

Date – 07/01/2023

Minutes of the First meeting of Internal Quality Assurance Cell (IQAC) held in the Conference Room of K.R. Sapkal College of Management Studies on 7th January, 2023 at 11.00 am.

The following members were present:

- | | |
|--|----------------------|
| 1. Dr. Suhas B. Dhande , Director KRSCMS | Chairman IQAC |
| 2. Hon. Kalyani R. Sapkal , Vice Chairperson, Sapkal Knowledge Hub | Member |
| 3. Dr. Shweta Bhosale, Senior Faculty member | Member |
| 4. Prof. Ajeet Wagh, Placement co-ordinator | Member |
| 5. Dr. Gayatri Satpute, Librarian | Member |
| 6. Mr. Prabhakar Narwade, Administrative Office | Member |
| 7. Mr. Ratnakar Pawar, Social worker and Philanthropist | Member |
| 8. Dr. Harish K. Padmanabhan, Faculty Member | Co-ordinator of IQAC |

1. Welcome and Introduction of Members

The Chairman introduced the committee member and welcomed them for the first meeting of IQAC.

2. Objectives and Functions of IQAC

The co-ordinator read out the Objectives, strategies, functions and benefits of IQAC as per the guidelines given by National Assessment and Accreditation Council, Bangalore. The Chairman informed the committee that it was formed as per the instructions and guidance given by the Governing Council in its meeting held on 13th August, 2019. He emphasized that the major aim of the Cell is to channelize all efforts and measures of the institution towards promoting its holistic academic excellence in a healthy environment and focus on Quality enhancement.



3. Meetings

It was proposed to conduct the meetings of IQAC twice a year- in January and in July-August. The meeting in July-August will set annual targets and mid-year review will take place in January.

4. Academic And Administrative Audit Of The Department

It was proposed by the Vice- Chairperson of Sapkal Knowledge Hub to carry out an Academic and Administrative Audit of the department. It was unanimously agreed by the members and it was decided to have one external and one Internal Member on the Jury. The committee agreed upon the Chairperson of Sapkal Knowledge Hub, Dr. Ravindra G. Sapkal and Dr. D.K. Mukhedkar, Director of Institute of Management, Research and Technology, Nashik to be the Audit Committee for the AAA. The Chairman instructed the co-ordinator to prepare the details as per the guidelines given for AAA by Savitribai Phule Pune University.

5. Any other item with the permission of the Chair:

It was decided to reduce the frequency of online classes and more focus on off-line classes so that teaching learning can be brought back and pattern can be regularised.

There were no further points of discussion and hence the meeting was concluded with a vote of thanks by the Co-ordinator of IQAC.



Dr. Harish K. Padmanabhan
Co-ordinator, IQAC




Dr. Suhas B. Dhande
Director, KRSCMS

Date: 07/01/2023


Action report of IQAC

The IQAC recommended conducting the Academic and Administrative Audit of the Department and the followings actions have been undertaken as per the recommendations given by the Auditors on 2nd September, 2017.

Sr. No.	Recommendation	Action Initiated	Date
1	Apply for Accreditation	Preparation for application for IQA by December, 2023	01/12/2023
2	All Academic and Programme committees to be directed and monitored by IQAC	The following Committees are to be monitored as per the directives of IQAC 1.Council on Long range Planning 2.Academic Linkage and Consultancy Committee 3.Library Committee 4.Extension activities Committee 5.Student Council Committee 6.Student Welfare Committee 7.Staff Welfare Committee 8.Excursion and Tours Committee 9.Gymkhana Committee 10.Anti – Ragging and Grievance Redressal Committee 11.Placement Committee 12.Research Committee 13.Alumni Committee	07/01/2023
3	Online Feedback System	The Director of KRSCMS has instructed the Technical Office of Sapkal knowledge Hub to provide an online portal on its official website for feedback from students, alumni and industry.	01/03/2023


Dr. Harish K. Padmanabhan
Co-ordinator, IQAC




Dr. Suhas B. Dhande
Director, KRSCMS