



Date: 11th June 2018

IQAC Formation Circular

All the staff members (Teaching and Non-teaching) are hereby informed that in order to constitute the **Internal Quality Assurance Cell (IQAC)** a meeting is scheduled on 18th June 2018 at 11.00 am.

The venue of the meeting will be Conference Room at 3rd floor.

All are requested to attend the meeting.

Dr Milind Marathe

Director

Minutes of the Meeting

Date: 18th June 2018

Time: 11.00 am

As per instructions by the managing committee, the Director of International Institute of Management Science (IIMS) has been asked to establish Internal Quality Assurance Cell (IQAC) for which the meeting was organised in conference room at 3rd floor.

Dr Milind Marathe explained the importance of accreditation and IQAC to all staff members. He informed that IIMS is an ISO 9001 certified, approved by AICTE, recognized by DTE, Government of Maharashtra and affiliated to Savitribai Phule Pune University. All modern teaching tools are used for classroom teaching. IIMS strive to prepare students as per the corporate requirements and uses technology extensively to disseminate knowledge, which is coupled with dynamic teaching pedagogy. We have a pool of faculty consisting of core experienced faculties supported by corporate executives, visiting and guest faculties. IIMS is located at the centralized location of the city with its classic ambience and infrastructure, high standards of teaching, strong corporate connectivity and excellent placements provide the right learning environment for the future global managers.

Keeping abreast the national educational reforms and globalization challenges in the recent times in higher education IIMS considered to actively engage in the development and implementation of quality benchmarks. He also told that by forming IQAC all the stakeholders including students, teachers, administrative staff members, alumni and industry professionals may be involved to ensure and sustain quality standards in education.

All the staff members present for the meeting has unanimously agreed to establish the Internal Quality Assurance Cell (IQAC) today i.e. 18th June 2018 to institutionalize the process of quality enhancement and sustenance to quality standard. It has decided that for strategizing various Quality plans that relates to the faculty as well as the students of the Institute, IQAC will function as a central point.

Dr. Rajendra Sabnis was appointed as IQAC coordinator by nomination. The names of teachers' representative Mr. Amar Gupta and Dr. Amitkumar Giri and representative of administrative staff (Mr. Pavan Sharma) were nominated by the staff considering their involvement in the entire process.

The names of the representative of students and alumni were also nominated in the meeting considering their contribution to the institute. Names of representatives from industry and academics were nominated by faculty and Director considering their importance to add value and improve the quality of the processes of the institute.

It was further decided that the IQAC shall develop systems and processes for:

1. Ensuring performance of academic, administrative and financial tasks on timely, efficient and progressive basis;
2. Social integration of academic programmes and its access to and affordability of academic programmes;
3. Integration and optimization of modern methods of teaching and learning;
4. The credibility of assessment and evaluation process;
5. Monitoring and ensuring the adequacy, maintenance and proper allocation of support services and infrastructure;
6. Knowledge sharing and networking of research findings with other institutions in India and abroad

The composition of the IQAC is as follows:

Sr. No.	Name of the Member	Designation
1	Dr. Milind Marathe	Director and Chairman of IQAC
2	Mr. Makarand Kulkarni	Management Representative (Member)
3	Dr. Balaji Gopalan	Industry Expert (Member)
4	Dr. Bharat Kasar	Academic Expert (Member)
5	Mr. Jitendra Polekar	Alumni Representative (Member)
6	Ms. Jayashree Sapkal	Alumni Representative (Member)
7	Mr. Kiranbhai Patel	Student Member
8	Ms. Prachi Kurkute	Student Member
9	Prof. Amar Gupta	Faculty Member
10	Dr. Amitkumar Giri	Faculty Member
11	Mr. Pavan Sharma	Administrative Staff (Member)
12	Dr. Rajendra Sabnis	Dean and Coordinator of IQAC

It was unanimously agreed that IIMS Chinchwad will apply for the assessment and accreditation as per new guidelines of the NAAC.



Dr. Milind Marathe
Director, IIMS, Chinchwad, Pune