiwade proposed to apply for Research Projects/ Consultancy. To this Dr. Smita Iyer raised concerns on the issue of funded projects. She shared the concern of the impact of COVID 19 Pandemic on the economy as a whole. To which the IQAC Coordinator shared that the institute could plan to apply for grants by government agencies

Decision:



B. Nanwani

DR. B. H. NANWANI
DIRECTOR

SABHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
& KOREGAON (KGAO), PUNE-411 001

It was decided that the institute would put efforts on developing 5 % students of MBA Batch 2019-2021 into Entrepreneurs by the end of current academic year. The committee came to a consensus that the institute would apply for Research Projects/ Consultancy to the tune of Rs. 1 lakh by the end of 2020-2021.

Proposed by: Dr. Abhijeet Kaiwade and Dr. Smita Iyer
Seconded by: Dr. B H Nanwani

Agenda 3: Planning for the Academic Year for MBA-I

Dr. Abhijeet Kaiwade shared that the syllabus for Semester III and IV has been shared by SPPU on 18th June 2020. The institute would enter a new academic year from July 2020, thus amidst high degree of uncertainty due to the pandemic, Dr. Abhijeet Kaiwade shared that the institute has prepared a draft outline of the academic plan for the Academic year 2020-2021. He shared that subject preference has been collected now for both Semester I and III and faculty members have been allotted with subjects for both semesters. The faculty members would need to prepare session plans, assignments etc in a very short period as the syllabus was shared late by SPPU for semester III and IV.

The Director urged faculty members to develop e content, given that sessions are now being conducted online. She suggested that the four-quadrant model should be adopted while developing such content.

Decision:

It was decided that the institute would go ahead with the Academic Plan for Semester III sessions to commence for MBA Batch 2019-2021 as planned from 15th July 2020. All the faculty members are to be ready with their session plans, assignments and assignment schedule before 15th July 2020.

Proposed by: Dr. B H Nanwani and Dr. Abhijeet Kaiwade
Seconded by: Ms. Vaishali Patil, Ms. Bindiya Rangwani and Dr. Smita Iyer.

Agenda 4: Planning for Online extra-curricular and co-curricular activities

Dr. Abhijeet Kaiwade shared various extra-curricular and co-curricular activities planned for the quarter to enable Institute to foster excellence in curricular, co-curricular and extra-curricular; although he expressed that many would be conducted in online mode as the ere was so far no relenting of the COVID pandemic. Various webinars would be planned and effort would be made to carry out the following programmes/events:

- DADA's Punyatithi observation Dr. Abhijeet Kaiwade
- DADA's Birthday celebration Dr. Abhijeet Kaiwade Ms. Bindiya Rangwani
- Foundation day celebration Ms. Vaishali Patil
- NSS Unit activities Dr. Abhijeet Kaiwade
- Guru Poornima Dr. Abhijeet Kaiwade
- Janmashtami Celebration Dr. Smita Iyer
- Family Day Celebration Ms. Vaishali D
- Ganesh Festival Celebration Dr. Abhijeet Kaiwade
- CSR activities Dr. Abhijeet Kaiwade



B. H. Nanwani
DR. B. H. NANWANI
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

Decision:

Dr. B H Nanwani approved the initiatives and appreciated the team's efforts in keeping the students engaged throughout the challenging period of the pandemic.

Proposed by: Dr. Abhijeet Kaiwade

Seconded by: Ms. Vaishali Patil, Ms. Bindiya Rangwani and Dr. Smita Iyer

Agenda 5: Competency Building and Career Enhancement.

The coordinator raised the point of identifying certificate and value-added courses for this year. Ms. Vaishali Patil shared the list of certificate courses and value added offered by the institute last Year. All faculty members deliberated on the courses to be offered for both the batches for the given academic year.

Dr. B H Nanwani held that placing the MBA Batch 2019-2020 is going to be a challenge with the current economic crisis impacting the job market adversely. Thus, she asked faculty members to urge students to complete various certificate courses offered by various institutions, organizations (CourseEra, edX, Udemy, UN, World Bank, IMF, NCS, NPTEL) etc. Here she added that it is important to remember that the courses should be free, as the students are facing financial crisis. To this Dr. Abhijeet Kaiwade assured her that all faculty members would work on it.

Decision:

The students would be asked to enroll for various certificates and online free courses offered by prominent institutions, organizations etc.

Proposed by: Dr. B H Nanwani and Dr. Abhijeet Kaiwade

Seconded by: Ms. Vaishali Patil, Ms. Bindiya Rangwani and Dr. Smita Iyer.

Agenda 6: Recruitments

Dr. Abhijeet Kaiwade informed that the Institute would need to recruit an Assistant Professor given that Ms. Vaishali D Patil had resigned owing to the prevailing pandemic situation. Further even a Librarian was required to be recruited to fulfill norms of A Research Centre and Librarian.

Decision:

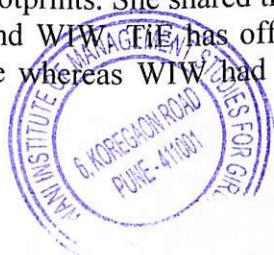
After discussion with all members, it was decided to recruit faculty member on an Adhoc basis and to issue a formal advertisement for recruitment.

Proposed by: Dr. Abhijeet Kaiwade

Seconded by: Dr. B H Nanwani

Agenda 7: Linkages with Educational and Other Institutions

Dr. B H Nanwani raised the pressing issue of Industry-Institute tie-ups, where the institute needs to increase the footprints. She shared that talks are in final phase of Linkages / strategic association with TiE and WIW. TiE has offered that an incubation would be engaged with students at the institute whereas WIW had offered leadership program for select students.



DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

Both organizations would have a webinar session for the institute to initiate the process for student engagements.

Decision:

It was decided that the institute would go ahead with strengthening of Linkages / strategic association with TiE and WIW and organize the events and encourage student's participation in the same.

Proposed by: Dr. Abhijeet Kaiwade

Seconded by: Ms. Vaishali Patil, Ms. Vaishali Dhawne and Ms. Bindiya Rangwani

Agenda 8: Any other item with the permission of the Chair

As there was no other agenda to be discussed the meeting was adjourned with the vote of thanks that was given by Dr. Abhijeet Kaiwade



Dr. Abhijeet Kaiwade
IQAC Coordinator



Dr. B H Nanwani
IQAC Chairperson
DR. B. H. NANWANI
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001



Action Taken Report

Action Taken Report of the IQAC meeting held on 12th June 2020

Agenda 2: Setting up of Quality benchmarks:

Ms. Priyanka Rohidas Dabhade and Ms. Apeksha Ramesh Bhondwe from MBA Batch 2018-20 set up their own entrepreneurial units.

The Institute applied to AICTE for a Grant to Organize an International Conference.

Agenda 3: Planning for the Academic year for MBA-I

The institute started the academic year 2020-2021 from 15th July 2020 for Semester III of MBA Batch 2019-2021 on online platforms as per the directives received from SPPU.

The admissions for MBA Part I had not commenced and there would be an obvious delay. Hence, the Academic year could not be started in July 2020.

Faculty members submitted their session plans and assignments on

Faculty members of the institute have developed E-content for their respective subjects. For the given quarter are as follows:


Name of Faculty Member	Total no. of E-content	E-content following 4 Quadrant Technique
Dr. Abhijeet Kaiwade	9	3
Ms. Vaishali R Patil	15	10
Ms. Bindiya Rangwani	12	12
Dr. Smita Iyer	6	5

All the sessions conducted are available on Microsoft Teams/LCS.

Agenda 4: Planning for Online extra-curricular and co-curricular activities

The following extension activities were held:

Extension Activities	Date
DADA's Punyatithi Observation	12th July 2020
NSS Unit activities	NSS Wari – 3rd to 7th July 2020 4th – Swath Wari- Cleaning and Sanitization of institute and students participated by sanitizing at their own place of residence. 5th – Swath Wari – COVID 19 Awareness and Myth busting online campaign. 6th – Nirmal Wari – Anti-Spitting Campaign – E-content dissemination on social media 7th – Harit Wari – Plantation of Saplings – Institute and Students at their place of residence. Mask Making 3rd July to 28th July 2020
Guru Poornima	5 th July 2020
Janmashtami Celebration	12 th August 2020
DADA's Birthday Celebration	2 nd August 2020
Independence Day	15 th August 2020


D. S. NANWANI
DIRECTOR

Action Taken Report

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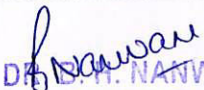
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Guru Poornima	5 th July 2020
Janmashtami Celebration	12 th August 2020
DADA's Birthday Celebration	2 nd August 2020
Independence Day	15 th August 2020


DR. SUSHIL NANWANI
DIRECTOR

Ganesh Festival Celebration	22 nd August to 26 th August 2020
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Agenda 5: Competency Building and Career Enhancement.

Students Activities	Date
Webinars of relevant business topics	1. National Education Policy 2020: Radical or Rhetoric – 8th August 2020 2. U have it in U – 13th August 2020 3. Spirituality and Career Success- A Paradox – 21st August 2020
Entrepreneurship- Incubation Cell initiation, tie-up, webinars	1. Incorporating Empathy in Business – 25th August 2020 – WiW
Competitive exams inputs and circulars, webinars	1. Careers in Defense (webinar) – 26th August 2020
Farewell Party for MBA Batch 2018-2020	28 th June 2020
Alumni Meet 2019-2020	28 th June 2020

Agenda 6: Recruitments

Recruited Ms. Shruti Sharma as Assistant Professor and Ms. Ashwini Kharat as Librarian.

Agenda 7: Linkages with Educational and Other Institutions

TiE Meeting with faculty members was held on 8th August 2020. 7 students applied for WiW Leadership Program on 17th August 2020. A webinar was organized in association with WiW on 25th August 2020. Initiated discussion to enter an MoU with TiE and WiW.



Dr. Abhijeet Kaiwade
IQAC Coordinator



Dr. B H Nanwani
IQAC Chairperson



DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001