

Action Taken Report

Step 1: The feedback collected from the stakeholders viz., teachers, parents, students, alumni and employers is analyzed and submitted to the member secretary IQAC on 09/03/19.

Step 2: IQAC in its meeting held on 09/03/2019 agreed to introduce Mathematics for Management from academic year 2019-20 and formed committee to prepare syllabus for those subjects/courses.

Step 3: The draft prepared by the committee was presented in the meeting of IQAC held on 09/03/19 and the committee has approved the same unanimously.

Enclosures:

1. Feedback analysis report
2. Extract of resolution of meeting held on 09/03/2019.
3. Order of appointment of committee formed to design syllabi of MS-Excel and Business Communication courses.
4. Draft of the syllabi for MS-Excel and Business Communication
5. Extract of the resolution of meeting held on 09/03/2019.


IQAC

Co-ordinator
Asm's Institute of Professional Studies
Pimpri, Pune-18



Director
stitute of Professional Studies
Nr. PCMC Bldg. Behind Sterling Honda Showroom
Pimpri, Pune 411 018, Ph. No. 65108999



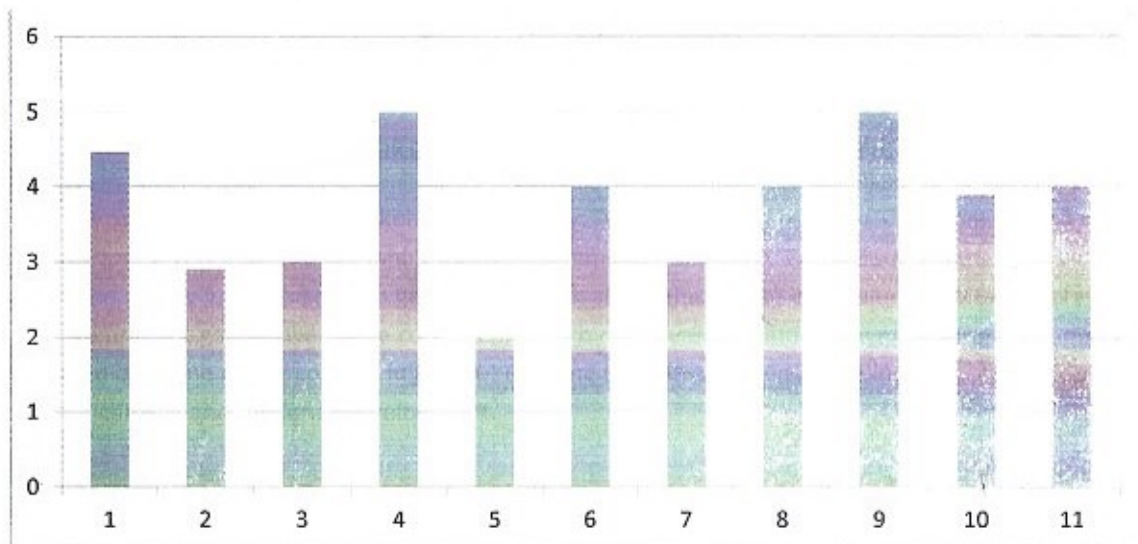
Institute of Professional Studies

S.No. 29/1+2A, Behind Sterling Honda, Opp. City One Mall, Old Mumbai Pune highway, Pimpri,
Pune, Maharashtra 411018

Analysis on Stakeholders feedback on MBA Curriculum

A survey was taken from the stakeholders namely: A) teachers B) Employer C) Alumni D) Students and E) Parents, prior to the beginning of the academic session of 2018-19 during the month of Dec 2018. The survey was designed to get the feedback about the course curriculum of MBA program in order to find out gap between the courses offered by the institute under university program and the expected outcome of the courses in term of meeting the current need of the industry, employability, skill enrichment and personal development.

A) Analysis of Teachers feedback about MBA Curriculum:



1.	The Curriculum of MBA Program clearly defines Program & Course Objectives
2.	The Curriculum of MBA Program comprehensive and extensively covers desired competency and skills
3.	The Curriculum of MBA Program is design to cover all dimensions of course in details.
4.	The Curriculum of MBA Program has inbuilt flexibility and offers wide basket of specialization and focusing on experimental learning
5.	The Curriculum of MBA Program incorporates choice based credit and grading system as per current practices in Education system
6.	The Curriculum of MBA Program is a blend of management concepts and their applications


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7.	The Curriculum of MBA Program incorporates latest trends in Management.
8.	The Curriculum of MBA Program is designed according to changes in needs and concern of the Industry
9.	Learning Resources prescribed in the MBA curriculum are relevant, Adequate & useful
10.	The Curriculum of MBA Program has appropriate Concurrent Evaluation & University evaluation Pattern
11.	Overall Rating on MBA Curriculum

Descriptions:

Period: Dec 2018

Respondents: 20 Teachers from ASM's IPS


Questionnaire: 11 questions were asked on 1 to 5 point scale ranging from unsatisfactory to excellent. One open ended question was asked on suggestions for Improvement in MBA Curriculum.

Observation:

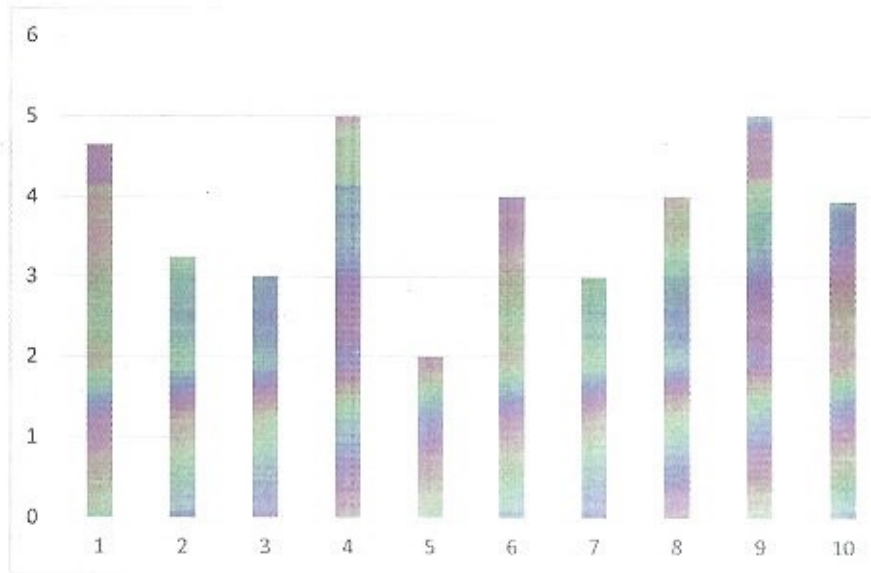
Overall rating of the MBA Curriculum was good i.e., 3.52 out of 5. According to teachers/faculty highest score i.e. 4.45 was attributed to inbuilt flexibility and offering of wide basket of specialization and focusing on experimental learning. They are of the opinion that course design covers all dimensions of course in details. The respondents were not very convinced on program comprehensive and extensively covers desired competency and skills.

Some of the major suggestion from the faculties on Course curriculum was:

1. Need of inclusion of certification courses apart from university courses which will help students in their placements
2. Industry specific add on courses taught and mentored by working individual from industry so that students learn and develop realtime working knowledge and practical skills called for in industry.
3. Suggestions came for courses like Tally, MS-Excel, ERP/SAP, Business Communications and Etiquettes, Digital Marketing, Cloud Computing etc.


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B) Analysis of Alumni feedback about MBA Curriculum:



1	Knowledge and skills acquired through MBA Curriculum helps in improving job performance
2	The Curriculum of MBA Program is designed to develop holistic personality of student.
3	The Curriculum of MBA Program is comprehensive and extensively covers desired competencies and skills.
4	The Curriculum of MBA Program is design to cover all dimensions of courses in details.
5	The Curriculum of MBA Program has inbuilt flexibility and offers wide basket of specialization and focusing on experimental learning.
6	The Curriculum of MBA Program incorporates choice based credit and grading system as per current practices in Education system
7	The Curriculum of MBA Program is a blend of management concepts and their applications.
8	The Curriculum of MBA Program incorporates latest trends in Management
9	The Curriculum of MBA Program is designed according to changes in needs and concern of the Industry
10	Overall Rating on MBA Curriculum

Descriptions:

Period: Dec 2018

Respondents: 30 Alumni of ASM's IPS

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Questionnaire: 10 questions were asked on 1 to 5 point scale ranging from unsatisfactory to excellent. One open ended question was asked on suggestions for improvement in MBA Curriculum.

Observation:

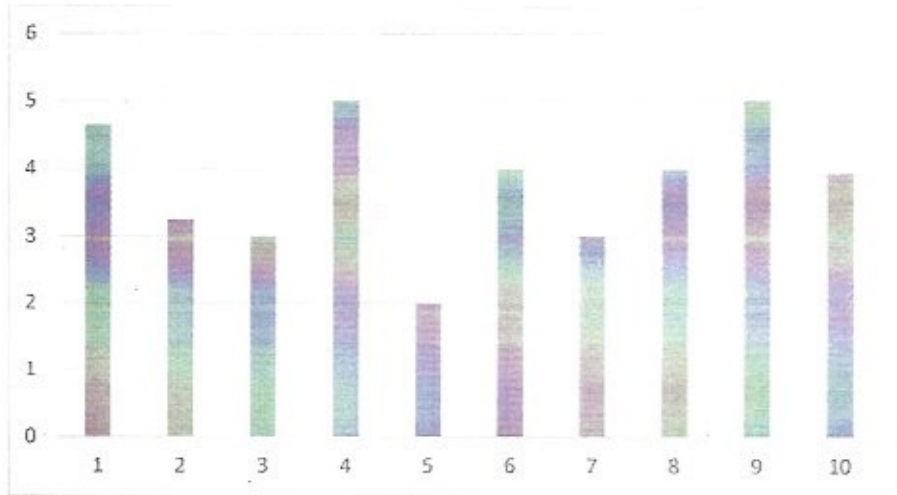
According to the respondents curriculum design was good and meant to develop holistic personality of student, average rating was 4.65 out of 5. Alumni rate 4 on the curriculum inbuilt flexibility and offering of wide basket of specialization and focusing on experimental learning. The respondents gave more than average rating to all the criteria in the questionnaire except for question 1 showing that knowledge and skills acquired through MBA Curriculum does not help in improving job performance

Some of the major suggestion from the faculties on Course curriculum was:

4. Add-on industry specific and certification courses apart from university courses should be provided which will help students in developing working and practical knowledge and skills required for good placements
5. Some courses should be taught and mentored by working individual from industry
6. Suggestions came for courses like Agribusiness, Logistics, Tally, MS-Excel, ERP/SAP, Business English, Digital Marketing, Cloud Computing etc.


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C) Analysis of Employer's feedback about MBA Curriculum:



1	The Curriculum of MBA Program is designed to develop holistic personality of student.enhance employability and result in better career opportunities.
2	The Curriculum of MBA Program is designed to make management graduates employment ready.
3	The Curriculum of MBA Program is comprehensive and extensively covers desired competency and skills.
4	The Curriculum of MBA Program has inbuilt flexibility and offers wide basket of specialization and focusing on experimental learning.
5	The Curriculum of MBA Program is a blend of management concepts and their applications.
6	The Curriculum of MBA Program incorporates latest trends in Management
7	The Curriculum of MBA Program is designed according to changes in needs and concern of the Industry.
8	Overall Rating on MBA Curriculum

Descriptions:

Period: Dec 2018

Respondents: 24 Companies

Questionnaire: 8 questions were asked on 1 to 5 point scale ranging from unsatisfactory to excellent. One open ended question was asked on suggestions for Improvement in MBA Curriculum.

Observation:

According to the respondents the Curriculum of MBA Program is a blend of management concepts and their applications. Average score of 3.8 on question 10 indicates that the overall rating on MBA Curriculum curriculum design was good. Majority of the employers also agree on the curriculum inbuilt flexibility and offering of wide basket of specialization and focusing on experimental

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learning. The respondents gave lowest rating to question 1 showing that knowledge and skills acquired through MBA Curriculum does not help in improving job performance

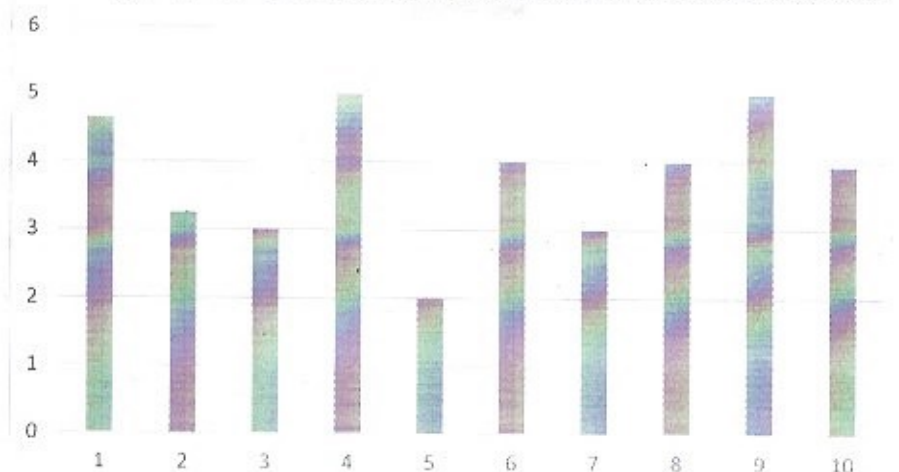
Some of the major suggestion from the faculties on Course curriculum was:

1. university courses should be more current and updated which will help students in developing working and practical knowledge and skills required for good placements
2. There should be frequent interactive sessions/opportunities between education institution and industry.
3. Various hands on training and sector specific (viz. pharma, agri, IT, manufacturing etc.) industry ready skill have to be built in the students so that they are readily absorbed when once they pass out of the colleges .
4. Basic working knowledge of office tools and applications.


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D) Parent's Feedback about MBA Curriculum



1	The Curriculum of MBA Program is designed to enhance employability and result in better career opportunities.
2	The Curriculum of MBA Program is designed to develop holistic personality of student.
3	The Curriculum of MBA Program has inbuilt flexibility and offers wide basket of specialization and focusing on experimental learning.
4	The Curriculum of MBA Program incorporates choice based credit and grading system as per current practices in Education system.
5	The Curriculum of MBA Program is a blend of management concepts and their applications.
6	The Curriculum of MBA Program incorporates latest trends in Management
7	The Curriculum of MBA Program is designed according to changes in needs and concern of the Industry.
8	Overall Rating on MBA Curriculum

Descriptions:

Period: Dec 2018

Respondents: 20 parents

Questionnaire: 8 questions were asked on 1 to 5 point scale ranging from unsatisfactory to excellent. One open ended question was asked on suggestions for Improvement in MBA Curriculum.

Observation:

The parents' feedback did not show significant variations on their opinions regarding the 8 different aspects asked to them towards the Curriculum of MBA Program. The Average score were clustered around closely between 4.46 to 5.0 points showing that they have attached unequivocally same weightage on all the criteria related MBA Curriculum and courses design. And all the rating for each of the indicators were good if not excellent.

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Suggestion from the parents on Course curriculum was: There were less suggestions coming from parents. Few of the suggestions that came were general and not specific to courses.



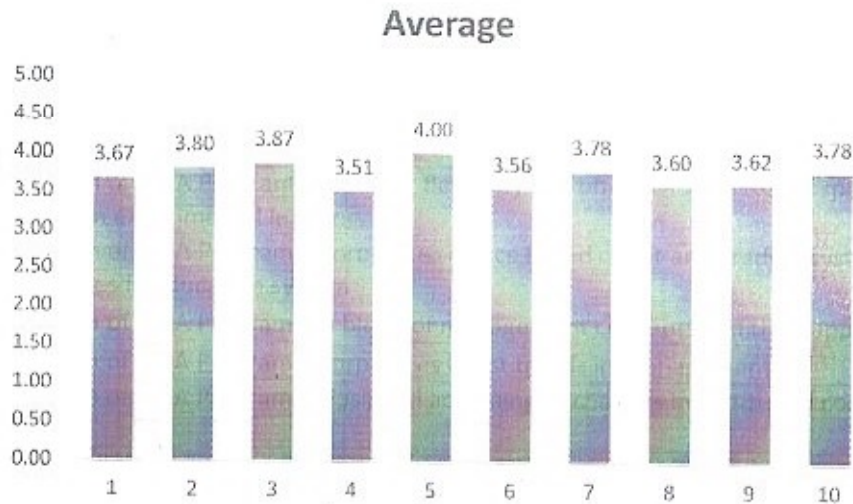
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E) Student's Feedback (Curriculum related)

1	Knowledge and skills acquired through MBA Curriculum helps in improving job performance
2	The Curriculum of MBA Program is designed to develop holistic personality of student.
3	The Curriculum of MBA Program is comprehensive and extensively covers desired competencies and skills.
4	The Curriculum of MBA Program is design to cover all dimensions of courses in details.
5	The Curriculum of MBA Program has inbuilt flexibility and offers wide basket of specialization and focusing on experimental learning.
6	The Curriculum of MBA Program incorporates choice based credit and grading system as per current practices in Education system
7	The Curriculum of MBA Program is a blend of management concepts and their applications.
8	The Curriculum of MBA Program incorporates latest trends in Management
9	The Curriculum of MBA Program is designed according to changes in needs and concern of the Industry
10	Overall Rating on MBA Curriculum



Descriptions:

Period: Dec 2017

Respondents: 45 students (current) ASM's IPS

Questionnaire: 10 questions were asked on 1 to 5 point scale ranging from unsatisfactory to excellent. One open ended question was asked on suggestions for Improvement in MBA Curriculum.

Observation:


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According to the respondents curriculum design was good and meant to develop holistic personality of student, average rating was 4.16 out of 5. Alumni rate 4 on the curriculum inbuilt flexibility and offering of wide basket of specialization and focusing on experimental learning. The respondents gave more than average rating to all the criteria in the questionnaire except for question 1 showing that knowledge and skills acquired through MBA Curriculum does not help in improving job performance

Some of the major suggestion from the faculties on Course curriculum was:

1. Add-on industry specific and certification courses apart from university courses should be provided which will help students in developing working and practical knowledge and skills required for good placements
2. Some courses should be taught and mentored by working individual from industry
3. Suggestions came for courses like Agribusiness, Logistics, Tally, MS-Excel, ERP/SAP, Business English, Digital Marketing, Cloud Computing etc.



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Asm's Institute of Professional Studies
Pimpri, Pune-18

Ref. No. ASM/IPS/

Date :

Extract from the minutes of the meetings of Internal Quality Assurance Cell, held on 09/03/2019 at ASM's Institute of Professional Studies at 4:00pm.

“Resolved Vide item number **06** and resolution number **04** that, the draft of syllabus designed in association with Patil Biotech Pvt. Limited is approved.”

Resolved Vide item number **07** and resolution number **05** that, the draft of the syllabus for these courses ‘Mathematics for Management’ prepared by the committee appointed under the chairman ship of Dr. Lalit Kanore is approved.”

The resolution was passed unanimously.



Dr. S.J. Bokephode
Chairman, AMC

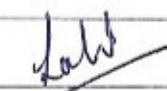

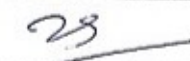
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Date :

Date: 12/03/2019

OFFICE ORDER

It was resolved in the meeting of Internal Quality Assurance Cell held on 09/03/2019 that, the additional inputs are to be given to the students of MBA about Mathematics required for managers. In this connection the undersigned is appointing following members of the committee to design syllabus for the certificate course 'Mathematics for Management'.

Sr. No.	Name	Designation	Signature
1	Dr. Lalit Kanore	Chairman	
2	Prof. Sandeep Sarkale	Member	
3	Prof. Sagar Satpute	Member	

The committee members are hereby requested to prepare a draft of syllabus and submit the same to the Member Secretary, Internal Quality Assurance Cell on or before 30/05/2019.



Dr. S.J. Bokephode
Director, ASM's IPS

Course Name: Mathematics for Management.

This course is designed with an objective 'To ensuring all students to have common understanding of basic mathematical concepts that are essential to become successful Manger'.

Target Audience: Any graduate and management students.

Course Objectives:

1. Review the key mathematics concepts that students should be familiar with in order to solve quantitative problems.
2. To improve analytical skills those are helpful in solving complex business problems.
3. To illustrate and teach students the

Approximate Duration of the course: 30-35 hours.

Framework of the course:

- a) **Teaching Learning:**For delivery of the course it expected to use L (Lecture) + T (tutorial) Pattern. Tutor of the course deliver lecture of 1 hours and conduct tutorial of 2 hours wherein participants solve examples/problems on their own or with the help of the tutor.
- b) **Evaluation:**Class work, Assignments and written examination.


Course Structure:


Unit No.	Unit title	Contents	Duration
0	Prerequisite	Analysis and synthesis method of solving problems. Solution of Problems/puzzles/cases using analysis and synthesis method.	2 Hrs
1	Algebra	Variables, Function of One Variable, Functions of More than One Variable, Linear Equations in One Variable, The Cartesian Plane, Straight Lines, Linear equation in two variables, Linear Inequalities, Polynomials and Quadratic Functions, Powers and Exponents Power Function (Cobb-Douglas Function), Order of Operations, Inverse Functions, Ratios and Percentages, Elasticity of Demand, Logarithms, Index Numbers	8 Hrs
2	Statistics	Summation Notation, Using Bar Graphs and Histograms to Summarize Data, Measures of Central Tendency, Skewness and Measures of Central Tendency, Measures of Variability, The Rule of Thumb and Outliers, Covariance and Correlation	6 Hrs
3	Probability	Experiments, Sample Spaces, and Events, Basic Probability Calculations Involving Sample Spaces, Mutually Exclusive Events, Complementary Events, Conditional Probability, Independent Events, Random Variables, Continuous Random Variables, Normal Random Variable	8 Hrs

4	Finance	Net Present Value (NPV), Internal Rate of Return (IRR), Payback Criteria, Future Value, Annuities, Perpetuities, Growing Perpetuity, Compound Interest	6 Hrs
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Prof. Sandeep Sarkale
Member, BOS


Dr. Lalit Kanore
Chairman, BOS


Prof. Sagar Satpute
Member, BOS


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Co-ordinator
Asm's Institute of Professional Studies
Pimpri, Pune-18

Ref. No. ASM/IPS/

Date :

Extract from the minutes of the meetings of Internal Quality Assurance Cell, held on 09/03/2019 at ASM's Institute of Professional Studies at 4:00pm.

“Resolved Vide item number **07** and resolution number **01** that, the syllabus for the course ‘Mathematics for Management’ is to be designed in association with Patil Biaotech Pvt. Limited.”

“Resolved Vide item number **08** and resolution number **02** that, Dr. Lalit Kanore (**Chairman**), **Prof. Sandeep Sarkale & Prof. Sagar Satpute**, are hereby appointed to design the syllabus for the subject ‘Mathematics for Management’.

The resolution was passed unanimously.



Dr. S.J. Bokephode
Chairman, IQAC