NICMAR
UNIVERSITY
PUNE

IQAC Meeting No. IQAC/24-25/04

- **Notification & Agenda**
- **Attendance Sheet**
- **Minutes of the Meeting**
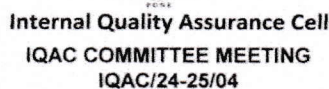
NOTIFICATION AND AGENDA

Meeting No.	:	IQAC/24-25/04
Day / Date	:	Tuesday, June 17, 2025
Time	:	03:00 PM
Mode	:	Hybrid
Place	:	F-02, NICMAR University Campus, 25/1, NIA Post Office, Balewadi Pune - 411 045

Agenda

1. Welcome note by Dr. Mrs. Sushma S. Kulkarni, VC and Chairperson of IQAC committee, NICMAR University, Pune

2. Read and approve the Minutes of Meeting of IQAC Meeting held on 18th March, 2025 and present the Action Taken Report

3. Review of last semester feedback received on course, faculty and facilities

4. Updates on AACSB

5. Discussion on the IQAC activities planned for the next quarter

6. Any other point, with permission of chair person

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING OF NICMAR UNIVERSITY, PUNE HELD ON TUESDAY, 17TH JUNE, 2025 AT 3 PM AT THE F-02, UNIVERSITY CAMPUS. THE MEETING HAVE CONDUCTED THROUGH ONLINE MODE AS WELL.

Members Present (Attendance Sheet)

NICMAR
Internal Quality Assurance Cell
IQAC COMMITTEE MEETING
IQAC/24-25/04

Day / Date : Tuesday, 17th June- 2025   **Time :** 3 pm To 5 pm
Venue   : F-02, NICMAR University, Pune   **Mode :** Hybrid

Attendance Sheet

Sr. No.	Name of the Members	Designated memebrs	Signature
1	Dr. Mrs. Sushma S. Kulkarni	Chair Person	
2	Dr. Prashant I Dave	Member	Absent
3	Dr. Anil Agarwal	Member	
4	Dr. Jonardan Koner	Member	
5	Dr. Amol Pawar	Member	Absent
6	Dr. Rahul Deshpande	Director - IQAC	
7	Dr. Rajni Kant Rajhans	Member	Online
8	Dr. Darshan Mahajan	Member	Absent
9	Dr. Harish Singla	Member	for VD
10	Dr. Smitha Yadav	Member	Absent
11	Dr. Abhijat Abhyankar	Member	
12	Dr. Amit Hiray	Head- QA	
13	Dr. Adinath Damle	Member	
14	Dr. Madhav B. Kumthekar	Member	Online
15	Mr. Ravindra Wani	Member	
16	Mr. A. R. Jadhav	Member	
17	Mr. J. P. Shroff	Member	Absent
18	Mr. Sameer Dutta	Member	Absent
19	Ms. Priyanka Challapalli	Member	Absent
20	Mr. Amartya Sharma	Member	Absent
21	Mr. Yashwant Bhatt	Member	Absent
22	Dr. Tapash Ganguli	Invitee	Absent
23	Dr. Sagar Malsane	Invitee	Online
24	Dr. Devang Desai (for)	Invitee	
25	Dr. Smita Patil (for)	Invitee	
26	Dr. Pankaja Bagul (for)	Invitee	Online

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 # To grant leave of absence, if any:

1. Dr. Mrs. Sushma S. Kulkarni
2. Mr. J. P. Shroff
3. Mr. Sameer Dutta
4. Mr. Yashwant Bhatt
5. Dr. Tapash Ganguli
6. Dr. Amol Pawar
7. Dr. Darshan Mahajan
8. Dr. Prashant I Dave
9. Mr. Amartya Sharma
10. Ms. Priyanka Challapalli
11. Mr. Amartya Sharma

The members listed above were granted the leave of absence.

A meeting of the members was called upon to discuss the predefined agenda as given above. The discussions were held and decisions were made during the meeting which have been documented as follows:

1. **Welcome note by Rahul Deshpande, Dean – Quality Assurance, NICMAR University, Pune**

   In the absence of the Chairperson, Dr. Mrs. Sushma S. Kulkarni, Vice Chancellor and Chairperson of IQAC, the meeting was formally convened by Dr. Rahul Deshpande, Dean – Quality Assurance. He extended a warm welcome to all members present and acknowledged their continued contribution toward strengthening the quality framework of the University. Dr. Deshpande briefly outlined the agenda of the meeting and emphasized the importance of sustaining momentum in quality assurance efforts, particularly in the context of upcoming accreditation initiatives and institutional audits.

2. **Read and approve the Minutes of Meeting of IQAC Meeting held on 18th March, 2025 and present the Action Taken Report**

   The minutes of the **3rd IQAC Meeting of the Academic Year 2024–25**, held on **18th March 2025**, were presented for review by **Dr. Rahul Deshpande, Dean – Quality Assurance**. He provided a comprehensive summary of the key discussions and resolutions from the previous meeting, along with the **Action Taken Report (ATR).**

   A major item of follow-up was the **revision and consolidation of the student feedback and mentoring mechanisms**. Dr. Deshpande informed the committee that:

   - The revised feedback structure — combining **Course Feedback** and **Course Exit Surveys**, along with standalone tools for **Faculty Feedback, Facilities Feedback,** and **Mentoring Reports** — was finalized.
   - The proposed framework was **approved in the Senior Management Team (SMT) meeting held on 22nd April 2025,** and subsequently **ratified by the Academic Council on 7th May 2025.**
   - Implementation of the new system will begin from **Academic Year 2025–26**, aiming to ensure better coherence, data quality, and actionable insights for continuous improvement.

   During the discussion, **Dr. Jonardan Koner** emphasized the importance of ensuring **minimum 50% student participation** in the feedback process to maintain the validity and representativeness of the collected data. The committee unanimously agreed that achieving higher student response rates must be prioritized by the respective Schools and Departments.

   Following the discussion, the committee unanimously passed the following resolution:

   "RESOLVED THAT the IQAC Committee hereby approves the minutes of the 3rd Quarterly Meeting held on 18th March 2025 and takes note of the Action Taken Report as presented. **RESOLVED FURTHER THAT** all Schools and Departments shall ensure wide participation of students in feedback exercises, with a minimum threshold of 50% response rate wherever applicable."

   The resolution was adopted without any amendments.

3. **Review of last semester feedback received on course, faculty and facilities**

Dr. Rahul Deshpande, Dean – Quality Assurance, presented a comprehensive summary of the feedback collected during the previous semester through the EduPlus platform and structured forms circulated to students, faculty, staff, alumni and parents. The feedback covered parameters related to teaching quality, curriculum relevance, infrastructure and academic resources, faculty engagement and support services.

During the discussion, the following key observations and suggestions were raised:

- Dr. Jonardan Koner pointed out a recurring issue raised by students regarding the non-availability of books in the library, particularly during examination periods. He emphasized that the current number of copies is insufficient to meet demand.

- In response, Mr. Ravindra Wani recommended that the procurement of books in each subject area be aligned with the AICTE-prescribed norms, which provide clear guidelines on the minimum number of copies based on student intake and course load.

- Dr. Rahul Deshpande agreed and suggested that the feedback received on such academic support services should be formally compiled and shared with the concerned departments, along with expected timelines for corrective action.

- Dr. Koner further proposed a review of the existing feedback forms, highlighting that certain questions may need refinement to better reflect student concerns. He recommended a separate canteen feedback form to specifically evaluate food quality, hygiene, pricing and service standards in campus dining facilities.

- It was also agreed that action taken on the feedback should be documented and reflected in the subsequent IQAC meetings to ensure accountability and transparency.

The committee endorsed the view that all feedback, academic and non-academic, should be routed to the relevant Schools, administrative units, or service departments for timely redressal and follow-up.

The IQAC noted the insights with appreciation and instructed the QA Cell to maintain a structured feedback-action loop with periodic status updates.

4. **Updates on AACSB**

Dr. Rahul Deshpande, Dean – Quality Assurance, briefed the committee on the progress made towards AACSB accreditation. He informed that NICMAR University, Pune, is now an official member of the AACSB Business Education Alliance, marking a significant step in aligning with global standards in business education.

Key highlights shared included:

- The AACSB membership provides access to developmental resources, best practice frameworks, and support networks that will guide the university through the multi-year accreditation process.

- Initial work has commenced on gap analysis and assurance of learning (AoL) mapping, along with the development of documentation templates in line with AACSB requirements.

During the discussion, the following points were raised:

- It was emphasized that all faculty members must be made aware of the AACSB accreditation initiative, its implications, and the institutional commitment involved.
- Dr. Anil Agarwal, Dean – Academics, suggested that an official communication email be sent to all faculty members, outlining the objectives, expected contributions, and relevance of AACSB to their academic roles and responsibilities.
- Dr. Rahul Deshpande informed that, the latest update regarding AACSB membership, published on university's webpage.
- The committee agreed that AACSB orientation sessions and workshops should be organized to foster internal preparedness and faculty ownership of the accreditation journey.

The IQAC resolved to initiate these steps as part of AACSB-related capacity-building activities in the upcoming quarter.

5. Discussion on the IQAC activities planned for the next quarter

The following quality-related initiatives were proposed for the upcoming quarter:

S. No.	Event	Proposed Month
1	AACSB Awareness Program for Faculty	August 2025
2	NIRF Awareness Program for Faculty	September 2025
3	Internal Academic and Administrative Audit	October 2025
4	External Quality Audit (Academic & Admin)	November/December 2025

Deans were requested to ensure active faculty participation and timely data submission for effective audit execution.

6. Any other item, with permission of chair person

Under this agenda item, the following suggestions and observations were raised and deliberated:

- **Mr. Ravindra Wani** recommended the **constitution of a National Education Policy (NEP) 2020 Implementation Committee** at the University level. He emphasized that with various NEP-aligned initiatives already in motion—such as academic bank of credits, multi-entry multi-exit options, and skill-based curriculum design—it is important to have a formal mechanism to monitor, coordinate, and report implementation progress.

- He also proposed the need to **establish a dedicated IQAC office space** on campus. A permanent physical presence of IQAC will strengthen coordination, facilitate record-keeping and improve accessibility for faculty, staff and students.

- Mr. Wani further advised that a **review of the Institutional Development Plan (IDP)** be conducted in the upcoming quarter, specifically focusing on the **status of implementation against previously set goals**. He stressed the need to track progress on strategic initiatives aligned with academic, infrastructural, and administrative growth.

- Additionally, he pointed out that the **current student representatives** in the IQAC Committee had completed their graduation. Hence, he recommended that the committee initiate the process of **nominating new student representatives** from the ongoing academic batches to ensure continuous student engagement and representation in quality assurance processes.

- Additionally, **Dr. Agarwal** emphasized the need to centralize all IQAC-related data—including feedback, audit reports, policy documents and accreditation evidence—on a single digital platform or secure shared drive. This will enable better accessibility, consistency in reporting and preparedness for upcoming accreditations and audits.

The IQAC members took note of these actionable suggestions and agreed to initiate necessary steps for implementation in consultation with the Registrar and Dean – Quality Assurance.
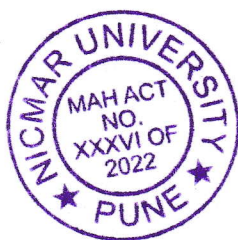
Vote of Thanks
There being no further business, the meeting concluded with a vote of thanks to the Chairperson and all participating members by **Dr. Amit Hiray**, Head – IQAC.

Date: June 17, 2025   **Place:** Pune   **Chairperson**

Dr. Mrs. Sushma S. Kulkarni,
Vice - Chancellor