

**Amrutvahini Institute of Management & Business Administration, Sangamner**

**Internal Quality Assurance Cell (IQAC)**

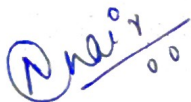
**Date: 16/07/2019**

**Meeting Notice**

All IQAC Member, Teaching & Non-Teaching Staff are hereby informed that the meeting of IQAC has been scheduled on 16th July 2019 at 4.00pm at AIMBA Meeting Hall to discuss the below mentioned agenda. Kindly Note


**Agenda**

1. Review of the previous Meeting held.
2. To Discuss various activities to be taken in the current year
3. NBA Accreditation
4. Any other issues with prior preparation of the chairperson.



**Prof.N.M.Nair**  
Coordinator-IQAC





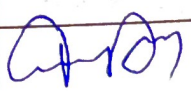
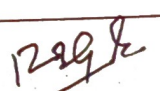
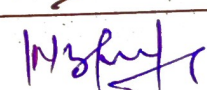
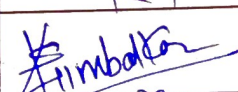



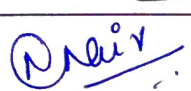
**Dr.B.M.Londhe**  
Chairman-IQAC



**Amrutvahini Institute of Management and Business Administration, Sangamner**

**Internal Quality Assurance Cell**

**Attendance Sheet**

Sr.No.	Name of the Member	Designation	Signature
1.	Hon.BalasahebGunjalPatil	Local Society Member	
2.	Mr.Anil.Shinde	Management Representative Member	
3.	Dr.B.M.Londhe	Chairperson	
4.	Mr.SanjayDighe	Industry Member	
5.	Prof. R.B.Gawali	Teacher Member	
6.	Prof.N.S.Bhand	Teacher Member	
7.	Dr.S.K.Nimbalkar	Teacher Member	
8.	Mr.YogeshAmle	Alumni Member	
9.	Mr.B.M.Shinde	Administrative Member	
10.	Mr.R.H.More	Administrative Member	
11.	Prof.N.M.Nair	Co-ordinator	





**Amrutvahini Institute of Management & Business Administration, Sangamner**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of Meeting**

**Date : 16/07/2019**

**Time: 04:00pm**

**Page 01 / 02**

Sr. No.	Agenda	Minutes
1.	Previous Meeting review	<ul style="list-style-type: none"><li>• Previous meeting review was taken by the Chairman.</li></ul>
2.	To Discuss various activities to be taken in the current year	<ul style="list-style-type: none"><li>• After detailed discussing it was decided that for students, institute will be taking rigorous efforts for have an overall development of the students</li><li>• Faculties should motivate students to do online courses from SWAYAM / NPTEL or any other portal.</li><li>• It was decided that the internal evaluation for students should be consistent and common for all students. Some liberty can be given to internal subjects</li><li>• Institute will be organizing Industrial visits for the practical exposure for students.</li><li>• Programs related to Entrepreneurship Development will be also organized</li><li>• It was decided that institute will be taking One national seminar in the academic year 2019-20. Prof.R.B.Satpute was appointed as the coordinator for the same</li><li>• It was also decided to organize workshop on excel in the current academic year to inculcate importance of MS excel in the mind of students.</li><li>• It was also unanimously decided to organizes Alumni interaction so that they can exchange thoughts and experiences from their field/</li><li>• For MBA-I induction and orientation program will be organized.</li><li>• For MBA-I &amp; MBA-II Mentorship program will also be conducted for the academic year 2019-20.</li><li>• It was decided that for faculty appraisal new API format to be designed which should have 360<sup>o</sup> degree dimension.</li></ul>



3.	NBA Accreditation	<ul style="list-style-type: none"> <li>It was decided in the meeting that institute should apply for NBA accreditation as it has been made compulsory by AICTE.</li> <li>AICTE has given time period of 4 years, so Institute may try to apply for NBA in the year 2021.</li> </ul>
4.	Any other issues with prior preparation of the chairperson.	-----



**Prof.N.M.Nair**  
Coordinator-IQAC





**Dr.B.M.Londhe**  
Chairman-IQAC



**Amrutvahini Institute of Management & Business Administration, Sangamner**

**Internal Quality Assurance Cell (IQAC)**

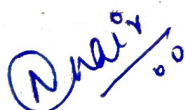
**Date: 03/12/2019**

**Meeting Notice**

All IQAC Member, Teaching & Non-Teaching Staff are hereby informed that the meeting of IQAC has been scheduled on 03<sup>rd</sup> December 2019 at 4.00pm at AIMBA Meeting Hall to discuss the below mentioned agenda. Kindly Note

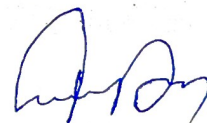
**Agenda**

1. Review of the previous Meeting held.
2. To review the Syllabus completion
3. To Discuss about National Seminar
4. Any other issues with prior preparation of the chairperson.



**Prof.N.M.Nair**  
Coordinator-IQAC





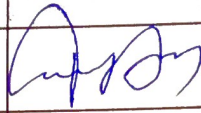
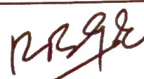
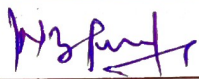

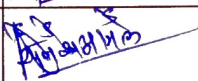


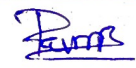

**Dr.B.M.Londhe**  
Chairman-IQAC



**Amrutvahini Institute of Management and Business Administration, Sangamner**

**Internal Quality Assurance Cell**

**Attendance Sheet**

Sr.No.	Name of the Member	Designation	Signature
1.	Hon.BalasahebGunjalPatil	Local Society Member	
2.	Mr.Anil.Shinde	Management Representative Member	
3.	Dr.B.M.Londhe	Chairperson	
4.	Mr.SanjayDighe	Industry Member	
5.	Prof. R.B.Gawali	Teacher Member	
6.	Prof.N.S.Bhand	Teacher Member	
7.	Dr.S.K.Nimbalkar	Teacher Member	
8.	Mr.YogeshAmle	Alumni Member	
9.	Mr.B.M.Shinde	Administrative Member	
10.	Mr.R.H.More	Administrative Member	
11.	Mr. Mahesh Pawase	Student Member	
12.	Prof.N.M.Nair	Co-ordinator	



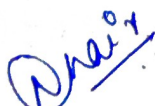


# Amrutvahini Institute of Management & Business Administration, Sangamner


## Internal Quality Assurance Cell (IQAC)

Minutes of Meeting		
Date : 03/12/2019	Time: 04:00pm	Page 01 / 01

Sr. No.	Agenda	Minutes
1.	Previous Meeting review	<ul style="list-style-type: none"><li>Previous meeting review was taken by the Chairman.</li></ul>
2.	To review the Syllabus completion	<ul style="list-style-type: none"><li>Review of syllabus completion was taken and up till date all faculties had finished the syllabus for MBA-I</li><li>It was decided to give 10 days' preparatory leave to students of MBA-I, as their university exams will start from 15/12/2019</li><li>It was decided that the commencement of Sem-II will be from 10<sup>th</sup> January 2020</li></ul>
3.	To Discuss about National Seminar	<ul style="list-style-type: none"><li>The work related to National Seminar was reviewed</li><li>Prof.R.B.Satpute, Coordinator of the Seminar briefed about the work allocation of the seminar and told the pending work related to seminar.</li><li>It was instructed to the coordinator to finish the work related to seminar by the mid of January and review all minute work once again</li></ul>
4.	Any other issues with prior preparation of the chairperson.	<ul style="list-style-type: none"><li>It was conveyed to all the faculty members to attend FDP / MDP in the winter vacations for the self development</li><li>AICTE sponsored FDP at Sanjeevani Institute Kopargaon and Prestige Institute, Indore was discussed and faculties were asked to attend the same</li><li>Institute will be organizing industrial visit to Mapro Industries in the month of January in the next semester</li></ul>

  
**Prof.N.M.Nair**  
Coordinator-IQAC



  
**Dr.B.M.Londhe**  
Chairman-IQAC



**Amrutvahini Institute of Management & Business Administration, Sangamner**

**Internal Quality Assurance Cell (IQAC)**

**Date: 02/01/2020**

**Meeting Notice**

All IQAC Member, Teaching & Non-Teaching Staff are hereby informed that the meeting of IQAC has been scheduled on 2<sup>nd</sup> January 2020 at 4.00pm at AIMBA Meeting Hall to discuss the below mentioned agenda. Kindly Note

**Agenda**

1. Review of the previous Meeting held.
2. Organizing Parent Meet & Alumni Meet
3. Social Activity in the year 2020
4. To Discuss various admission strategy for the year 2020-21
5. Any other issues with prior preparation of the chairperson.



**Prof.N.M.Nair**  
Coordinator-IQAC



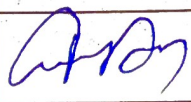

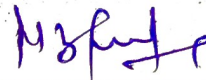
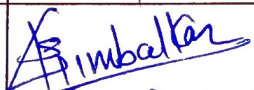
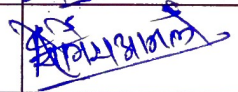
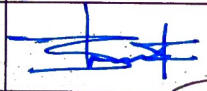

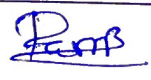
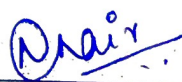
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Chairman-IQAC



**Amrutvahini Institute of Management and Business Administration, Sangamner**

**Internal Quality Assurance Cell**

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11.	Mr. Mahesh Pawase	Student Member	
12.	Prof.N.M.Nair	Co-ordinator	





# Amrutvahini Institute of Management & Business Administration, Sangamner

## Internal Quality Assurance Cell (IQAC)

Minutes of Meeting		
Date : 02/01/2020	Time: 04:00pm	Page 01 / 01

Sr. No.	Agenda	Minutes
1.	Previous Meeting review	<ul style="list-style-type: none"><li>Previous meeting review was taken by the Chairman.</li></ul>
2.	Organizing Parent Meet & Alumni Meet	<ul style="list-style-type: none"><li>Institute will also organize Parent Meet &amp; Alumni meet in this semester</li><li>Tentative date for parent meet will be after 15<sup>th</sup> Feb</li><li>Mega Alumni Meet was already decided in the month of October 2020</li></ul>
3.	Social Activity in the year 2020	<ul style="list-style-type: none"><li>It was decided to do some social activities in this semester</li><li>Dr.N.S.Bhand was given the task to do activity on traffic and Prof.N.S.Jondhale was given the task of Village adoption</li></ul>
4.	To Discuss various admission strategy for the year 2020-21	<ul style="list-style-type: none"><li>Plan for Admission 2020-21 was discussed in detail</li><li>It was decided to reach maximum colleges for the awareness of MBA CET 2020</li><li>According the Geographical location and convenience, all faculties were given the responsibility to reach into various graduation colleges in their respective area.</li><li>Motive behind campaigning should be to attract more and more students towards management education and special focus should be given to rural area.</li><li>College spread over Ahmednagar District, Nashik District and Pune district should be covered.</li><li>MBA CET is scheduled in the month of February 2020 and admission process will start from the month of May-June 2020.</li><li>Dr.N.N.Dighe and Prof.N.S.Jondhale was appointed as Admission Coordinators .</li></ul>



5.	Any other issues with prior preparation of the chairperson.	<ul style="list-style-type: none"> <li>• Institute has received AICTE grant of Rs. 2, 13,313/- for conducting Conference on the topic <b>“Emerging issues, opportunities and Challenges in Startups”</b>.</li> <li>• Conference will be organized in next semester on 29<sup>th</sup> &amp; 30<sup>th</sup> September 2020,</li> <li>• Prof.N.M.Nair was appointed as the Coordinator for this two days conference</li> </ul>
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*Nair*

**Prof.N.M.Nair**  
Coordinator-IQAC



*Dr. B.M. Londhe*

**Dr.B.M.Londhe**  
Chairman-IQAC



**Amrutvahini Institute of Management & Business Administration, Sangamner**

**Internal Quality Assurance Cell (IQAC)**

**Date: 05/03/2020**

**Meeting Notice**

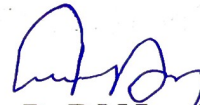
All IQAC Member, Teaching & Non-Teaching Staff are hereby informed that the meeting of IQAC has been scheduled on 5<sup>th</sup> March 2020 at 4.00pm at AIMBA Meeting Hall to discuss the below mentioned agenda. Kindly Note

**Agenda**

1. Review of the previous Meeting held.
2. Admission Companying 2020
3. To Discuss & review various activities conducted in the year 2019-20
4. Any other issues with prior preparation of the chairperson.



**Prof.N.M.Nair**  
Coordinator-IQAC



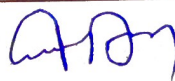
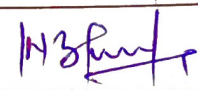
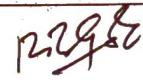
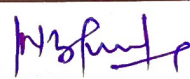
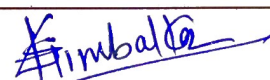
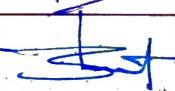
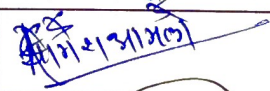
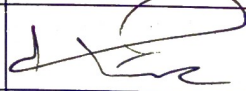
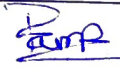
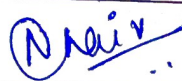
**Dr.B.M.Londhe**  
Chairman-IQAC



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12.	Prof.N.M.Nair	Co-ordinator	



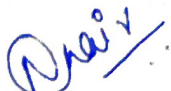


# Amrutvahini Institute of Management & Business Administration, Sangamner

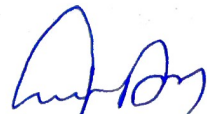
## Internal Quality Assurance Cell (IQAC)

Minutes of Meeting		
Date : 05/03/2020	Time: 04:00pm	Page 01 / 01

Sr. No.	Agenda	Minutes
1.	Previous Meeting review	<ul style="list-style-type: none"> <li>Previous meeting review was taken by the Chairman.</li> </ul>
2.	Admission Compaigning 2020	<ul style="list-style-type: none"> <li>Admission compaigning was completed for near by colleges, few colleges outside the taluka was only remaining</li> <li>It was decided to have a aggressive compaigning to create the awareness about the institute in the mind of the students.</li> <li>It was decided to place more flex, banner and pamphlets not only in sangamner but also in other talukas.</li> <li>Round about 400 students data base was collected and random calling will be done for MBA CET Enrolment</li> <li>Also it was decided to conduct a CET crash course on 6<sup>th</sup> March 2020</li> <li>Institute will be purchasing a SMS pack for bulk messaging to the CET aspirant students.</li> </ul>
2.	To Discuss & review various activities conducted in the year 2019-20	<ul style="list-style-type: none"> <li>Activities conducted for the academic year 2018-19 was reviewed</li> <li>Institute has organized various programs, workshops, seminar, FDP, Industrial visits, Alumni interactions , Parent Meet and many more for overall student development</li> <li>All members appreciated the efforts and all members also insisted to take this efforts to the higher level</li> <li>All members agreed that student's outside participation should increase so that they can get more exposure.</li> <li>It was also asked to the faculties to give more emphasis on research work.</li> </ul>
4.	Any other issues with prior preparation of the chairperson.	-----

  
**Prof.N.M.Nair**  
 Coordinator-IQAC



  
**Dr.B.M.Londhe**  
 Chairman-IQAC



# Amrutvahini Institute of Management & Business Administration, Sangamner

## Internal Quality Assurance Cell (IQAC)

### Compliance Report on resolutions taken in IQAC Meetings for the Academic Year 2019-20

#### 1. IQAC Meeting conducted on 16/07/2019

- For developing knowledge of excel a workshop on MS Excel was organized for MBA-II year students.
- To give a practical exposure institute also organized Industrial visit to Mapro Industries Mahabaleshwar
- Mentorship activity was successfully conducted in the year for MBA-I & MBA-II
- For promoting Entrepreneurship quality in the students, institute organized Two day EDP program on 17<sup>th</sup> to 18<sup>th</sup> October 2019
- New API (Academic Performance Index) was implemented for appraisal of teaching staff.
- After instructions given by the faculties, few students completed online course.
- Alumni interaction / talks was also organized for students development.

#### 2. IQAC Meeting Conducted on 03/12/2019

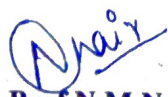
- Two faculties of the Institute Dr.N.S.Bhand and Prof.N.M.Nair Attended 14 days AICTE sponsored FDP at Prestige Institute of Management & Research, Indore from 10<sup>th</sup> Dec 2019 to 23<sup>rd</sup> Dec 2019
- For Development of the students the Institute successfully organized Two days National Seminar on "Digital Marketing: Beyond Metros" on 7<sup>th</sup> & 8<sup>th</sup> Feb 2020

#### 3. IQAC Meeting Conducted on 02/01/2020


- Institute successfully organized Parent Meet on 17<sup>th</sup> Feb 2020
- Awareness about MBA CET was made in the nearby locality all the faculty members
- Maximum students were told about the benefits of management education
- Admission coordinators (Dr.S.K.Nimbalkar & Prof.L.D.Shah) completed their assigned responsibilities in a very effective manner

#### 4. IQAC Meeting Conducted on 05/03/2020

- Data base of more than 400 MBA aspirants were collected and details regarding the institute was communicated to them.
- All members appreciated the work done by all the staff members during the year.
- Due to Covid-19 Pandemic further academic work was badly hampered.

  
Prof N.M.Nair  
Coordinator -IQAC



  
Dr. B.M.Londhe  
Chairman-IQAC