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IQAC Minutes of Meetings and Action Taken Report Year 2020-21

Dr. VijayaPuranik Director, SIMCA







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Sr. No.	Name of the Member	Designation	Mobile No.
1	Dr. Anamika Singh Director	Chairman	9823440067
2	Dr. Vijaya Puranik, Management Representative	MEMBER	9822081437
3	Dr. S.U.Gawade, Management Representative	MEMBER	9822607221
4	Dr. Milind Marathe, Faculty Representative -MBA	MEMBER	9822885236
5	Dr. Rajesh Gawali, Faculty Representative -MCA	MEMBER	7219425500
6	Dr. Ashwini Brahme, Faculty Representative -MCA	MEMBER	9158982850
7	Dr. Poonam Sawant, Faculty Representative -MCA	MEMBER	9604160594
8	Mr. Amit Deshmukh, Faculty Representative -MBA	MEMBER	9923254087
9	Prof. Nitin Kanade, Faculty Representative -MBA	MEMBER	7038206620
10	Mr. Manish Kasbekar Registrar -Non Teaching Representative	MEMBER	9975549630
11	Ms. Pallavi Khurjekar, Admin Officer -Non Teaching Representative	MEMBER	9511645263
12	Ms. Pushpa Ghogare Accounts -Non Teaching Representative	MEMBER	8788015981
13	Mr. Natansh Dubey, Alumni Representative	MEMBER	9673459667
14	Mr. Pritesh Singh, Alumni Representative	MEMBER	9767333310
15	Mr. Surendra More - Student Parent	MEMBER	7517908486
16	Ms. Shivani S More - Student Representative - MBA	MEMBER	9545902998
17	Mrs. Sangeeta A Tare – Student Parent	MEMBER	9890695071
18	Mrs. Apeksha A Tare , Student Representative –MCA	MEMBER	9518561553
19	Mr. Sanjiv Desai, Industry Invitee	MEMBER	9021094511
20	Dr. Sudhir Hasabnis, Industry Invitee	MEMBER	8308835079
21	Dr. Prasanna Deshmukh, Local Society Member	MEMBER	9923254087
22	Prof. Pradeep Shitole	Member Secretary	9225653740

IQAC Committee

Dr. VijayaPuranik Director, SIMCA





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Dr. (Mrs.) Sunanda M. Navale

BA M.P.M. Ph.D

FOUNDER SECRETARY

Prof. M. N. Navale M.E. (Evec) M.E. Mex FOUNDER PRESIDENT

Sa 424.411

Ref: SIMCA/ 2020-21

Date: 01/04/2021

Dr. Anamika Singh

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DIRECTOR

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Notice

Dear IQAC Members,

Greetings from Sinhgad Institute of Management and Computer Application, Pune.

A meeting of the members of IQAC has been called on Tuesday 6th April 2021 at 11am in IQAC Cell, SIMCA to discuss the following points.

AGENDA

- 1. To read and confirm previous minutes of meeting.
- 2. To discuss about the activities to be conducted by IQAC during the next quarter.
- 3. To discuss examination of MBA / MCA
- 4. To discuss about strategy to be adopted for collection of fees.
- 5. Planning for academic year 2020-21 for MBA & MCA
- 6. Any other matter with the permission of the chair.

All the members are requested to attend the meeting.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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> Minutes of IQAC Meeting Date: 6/04/2021

Agenda 1: Read and confirm previous minutes of meeting. Resolution: The members unanimously approved the same.

Agenda 2: Examination of MBA & MCA Students

Resolution:

- Conduct of End-Term Examination
- Identify the slow learners and fast learners. Conduct remedial classes for slow learners. Team-up slow and fast learners together for a mutual learning environment.

Agenda 3: Collection of Fees (MBA & MCA) Resolution:

 It was discussed that Collection of fees will be done from students during form filling / submitting of SPPU exam form.

Agenda 4: Planning for academic year 2020-21 for MBA & MCA

Resolution:

- Planning for even semester (2 & 4)
- Course allocation to all faculty members as per choice.

Agenda 5: To discuss about the activities to be conducted by IQAC during the next quarter

Resolution:

- · As a CSR activity of SIMCA, Vaccination Drive to be organized under our supervision.
- To organize Online Parent's Meet after completion of Semester 2.

Vote of thanks proposed by Mr. Pradeep Shitole

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD INSTITUTE OF MANAGEMENT & COMPUTER APPLICATION



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Prof. M. N. Navale	
M.E. (Elec), MIE, MBA	
FOUNDER PRESIDENT	

Dr. (Mrs.) Sunanda M. Navale B.A., M. P. M., Ph. D. FOUNDER SECRETARY

Dr. Anamika Singh B.Sc., MBA., Ph.D., IIMA (F.D.P) DIRECTOR

1/04/2021

IQAC Meeting Notice

	🚽 Attendance	0/04/20
Name of the Member	Designation	Signatures
Dr Anamika Singh	Chairman	1 A the
Dr Milind Marathe	Member	drami
Dr.S.U.Gawade	Management Representative	Cause
Dr Vijaya Puranik	Management Representative	Vite
Dr Ashwini Brahme	Member	
Dr.Rajesh Gawali	Member	CAL.
Mr.Amit Deshmukh	Member	· lit
Dr Poonam Sawant	Member	Barrant
Mr.Manish Kasbekar	Member	Maning
Ms .Pallavi Khurjekar	Member (Admin)	fallohic C
Ms. Pushpa Ghogare	Member (Accounts)	Rund
Mr.Natansh Dubey	Alumni Representative	Newser
.Mr.Noor UI Huda	Alumni Representative	Muse
Mr-Surendra More	Parent (MBA)	Thomas
Mrs. Sangeeta Tare	Parent (MCA)	Stare
Ms shirani Mone	studen (MBA)	Shigeni Do
Ms. Apoksha Tare	Student (M(A)	Apolo

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA



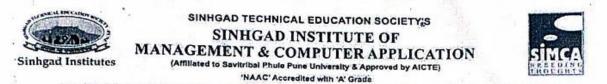




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Prof. M. N. Navale	Dr. (Mrs.) Sunanda M. Navalo	Dr. Anamika Singh
M.E. (Elec), MIE, MBA	B.A., M. P.M., Ph. D.	B.Sc., MBA. Ph.D., IIMA (F.D.P)
FOUNDER PRESIDENT	FOUNDER SECRETARY	DIRECTOR

2 -

Name of the Member	Designation	Signatures
Mr Sanjiv Desai	Industry Person	Sanjon.
Dr.Sudhir Hasabnis	Industry Person	Drst
Dr. Prasanna Deshmukh	Local Society Member	
Mr.Pradeepkumar Shitole	Member secretary	Low

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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Action Taken Report for the minutes of Meeting Dt: 01/04/2021

Sr.	Agenda	Action Taken
No.		
1	Activities to be conducted by	The schedule of activities assigned to
	IQAC during the next Quarter	different faculty coordinators and review of
		the same to be undertaken periodically.
2	University Examination of	Executed successfully
	MBA and MCA for Term 1	
	(Sem 1 & 3)	
3	Planning for academic year	Academic Calendar (AY2020-21) Term 2
	2020-21 for MBA and MCA	Prepared and implemented.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA





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Prof. M. N. Navale ME (Exc) MS MRS FOUNDER PRESIDENT	Dr. (Mrs.) Sunanda M. Navale B.A. M. P.M. Ph. D FOUNDER SECRETARY	Dr. Anamika Singh S.S., MBA Prib., IMA(PGP) DIRECTOR

Ref: SIMCA/2020-21

Date: 29/12/2020

Notice

Dear IQAC Members,

Greetings from Sinhgad Institute of Management and Computer Application, Pune.

A meeting of the members of IQAC has been called on Tuesday 5th January 2021 at 11am in IQAC Cell, SIMCA to discuss the following points.

AGENDA

- 1. To read and confirm previous minutes of meeting.
- 2. To discuss about the activities to be conducted by IQAC during the next quarter.
- 3. To discuss Induction of MBA / MCA
- 4. To discuss about implementation of PhD course work on Research Methodology
- 5. Planning for academic year 2020-21 for MBA & MCA
- 6. Any other matter with the permission of the chair.

All the members are requested to attend the meeting.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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Minutes of IQAC Meeting Date: 5/01/2021

Agenda 1: Read and confirm previous minutes of meeting. Resolution: The members unanimously approved the same.

Agenda 2: Induction of MBA / MCA & PhD

Resolution

- To plan online Induction Program of Minimum 2 days for MBA and MCA students Dr. Marathe / Dr. Sudesh Sharma.
- 2. Allocation of Mentor Mentee to be executed during Induction Program.
- 3. Workshop to be organized on career guidance Dr. Gawali

Agenda 3: PhD course work

Resolution: Planning of course work (Online) for PhD Scholars,

- Sourcing resource persons,
- Finalizing In-house guests
- Date finalized Sunday 28th March 2021
- Flyers to be promoted via social media
- · To be co-ordinated by Dr. Marathe / Dr. Seema Choure.

Agenda 4: Planning for academic year 2020-21 for MBA & MCA.

Resolution:

- · Course allocation to all faculty members as per choice.
- Lecture Plan preparation by all faculty members for all allotted courses.
- Course file preparation.
- · Preparation of Time Tables Prof Manisha Shinde / Dr. Poonam Sawant
- Proposed syllabus completion by March 2021.
- Conduct of Mid-Term examination in last week of March
- Display of marks
- · Conduct of End-Term examination in second week of April
- Display of marks
- 4. To start working on NAAC AQAR 2020-21
- · Collection of data write-ups/ Reports, Photographs etc.
- 5. To ensure all students fill examination form of SPPU.

Vote of thanks proposed by Mr. Pradeep Shitole

Dr. Anamika Singh Director SIMCA, Narhe



NARHE,



Dr. VijayaPuranik Director, SIMCA







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Prof. M. N. Navale V.E. Elect. Mic. MRA	A DESCRIPTION OF A	Dr Anamika Singh
FOUNDER PRESIDENT	FOUNDER SECRETARY	DIRECTOR 1
IQA	C Meeting Attendance 29	12/2020
Name of the Member	Designation	Signatures
Dr Anamika Singh	Chairman	A ik
Dr Milind Marathe	Member	Franav
Dr.S.U.Gawade	Management Representative	0.
Dr Vijaya Puranik	Management Representative	Ning
Dr Ashwini Brahme	Member	to
Dr.Rajesh Gawali	Member	
Mr.Amit Deshmukh	Member	0.
Dr Poonam Sawant	Member	Benary m
Mr.Manish Kasbekar	Member	of an "
Ms .Pallavi Khurjekar	Member (Admin)	ballang
Ms. Pushpa Ghogare	Member (Accounts)	Nov.
Mr.Natansh Dubey	Alumni Representative	Durg
.Mr.Noor UI Huda	Alumni Representative	Alun
Mr Surendra More	Parent MBA	Muns
	SR Parent MCA	Stata-
MS. Apekaha Tar	e student MCA	Aperto
Mas. Shivani - Mon	2 Student MBA	Aiveni
Mr Sanjiv Desai	Industry Person	Sangito
Dr.Sudhir Hasabnis	Industry Person	Dr.S.M.
Dr. Prasanna Deshmukh	Local Society Member	
Mr.Pradeepkumar Shitole	Member secretary	Asr

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Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA



SIMCA

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Action Taken Report for the minutes of Meeting Dt: 5/1/2021

Sr.	Agenda	Action Taken
No.		
1	Planning of activities to be conducted by IQAC during the next Quarter	The schedule of activities assigned to different faculty coordinators and review of the same to be undertaken periodically.
2	Induction of MBA and MCA.	Scheduled Online in Jan 2021.
3	Implementation of Ph.D. course work on Research Methodology	Scheduled Online in Feb 2021.
4	Planning of Academic year 2020-21 for MBA and MCA	Academic Plan for 2020-21 with respect to Subject Allocation, Course work, Syllabus completion, internal & university exams, and other activities prepared for MBA and MCA.

Dr. Anamika Singh **Director SIMCA, Narhe**



Dr. VijayaPuranik Director, SIMCA





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Prof. M. N. Navale	Dr. (Mrs.) Surnanda M. Navale	Or, Anansika Singh	
M.E. (Ees. ME WEA)	B.A. M.P.N. Ph. O	@ 84, MBA Fx D, JUM (FO P)	
FOUNDER PRESIDENT	FOUNDER SECRETARY	DRECTOR	

Ref: SIMCA/ 2020-21

Date: 08/10/2020

Notice

Dear IQAC Members,

Greetings from Sinhgad Institute of Management and Computer Application, Pune.

A meeting of the members of IQAC has been called on Thursday 15th October 2020 at 11am in IQAC Cell, SIMCA to discuss the following points.

AGENDA

- 1. To read and confirm previous minutes of meeting.
- 2. To discuss about the activities to be conducted by IQAC during the next quarter.
- To discuss on Admission Strategy for MBA & MCA.
- 4. Any other matter with the permission of the chair.

All the members are requested to attend the meeting.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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Minutes of IQAC Meeting Date: 15/10/2020

Agenda 1: Read and confirm previous minutes of meeting. Resolution: The members unanimously approved the same.

Agenda 2: Admission Strategy for MBA & MCA

Resolution: Discussion on suitable admission strategy for academic year 2020-21 considering the pandemic situation. (Sourcing of candidates / Conducting free webinars for applicants / CET workshops etc) was discussed.

Agenda 3: To discuss about the activities to be conducted by IQAC during the next quarter

Resolution: To prepare a list of activities under the following heads-

- Cultural / Day's celebration
- CSR
- Placements
- Industry Institute Interaction- Workshops / Webinars
- Faculty Development Program
- Seminars (National / International)
- Panel Discussion on women empowerment (NavDurga) to be conducted on 24th October – Prof. Manisha Shinde.
- To encouraged students to undertake various online courses for improving communication – Prof Rajeshwari Shinde & Dr. Rajesh Gawali
- To conduct one activity per week apart from regular lectures to keep the students engaged.
- To involve students in the planning and execution stage for each activity to boost their team work.
- 5. Summer Internship project submission last date to be 30th November 2020.
- 6. Conduct of End-Term Examination.
- 7. To collate all activity reports and submit them to Admin Officer.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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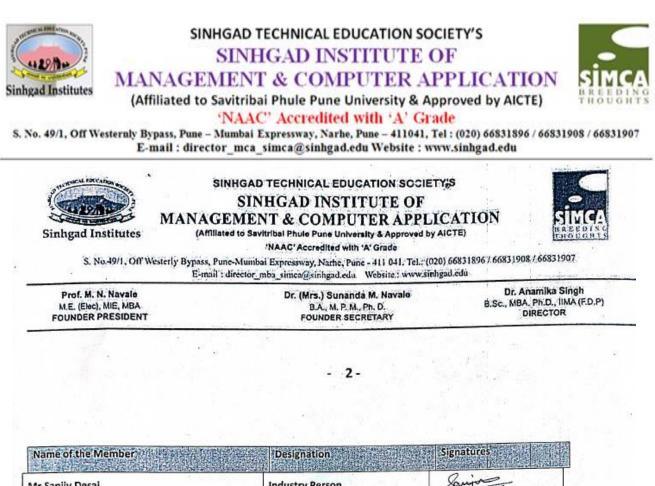
SINHGAD TECHNICAL EDUCATION SOCIETYS SINHGAD INSTITUTE OF MANAGEMENT & COMPUTER APPLICATION Sinhgad Institutes (Affiliated to Savitribal Phule Pune University & Approved by AICTE) 'NAAC' Accredited with 'A' Grade S. No. 49/1, Off Westerly Bypass, Pune-Mumbai Expressway, Narhe, Pune - 411 041: Tel.: (020) 66831896 / 66831908 / 66831907 E-mail : director_mba_simca@sinhgad.edu Website : www.sinhgad.edu Prof. M. N. Navale Dr. (Mrs.) Sunanda M. Navale Dr. Anamika Singh M.E. (Elec), MIE, MBA B.Sc., MBA, Ph.D., IIMA (F.D.P) B.A., M. P. M., Ph. D. FOUNDER PRESIDENT FOUNDER SECRETARY DIRECTOR **IQAC** Meeting Notice 08/0CT/2020 Attendance Name of the Membe Designation Dr Anamika Singh Chairman **Dr Milind Marathe** Member Dr.S.U.Gawade Management Representative Dr Vijaya Puranik Management Representative Dr Ashwini Brahme Member Dr.Rajesh Gawali Member Mr.Amit Deshmukh Member **Dr Poonam Sawant** Member 20N Mr.Manish Kasbekar Member Ms .Pallavi Khurjekar Member (Admin) Ms. Pushpa Ghogare Member (Accounts) Mr.Natansh Dubey Alumni Representative .Mr.Noor UI Huda Alumni Representative Parent More MBA x ·Surendan Parent MCA Student Shivani MBA ane Student MGA

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA





Name of the Member	Designation	Signatures
Mr Sanjiv Desai	Industry Person	Sonijon
Dr.Sudhir Hasabnis	Industry Person	Dr.S.H.
Dr. Prasanna Deshmukh	Local Society Member	1
Mr.Pradeepkumar Shitole	Member secretary	Hor

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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Action Taken Report for the minutes of Meeting Dt: 15/10/2020

Sr. No.	Agenda	Action Taken
1	Planning of activities to be conducted by	The schedule of activities assigned
	IQAC during the next Quarter	to different faculty coordinators and
		review of the same to be undertaken
		periodically.
2	Admission Strategy for MBA & MCA.	Institute decides to surrender its
		Institute Quota seats. All seats of
		MBA are to be filled through DTE
		Central Admission Process. Efforts
		for direct admission only be made to
		fill against vacant seats.
3	Summer internship project submission for	Finalized as 30 th Nov. 2020
	MBA students	
4	End-Term examination planning	End Term Examination Conducted
		in Nov 2020.
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Dr. Anamika Singh **Director SIMCA, Narhe**



Dr. VijayaPuranik Director, SIMCA





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	Sinhgad Institutes	"NAAC' Accredited with 'A' Grade				
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	Prof. M. N. Navalo M.E. (Elec), MIE, NBA FOUNDER PRESIDENT	Dr. (Mris.) Sunanda M. Navale B.A., M. P. M., Ph. D.	Dr. Anamika Singh B.Sc., MBA, Ph.D., IIMA (F.D.P)			

Ref: SIMCA/2019-20

Date: 25/06/2020

Notice

Dear IQAC Members,

Greetings from Sinhgad Institute of Management and Computer Application, Pune.

A meeting of the members of IQAC has been called on Thursday 2nd July 2020 at 11am in IQAC Cell, SIMCA to discuss the following points.

AGENDA

- 1. To read and confirm previous minutes of meeting.
- 2. To discuss on Conferences, FDPs, Workshops, etc.
- 3. To discuss on improvisation on Online Teaching pedagogy.
- 4. To discuss about the activities to be conducted by IQAC during the next quarter.

SIMCA

- 5. Approval for Continuation of Research Center.
- 6. Any other matter with the permission of the chair.

All the members are requested to attend the meeting.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik

Director, SIMCA







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Minutes of IQAC Meeting Date: 02/07/2020

Agenda 1: Read and confirm previous minutes of meeting. Resolution: The members unanimously approved the same.

Agenda 2: To discuss on Conferences, FDPs, Workshops, etc. Resolution:

- More effort should be on to organize Online International FDPs compared to conferences.
- Online FDP to be conducted for SIMCA Faculty to be organized by Dr. Milind Marathe and Prof. Ashwini Chavan on Topic- New Paradigms In Learning Tools And Techniques For Teaching Learning

Agenda 2: Improvisation on Online Teaching pedagogy Resolution:

- Training to be given to all teaching and non teaching staff about MS Teams.
- To ensure all students attend online lectures.
- To shift from conventional course assignments to activity based evaluations. Focus to be more on Online Quiz, Presentations etc.

Agenda 3: To discuss about the activities to be conducted by IQAC during the next quarter Resolution:

- Orientation Program of Semester 3 for MBA & MCA to be conducted by Dr. Milind Marathe & Dr. Ashwini Brahme.
- · Virtual Alumni Meet to be organized in the month of October Dr Milind Marathe
- Primary level planning for a panel discussion Prof. Manisha Shinde
- 2 webinars to be conducted before October 2020 Prof. Sachin Wankhede
- Conduct of Mid-Term Examination

Agenda 4: Approval for Continuation of Research Center Resolution:

 To propose the Visit of the Local Inquiry Committee (LIC) of SPPU for continuation of Research Center on 10th July 2020.

SIMC

Discussion on suitable admission strategy for academic year 2020-21 considering the pandemic situation.

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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S. No. 49/1, Off Westernly Bypass, Pune – Mumbai Expressway, Narhe, Pune – 411041, Tel : (020) 66831896 / 66831908 / 66831907 E-mail : director_mca_simca@sinhgad.edu Website : www.sinhgad.edu



SINHGAD TECHNICAL EDUCATION SOCIETYS SINHGAD INSTITUTE OF MANAGEMENT & COMPUTER APPLICATION (Affiliated to Savitribal Phule Pune University & Approved by AICTE)



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Prof. M. N. Navale M.E. (Elec), MIE, MBA FOUNDER PRESIDENT

Dr. (Mrs.) Sunanda M. Navale B.A., M. P. M., Ph. D. FOUNDER SECRETARY

Dr. Anamika Singh B.Sc., MBA. Ph.D., IIMA (F.D.P) DIRECTOR

IQAC Meeting Notice

25/JUN/2020

	•	- 1 /
Name of the Member and the second	Designation	Signatures
Dr Anamika Singh	Chairman	1 trika
Dr Milind Marathe	Member	hanas
Dr.S.U.Gawade	Management Representative	Kagre
Dr Vijaya Puranik	Management Representative	Nint
Dr Ashwini Brahme	Member	1 Alexandre
Dr.Rajesh Gawali	Member	C.
Mr.Amit Deshmukh	Member	lor
Dr Poonam Sawant	Member	Barransf
Mr.Manish Kasbekar	Member	Haus
Ms .Pallavi Khurjekar	Member (Admin)	Pallant
Ms. Pushpa Ghogare	Member (Accounts)	Runna
Mr.Natansh Dubey	Alumni Representative	Durg
.Mr.Noor UI Huda	Alumni Representative	Aust
Mr. Surendra More	Parent (MBA)	man
Mas: Surgeota Taxe	Parent (MGA)	you
Ms. shivani More	student (MBA)	Shouch
Ms. Apeksha Tare	student (MCA)	Apelance

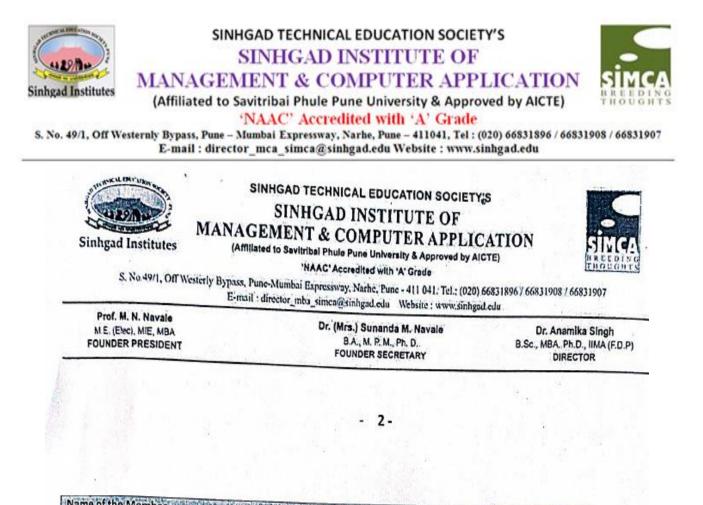
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Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA





and the second se	Designation Signatures		
Mr Sanjiv Desai	Industry Person	Sanja.	
Dr.Sudhir Hasabnis	Industry Person	Dr.SH	
Dr. Prasanna Deshmukh	Local Society Member		
Mr.Pradeepkumar Shitole	Member secretary	Spr	

Dr. Anamika Singh Director SIMCA, Narhe



Dr. VijayaPuranik Director, SIMCA







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Action Taken Report for the minutes of Meeting Dt. 25/6/2020

Sr. No.	Agenda	Action Taken
1	Organization of Conference, FDP and Workshop	Institute to conduct ONLINE Conference, FDP and Workshop in Aug/Sep 2020.
2	Improvisation on online teaching pedagogy	IQAC recommends to use and adopt MS Teams as Online Platform for teaching pedagogy. Extensive Training to teaching staff online platform MS Teams to be provided ensuring focus on online activities.
3	Planning of activities to be conducted by IQAC during the next quarter	The schedule of activities assigned to different faculty coordinators and review of the same to be undertaken periodically.
4	Conduct of Mid-term Examination	Institute must conduct ONLINE Mid Term Exam after 10 weeks of Semester commencement.
5	Visit of the LMC of SPPU for Continuation of Research center on10th July 2020.	Institute must take appropriate steps to ensure the fruitful Visit of LMC of SPPU on 10 th July 2020.

Dr. Anamika Singh Director SIMCA, Narhe

Dr. VijayaPuranik Director, SIMCA



