

ASM's

Institute of Professional Studies

S. No. 29/1+2A, CTS No. 4695, Wing-B, Old Mumbai Rd, behind Sterling Honda Showroom, Pimpri Colony, Pune, Maharashtra 411018

IQAC - Minutes of Meeting

Date: 20/08/2021
Time: 03:00 PM
Venue: Online Video Conferencing (Zoom Platform).

Following Members were present for the meeting

Sr. No.	Name	Designation	Signature
1	Dr. S.J. Bokephode, Director ASM's IPS	Chairman	<i>[Signature]</i>
2	Mr. Vaibhav Pawar, OS	Member	<i>[Signature]</i>
3	Dr. Vikas Barbate, Course Co-ordinator	Member	<i>[Signature]</i>
4	Prof. Vikas Vidhate Asst. Professor	Member	<i>[Signature]</i>
5	Prof. Isha Bhate, CEO	Member	<i>[Signature]</i>
6	Dr. Asha Pachpande, Secretary ASM	Member	<i>[Signature]</i>
7	Mrs. Rajashree Mahapure, Alumni, ASM's IPS	Member	<i>[Signature]</i>
8	Dr. Lalit Kanore, IQAC co-ordinator	Member Secretary	<i>[Signature]</i>

Item 1: To read and confirm the minutes of last IQAC Meeting.
Member Secretary presented draft of minutes previous meeting and the same was confirmed unanimously by all committee members.

Item 2: To review Mode of teaching pedagogy used for current semester.
Dr. Vikas Barbate informed that, due to the restrictions imposed by local, state, and central government, classes of current semester are being conducted in online mode using MS Teams Platform.

Item 3: To review CO attainment levels of subject of semester 1 and 2 of 2020-22 batch.
IQAC coordinator Informed all committee members about CO attainment level of all courses of semester 1 and semester 2 for 2020-22 batch. He also informed all members about attainment of PO (partial) for 2019-21 batch.

Item 4: To review PO attainment level for 2019-21 batch based CCE, ESE of semester 1,2 and 3 and CCE's of semester 4.

Item 5: To review progress report of academic activities for current semester.
CEO also shared the progress of academic activities for current semester. She also shared analysis of first CCE's conducted by respective subject teachers.

Item 6: To review CCE's schema designed by faculty members for current semester.
Prof. Vikas Vidhate on behalf of all teaching staff members presented CCE schema designed by faculty members.

Item 7: To discuss any other issue/ subject mentioned by any member of committee.
IQAC co-ordinator proposed to update target attainment level for all courses of first half of the academic year 2021-22. It was proposed to set target attainment level 2.2 for all university level subjects and 2.4 for all institute level subject.

Proposed by: Dr. Sudhakar Bokephode
Seconded by: Dr. Vikas Barbate
Resolution passed unanimously.

As there was no other item to discuss, the meeting was adjourned. Member secretary proposed vote of thanks.



[Signature]
Director
Institute of Professional Studies
Nr. PCMC Bldg, Behind Sterling Honda Showroom
Pimpri, Pune 411 018, Ph. No. 85109999





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IQAC - Minutes of Meeting

Date: 26/12/2021
Time: 03:00 PM
Venue: Online Video Conferencing (Zoom Platform).

Following Members were present for the meeting

Sr. No.	Name	Designation	Signature
1	Dr. S.J. Bokehode, Director ASM's IPS	Chairman	<i>[Signature]</i>
2	Mr. Amol Ghanate, OS	Member	<i>[Signature]</i>
3	Dr. Vikas Barbate, Course Co-ordinator	Member	<i>[Signature]</i>
4	Prof. Vikas Vidhate Asst. Professor	Member	<i>[Signature]</i>
5	Prof. Isha Bhatte, CEO	Member	<i>[Signature]</i>
6	Dr. Asha Pachpande, Secretary ASM	Member	<i>[Signature]</i>
7	Mrs. Rajashree Mahapure, Alumni, ASM's IPS	Member	<i>[Signature]</i>
8	Dr. Lalit Kanore, IQAC co-ordinator	Member Secretary	<i>[Signature]</i>

Item 1: To read and confirm the minutes of last IQAC Meeting.
Draft of the minutes of the previous meeting read out by member secretary and the same was confirmed unanimously by all members of the committee.

Item 2: To approve appointment of Mr. Amol Ghanate in place of Mr. Vaibhav Pawar.
Director IPS and Chairman of IQAC proposed name of Mr. Amol Ghanate in place of Mr. Vaibhav Pawar.
Proposed by: Dr. Sudhakar Bokehode
Seconded by: Dr. Lalit J. Kanore
Resolution passed unanimously

Item 3: To review and approve the proposal of Webinar on 'The Art of Compassionate Business'
Dr. Vikas Barbate proposed to conduct Webinar on 'The Art Of Compassionate Business'.
Proposed by: Dr. Vikas Barbate
Seconded by: Prof. Vikas Vidhate
Resolution passed unanimously, as there were no budgetary constraints.

Item 4: To decide and finalize the dates for the above-mentioned webinar.
Dr. Sudhakar Bokehode proposed to conduct webinar on 1st February 2022.
Proposed by: Dr. Sudhakar Bokehode
Seconded by: Dr. Vikas Barbate
Resolution passed unanimously

Item 5: To review the proposals to conduct two webinars on Awareness on IPR.
Dr. Lalit Kanore Proposed to conduct two webinars on Awareness on IPR, one in association with Knowledgegia Consultants, New Delhi, and other in association with Indian Patent and Trademarks Office, Mumbai under National IP Awareness Mission (NIPAM).
Proposed by: Dr. Lalit Kanore
Seconded by: Prof. Isha Bhatte
Resolution passed unanimously as there were no budgetary constraints

Item 6: To review the proposal to conduct Webinar on 'Stock and Securities Financial Literacy'.
Dr. Vikas Barbate proposed to conduct Online Webinar on " Stock & Securities financial Literacy" in association with National Institute of Securities Market, under CSR activities of KOTAK Bank Ltd.
Proposed by: Dr. Vikas Barbate
Seconded by: Dr. Sudhakar Bokehode
Resolution passed unanimously, as there were no budgetary constraints.

Item 7: To review result analysis of semester 4 of 2019-21 batch and semester 2 of 2020-22 batch.
CEO informed all committee members about declaration of final result for 2019-21 batch and of semester 2 for 2020-21 batch. She also presented result analysis of Semester 4 of 2019-21 batch and semester 2 of 2020-21 batch for university examination.

Item 8: To review CO attainment level for subjects of semester 2 of 2020-22 batch.
Course coordinator Presented report of Co attainment level of all subjects of semester 2 of 2020-22 batch and semester 4 of 2019-21 batch.

Item 9: To review PO attainment level for 2019-21 batch based on direct and indirect attainment level parameters.
PO attainment level for the batch 2019-21 is presented by course coordinator. All committee members congratulated Team IPS for achieving better PO attainment level than the targeted one.

Item 10: To decide whether to use PSO's also for calculation PO attainment levels for upcoming batches.
IQAC coordinator proposed to define PSO's for all specialisations and also proposed to map CO's for all subjects with these PSO's. It is also proposed to use PSO's while calculating PO attainment level for batches 2020-22 onwards.
Proposed by: Dr. Lalit Kanore
Seconded by: Dr. Sudhakar Bokehode
Resolution passed unanimously

Item 11: To discuss any other issue/ subject mentioned by any member of committee.
Management representative, Dr. Asha Pachpande instructed Dr. Sudhakar Bokehode to form committees to prepare PSO's for specializations as early as possible.

As there was no other item to discuss, the meeting was adjourned. Member secretary proposed vote of thanks.



[Signature]
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IQAC - Minutes of Meeting

Date: 25/03/2022
Time: 03:00 PM
Venue: Online Video Conferencing (Zoom Platform).

Following Members were present for the meeting

Sr. No.	Name	Designation	Signature
1	Dr. S.J. Bokehode, Director ASM's IPS	Chairman	
2	Mr. Amol Ghanate, OS	Member	
3	Dr. Vikas Barbate, Course Co-ordinator	Member	
4	Prof. Vikas Vidhate Asst. Professor	Member	
5	Prof. Isha Bhate, CEO	Member	
6	Dr. Asha Pachpande, Secretary ASM	Member	
7	Mrs. Rajashree Mahapure, Alumni, ASM's IPS	Member	
8	Dr. Lalit Kanore, IQAC co-ordinator	Member Secretary	

Item 1: To read and confirm the minutes of last IQAC Meeting.
Draft of the minutes of the previous meeting read out by member secretary and the same was confirmed unanimously by all members of the committee.

Item 2: To review PSO's for all specialization types defined by respective subject teachers.
Director IPS informed all committee member that the exercise of defining PSO's for specialization offered by the institute is completed.

Item 3: To review report of webinar on 'Awareness on IPS' conducted in association with Knowledgegia Consultants, New Delhi, on 4th February 2022.
Dr. Lalit Kanore presented report of webinar 'Awareness on IPR', conducted in association with Knowledgegia Consultants, New Delhi, on 4th February 2022 and

Item 4: To review report of webinar on 'Awareness workshop on IPR for aspiring minds' in association with Indian Patent and Trademarks Office, Mumbai. On 15th February 2022. result analysis report of Semester 2 of 2019-21 batch.
Dr. Lalit Kanore presented report of webinar 'Awareness workshop on IPR for aspiring minds' in association with Indian Patent and Trademarks Office, Mumbai. On 15th February 2022.

Item 5: To review report of webinar on "Stock & Securities financial Literacy" conducted in association with National Institute of Securities Market, under CSR activities of KOTAK Bank Ltd on 15th February 2022.
Dr. Vikas Barbate presented report of Webinar on "Stock & Securities financial Literacy" conducted in association with National Institute of Securities Market, under CSR activities of KOTAK Bank Ltd on 15th February 2022.

Item 6: To review new hybrid mode of teaching methodology used by institute and also to review special provisions made by institute to conduct classes for current semesters.
Course coordinator informed all committee members about mode of classroom teaching adopted by IPS for current semester. He informed that due to the directives given by authority, classes are to be conducted with 50% of attendance. To abide with the rule and to complete the syllabus of courses we are conducting classes in hybrid mode. i.e. offline classes are telecasted live using MS Teams platform.
Director of the institute informed all committee members about special provisions made by institute to conduct classes in hybrid mode.

Item 7: To review result analysis of CCE 1 and CCE 2 for subjects of current semesters.

CEO of the institute informed all committee members that CCE 1 and CCE 2 are already conducted by all subject teachers. She also presented analysis of result for these two CCE's.

As there was no other item to discuss, the meeting was adjourned. Member secretary proposed vote of thanks.



Director
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Institute of Professional StudiesS. No. 29/1+2A, CTS No. 4695, Wing-B, Old Mumbai Rd, behind Sterling Honda Showroom, Pimpri
Colony, Pune, Maharashtra 411018IQAC - Minutes of MeetingDate: 24/06/2022
Time: 03:00 PM
Venue: Online Video Conferencing (Zoom Platform).

Following Members were present for the meeting

Sr. No.	Name	Designation	Signature
1	Dr. S.J. Bokephode, Director ASM's IPS	Chairman	
2	Mr. Amol Ghanate, OS	Member	
3	Dr. Vikas Barbate, Course Co-ordinator	Member	
4	Prof. Vikas Vidhate Asst. Professor	Member	
5	Prof. Isha Bhatte, CEO	Member	
6	Dr. Asha Pachpande, Secretary ASM	Member	
7	Mrs. Rajashree Mahapure, Alumni, ASM's IPS	Member	
8	Dr. Lalit Kanore, IQAC co-ordinator	Member Secretary	

Item 1: To read and confirm the minutes of last IQAC Meeting.
Draft of the minutes of the previous meeting read out by member secretary and the same was confirmed unanimously by all members of the committee.

Item 2: To take review of mode of conduction of classes in the purview of new guidelines issued by local/state/central government.
Course coordinator informed all committee members about academic activities conducted during current semester. He informed all members that, due to the relaxations given by concerned authorities, all the academic activities are being conducted in 100% offline mode from current semester. He also presented report on the deviations between planned dates and dates of implementation of different academic activities of previous semester. He also explained the actions taken by the institute to against the deviations.

Item 3: To review result analysis of university results for semester 3 on 202-22 batch and semester 1 of 2021-23 batch.
College examination officer informed all committee members about university results for semester 3 of 2020-22 batch and semester 1 of 2021-23 batch. She also presented result analysis of the same.

Item 4: To review CO attainment levels of all courses of semester 3 of 2020-22 batch and semester 1 of 2021-23 batch.
Course co-ordinator presented course attainment levels for each course of semester-3 of 2020-22 batch and semester 1 of 2021-23 batch.
Partial attainment level of PO for 2020-22 batch is calculated and is presented by Dr. Vikas Barbate. It is observed the PO attainment level is marginally better than the targeted attainment level.

Item 5: To review partial PO attainment level of 2020-22 batch.
IQAC coordinator presented PO attainment level partially based on CO attainment levels of courses up to semester 3 it is observed that there is marginal difference between targeted attainment level and achieve attainment level.
Item 6: To discuss any other issue/ subject mentioned by any member of committee.
Management representative instructed Director, IPS and Teaching staff representative to conduct academic activities rigorously in the next semester to increase PO attainment level for the 2020-22 batch significantly.

As there was no other item to discuss, the meeting was adjourned. Member secretary proposed vote of thanks.



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