

2019 - 2020

KYDSCT's Institute of Management and Science Sakegaon, Bhusawal

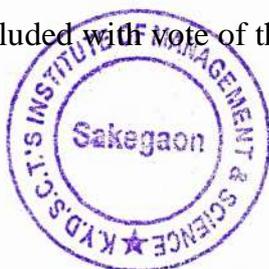
Internal Quality Assurance Cell

Minutes of the Meeting

IQAC organized its first meeting for the academic year 2019-2020 on 08/07/2019 at 2.30 pm in the IQAC meeting room of the Institute. The meeting was chaired by the Director Prof. Dr. Sunilraj Jayswal. This was the first meeting after re-constitution of Internal Quality Assurance Cell, coordinator of IQAC Prof. Shekhar D. Mahajan greeted the all the members of the IQAC. The Following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Following points were discussed in the meeting is held on 08/07/2019

1. IQAC Coordinator Prof. Shekhar D. Mahajan extended warm welcome to all the members.
2. The Minutes of the previous meeting and its action taken reports were presented by Prof. Shekhar D. Mahajan and confirmed by all the members.
3. Result Analysis of the last semester was presented by Prof. Kamini L. Tadvi. It was observed that the performance is satisfactory
4. It was decided that Performance appraisal of all the faculty members shall be carried out in this month.
5. Prof. Dr. Sunilraj Jayswal presented the information about the progress of NAAC Accreditation
6. It was decided to organize faculty development program on teaching pedagogy and responsibility is given to Prof. Shekhar Mahajan
7. Admission Process review of all programs are presented by Prof. Rupali B. Chaudhari for Management.
8. It was decided that MOU's shall be signed with industry and academic bodies for development of students and faculty members and responsibility was given to Prof. Pratik P. Ranadive.
9. Various activities to be conducted for the academic year 2019-20 were discussed. Director Dr. Sunilraj Jayswal suggested the organization of guest lectures under inspirational series. Seminar on IPR and HIR Conclave activities are planned
10. The meeting concluded with vote of thanks offered by Prof. Shekhar D. Mahajan.



Dr. Sunilraj Jayaswal
Director
K.Y.D.S.C.T.'S
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Action taken report of meeting held on 08 July 2019

Sr. No.	Decision Taken in the IQAC Meeting	Action Taken
1	Conduct Performance Appraisal	Performance Appraisal was conducted.
2	Sign MOUs with Industry and Academic Bodies	MOU was signed with different industries in Jalgaon and Bhusawal MIDC.
3	Organize: Activities under Inspirational series, Organize seminar on IPR.	Activities will be organized: Seminar on IPR: 19/07/2019
4	Revision of Institute Polices	Faculty development policy and Research policy was updated on 05/07/2019



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Minutes of the Meeting

IQAC organized its second meeting for the academic year 2019-2020 on 21/10/2019 at 2.30 pm in the IQAC meeting room of the Institute. The meeting was chaired by the Director Prof. Dr. Sunilraj Jayswal. This was the second meeting after re-constitution of Internal Quality Assurance Cell, coordinator of IQAC Prof. Shekhar D. Mahajan greeted the all the members of the IQAC. The Following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Following points were discussed in the meeting is held on 21/10/2019

1. IQAC Coordinator Prof. Shekhar D. Mahajan extended warm welcome to all the members.
2. The Minutes of the previous meeting held on 08/07/2019 and its Action Taken report were read and presented by IQAC coordinator Prof. Shekhar D. Mahajan.
3. Dr. Sunilraj Jayswal presented the progress report of NAAC Program.
4. The upcoming university examination schedule was discussed. Review was conducted on completion of syllabus for all the courses and decided to conduct remedial classes for weak students.
5. Mentoring process of all the courses were discussed and report is presented by management faculty.
6. Training and Placement officer Prof. Pratik P. Ranadive presented review of the placement activities conducted so far and also planned the future activities for the upcoming months.
7. The meeting concluded with vote of thanks offered by Prof. Shekhar D. Mahajan




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Action taken report of meeting held on 21/10/2019

Sr. No.	Decision Taken in the IQAC Meeting	Action Taken
1	Preparation and Verification of Mentor-Mentee report.	All Mentor-Mentee submitted report to Director of the Institute.
2	In-house Avishkar Event	In-house Avishkar was organized on 11 October 2019




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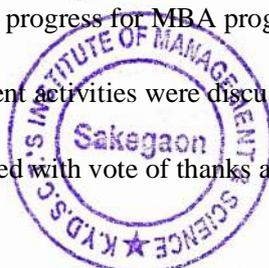
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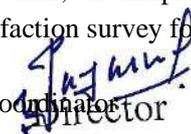
Minutes of the Meeting

IQAC organized its third meeting for the academic year 2019-2020 on 06/01/2020 at 1.30 pm in the IQAC meeting room of the Institute. The meeting was chaired by the Director Prof. Dr. Sunilraj Jayswal. This was the third meeting after re-constitution of Internal Quality Assurance Cell, coordinator of IQAC Prof. Shekhar D. Mahajan greeted the all the members of the IQAC. The Following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Following points were discussed in the meeting held on 06/01/2020.

1. IQAC Coordinator Prof. Shekhar D. Mahajan extended warm welcome to all the matters,
2. The Minutes of the previous meeting held on 21/10/2019 and its Action Taken report were presented by IQAC coordinator Prof. Shekhar D. Mahajan and confirmed try all the members.
3. AQAR to be submitted for the academic year 2018-19 was presented by IQAC coordinator and unanimously approved by all the members of the IQAC
4. Vision and mission statements for the department of management were discussed and decided to revise.
5. Result analysis of all the programs were presented by Exam Coordinator.
6. Activities conducted in the last semester and the upcoming activities were disused.
7. Decided to organizes program on Intellectual property rights. .
8. PO's and COs for the MBA were discussed and decided to reframe. This responsibility is given to Prof. Kamini L. Tadvi
9. It was decided to conduct green audit for the Institute and responsibility in gives Prof. Rupali B. Chaudhari
10. It was decided to conduct feedback from all stakeholders: Student, Parents, Alumni, and Employers and analyzed it for the necessary action, also decided to conduct student satisfaction survey for the current academic year, Responsibilities are given to Prof. Kamini L. Tadvi
11. NAAC Accreditation progress for MBA program was presented by NAAC coordinator
12. Training and placement activities were discussed and planned.
13. The meeting concluded with vote of thanks affined by Prof. Shekhar D. Mahajan




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Action taken report of meeting held on 06/01/2020

Sr. No.	Decision Taken in the IQAC Meeting	Action Taken
1	Submission of AQAR Report for AY 2018-19	AQAR fill AY 2018-19 was submitted on 01-01-2020
2	Vision & Mission Revision for Management.	Vision mission statements were revised on 26-12-2019
3	Reframing of PO's and COs of MBA Program	PO'S & COs were Reframed for MBA program
4	Collection of Feedback from stake holders	Feedback was collected and analyzed.



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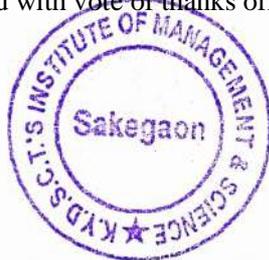
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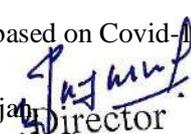
Minutes of the Meeting

IQAC organized its fourth meeting for the academic year 2019-2020 on 13/03/2020 at 12.30 pm in the IQAC meeting room of the Institute. The meeting was chaired by the Director Prof. Dr. Sunilraj Jayswal. This was the first meeting after re-constitution of Internal Quality Assurance Cell, coordinator of IQAC Prof. Shekhar D. Mahajan greeted the all the members of the IQAC. The Following agenda items were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks.

Following points were discussed in the meeting is held on 13/03/2020.

1. IQAC Coordinator Prof. Shekhar D. Mahajan extended warm welcome to all the members.
2. The Minutes of the previous meeting and its Action Taken Report were presented by Prof. Shekhar D. Mahajan and confirmed by all the members.
3. Discussed about the syllabus completion of current semester of all the program and suggest the necessary action. It was discussed that for online lectures Zoom platforms should be used.
4. It was decided to conduct assignments and home test through ERP /google forms for all the programs.
5. Revised vision and mission statement of MBA program were presented by concern committee and unanimously approved.
6. It was discussed that due to pandemic situation webinar on various subject should be organized by course coordinator so that student will help to understand and learn online easily.
7. Prof. Rupal B. Mahajan presented the analysis report of feedback from collected from stake holders and decided the necessary actions according to feedback,
8. It was decided to create awareness amongst the students through online Quiz based on Covid-19.
9. The meeting concluded with vote of thanks offered by Prof. Shekhar D. Mahajan




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Action taken report of meeting held on 13/03/2020

Sr. No.	Decision Taken in the IQAC Na Meeting	Action Taken
1	Assignments and Home test shall be given to students through ERPMS team/Google Form	Assignments and Home test went gives to students through EIRP to facilitate their learning process in covid 19 lock down phase.
2	Webinars shall be arranged for student	05 webinars were organized on different topics like startups and entrepreneurship, survival so revival, placement preparation, etc.
3	Administrative training program shall be organized for non-teaching staff	Two Days Online Workshop on "MS Office and Social Media Security" was organized for non-teaching staff on 01/03/2020 to 02/03/2020
4	Covid 19 Awareness Quiz shall be conducted	Conducted online Covid 19 awareness quiz during the covid 19 situation.



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