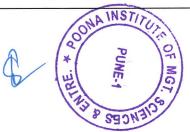
Internal Quality Assurance Cell (IQAC) Committee

(Effective from August 2020)

Chairperson: Head of the Institution		
Dr. Porinita Banerjee (Director - Incharge, PIMSE)	Chairperson: Head of the Institution	
One Member of the Management		
Hon. Mr. Hani Ahmed Farid (Gen. Secretary, AKI Trust)	Management Representative	
Teachers to represent all levels (Three to eight)		
Dr. Zarina Shaikh (Associate Professor)	Member	
Dr. Sheena Abraham (Assistant Professor)	Member	
Dr. Vasimraja Sayed (Assistant Professor)	Member	
Mr. Mohd.Talha Ahmed (Assistant Professor)	Member	
Mr. Zafar Ahmed Khan (Assistant Professor)	Member	
Mr. Akbar Khan (Assistant Professor)	Member	
Senior Administrative Officers		
Mr. Abdul Raheman Kalyani (Junior Clerk)	Member	
One nominee from Trust, Students, Alumni		
Dr. Hanif Lakdawala (Trustee, AKI Trust)	Member	
Ms. Leonette Denis Henry (Alumni)	Member	
Ms.Ilkal Nida Nahid (Student)	Member	
One nominee from Employers/Industrialists/Stakeholders		
Mr. Abraham Varghese (Founder, ASCK Consultant)	Member	
One of the senior teachers as Coordinator of IQAC		
Mrs. Lubna Shaikh (Assistant Professor)	IQAC Coordinator	
JA INSTITUTE		





(A Religious & Linguistic Ninority Institution, Secognized by DTz, Cavit, of Manarasintra, America is posterior transfer under vine University.)

Approved by AlCCTE, New Delhi ISO 9001-2015 Certification

Office: K. B. Hidzotulloh Road, Comp, Pune: 411 001. Tel.: 202 26448731 Website: www.okipimte.oc.in Entail: director.pimseSgmail.com

NOTICE

Date: 04/10/2020

This is to inform all the committee members of IQAC that an online meeting is scheduled on Tuesday, 6^{th} October, 2020 at 12 noon via Zoom Platform.

Meeting Details are as follows:

Meeting ID: 851 0969 8373

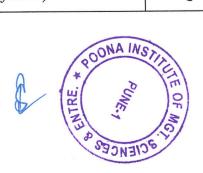
Password: 336063

Agenda:

- To read and confirm the minutes of the previous meeting dated 10th June, 2020
- To plan a FDP for equipping faculties with online lecture delivery methodology.
- To plan for sessions to prepare the students with the challenges faced by entrepreneurs
- To plan for organizing Certification course on Startup.
- Any other matter with the permission of the Chair.

HE-I STITUTE OF MGT.

Chairperson: Head of the Institution		
Dr. Porinita Banerjee (Director-Incharge, PIMSE)	Chairperson: Head of the Institution	
One Member of the Management		
Mr. Hani Ahmed Farid (Chairman, AKI Trust)	Management Representative	
Teachers to represent all levels (Three to eight)		
Dr. Zarina Shaikh (Associate Professor)	Member	
Dr. Sheena Abraham (Assistant Professor)	Member	
Mr. Vasimraja Sayed (Assistant Professor)	Member	
Mr. Mohd.Talha Ahmed (Assistant Professor)	Member	
Mr. Zafar Ahmed Khan (Assistant Professor)	Member	
Mr. Akbar Khan (Assistant Professor)	Member	
Senior Administrative Officers		
Mr. Abdul Raheman Kalyani (Junior Clerk)	Member	
One nominee from Trust, Students, Alumni		
Dr. Hanif Lakdawala (Trustee, AKI Trust)	Member	
Ms. Leonette Denis Henry (Alumni)	Member	
Ms.Ilkal Nida Nahid (Student)	Member	
One nominee from Employers/Industrialists/Stakeholders		
Mr. Abraham Varghese (Founder, ASCK Consultant)	Member	
One of the senior teachers as Coordinator of IQAC		
Mrs. Lubna Shaikh (Assistant Professor)	IQAC Coordinator	



AKI Poona Institute of Management Sciences & Entrepreneurship INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

Day & Date: Tuesday, 6th October, 2020

Meeting Mode: Online Via Zoom Platform Time: 12:00 noon

The online meeting was held on **Tuesday**, 6th **October**, **2020**, at 12:00 noon via Zoom Platform. Following are the minutes of the meeting. IQAC Coordinator welcomed all the members

Agenda:

- To read and confirm the minutes of the previous meeting dated 10th June, 2020.
- To plan a FDP for equipping faculties with online lecture delivery methodology.
- To plan for sessions to prepare the students with the challenges faced by entrepreneurs
- To plan for organizing Certification course on startups.
- Any other matter with the permission of the Chair.

The meeting was conducted under the Chairmanship of Director Dr. Porinita Banerjee

- To read and confirm the minutes of the previous meeting dated 10th
 June 2020.
 - The minutes of the previous meeting dated 10th June 2020 were read and confirmed



- To plan for FDP for equipping faculties with online lecture delivery methodology
 - It has been decided to organize a FDP to show the changing methods for delivering lectures during Covid-19.
- To plan for sessions to prepare the students with the challenges faced by entrepreneurs.
 - It has been discussed to equip the students with sessions on the changing mind set and challenges faced by the entrepreneurs
- To plan for organizing Certification course on startups
 - It has been decided to organize session on startups

As there was no other matter, the meeting ended with Vote of Thanks by the IQAC Coordinator

Name	Present / Absent
Dr. Porinita Banerjee	Present
Mr. Hani Ahmed Farid	Absent
Dr. Zarina Shaikh	Present
Dr. Sheena Abraham	Absent
Dr. Vasimraja Sayed	Present
Mr. Mohd.Talha Ahmed	Present
Mr. Zafar Ahmed Khan	Present
Mr. Akbar Khan	Present
	(505)



Mr. Abdul Raheman Kalyani	Present
Dr. Hanif Lakdawala	Absent
Mr. Abraham Varghese	Present
Ms. Leonette Denis Henry	Absent
Ms. Ilkal Nida Nahid	Present
Mrs. Lubna Shaikh	Present







(A Religious & Linguistic Minarity Institution, Recognized by DTF, Govt. of Maharashtra, Affiliated to Saxitribal Phole Pune University,)
Approved by AICTE, New Delhi 15G 9001-2015 Certification
Office: K. S. Hidyatullah Road, Comp. Pune • 411 001. Tel.: 020 20448781 Website: www.skipimse.ox.in Email: director.pimse@pmail.com

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report - 2020-2021

Meeting no. 1

Date of Meeting: 6th October 2020

Minute	Action Taken
To plan a FDP for equipping	FDP for guidelines on improving lecture
faculties with online lecture	delivery was organized on 5 th December
delivery methodology.	2020.
To plan for sessions to prepare the	Insightful lecture on "Success stories of
students with the challenges faced	Rural Entrepreneurs" was organized on 2 nd
by entrepreneurs	January 2021 and a session on Session on
	"Entrepreneurial Global Mindset" was
	organized on 16 th October 2020.
To plan for organizing Certification	Certification course Fundamentals of
course on startups	startups was conducted from 18 th January
	to 4 th February 2021.

Mrs. Lubna Shaikh IQAC Coordinator



(A Religious & Linguistic Ninerity Institution, Recognized by DTE, Gevt. of Moharashtra, Affiliated to Savitribal Phule Pune University.)

Approved by ACCE, New Delhi 150 9001-2013 Certification

Office : K. B. Hidgetuilah Read, Comp. Name - 411 Golf. Ted. 1072 24464781 Webbite: www.skiller.oc.in. Entail : director.pimse@gmail.ger

NOTICE

Date: 21/01/2021

This is to inform all the committee members of IQAC that a meeting is scheduled on Saturday, 23rd January, 2021 in the Board room at 11:00 am.

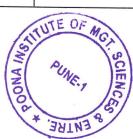
Agenda:

- To read and confirm the minutes of the previous meeting dated 26th
 September, 2020
- To plan for orientation and induction program for the students
- To plan for providing session on employability skills and role of managers after MBA
- To plan for organizing sessions for faculties and students to provide practical knowledge of research.
- To plan to encourage students for using National digital Library NDL.
- To plan to organize career guidance session for student.
- Any other matter with the permission of the Chair

SCIENCE AND SCIENC

Chairperson: Head of the Institution		Signature
Dr. Porinita Banerjee (Director-Incharge, PIMSE)	Chairperson: Head of the Institution	\$
One Member of the Management		
Mr. Hani Ahmed Farid (Chairman, AKI Trust)	Management Representative	
Teachers to represent all levels (Three to	eight)	
Dr. Zarina Shaikh (Associate Professor)	Member	J
Dr. Sheena Abraham (Assistant Professor)	Member	X
Dr. Vasimraja Sayed (Assistant Professor)	Member	
Mr. Mohd. Talha Ahmed (Assistant Professor)	Member	
Mr. Zafar Ahmed Khan (Assistant Professor)	Member	HA
Mr. Akbar Khan (Assistant Professor)	Member	Auhan
Senior Administrative Officers		
Mr. Abdul Raheman Kalyani (Junior Clerk)	Member	Bahnes
One nominee from Trust, Students, Alumni		
Dr. Hanif Lakdawala (Trustee, AKI Trust)	Member	Harif
Ms. Leonette Denis Henry (Alumni)	Member	heo
Ms.Ilkal Nida Nahid (Student)	Member	Mahid
One nominee from Employers/Industrialis	ts/Stakeholders	
Mr. Abraham Varghese (Founder, ASCK Consultant)	Member	
One of the senior teachers as Coordinator	of IQAC	
Mrs. Lubna Shaikh (Assistant Professor)	IQAC Coordinator	Men





AKI Poona Institute of Management Sciences & Entrepreneurship INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

Day & Date: Saturday, 23rd January. 2021

Venue: Board room Time: 11 am

The meeting was held on Saturday, 23rd January. 2021, at 11 am in Board room. Following are the minutes of the meeting. IQAC Coordinator welcomed all the members.

Agenda:

- To read and confirm the minutes of the previous meeting dated 6th October, 2020.
- To plan for orientation and induction program for the students
- To plan for providing session on employability skills and role of managers after MBA.
- To plan for organizing sessions for faculties and students to provide practical knowledge of research.
- To plan to encourage students for using National digital Library NDL.
- To plan to organize career guidance session for student.
- Any other matter with the permission of the Chair

The meeting was conducted under the Chairmanship of Director Dr. Porinita Banerjee

To read and confirm the minutes of the previous meeting dated 6th
 October 2020.

- The minutes of the previous meeting dated 6th October 2020 were read and confirmed

- · To plan for orientation and induction program for the students
 - It has been decided to organize orientation and induction program for the students.
- To plan for organizing session on employability skills and role of managers after MBA.
 - It has been discussed to organize session on employability skills and role of managers after MBA
- To plan for organizing sessions for faculties and students to provide practical knowledge of research
 - It has been decided to organize workshop and session for giving practical knowledge about research to faculties and students
- To plan to encourage students for using National digital Library NDL
 - It has been decided to encourage students to use NDL
- To plan to organize career guidance session for students
 - It has been decided to organize career guidance session for students

As there was no other matter, the meeting ended with Vote of Thanks by the IQAC Coordinator

Name	Signature
Dr. Porinita Banerjee	
Mr. Hani Ahmed Farid	
Dr. Zarina Shaikh	8
Dr. Sheena Abraham	





Dr. Vasimraja Sayed	
Mr. Mohd.Talha Ahmed	
Mr. Zafar Ahmed Khan	HAN
Mr. Akbar Khan	Alchan
Mr. Abdul Raheman Kalyani	Buhnes
Dr. Hanif Lakdawala	Hant
Mr. Abraham Varghese	
Ms. Leonette Denis Henry	heo
Ms. Ilkal Nida Nahid	Molid
Mrs. Lubna Shaikh	Wild 9





(A Religious & Linguistic Minority Institution, Recognized by DTE, Govt. of Maharashtra, Affiliated to Saxitribai Phule Pune University.)

Approved by AICTE, New Belhi ISO 9001-2015 Certification

Office: K. B. Hidyatullah Rood, Comp. Pune - 411 001, Tel.: 020 26448781 Website: www.skipimse.oc.in Email: director.pimse@gmoil.com

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report – 2020-2021

Meeting no. 2

Date of Meeting: 23rd January 2021

Minute	Action Taken
To plan for orientation and	Orientation & Induction Program was
induction program for the	organized on 15 th February & 27 th
students	February 2021
To plan for providing session on	A Corporate Guest Lecture on Reality
employability skills and role of managers after MBA.	Bytes was organized on 12 th May 2020,
To plan for organizing sessions	Research workshop on "Research
for faculties and students giving	Methods in management" was organized
practical knowledge of	on 30 th January 2021 and "Designing
research.	questionnaire in research" was organized
	on 13 th February 2021 and Workshop on
	"Identification of cloned journal in
	research" on 22 nd February 2021.
To plan for encouraging	An online workshop on National Digital
students for using NDL	Library was organized on 29th March,
	2023
To plan to organize career	A session on "Entrepreneurial
guidance session	Endeavors: MBA Career Paths Beyond
	Corporate with Career Counseling" was
	organized on 22 nd March 2021

Mrs. Lubna Shaikh IQAC Coordinator





Approved by Affiliated to Sovitribal Phote Pune University, J. Approved by Affiliated to Sovitribal Phote Pune University, J. Approved by Affiliated to Sovitribal Phote Pune University, J. Approved by Affiliated to Sovitribal Phote Pune University, J. Approved by Affiliated to Sovitribal Phote Pune University, J. Approved by Affiliated to Sovitribal Phote Pune University, J. Approved By Affiliated to Sovi

NOTICE

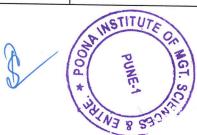
Date: 08/04/2021

This is to inform all the committee members of IQAC that a meeting is scheduled on Saturday, 10th April. 2021 at Board room at 11:00 am.

Agenda:

- To read and confirm the minutes of the previous meeting dated 23rd
 January, 2021.
- To plan for organizing certification courses on post Covid-19 business transformation.
- To plan for conducting session on importance of reasoning and cognitive ability.
- Any other matter with the permission of the Chair.

Chairperson: Head of the Institution		Signature
Dr. Porinita Banerjee (Director-Incharge, PIMSE)	Chairperson: Head of the Institution	2
One Member of the Management		
Mr. Hani Ahmed Farid (Chairman, AKI Trust)	Management Representative	
Teachers to represent all levels (Three to	eight)	
Dr. Zarina Shaikh (Associate Professor)	Member	2
Dr. Sheena Abraham (Assistant Professor)	Member	A C
Dr. Vasimraja Sayed (Assistant Professor)	Member	
Mr. Mohd. Talha Ahmed (Assistant Professor)	Member	
Mr. Zafar Ahmed Khan (Assistant Professor)	Member	THA
Mr. Akbar Khan (Assistant Professor)	Member	h Alle
Senior Administrative Officers		
Mr. Abdul Raheman Kalyani (Junior Clerk)	Member	Rahma
One nominee from Trust, Students, Alumni		
Dr. Hanif Lakdawala (Trustee, AKI Trust)	Member	Ham
Ms. Leonette Denis Henry (Alumni)	Member	heo
Ms.Ilkal Nida Nahid (Student)	Member	Molind
One nominee from Employers/Industrialists/Stakeholders		
Mr. Abraham Varghese (Founder, ASCK Consultant)	Member	
One of the senior teachers as Coordinator	of IQAC	
Mrs. Lubna Shaikh (Assistant Professor)	IQAC Coordinator	Mary Control
		4/



AKI Poona Institute of Management Sciences & Entrepreneurship INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

Day & Date: Saturday, 10th April. 2021

Venue: Board room Time: 11:00 am

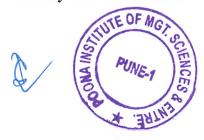
The meeting was held on Saturday, 10th April. 2021, at 11:00 am in Board room. Following are the minutes of the meeting. IQAC Coordinator welcomed all the members

Agenda:

- To read and confirm the minutes of the previous meeting dated 23rd January, 2021.
- To plan for organizing certification courses on post Covid business transformation
- To plan for conducting session on the importance of reasoning and cognitive ability
- Any other matter with the permission of the Chair

The meeting was conducted under the Chairmanship of Director Dr. Porinita Banerjee

- To read and confirm the minutes of the previous meeting dated 23rd January 2021.
 - The minutes of the previous meeting dated 23rd January 2021 were read and confirmed
- To plan for organizing certification courses on post covid business transformation
 - It has been decided to offer certification courses on post covid business transformation to students.
- To plan for conducting session on the importance of reasoning and cognitive ability.
 - It has been discussed to conduct session on the importance of reasoning and cognitive ability for the students



As there was no other matter, the meeting ended with Vote of Thanks by the IQAC Coordinator

Name	Signature
Dr. Porinita Banerjee	0
Mr. Hani Ahmed Farid	9
Dr. Zarina Shaikh	8
Dr. Sheena Abraham	Ø
Dr. Vasimraja Sayed	
Mr. Mohd.Talha Ahmed	
Mr. Zafar Ahmed Khan	HA N
Mr. Akbar Khan	A Reyo
Mr. Abdul Raheman Kalyani	Buhma
Dr. Hanif Lakdawala	Honf
Mr. Abraham Varghese	
Ms. Leonette Denis Henry	heo
Ms. Ilkal Nida Nahid	Malia
Mrs. Lubna Shaikh	and the second second

POONES OF MOUNTED THE POONES OF THE POONES O



(A Religious & Linguistic Minority Institution, Recognized by DTE, Gavt. of Maharashtra, Affiliated to Saxitribai Phule Pune University,)
Approved by AfCEE, New Delhi ISO 9001-2015 Certification
Office: K. B. Hidyatullah Road, Comp. Pune - 411 001. Tel.: 202 26448781 Website: www.ekipimse.oc.in Email: director.pimse@gmail.com

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report – 2020-2021

Meeting no. 3

Date of Meeting: 10th April 2021

Minute	Action Taken
To plan for conducting session on	Certification course "Enhancing
importance of reasoning and	reasoning and cognitive abilities"
cognitive ability	was organized from 17 th June 2021
	to 3 rd July 2021
To plan for organizing certification	"Strategical Transformation of
courses on post covid business	Business from Brick to Click" was
transformation	conducted from 5 th July 2021 to 22 nd
	July 2021

Mrs. Lubna Shaikh IQAC Coordinator



of Religious & Linguistic Minority Institution, Recognized by DTE, Gevt. of Moharashtra, Affiliated is Sovietibal Phote Pune University,)

Approved by ALCTE, New Delhi 150, 9001 - 2035 Certification

Office: K. B. Hidyatullah Read, Comp. Pune: 411 001, Tel. 1029 26448731 Website: www.shipimae.oc.in Entail: director.pimae@compil.com

NOTICE

Date: 01/07/2021

This is to inform all the committee members of IQAC that a meeting is scheduled on Friday, 2nd July. 2021 at Board room at 11:00 am.

Agenda:

- To read and confirm the minutes of the previous meeting dated 10th April, 2021
- To plan for organizing Alumni mentorship series for the students
- To plan for addressing the students on the updated guidelines of SIP due to Covid 19.
- To discuss to organize an Academic Administrative Audit.
- Any other matter with the permission of the Chair

POON * 13 POON SCIENTIFICATION OF MINE A SCI

Chairperson: Head of the Institution		Sign
Dr. Porinita Banerjee (Director-Incharge, PIMSE)	Chairperson: Head of the Institution	A.
One Member of the Management		
Mr. Hani Ahmed Farid (Chairman, AKI Trust)	Management Representative	
Teachers to represent all levels (Three to eight)		
Dr. Zarina Shaikh (Associate Professor)	Member	8
Dr. Sheena Abraham (Assistant Professor)	Member	1
Dr. Vasimraja Sayed ((Assistant Professor)	Member	
Mr. Mohd. Talha Ahmed (Assistant Professor)	Member	W.
Mr. Zafar Ahmed Khan (Assistant Professor)	Member	HA
Mr. Akbar Khan (Assistant Professor)	Member	/
Senior Administrative Officers		
Mr. Abdul Raheman Kalyani (Junior Clerk)	Member	Rahmus
One nominee from Trust, Students, Alumni		
Dr. Hanif Lakdawala (Trustee, AKI Trust)	Member	Honf
Ms. Leonette Denis Henry (Alumni)	Member	Leo
Ms.Ilkal Nida Nahid (Student)	Member	Malie
One nominee from Employers/Industrialists/Stakeholders		
Mr. Abraham Varghese (Founder, ASCK Consultant)	Member	
One of the senior teachers as Coordinator of IQAC		
Mrs. Lubna Shaikh (Assistant Professor)	IQAC Coordinator	Dr.
ON THE IN	PUNE-1	

AKI Poona Institute of Management Sciences & Entrepreneurship INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the meeting

Day & Date: Friday, 2nd July. 2021

Venue: Board room

Time: 11:00 am

The meeting was held on Friday, 2nd July. 2021, at 11:00 am in Board room. Following are the minutes of the meeting. IQAC Coordinator welcomed all the members

Agenda:

- To read and confirm the minutes of the previous meeting dated 10th April, 2021.
- To plan for organizing Alumni mentorship series for the students.
- To plan for addressing the students on the updated guidelines of SIP due to Covid.
- To discuss to organize an Academic Administrative Audit.
- Any other matter with the permission of the Chair.

The meeting was conducted under the Chairmanship of Director Dr. Porinita Banerjee

- To read and confirm the minutes of the previous meeting dated 10th April 2021.
 - The minutes of the previous meeting dated 10th April 2021 were read and confirmed
- To plan for organizing Alumni mentorship series for the students
 - It has been decided to organize on Saturdays Alumni mentorship series sessions for the students on various trends and practices in the industry.
- To plan for addressing the students on the updated guidelines of SIP due to covid.
 - It has been discussed to address the students on the updated guidelines of SIP due to covid



• To discuss to organize an Academic Administrative Audit

- It has been decided to organize an Academic Administrative Audit through an external committee

As there was no other matter, the meeting ended with Vote of Thanks by the IQAC Coordinator

Signature	
2	
Int.	
THA	
A	
Bahnes	
heo	
Malia	
The state of the s	

PHOON A SCIENCE TO SCI



(A Religious & Linguistic Minarity Institution, Recognized by DTE, Govt. of Maharashtra, Affiliated to Saxitribal Phule Pune University.)

Approved by AICTE, New Delhi 850 9901-2015 Certification

Office: K. B. Hidyahullah Road, Comp., Pune - 411 901. Tel.: 020 20445781 Website: www.okipimse.oc.in Email: director.pimse@gmail.com

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report – 2020-2021

Meeting no. 4

Date of Meeting: 2nd July 2021

Minute	Action Taken	
To plan for organizing Alumni	Alumni mentorship series was	
mentorship series for the students	organized, on 10 th July 2021, 17 th	
	July 2021, 24 th July 2021, 31 st	
	July 2021, 7 th August 2021, 11 th	
	Sept 2021.	
To plan for addressing the students	Guidance session for "Summer	
on the updated guidelines of SIP	Internship Project" was organized	
due to covid	on 7 th September 2021	

Mrs. Lubna Shaikh IQAC Coordinator