

**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project Name</b>	IQAC Meeting	<b>Date</b>	21-Jun-23
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**CIRCULAR / NOTICE OF THE IQAC MEETING**

You are requested to note that the IQAC Meeting for the Academic Year 2022 - 2023 will be held on 30 June 2023 from 11 am onwards in Hybrid Mode. The following Members to please attend the same:

<b>Sr. No.</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Signature / Attendance</b>
1	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>Alakhani</i>
2	Dr. Abhijeet Kaiwade	Associate Professor	<i>AK</i>
3	Ms. Vaishali R. Patil	Teacher	<i>VP</i>
4	Ms. Sonali Joshi	Teacher	<i>Sonali Joshi</i>
5	Ms. Harshali Bhalerao	Teacher	<i>H</i>
6	Dr. Kalpana Salunke	Teacher	<i>Salunke</i>
7	Dr. Reshma Kadam	Teacher	<i>Reshma</i>
8	Mr. Vinayak Phule	Sr. Admin. staff	<i>V Phule</i>

*B. H. Nanwani*  
Dr. B. H. Nanwani  
Director

**DR. B. H. NANWANI**  
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGACH ROAD, PUNE-411 001



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project</b>	IQAC Meeting	<b>Time</b>	12 noon onwards
<b>Date of Meeting [DD/MM/YYYY]</b>	30/06/2023		
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**ATTENDANCE OF THE MEETING**

A meeting of the IQAC Committee was held on 30 June 2023 at 11 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) at Director's Office and via MS TEAM. The following members were present:

Sr. No.	Name of the Member	Designation	Sign/Attendance Remark
1	Dr. B. H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Gulshan H. Gidwani	Management Member	<i>G. H. Gidwani</i>
3	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>D. Lakhani</i>
4	Dr. Abhijeet Kaiwade	Associate Professor	<i>OK</i>
5	Ms. Vaishali R. Patil	Teacher	<i>- AB -</i>
6	Ms. Sonali Joshi	Teacher	<i>Sonali Joshi</i>
7	Ms. Harshali Bhalerao	Teacher	<i>H. Bhalerao</i>
8	Dr. Kalpana Salunke	Teacher	<i>- AB -</i>
9	Dr. Reshma Kadam	Teacher	<i>Reshma Kadam</i>
10	Mr. Vinayak Phule	Sr. Admin. Staff	<i>V. Phule</i>
11	Mr. Rakesh Navani	Industrialist	<i>- AB -</i>
12	Mr. Robin Banerjee	Local Society	<i>MS Team</i>
13	Mr. Arun Sehgal	Industrialist	<i>MS Team</i>
14	Ms. Tasneem Hakimjiwala	Alumna	<i>- AB -</i>
15	Ms. Asawari Nawale	Student Representative MBA Batch 2021-23	<i>A. Nawale</i>
16	Ms. Muskan Sadhwani	Student Representative - MBA Batch 2022-24	<i>Muskan</i>
17	Ms. Sakshi Polkam	Student Representative - MCA Batch 2022-24	<i>S. Polkam</i>
18	Ms. Kanchan Chhabria	Parent of Ms. Simran Chhabria	<i>Kanchan</i>

*B. Nanwani*  
**DR. B. H. NANWANI**  
DIRECTOR

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6, KOREGAON ROAD, PUNE-411 001



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	30/06/2023
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**MEETING AGENDA**

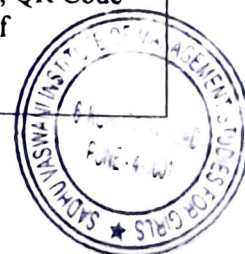
<b>Sr. No</b>	<b>Topic</b>
1	Reading and confirming minutes and Action taken report of the previous meeting
2	<i>Quality Initiatives</i> <ul style="list-style-type: none"><li>• Strategic Plan 2023-28</li><li>• Plan of Action for 2023-24</li><li>• NBA</li><li>• NAAC - SSR</li></ul>
3	Academic & Administrative Activities <ul style="list-style-type: none"><li>• Academic Preparation for Semester I and III (Academic Year 2023-24)</li></ul>
4	Collection and Analysis of Feedback from Stakeholders
5	Any other matter with the permission of chair



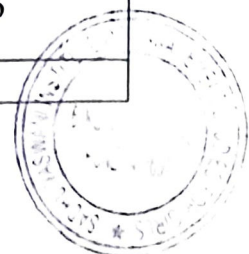
<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	30/06/2023
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>MINUTES OF MEETING</b>			
ATR of previous meeting	<p>The meeting commenced with welcome of all committee members especially Dr. Arun Sehgal who had joined in from Tokyo. Dr. Lakhani requested him to explore for the possibility of a tie-up with International Universities/Colleges. He suggested that tie-up would be possible in Japan, Korea and Vietnam. Mr. Robin Banerjee suggested that SVIMS should identify Institutes for Women to have a focussed approach for international collaboration as a starting point.</p> <p>Minutes of the IQAC meeting held on 2 May 2023 and ATR were tabled before the committee.</p> <p>All the committee members applauded the efforts of the Institute for inculcating research culture evidenced through Student and Faculty Publication.</p> <p>The outcome of the Case Study Workshop with Cases being written by Faculty and Students, and due for publication was appreciated by one and all.</p> <p>Dr. Lakhani informed the members that Introduction of German Language has become the USP of the Institute. Dr. Nanwani informed the members that the Institute is in process of introducing the Japanese Language as well.</p> <p>The Committee members approved the Minutes of Meeting and Action Taken Report.</p>		
<b>Quality Initiatives</b>			
Strategic Plan 2023-28	<p><b>Discussion:</b></p> <p>Dr. Divya raised the issue of preparing the Strategic Plan given that the old one was till June 2023. Since the Plan is made with inputs from all stakeholders, ideas were invited about key areas to be included in the Strategic Plan.</p> <ul style="list-style-type: none"> <li>• Dr. Nanwani, Dr. Divya, Dr. Abhijeet and Ms. Harshali all veered towards requirements of NEP as thrust area for Strategic Plan.</li> <li>• Mr. Banerjee felt that more Programmes should be covered and there should be expansion.</li> <li>• Dr. Gidwani felt that the infrastructure [building] would need to be expanded.</li> <li>• Mr. Sehgal expressed the need to integrate technology, Distance Education and continuous development of Teacher Quality.</li> <li>• Ms. Asawari Nawale wondered if we could have some International University tie up.</li> </ul>		



	<p>The Director thanked all stakeholders for their inputs as these would be used to draft the Strategic Plan and put up before the Governing Council.</p> <p><b>Decision:</b> The committee members requested the Director, Dr. B H Nanwani to lead the preparation of the Strategic Plan and present before the Governing Council for deliberation and approval.</p>
<p>Plan of Action for 2023-24</p>	<p><b>Discussion:</b> The plan of action for 2023-24 was presented before the committee members.</p> <ul style="list-style-type: none"> <li>• <i>Certificate Courses</i> Dr. Lakhani informed the committee members that the institute would be applying to SPPU for approval of three Certificate Courses.</li> <li>• <i>Teaching Learning:</i> With the successful implementation of ICT based tools and cooperative learning strategies, Director Mam suggested that the Institute should enhance its scope by including a variety of ICT Tools. Dr. Nanwani also suggested that with the increase in number of publications by students, perhaps Research Publication could be introduced as part of Continuous and Concurrent Evaluation. Besides this the Library Based Assessments should be issued by Faculty Members to increase awareness of wide variety of E-resources available with the Institute.</li> <li>• <i>Research</i> The momentum of Paper Publication by Students and Faculty should be continued in the upcoming years as well. The National Seminar is proposed to be conducted in January 2024. Mr. Robin Banerjee suggested that alumna should also be invited to enhance the Alumni Engagement Activities.</li> <li>• <i>Alumni Portal</i> Dr. Abhijeet Kaiwade informed the members the Alumni Portal 'Purva Chatra' has been developed by Ms. Rimjhim Kumari and Ms. Apoorva Vatare, MCA Students. It is developed on PHP and MySQL and at present is in testing phase.</li> </ul> <p>Dr. Nanwani suggested to incorporate therein:</p> <ul style="list-style-type: none"> <li>- Blogs,</li> <li>- Job Opportunities – posting to which can be done by the Institute as well as the Alumna.</li> <li>- Whether the Alumna would like to Mentor the students?</li> <li>- Contribution to Institute Activities – Guest Sessions, Sanctuary, etc.</li> <li>- Sponsorship/Donations – Payment Gateway, QR Code</li> </ul> <p>The students should be felicitated, and Certificate of Appreciation should be given to these students.</p>



	<p>invited to conduct activities/programs on:</p> <ul style="list-style-type: none"> <li>- Team Building</li> <li>- Emotional Intelligence</li> <li>- What is the expectation from MBA?</li> </ul> <p>She went on to add that Parents should be invited to the Induction Program so that they also get an overview of different events and activities organized at SVIMS.</p> <p>Keeping this in mind, Dr. Abhijeet Kaiwade suggested that Visit to Darshan can be organized for the Parents on Day 1 of the Induction Program.</p> <p><b>Decision:</b> The committee instructed Dr. Lakhani to revise the program schedule with the help of Ms. Harshali Bhalariao taking into consideration the views of the committee members.</p>
<p>Activity Calendar for 2023-24</p>	<p><b>Discussion:</b> The Activity Calendar for 2023-24 was tabled before the committee members. The key events were presented.</p> <p>Mr. Robin Banerjee suggested to include activities related to Sustainability. Ms. Asawari Nawale suggested that a Workshop on Interview Skills should be organized, post which Mock Interviews can be conducted.</p> <p>Dr. Nanwani suggested that we can collaborate with NIPM for the same. The students should also appear for multiple interviews to understand the array of questions being asked in their respective domain.</p> <p>Mr. Robin Banerjee opined that Body Language, Dressing Style, Personal Hygiene is also an important aspect that needs to be addressed when undertaking workshops on Interview Skills.</p> <p>Ms. Sakshi Polkam said that many students lack in confidence and their communication skills are not up to the mark. Ms. Muskan Sadhwani opined that the Digital Equalizer Course by Naandi Foundation was helpful. Dr. Gulshan Gidwani suggested that such students should conduct the Sanctuary Proceedings at regular intervals to boost their confidence.</p> <p>She also suggested that the students can give a recap of the previous lecture before a class commences.</p> <p>Self-introspection should be done by the students so that focus on the areas in which they are lacking and take strides towards overcoming them with the help of faculty members.</p> <p>Dr. Nanwani suggested that the Language Lab should be used by the students in a big way to overcome their fears.</p> <p><b>Decision:</b> The committee instructed Dr. Lakhani to revise the program schedule with the help of Dr. Ashish Jaswal taking into consideration the views of the committee members.</p>
<p><b>Collection and Analysis of Feedback from Stakeholders</b></p>	



NBA NAAC - SSR	<p><b>Audit</b></p> <p>The Institute proposes to conduct the Energy Audit, Gender Audit, Environment audit and ISO 21001.</p> <p>Dr. Gulshan Gidwani suggested that Academic and Administrative Audit should also be undertaken.</p> <p>Dr. B H Nanwani informed the members that a separate Program Quality Committee needs to be formed for MBA and MCA as per the norms prescribed by NBA.</p> <p>Dr. Gidwani suggested that Annual Prize Distribution Day should be organized, and the Best Outgoing Girl Award should be presented to the girls who displays – Exemplary Academic Achievements, Compassion, Politeness, etc. Besides this the Institute can list out other criteria.</p> <p><b>Decision:</b></p> <p>The committee members instructed Dr. Divya Lakhani to revise the Plan of Action taking into consideration the views of all the stakeholders.</p> <p><b>Discussion:</b></p> <p>Dr. Lakhani informed the committee members that the Institute has registered for NBA, and we are in the process of filing the Pre-Qualifier.</p> <p>The Institute is also due for the Second Cycle of NAAC. Accordingly, SSR would be prepared before filing for IIQA.</p> <p><b>Decision:</b></p> <p>The committee members conveyed their wishes to Dr. B H Nanwani for the same and offered to provide support wherever asked for.</p>
<b>Academic &amp; Administrative Activities</b>	
Subject Allotment	<p><b>Discussion:</b></p> <p>For the new academic term, the institute has done the subject allotment amongst the faculty based on their subject preference and expertise.</p> <p>The same would be revised based on the new Faculty Appointments.</p> <p><b>Decision:</b></p> <p>The committee instructed Dr. Lakhani to revise the subject allotment and finalize it.</p>
Induction Program	<p><b>Discussion:</b></p> <p>The proposal for Induction Program was presented to the Committee Members.</p> <p>Dr. Gulshan Gidwani suggested that Mental Wellness Program should be organized for the benefit of the student community. She also enquired whether Visit to Darshan was included in the program, to which Dr. Lakhani replied in affirmative.</p> <p>Dr. Nanwani suggested that Professional Trainers should be</p>

Feedback Analysis	<p><b>Discussion:</b> As the syllabus of MBA I and II has been completed, feedback was collected as per the standard practice during End Semester Examination.</p> <p><b>Decision:</b> The committee members instructed Ms. Vaishali Patil that Feedback Analysis should be presented at the next meeting.</p>
<b>Any other matter with the permission of chair</b>	
	<p>Dr. Divya Lakhani presented the year end reports: a) Academic Administrative Audit b) E-Governance Report c) IQAC Annual Report</p> <p>Dr. B H Nanwani was request to forward the reports to Management.</p> <p>As there was no other agenda to be discussed the meeting was adjourned with the vote of thanks that was given by Dr. B H Nanwani.</p>

*Alakhani*

Dr. Divya Yogesh Lakhani  
IQAC Coordinator

**IQAC Coordinator**

**SVIMS**



*Nanwani*

Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
**DIRECTOR**

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
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**Action Taken Report of IQAC Meeting dated 30 June 2023  
Presented on 17 October 2023**

<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	17/10/2023
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>ACTION TAKEN REPORT</b>			
<b>Quality Initiatives</b>			
Strategic Plan 2023-28	Strategic Plan 2023-2028 as accepted by Governing Council is shown in Annexure 1		
Plan of Action for 2023-24	<ul style="list-style-type: none"> <li>• Proposal submitted to SPPU for 3 certificate courses –</li> <li>• Publication of Research Paper introduced as part of CCE in the course – Business Research Method – MBA I Semester I</li> <li>• Alumni Portal in process.</li> <li>• Energy Audit, Environment audit and ISO 21001, is at finalization stage with the agency. The institute expects to receive it by year end.</li> <li>• Best Outgoing Girl Award is given to the students who has left an unforgettable imprint on the institution and its community. This year, some students made a huge impression, but none could be regarded as the greatest. Hence, the decision was made not to award the Best Outgoing Girl Award in 2022-23.</li> </ul>		
NBA	The Institute submitted the Self-Assessment Report (SAR) on 2 Sept 2023 under the able leadership of Dr. B H Nanwani.		
NAAC Second Cycle	The Institute is due for second cycle of NAAC. IQAC initiated the process of gathering data for IIQA. It is proposed to be submitted in the month of October 2023. Faculty and staff have been allotted work in context of different criteria of SSR.		
<b>Academic &amp; Administrative Activities</b>			
Subject Allotment	Subject allotment for upcoming semester was done keeping in mind the teaching competencies and regulatory norms for lecture load. Visiting faculty was appointed for following: <ol style="list-style-type: none"> <li>1. Ms. Swati Sethi for Economic Analysis for Business Decision and International Finance.</li> <li>2. Dr. Nand Kumar Khachane for Software Testing and Network Technology</li> </ol>		
Induction Program	The 21 Day Induction Program commenced on 25 August 2023. Details attached. The program culminated with students preparing a video to summarise their journey through the 21 days at SVIMS and also submitting a report.		
Activity Calendar for 2023-24	The Activity Calendar was prepared for 2023-24 and responsibility allocated to all the faculty members.		
<b>Collection and Analysis of Feedback from Stakeholders</b>			
Analysis of feedback	Important Points: <b>Effectiveness of Teachers</b> – All the teachers have received		



	<p>more than 70% rating on parameters like – well planned sessions, balance between theory and application, curriculum completion, etc.</p> <p><b>Students feedback on Curriculum</b> – More than 80% of the students feel that the curriculum covers contemporary topics, global trends, prepared them for the job market, enhances functional knowledge, helps in skill development and sensitized them to ethical and professional values.</p>
Others	The reports were forwarded to Management.

*glakhani*  
 Dr. Divya Yogesh Lakhani  
 IQAC Coordinator  
**IQAC Coordinator**  
**SVIMS**

*bnawani*  
 Dr. B H Nanwani  
 Chairperson - IQAC

DR. B. H. NANWANI  
 DIRECTOR  
 SADHU VASWANI INSTITUTE FOR GIRLS  
 6, KOREGAON ROAD, PUNE - 411001



**Annexure 1  
Strategic Plan 2023-28**

<b>Period</b>	<b>Major Action</b>	<b>Activities/Steps/Targets</b>	<b>Sub Period</b>
2023-2028	Building Excellence	A] Quality Accreditations	
		NBA	2023-2024
		NAAC	2023-2024
		ISO:21001	2025-2026
		B] Building Excellence through and with Faculty	
		Reward Based Promotion and Incentivising of Faculty	2025
		In-service Continuous Professional Development of Faculty	2024-2028
		Quality Research Publications [SCOPUS and ABDC Journals]; Funded Projects and Consultancy	2023-2028
		Creating a Research Endowment	2024
		C] Excellence through Technology and Other Initiatives	
		Use and Integration of Technology to Improve Multiple Aspects of Educational Services	2024 -2028
		Capacity building and setting up a dedicated unit for Building Quality Educational Digital Content	2023-2024
		Setting up Industry Sponsored Labs for IT /STEM related Programmes	2025
		Setting up Start up Incubation Centre	2024
2023-2028	Institutional Restructuring and Consolidation	Infrastructural Expansion - [From 5 storied Building to a 13 Storied Building] to facilitate Introduction and Expansion of Multi-Disciplinary Programmes	2023-2026
		Adding more programmes and becoming multi-disciplinary in nature; primarily Introducing programmes in Fine/Liberal Arts and Engineering/IT	2025 - 2027
		Diversifying into ODL Segment	2024
		Seeking Autonomy	2024-2025
		Multi-Disciplinary Research in Doctoral Degrees	2025-2026
		International Tie ups	2023- 2025
		Restructuring as a part of our Sister HEI Cluster	2025- 2026






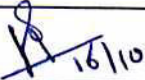


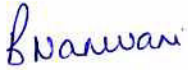
**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

Meeting/Project Name	IQAC Meeting	Date	1-Oct-23
Meeting Facilitator	Dr. B. H. Nanwani		

**CIRCULAR / NOTICE OF THE IQAC MEETING**

You are requested to note that the IQAC Meeting for the Academic Year 2023 - 2024 will be held on 17 October 2023 from 11.30 am onwards in Hybrid Mode. The following Members to please attend the same:

Sr. No.	Name of the Member	Designation	Signature / Attendance
1	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	
2	Dr. Rajesh Kashyap	HOD - MCA	
3	Dr. Ashish Jaswal	Teacher	
4	Ms. Vaishali R. Patil	Teacher	
5	Ms. Harshali Bhalerao	Teacher	
6	Mr. Vinayak Phule	Sr. Admin. staff	



Dr. B. H. Nanwani  
Director

**DR. B. H. NANWANI**  
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**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project</b>	IQAC Meeting	<b>Time</b>	11.30 onwards
<b>Date of Meeting [DD/MM/YYYY]</b>	10/17/2023		
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**ATTENDANCE OF THE MEETING**

A meeting of the IQAC Committee was held on 17 October 2023 at 11.30 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) at Director's Office and via MS TEAM. The following members were present:

Sr. No.	Name of the Member	Designation	Sign/Attendance Remark
1	Dr. B. H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Manju Nichani	Management Representative	<i>Manju Nichani</i>
3	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>D. Lakhani</i>
4	Dr. Rajesh Kashyap	HOD - MCA	<i>R. Kashyap</i>
5	Dr. Ashish Jaswal	Teacher	<i>A. Jaswal</i>
6	Ms. Vaishali R. Patil	Teacher	<i>V. Patil</i>
7	Ms. Harshali Bhalerao	Teacher	<i>H. Bhalerao</i>
8	Mr. Vinayak Phule	Sr. Admin. Staff	<i>V. Phule</i>
9	Mr. Rakesh Navani	Industrialist	<i>R. Navani</i>
10	Mr. Robin Banerjee	Local Society	<i>R. Banerjee</i>
11	Mr. Arun Sehgal	Industrialist	Online
12	Ms. Tasneem Hakimjiwala	Alumna	Ab
13	Ms. Muskan Sadhwani	Student Representative - MBA Batch 2022-24	Muskan
14	Ms. Sakshi Polkam	Student Representative - MCA Batch 2022-24	<i>S. Polkam</i>
15	Ms. Kanchan Chhabria	Parent of Ms. Simran Chhabria	Ab



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	IQAC Meeting	Meeting Date (DD/MM/YYYY)	17/10/2023
Meeting Facilitator	Dr. B. H. Nanwani		
MEETING AGENDA			
Sr. No	Topic		
1	Reading and confirming minutes and Action taken report of the previous meeting		
2	Introduction of New Members of the Cell		
3	Accreditation <ul style="list-style-type: none"> <li>• NBA Preparation</li> <li>• NAAC – Second Cycle</li> </ul>		
4	<i>Academic &amp; Administrative Activities:</i> <ul style="list-style-type: none"> <li>• Certificate Course – Gender Equity</li> <li>• SAP Certification</li> <li>• Membership – ICT Academy</li> </ul>		
5	CO-PO Attainment <ul style="list-style-type: none"> <li>• Measurement of Attainment of Course Outcomes and Programme Outcomes for Outgoing Batch (2021-23)</li> </ul>		
6	<i>Institutional Database through MIS</i> <ul style="list-style-type: none"> <li>• Introduction of ERP - StudiumTech</li> </ul>		
7	<i>Learner Centric Environment:</i> <ul style="list-style-type: none"> <li>• Registration of Students on AICTE - SLAP - PARAKH Portal</li> </ul>		
8	Organization of inter and intra institutional workshops, seminars, etc. <ul style="list-style-type: none"> <li>• Inter-Institute Summer Internship Presentation Competition</li> <li>• RAYS</li> <li>• German Fest</li> <li>• Entrepreneurship Fest</li> </ul>		
9	<i>Research</i> <ul style="list-style-type: none"> <li>• Research Papers by Students</li> <li>• Seminar – Inculcating Research amongst the students</li> </ul>		
10	<i>Outreach Programs</i> <ul style="list-style-type: none"> <li>• Seva Program</li> <li>• Extension Activities</li> <li>• NSS Camp</li> </ul>		
11	Any other matter with the permission of chair		



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<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**MINUTES OF MEETING**

ATR of previous meeting Minutes of the IQAC meeting held on 30 June 2023 and ATR were read and approved by the Committee Members.

Introduction of New Members of the Cell Dr. B H Nanwani welcomed the new Management Representative, Dr. Manju Nichani. She also placed on record her deep sense of appreciation to Dr. Gulshan Gidwani, the outgoing member for her exemplary insights on Quality Issues and gracious presence in all the erstwhile meetings.

Dr. Lakhani welcomed Dr. Robin Banerjee for specially being in Pune to be a part of the IQAC Meeting. She also welcomed Dr. Ashish Jaswal, Faculty – MBA and Dr. Rajesh Kashyap, HOD-MCA

Accreditation

**Discussion:**

Dr. Divya Lakhani informed the Committee Members that the Institute has submitted the Self-Assessment Report (SAR) on 2 September 2023 under the able leadership of Dr. B H Nanwani. Five slots for visits were proposed.

The Committee Members congratulated Dr. B H Nanwani and conveyed best wishes to the team for the further process of Accreditation.

She also informed the members that NAAC Accreditation First Cycle is valid up to 1 November 2023. The Institute has collected information about all the data points for filing the IIQA. Dr. B H Nanwani informed that all the Qualitative Answers for Self-Study Report (SSR) have been completed, that will be reviewed at the time of submission of SSR.

Responsibility was allocated to faculty and staff for preparation of evidence of Qualitative and Quantitative Metrics.

**Decision:**

The Committee Members instructed Dr. Ashish Jaswal to complete the documentation as per the requirements of NBA.

Dr. Divya Lakhani was asked to complete the formalities of submitting the IIQA. As the time period of 45 days is available for submitting the SSR, the committee members requested Dr. B H Nanwani to review the SSR before final submission.



Academic & Administrative Activities	<p><b>Discussion:</b> Ms. Vaishali Patil informed the members that Certificate Course on 'Gender Equity' had found favour with the Student Community in AY 2022-23, hence the Institute proposes to conduct it again in AY 2023-24.</p> <p>Besides this, information about SAP Certificate Course was also given. Dr. Nichani enquired about the enrolment for the same. Dr. Lakhani informed that an Introductory Session would be conducted before seeking enrolment for the SAP Course.</p> <p>Ms. Patil informed the members that the Institute proposes to take the membership of ICT Academy. They offer Certificate Course to the Students and offer Placements.</p> <p>Mr. Robin Banerjee advised that the Institute should have an interaction with Parents to enhance the chances of enrolment.</p> <p>Mr. Arun Sehgal suggested that the Institute should offer the courses from the companies that also provide placements. Besides this, the first-year students should attend the placement talk of the second year so that they understand the requirement of placements.</p> <p>Dr. B H Nanwani informed the members that an MoU has been signed with Eclerk. They have chalked out a programme to make them Industry Ready.</p> <p>Dr. Nichani suggested that information of job opportunities needs to be provided on account of taking such courses.</p> <p><b>Decision:</b> The Committee Members instructed Ms. Patil, Dr. Lakhani and Dr. Ashish Jaswal to undertake orientation programmes for the above courses to ensure maximum students enrol for the same and explore placement opportunities.</p>
CO-PO Attainment	<p><b>Discussion:</b> Dr. Ashish Jaswal informed the members that the results of SPPU April/May 2023 were declared. Dr. B H Nanwani informed the members that the PO Attainment could now be completed for the batch.</p> <p><b>Decision:</b> The Committee Members instructed Mr. Vinayak Phule to complete the Result Analysis. Dr. Jaswal was asked to complete the CO-PO Attainment of MBA 2021-23 Batch with the help of Mr. Girish Bal and Mr. Omkar Barve.</p>
Institutional Database through MIS	<p><b>Discussion:</b> Dr. B H Nanwani informed the members that the Institute is proposing to purchase the ERP System to aid in the Accreditation Process and CO-PO Attainment Computation.</p>





	<p>Dr. Nichani welcomed the idea</p> <p><b>Decision:</b> Mr. Vinayak Phule was instructed to get the necessary formalities completed for the smooth introduction of ERP System at SVIMS</p>
Learner Centric Environment	<p><b>Discussion:</b> Dr. Divya Lakhani informed the members that as per the standard practice students would be enrolled on AICTE - SLAP - PARAKH Portal</p> <p><b>Decision:</b> The committee members instructed Dr. Lakhani and Dr. Rajesh Kashyap to enrol the students of MBA and MCA respectively.</p>
Organization of inter and intra institutional workshops, seminars, etc	<p><b>Discussion:</b> Dr. Divya Lakhani conveyed to the members that following events/activities are proposed to be conducted in the ensuing months:</p> <ul style="list-style-type: none"> <li>• Inter-Institute Summer Internship Presentation Competition</li> <li>• RAYS</li> <li>• German Fest</li> <li>• Entrepreneurship Fest</li> </ul> <p>Dr. Manju Nichani said that we should target more than 100 colleges. E-brochures should be mailed and students should visit the nearby colleges to increase the footfall.</p> <p>Ms. Harshali Bhalerao was given the charge of these events.</p> <p><b>Decision:</b> The committee members instructed Ms. Harshali Bhalerao to organize these events with the help of faculty and students.</p>
Research	<p><b>Discussion:</b> To inculcate research skills amongst students, Dr. B H Nanwani suggested that 'Research Paper Writing' could be introduced as a CCE Component. Dr. Jaswal suggested that select research papers should then be published in Referred/UGC Care Journals.</p> <p>Dr. Manju Nichani welcomed this suggestion.</p> <p><b>Decision:</b> Dr. Divya Lakhani was instructed to ensure that 'Research Paper Writing' should be introduced as one of the CCE Components in MBA Program.</p>



Outreach Programs	<p><b>Discussion:</b> As per the standard practice, the Institute would be conducting various outreach programs to honour the legacy of Rev. Founder Sadhu T L Vaswani and Dada J P Vaswani, consisting of:</p> <ul style="list-style-type: none"> <li>• Seva Programs</li> <li>• Extension Activities</li> <li>• NSS Camp</li> </ul> <p><b>Decision:</b> Dr. Rajesh Kashyap was instructed to take the help of Dr. Kalpana Salunkhe and guidance of Dr. B H Nanwani to prepare the schedule</p>
Others	As there was no other matter to be discussed, the meeting was adjourned with the Vote of Thanks that was delivered by Dr. Divya Lakhani.

*Divya Lakhani*

Dr. Divya Yogesh Lakhani  
IQAC Coordinator

**IQAC Coordinator**

**SVIMS**

*B. H. Nanwani*

Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGAON ROAD, PUNE-411 001



**Action Taken Report of IQAC Meeting dated 17 Oct 2023  
Presented on 8 January 2024**

<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	08/01/2024
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>ACTION TAKEN REPORT</b>			
Accreditation	<p>Responsibility was allocated to faculty and staff for preparation of Institute Specific Files, Program Specific Files and Criteria Files as per the requirements of NBA.</p> <p>IIQA was successfully submitted for Second Cycle of NAAC on 23 October 2023. On account of technical glitch, the SSR was not submitted on 21 December 2023. After receiving extension, the SSR is due for submission on 10 January 2024.</p>		
Academic & Administrative Activities	<ul style="list-style-type: none"> <li>• 15 students enrolled for Gender Equity Certificate Course that was successfully conducted by Ms. Viddulata Gawade, Director, Vivant Holistic Skill Development Centre. The course was ably coordinated by Ms. Vaishali Patil</li> <li>• Orientation Program on 'Introduction to SAP' was conducted by Mr. Devichand Katariya, Managing Director, Learningbond Consulting Private Limited. However, only 2 students evinced interest in the course, hence it could not be commenced.</li> <li>• The Institute acquired the membership of ICT Academy. The Certificate Course on Banking Financial Services and Insurance was launched for the students of Finance Specialization. 34 students successfully completed the course. Besides this, Job Fair would also be conducted in April/May 2024 for the final placement of the students.</li> </ul>		
CO-PO Attainment	<p>The Result Analysis of MBA 2021-23 Batch was completed. Ms. Isha Khandekar (TFWS Student) was declared the Top Ranker of the outgoing batch. The overall analysis (Excluding TFWS Students) was:</p> <p>No. of Students Appeared for Exam – 57 No. of Successful Students – 53 Pass Percentage – 92.98%</p> <p>Following is the Summated Statement of Programme Outcomes Attainment (Direct and Indirect Assessment):</p>		



Assessment Method	Programme Outcomes									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
Direct Attainment	2.67	2.52	2.46	2.45	2.31	2.57	2.21	2.25	2.23	2.10
Weightage: 80% of Direct Attainment	2.14	2.02	1.97	1.96	1.85	2.06	1.77	1.8	1.78	1.68
Indirect Attainment	4.01	4.01	4.02	4.10	4.04	4.09	4.02	4.03	4.07	4.07
20% Weightage of Indirect assessment	0.8	0.8	0.8	0.82	0.81	0.82	0.8	0.81	0.81	0.81
Final Attainment	2.94	2.82	2.77	2.78	2.66	2.88	2.57	2.61	2.59	2.49
Percentage	98	94	92.33	92.67	88.67	96	85.67	87	86.33	83
Institutional Database through MIS	Institute purchased the ERP Software of Studium Tech Pvt Ltd. Necessary training was provided to the faculty for the smooth implementation.									
Learner Centric Environment	All the students were successfully registered on AICTE - SLAP - PARAKH Portal MBA – 62 students MCA – 48 students									
Organization of inter and intra institutional workshops, seminars, etc	<ul style="list-style-type: none"> <li>• RAYS 2023 – 9 events encompassing Cultural, Sports and Management games was conducted from 3 to 4 Nov 2023. 23 Colleges and 144 students participated</li> <li>• German Fest – Conducted on 21 October 2023</li> <li>• Entrepreneurship Fest – It was decided to hold it at the time of NAAC Visit</li> </ul>									
Research	<p>‘Research Paper Writing’ was included as CCE Component in the course – Business Research Method’. The students wrote the paper in a group of two each.</p> <p>The students were encouraged to present the papers in upcoming International Conferences and publish in Referred Journal/UGC Care.</p>									
Outreach Programs	<p>Following were held:</p> <ul style="list-style-type: none"> <li>• 21 October 2023 - Cleanliness Drive at Bhavani Peth</li> <li>• 28 October 2023 - Promoting Health, Hygiene, And Well-Being: A Community Engagement Initiative at Raigad Zila Parishad Schools in Katalachi Wadi, Vinegaon, and Vankhalwadi</li> <li>• 30 October 2023 – Blood Donation Drive</li> <li>• 17 November 2023 - Fit India 2023 Week at Shantai Foundation, Yerwada, Pune</li> <li>• 18 November 2023 - Electoral Literacy Club- New Voter's Registration Program</li> <li>• 20 – 25 November 2023 – Seva Programs to mark the 144<sup>th</sup> Birth Anniversary of Rev. Sadhu Vaswani <ul style="list-style-type: none"> <li>▪ Snehalaya – Rehabilitation Home, Wagholi, Pune (20 November 2023)</li> <li>▪ Bharatiya Samaj Seva Kendra, Koregaon Park, Pune (20 November 2023)</li> <li>▪ Shantai Foundation, Yerwada, Pune (21 November 2023)</li> <li>▪ Shree Radhe Gaushala, Kalewadi, Pune (24 November 2023)</li> </ul> </li> <li>• 8 December 2023 - POSH-'Sexual Harassment at Workplace-Prevention Week' Celebration</li> <li>• Blood Donation Camp In association with AmDocs Pune on 8<sup>th</sup> and</li> </ul>									



15<sup>th</sup> December 2023

- 8 December 2023 – Jal Shakti Abhiyaan
- 30 December 2023 - Safe Hands, Strong Hearts: Empowering Kids with Touch Awareness at Tribal Village Devnhave

NSS Camp is proposed to be held in February 2024.

*Lakhani*

Dr. Divya Yogesh Lakhani  
IQAC Coordinator

**IQAC Coordinator**  
**SVIMS**

*Nanwani*

Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
**DIRECTOR**

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGAON ROAD, PUNE-411 001



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project	IQAC Meeting	Date	29-Dec-23
Meeting Facilitator	Dr. B. H. Nanwani		
CIRCULAR / NOTICE OF THE IQAC MEETING			
You are requested to note that the IQAC Meeting for the Academic Year 2023 - 2024 will be held on 8 January 2024 from 11 am onwards in Hybrid Mode. The following Members to please attend the same:			
Sr. No.	Name of the Member	Designation	Signature / Attendance Remarks
1	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>Divya Lakhani</i>
2	Dr. Rajesh Kashyap	HOD - MCA	<i>Rajesh Kashyap</i>
3	Dr. Ashish Jaswal	Teacher	<i>Ashish Jaswal</i>
4	Ms. Vaishali R. Patil	Teacher	<i>Vaishali R. Patil</i>
5	Dr. Harshali Bhalerao	Teacher	<i>Harshali Bhalerao</i>
6	Mr. Vinayak Phule	Sr. Admin. Staff	<i>Vinayak Phule</i>

*B. H. Nanwani*  
Dr. B. H. Nanwani  
Director

**DR. B. H. NANWANI**  
DIRECTOR  
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGAON ROAD, PUNE-411 001



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project</b>	IQAC Meeting	<b>Time</b>	11 am onwards
<b>Date of Meeting [DD/MM/YYYY]</b>	08-01-2024		
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**ATTENDANCE OF THE MEETING**

A meeting of the IQAC Committee was held on 8 January 2024 at 11 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) at Director's Office and via MS TEAM. The following members were present:

Sr. No.	Name of the Member	Designation	Sign/Attendance Remark
1	Dr. B. H. Nanwani	Chairperson	<i>Bnanwani</i>
2	Dr. Manju Nichani	Management Representative	<i>Manju Nichani</i>
3	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>Dlakhani</i>
4	Dr. Rajesh Kashyap	HOD - MCA	<i>Rajesh</i>
5	Dr. Ashish Jaswal	Teacher	<i>Ashish</i>
6	Ms. Vaishali R. Patil	Teacher	<i>Vaishali</i>
7	Dr. Harshali Bhalerao	Teacher	<i>H. Bhalerao</i>
8	Mr. Vinayak Phule	Sr. Admin. Staff	— Ab —
9	Mr. Rakesh Navani	Industrialist	Online
10	Mr. Robin Banerjee	Local Society	Online
11	Mr. Arun Sehgal	Industrialist	Online
12	Ms. Tasneem Hakimjiwala	Alumna	Online
13	Ms. Muskan Sadhwani	Student Representative - MBA Batch 2022-24	Muskan.
14	Ms. Sakshi Polkam	Student Representative - MCA Batch 2022-24	<i>Sakshi</i>
15	Ms. Kanchan Chhabria	Parent of Ms. Simran Chhabria	<i>Kanchan</i>



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	08/01/2024
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**MEETING AGENDA**

<b>Sr. No</b>	<b>Topic</b>
1	Reading and confirming Minutes and Action Taken Report of the previous meeting
2	NAAC Second Cycle: <ul style="list-style-type: none"><li>• Submission of SSR</li><li>• Student Satisfaction Survey</li><li>• DVV Clarifications</li><li>• Plan the dates for NAAC Peer Team Visit</li><li>• Preparation for Visit</li></ul>
4	Academic and Administrative Activities <ul style="list-style-type: none"><li>• Academic Planning for Semesters II and IV of MBA and MCA</li><li>• Collection and Analysis of Feedback</li></ul>
5	Curricular and Extra Curricular Activities
6	Participation in the National Institutional Ranking Framework (NIRF) Participation in The All-India Survey on Higher Education (AISHE)
7	Any other matter with the permission of chair





SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	IQAC Meeting	Meeting Date (DD/MM/YYYY)	08/01/2024
Meeting Facilitator	Dr. B. H. Nanwani		
MINUTES OF MEETING			
ATR of previous meeting	<p>Minutes of the IQAC meeting held on 17 Oct 2023 and ATR were read and approved by the Committee Members.</p> <p>Dr. B H Nanwani informed all the committee members that Ms. Harshali Bhalerao has successfully defended her PhD Thesis and was awarded PhD Degree on 14 December 2023. All the members congratulated Dr. Harshali Bhalerao for the achievement.</p>		
Submission of SSR	<p><b>Discussion:</b> Dr. Divya Lakhani informed the committee members that the Institute has taken time to revisit its SSR on account of extension received. It has been reviewed by the Governing Council Members and the External Experts and their suggestions have been incorporated. It is now ready for submission. Mr. Arun Sehgal and Mr. Robin Banerjee conveyed their best wishes to the team.</p> <p><b>Decision:</b> The committee members requested Dr. B H Nanwani to have a final look at the SSR and submit the same on 10 January 2024.</p>		
Student Satisfaction Survey	<p><b>Discussion:</b> Dr. B H Nanwani informed the Committee Members that Student Satisfaction Survey would be undertaken by NAAC immediately on submission of SSR. The Institute has to ensure 10% of the students participate in the survey.</p> <p><b>Decision:</b> Dr. Divya Lakhani and Dr. Rajesh Kashyap were instructed to encourage the students to participate in the Survey. They also need to inform the students to check their Institutional emails frequently for emails from NAAC regarding SSS.</p>		
DVV Clarifications	<p><b>Discussion:</b> On 10% of the students completing SSS – DVV clarifications would be issued by NAAC. The Institute would be getting 15 days' time to submit the response to it.</p>		



	<p><b>Decision:</b> Dr. Divya Lakhani was instructed to keep a check on a daily basis for updates on DVV Clarification. The faculty and staff to prepare the response to these points and ensure timely submission of response to DVV Clarifications.</p>
<p><b>Plan the dates for NAAC Peer Team Visit</b></p>	<p><b>Discussion:</b> Dr. Divya Lakhani informed the members the Institute has to propose three options for scheduling the NAAC Peer Team Visit. Dr. B H Nanwani suggested that the dates be decided keeping the academic rigour in mind:</p> <p><b>Decision:</b> The members instructed Dr. Lakhani to fill the dates on NAAC Portal in consultation with Director mam.</p>
<p><b>Preparation for NBA and NAAC Visits</b></p>	<p><b>Discussion:</b> Dr. Manju Nichani advised Team SVIMS to prepare for NBA &amp; NAAC visits by ensuring robust documentation, faculty readiness, Readiness in terms of infrastructural requirements, student/alumni engagement, Hospitality, etc.</p> <p><b>Decision:</b> Dr. Ashish Jaswal and Dr. Divya Lakhani were tasked with compliance.</p>
<p><b>Academic and Administrative Activities</b></p>	<p><b>Discussion:</b> Subject Allotment of Semester II and IV of MBA and MCA was to be done amongst the faculty keeping their preference and competencies in mind and as per AICTE norms. Semester-end formalities like Collection of Feedback is to be undertaken as per the standard practice.</p> <p><b>Decision:</b> Dr. Divya Lakhani and Dr. Rajesh Kashyap were instructed to complete the subject allotment as per the AICTE norms. Ms. Vaishali Patil to ensure that feedback was collected from the students and teachers –</p> <ul style="list-style-type: none"> <li>• Teachers' effectiveness</li> <li>• Faculty feedback on curriculum</li> </ul> <p>The HODs were instructed to collect the Feedback on Course Outcomes for each individual course on Studium.</p>
<p><b>Curricular and Extra Curricular Activities</b></p>	<p><b>Discussion:</b> Dr. Rajesh Kashyap informed the members that various activities are proposed to be conducted in the ensuing semester. Dr. Niji Shajan, the new faculty, MBA presented the plan consisting of National Youth Day, Makarsankranti, Republic Day, Traditional Day, Cultural Day, Marathi Bhasha Diwas, Women's Day Celebration, Cultural Program to showcase Women Empowerment, Unity in Diversity, etc.</p> <p><b>Decision:</b></p>



	The members instructed Dr. Niji Shajan to ensure compliance thereof with the help of all faculty members.
<b>Participation in NIRF and AISHE</b>	<p><b>Discussion:</b> Dr. Rajesh Kashyap informed the members that the Institute is participating in NIRF 2024 and AISHE 2022-23</p> <p><b>Decision:</b> Dr. B H Nanwani instructed the HODs to provide the necessary data to Mr. Phule for completing the formalities.</p>
<b>Others</b>	Dr. Divya Lakhani delivered the vote of thanks as there was no other matter to be discussed.

*Divya Lakhani*

Dr. Divya Yogesh Lakhani  
IQAC Coordinator  
**IQAC Coordinator**  
**SVIMS**

*B. H. Nanwani*

Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
DIRECTOR  
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGAON ROAD, PUNE-411 001



**Action Taken Report of IQAC Meeting dated 8 Jan 2024  
Presented on 11 May 2024**

<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	11/05/2024.
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>ACTION TAKEN REPORT</b>			
<b>NAAC Second Cycle</b>	<ul style="list-style-type: none"><li>• Self-Study Report – Second Cycle submitted on 10 January 2024.</li><li>• Student Satisfaction Survey Commenced on 11 January 2024</li><li>• DVV Clarification Received on 17 January 2024</li><li>• SSR Prequalification Completed – 20 February 2024</li><li>• Peer Team Visit – 18 – 19 April 2024</li></ul>		
<b>NBA Visit</b>	The NBA Team visited the campus on 22-24 March 2024 Result Declared – MBA Program of SVIMS is NBA Accredited.		
<b>Academic and Administrative Activities</b>	Subject allotment for upcoming semester was done keeping in mind the teaching competencies and regulatory norms for lecture load. Visiting faculty was appointed for following: <ul style="list-style-type: none"><li>• Ms. Swati Sethi for Economic Analysis for Business Decision and International Finance.</li><li>• Mr. Manoj Pamnani for Soft Skills</li></ul>		
<b>Curricular and Extra Curricular Activities</b>	Activities conducted are shown in annexure.		
<b>NIRF and AISHE</b>	Data for NIRF 2024 was submitted on 31/01/2024 Data for AISHE 2022-23 was submitted on 15/02/2024		

*Divya*  
Dr. Divya Yogesh Lakhani  
IQAC Coordinator  
**IQAC Coordinator**  
**SVIMS**

*Nanwani*  
Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
DIRECTOR  
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
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**Annexure**  
**Events Conducted from 8 January 2024 to 30 April 2024**

<b>Date</b>	<b>Title of the Program</b>
09-01-2024	Ram Mandir, Ayodhya Akshat Kalash Yatra and Pujan
13-01-2024	Rev. Sadhu Vaswani's 58th Mahayagna Day
12-01-2024	National Youth Day-Rajmata Jijau Jayanti and Swami Vivekanand Jayanti
15-01-2024	Makarsankrant/Lori and Pongal Celebration
15-01-2024	Sports Day
23-01-2024	Mehendi/ Rangoli and Painting competition
24-01-2024	National Girl Child Day
26-01-2024	Republic Day
01-02-2024	Workshop - Human Rights, Indian Judiciary System and Constitution of India
7-13 Feb 2024	NSS Camp at Awhalwadi, Tal. Haveli
11-02-2024	River Clining (Mula Mutha)
12-04-2024	Dr. Babasaheb Ambedkar Jayanti Celebration
12-02-2024	Traditional Day celebration
13-02-2024	Bollywood Day celebration
10-02-2024	Thanks Giving Week at Aajol Shantivan Sanstha and Anjuman-I-Islam- Muslim Girl's Orphanage, Pune
14-02-2024	Cultural day/ Twinning Day celebration
14-02-2024	Saraswati Pooja, Basant Panchami and Ash Wednesday
20-02-2024	Enacting Coronation Ceremony of Chhatrapati Shivaji Maharaj and Singing of Powada
27-02-2024	Marathi Bhasha Diwas
02-03-2024	Mera Pehla Vote- Desh ke Liye
11-03-2024	Women's Day Celebration
12-03-2024	Tranquil Tuesdays
23-03-2024	Shakti Raag: A Symphony of Empowerment Through Song,Dance and Stories
24-03-2024	Holi Celebration
08-04-2024	Gudi Padwa and Cheti Chand Celebration
12-04-2024	Dr Ambedkar Jayanti Celebration 2024
18-04-2024	Navdhara
22-04-2024	Rang Bharat: A Cultural Tapestry of Unity in Diversity
24-04-2024	IPR Day



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project</b>	IQAC Meeting	<b>Date</b>	30-Apr-24
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**CIRCULAR / NOTICE OF THE IQAC MEETING**

You are requested to note that the IQAC Meeting for the Academic Year 2023 - 2024 will be held on 11 MAY 2024 from 11 am onwards in Hybrid Mode. The following Members to please attend the same:

<b>Sr. No.</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Signature / Attendance Remarks</b>
1	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>Divya Lakhani</i>
2	Dr. Rajesh Kashyap	HOD - MCA	<i>Rajesh</i>
3	Dr. Ashish Jaswal	Teacher	<i>Ashish</i>
4	Dr. Vaishali R. Patil	Teacher	<i>Vaishali</i>
5	Mr. Vinayak Phule	Sr. Admin. Staff	<i>Vinayak</i>

*B. H. Nanwani*

Dr. B. H. Nanwani  
Director

**DR. B. H. NANWANI**  
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
6, KOREGAON ROAD, PUNE-411 001



**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

<b>Meeting/Project</b>	IQAC Meeting	<b>Time</b>	11 am onwards
<b>Date of Meeting [DD/MM/YYYY]</b>	11-05-2024		
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**ATTENDANCE OF THE MEETING**

A meeting of the IQAC Committee was held on 11 May 2024 at 11 am under the Chairperson, Dr. B H Nanwani (Director, SVIMS) at Director's Office and via MS TEAM. The following members were present:

Sr. No.	Name of the Member	Designation	Sign/Attendance
1	Dr. B. H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Manju Nichani	Management Representative	<i>M. Nichani</i>
3	Dr. Divya Yogesh Lakhani	IQAC Co-ordinator	<i>D. Lakhani</i>
4	Dr. Rajesh Kashyap	HOD - MCA	<i>R. Kashyap</i>
5	Dr. Ashish Jaswal	Teacher	<i>A. Jaswal</i>
6	Dr. Vaishali R. Patil	Teacher	<i>V. Patil</i>
7	Mr. Vinayak Phule	Sr. Admin. Staff	<i>V. Phule</i>
8	Mr. Rakesh Navani	Industrialist	Online
9	Mr. Robin Banerjee	Local Society	Online
10	Mr. Arun Sehgal	Industrialist	Online
11	Ms. Tasneem Hakimjiwala	Alumna	— Ab —
12	Ms. Muskan Sadhwani	Student Representative - MBA Batch 2022-24	Muskan
13	Ms. Sakshi Polkam	Student Representative - MCA Batch 2022-24	— Ab —
14	Ms. Kanchan Chhabria	Parent of Ms. Simran Chhabria	— Ab —



<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	11/05/2024
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>MEETING AGENDA</b>			
<b>Sr. No</b>	<b>Topic</b>		
1	Reading and confirming minutes and Action taken report of the previous meeting		
2	Result of NBA Accreditation		
3	Recommendations of NBA Committee Members		
4	Presentation of IQAC Annual Report – 2023-24		
5	<i>Academic &amp; Administrative Activities:</i> <ul style="list-style-type: none"> <li>• Activity Calendar for 2024-25</li> <li>• Academic Planning for upcoming Semesters I and III for MBA and MCA Programme.</li> <li>• Introduction of Certificate Courses for AY 2024-25</li> <li>• Industry Academia Connect</li> </ul>		
6	Collection and Analysis of Feedback from Stakeholders		
7	Organization of Staff and Faculty Development Programme		
8	Routine Matters <ul style="list-style-type: none"> <li>• SPPU Annual Report</li> <li>• POSH Annual Report</li> <li>• E-Governance Report</li> <li>• Academic Administrative Audit</li> </ul>		
9	Any other matter with the permission of the chair		





**SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS**

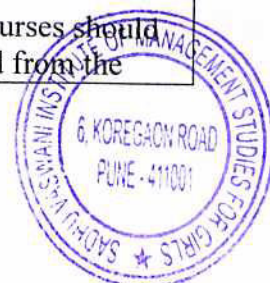
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	11/05/2024
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		

**MINUTES OF MEETING**

ATR of previous meeting	<p>Minutes of the IQAC meeting held on 8 January 2024 and ATR were read and approved by the Committee Members.</p> <p>Dr. B H Nanwani informed all the committee members that Ms. Vaishali Patil has successfully defended her PhD Thesis on 11 January 2024 and was awarded PhD Degree. With this all the faculty members in the MBA Department are having PhD, which is a great achievement.</p> <p>All the members congratulated Dr. Vaishali Patil for the achievement.</p>
Result of Accreditation	<p><b>Discussion:</b></p> <p>Dr. Lakhani announced with great pride that the Institution has been awarded NBA Accreditation for 3 years from 2024-25 to 2026-27, signifying a major accomplishment in its commitment to quality and academic excellence.</p> <p>She expressed gratitude to the Director, <b>Dr. Nanwani</b>, for her visionary leadership and unwavering support, which played a pivotal role in achieving this milestone.</p> <p>She also commended the efforts of the NBA Coordinator, <b>Dr. Ashish Jaswal</b>, for his quiet yet effective handling of the accreditation process. His thorough and dedicated approach was highlighted as a key factor in this success.</p> <p>She highlighted the significance of the Institution's NBA Accreditation by referencing data from the NBA website. It was noted that there are only 26 colleges in Maharashtra with NBA Accreditation, of which only 7 currently hold active accreditation. Among these, only two institutions – <b>SVIMS</b> and a Deemed University– have their accreditation valid until 2027.</p> <p>Dr. Manju Nichani, Mr. Robin Banerjee, Mr. Arun Sehgal and other members extended their heartfelt appreciation to the Director, Dr. Nanwani, for her exceptional leadership and strategic vision, which have been instrumental in this success.</p>
Recommendations of NBA Committee Members	<p><b>Discussion:</b></p> <p>Dr. Ashish Jaswal, NBA Coordinator informed the members that the Institute received positive feedback from the NBA Exit Meeting, where the team appreciated that all MBA faculty members at SVIMS hold a PhD. They also commended the Institute's strong team spirit, camaraderie, and positive culture. He further shared that one of the key suggestions from the NBA Team was to establish seed funding for research initiatives.</p>



	<p>Dr. B H Nanwani, Director, shared that the Management of Sadhu Vaswani Mission has graciously approved ₹ 50 Lakhs in SEED MONEY to support research projects.</p> <p>The members expressed their gratitude to the Management for this generous gesture, which will greatly encourage and strengthen the Research Culture at the Institution.</p>
<p><b>Presentation of IQAC Annual Report: 2023-24</b></p>	<p><b>Discussion:</b> Dr. Divya Lakhani presented the Key Hihglights of IQAC Annual Report for AY 2023-24:</p> <ul style="list-style-type: none"> <li>• Student Enrolment – 217</li> <li>• 12 Certificates Courses</li> <li>• SIP – MBA – 56 and Projects – MCA – 52 students</li> <li>• Patents – 2</li> <li>• Research Papers by Faculty – 22</li> <li>• Research Papers by Students – 7</li> <li>• Paper Presentation by Students in International Seminar on Net Zero &amp; Energy Transition for Sustainable Development – 6</li> <li>• NSS Camp, Awhalwadi, amongst others</li> </ul> <p><b>Decision:</b> The Members instructed Dr. Lakhani to finalize the report and file it for records.</p>
<p><b>Academic &amp; Administrative Activities</b></p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• <b>Proposal for Activity Calendar</b> Dr. Vaishali Patil proposed to prepare an Activity Calendar for the Academic Year 2024-25 to ensure compliance with NBA and NAAC.</li> <li>• <b>Academic Planning for Semesters I and III</b> Dr. Ashish Jaswal stated that academic planning for Semesters I and III of the MBA and MCA programmes will be discussed in detail during the upcoming faculty meeting. The planning will include workload distribution, setting deadlines for session plans and assignments, and preparing an Assignment Schedule to ensure timely execution.</li> <li>• <b>Value Added Courses for AY 2024-25</b> Dr. Vaishali Patil informed the members that a proposal for 'Continuation of Approval to Value Added Courses' to be offered by the Institute needs to be submitted to university. The members suggested preparing the list after carefully considering industry demands and student interests.</li> <li>• <b>Industry-Academic Partnerships</b> Dr. B. H. Nanwani proposed that 10% of the 32 courses in Semesters I and III be developed with industry collaboration to enhance industry-academic linkages and practical exposure. She suggested that in-house faculty handle the theoretical aspects, while industry partners cover the latest trends.</li> </ul> <p><b>Dr. Arun Sehgal</b> suggested that List of such Courses should be prepared along with the deliverables expected from the</p>



	<p>Industry Partner, keeping the fact in mind that they would be available for limited period of time. Besides this, he stated that the alumni should also be tapped for the same. To this Dr. Nanwani said that the Industry Experts can focus on Content Beyond Syllabus – as per the time available with them.</p> <p><b>Mr. Robin Banerjee</b> recommended that the Institute should acquire Membership of CII. He would help us to get connected to them. As a result, the Institute will get acquainted with the large pool of industry experts.</p> <ul style="list-style-type: none"> <li>• <b>Japanese Language Course for MCA</b> Dr Nanwani proposed that the Japanese Language course be introduced as part of the MCA programme, aimed at enhancing students' Global Skills and Employability.</li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• The members instructed Vaishali Patil to prepare the Academic Calendar, Dr. Divya Lakhani and Dr. Rajesh Kashyap to ensure Academic Planning is completed in time.</li> <li>• Dr. Vaishali Patil was instructed to finalize the Value-Added Courses and submit the proposal to SPPU.</li> <li>• Dr. Lakhani was instructed to initiate the process of CII Membership.</li> <li>• Dr. Ashish Jaswal to take care of Industry Academia Connect in context of Content Beyond the Syllabus</li> <li>• SVIMS Team to ensure that Orientation for Japanese Language should be conducted for Students of MCA.</li> </ul>
<p><b>Collection and Analysis of Feedback from Stakeholders</b></p>	<p><b>Discussion:</b> Dr. Vaishali Patil informed the committee members that year end feedback needs to be collected from:</p> <ul style="list-style-type: none"> <li>• Students – Teacher Effectiveness</li> <li>• Students – Graduate Exit Survey</li> <li>• Faculty – Curriculum</li> <li>• Parents</li> <li>• Alumni</li> <li>• Value Education (Sanctuary)</li> <li>• Infrastructure</li> </ul> <p>Dr. B H Nanwani opined that we need to make the LMS - Studium, ready for collection of all the feedbacks from the stakeholders.</p> <p><b>Decision:</b> HODs – Dr. Divya Lakhani and Dr. Rajesh Kashyap, were assigned the task to ensure completion of CO Feedback Forms. Dr. Vaishali Patil to ensure completion of remaining feedback forms. The same should be analysed and presented for necessary action in the next meeting.</p>
<p><b>Organization of Staff and Faculty Development Programme</b></p>	<p><b>Discussion:</b> Dr. B H Nanwani invited suggestions from members for Staff and Faculty Development Programme. Mr. Robin Banerjee suggested that a programme on ICT can be conducted.</p> <p><b>Decision:</b> Members instructed Dr. Lakhani and Dr. Kashyap to organize the programmes keeping the suggestions in mind.</p>



<b>Routine Matters</b>	<b>Discussion:</b> Dr. Divya Lakhani informed the members that as per the standard practice year end reports are to be prepared - SPPU Annual Report, POSH Annual Report, E-Governance Report and Academic Administrative Audit.  <b>Decision:</b> The Committee Members instructed Mr. Vinayak Phule, Dr. Rajesh Kashyap, Dr. Divya Lakhani to ensure compliance to above. E-Governance Report should also be presented to the Management.
Others	Dr. Divya Lakhani delivered the vote of thanks as there was no other matter to be discussed.

*Plakhani*

Dr. Divya Yogesh Lakhani  
IQAC Coordinator

**IQAC Coordinator**  
**SVIMS**

*Bnanwani*

Dr. B H Nanwani  
Chairperson - IQAC

**DR. B. H. NANWANI**  
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS  
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**Action Taken Report of IQAC Meeting dated 11 May 2024  
Presented on 2 September 2024**

<b>SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS</b>			
<b>Meeting/Project Name</b>	IQAC Meeting	<b>Meeting Date (DD/MM/YYYY)</b>	02/09/2024
<b>Meeting Facilitator</b>	Dr. B. H. Nanwani		
<b>ACTION TAKEN REPORT</b>			
<b>IQAC Annual Report 2023-24</b>	Dr. Divya Lakhani along with faculty members finalized the report under the guidance of Dr. B H Nanwani and presented the report to the Management for approval.		
<b>Academic &amp; Administrative Activities</b>	<ul style="list-style-type: none"> <li>• Activity Calendar for AY 2024-25 prepared</li> <li>• Academic Planning – Allotment of Courses, Session Plans, CCE, etc. completed on time</li> <li>• Proposal submitted to SPPU for Continuation of Approval for following courses: Spirituality for Leadership, Employee Wellbeing and Organizational Excellence [I], Spirituality for Leadership, Employee Wellbeing and Organizational Excellence [II], The Basics of Content Writing and Understanding Gender Equity. SPPU granted the Approval for the above courses.</li> <li>• Industry Academia Connect – Discussion on with Experts like Mr. Vishal Terkar, Founder, Terkar Capital and BTW Group, Ms. Ashwini Barve, Delivery Head, Pratiti Technologies and Mr. Tejas Rane, Senior Data Analyst, Globant India Pvt. Ltd. to finalize the schedule of sessions. Other sessions are also in the pipeline.</li> <li>• The Institute acquired the Membership of CII.</li> <li>• Career Opportunities in Japan: The Power of Japanese Language was conducted on 24 July 2024</li> </ul>		
<b>Collection and Analysis of Feedback from Stakeholders</b>	Feedback was collected, analysed and the report presented to Director		
<b>Organization of Staff and Faculty Development Programme</b>	Enhancing Language Skills - Advanced Language Lab was conducted 22-23 May 2024		
<b>Routine Matters</b>	<ul style="list-style-type: none"> <li>• SPPU Annual Report – Prepared and submitted to SPPU.</li> <li>• POSH Annual Report – Prepared and submitted to SPPU</li> <li>• E-Governance Report – Prepared and presented to Management for approval</li> <li>• Academic Administrative Audit – Prepared and filed for records.</li> </ul>		

*Divya Lakhani*  
Dr. Divya Yogesh Lakhani  
IQAC Coordinator  
**IQAC Coordinator**  
**SVIMS**



*B. H. Nanwani*  
Dr. B H Nanwani  
Chairperson - IQAC

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