



Rajgad Dnyanpeeth's  
**Rajgad Institute of Management  
Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra),  
Affiliated to Savitribai Phule Pune University

Ref: RIMRD/IQAC/20-21/4

Date: 01/07/2021

**Notice regarding IQAC Meeting**

**Dear Sir/Madam,**

This is to inform you that the Meeting of IQAC of the institute is scheduled on 07/07/2021 in boardroom at 2.00pm. The agenda of the meeting is given below.

**Agenda of the Meeting**

- 1) To confirm and finalise the minutes of previous IQAC meeting held in the institute
- 2) To distribute the work of NPTV among faculty members
- 3) To take review of NPTV arrangements
- 4) To take review of nameplates and boards
- 5) To prepare list of stakeholders for NAAC stakeholders meeting
- 6) To discuss regarding cultural programme arrangement for NPTV
- 7) To propose vote of thanks

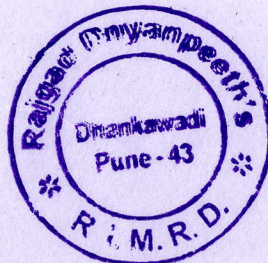
You are therefore requested to kindly make it convenient to attend the meeting online on google platform.

Dr. Prajakta Warale  
Coordinator-IQAC

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043

Dr. D. B. Bharati  
Chairman IQAC

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043





**Minutes Of Meeting Of 11<sup>th</sup> IQAC Meeting held on 07/07/2021 at 2.00pm**

The 11<sup>th</sup> meetings of the IQAC of was held on 07/07/2021 at 2.00pm.

Following members were present for the meeting

1. Dr.Bhagyashri Patil
2. Dr. Rohan Dahivale
3. Mr.Nankumar Badave
4. Mr.Abhay Pathak
5. Ms.Manjiri Kalyankar
6. Ms.Madhuri Kakade
7. Mrs.Snehal Sadavarte
8. Mr.Nkhil Kakade
9. Dr.Prajakta Warale
10. Dr.D.B.Bharati
- 13 Mr. Swamy Panjala
- 14 Mr. Manoj Khamkar

Following member remained absent with permission of Chairman.

Ms. Madhura Patil  
Ms. Bhagyashri Deshpande  
Mr. Sagar Bhande

**Subject No.1: To confirm and finalise the minutes of previous meeting held in the institute**

IQAC Coordinator opened the meeting with welcoming all members. Minutes of 7<sup>th</sup> IQAC meeting were read. MoMs were confirmed by all members.

**Subject No.2: To distribute the work of NPTV among faculty members**

Dr. Prajakta Warale NAAC coordinator discussed that NAAC Peer Team Visit is scheduled on 19<sup>th</sup> and 20<sup>th</sup> August 2021. Thus the NAAC PTV duties were distributed among teaching and non teaching staff in the following manner .

Dr.Prajakta Warale- IQAC Presentation, Interaction with NPT members, Institute's facilities visit

Mrs. Shreya Gaikwad- Curtains, Library book shelves Boards, library arrangement for NAAC Pear Team Visit, up

Onkar Kutade- Checking Computer Lab arrangement, Digital Library set, internet connectivity, video recording and photographs of Naac Peer Team Visit, Technical assistance to NPTmembers

Mr.Manoj Khamkar - Dead stock Register, Red carpet in classroom, Fire Fighting Equipment, Building Colour



Mr.Rahul Sondkar- Leave record/ infrastructure arrangement/ Service Book/ Green Audit / Nameplates etc

Mr.Sagar Bhande- Original documents file, floor plan ,society documents Saraswati Idol, Shivaji Majaraj Pratima, Curtains etc.

Ms. Rohini Gujar and Ms. Madhuri Kakade- Cultural programme

Mr.Prasad HJadhav- Institute And surrounding cleaning including terrace

Ms.Manjiri Kalyankar- Stakeholders Interaction.

Mr. Anant Kilkarni, Dr.Rohan Dahiwalé , Mr.Amol Nikam- Transport Arrangement ,Hospitality

Mr.Abhay Pathak- Breakfast, lunch, Dinner, tea, snacks, dry fruits arrangement etc.

Subject No.3: To take review of nameplates and boards

Dr. Rohan Dahivale discussed the status of Nameplates and boards to various rooms and facilities in the institute. He told that the work of nameplates required for NAAC visit purpose may be finished in by month end.

Subject No.4: To prepare list of stakeholders for NAAC stakeholders meeting

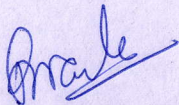
Coordinator of IQAC Dr. Prajakta Warale discussed regarding arrangements to be done for stakeholders meeting during the NAAC Peer Team Visit. Ms. Manjiri Kalyankar was given a responsibility to manage and coordinate and call selected stakeholders for the meeting. Total stakeholders should not exceed 25 as per NAAC guidelines.

Subject No.5: To discuss regarding cultural programme arrangement for NPTV

Coordinator of IQAC Dr. Prajakta Warale discussed regarding the 1 hr cultural programme to be organised for NPT Visit. Ms. Rohini Gujar and Ms. Madhuri Kakade were given a responsibility to organise cultural programme. They were also told to submit budget for this event.

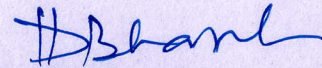
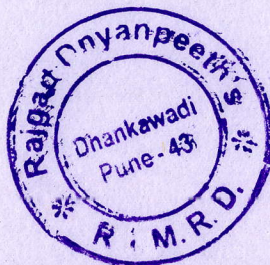
To propose vote of thanks

IQAC Coordinator Dr. Prajakta Warale proposed vote of thanks to all members present for the meeting.



Dr.Prajakta Warale

**IQAC Coordinator**  
Coordinator IQAC  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043



Dr.D.B.Bharati

**Dr. D.B. Bharati**  
Chairman IQAC  
Director  
Rajgad Dnyanpeeth's  
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Rajgad Dnyanpeeth's

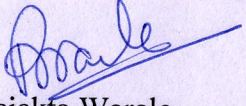
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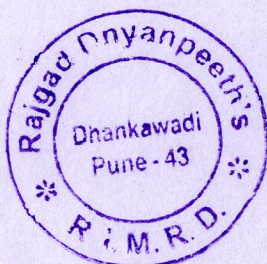
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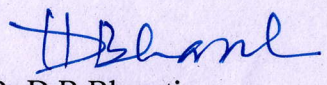
**Action Taken Report of 11<sup>th</sup> IQAC Meeting held on 07/07/2021 at 2.00pm**

Subject No.	Subject Name	Action Taken
1	To confirm and finalise the minutes of previous IQAC meeting held in the institute	Minutes of previous IQAC meeting were finalized and confirmed
2	To distribute the work of NPTV among faculty members	NPTV duties and responsibilities were distributed among the staff
3	To take review of nameplates and boards	Review of nameplates and boards was taken
4	To prepare list of stakeholders for NAAC stakeholders meeting	Stakeholders Meeting agenda and no. of members to be invited was finalised for NAAC stakeholders meeting
5	To discuss regarding cultural programme arrangement for NPTV	Cultural programme events, arrangement were discussed. The responsibility was assigned to staff.
6	To propose vote of thanks	IQAC Coordinator Dr. Prajakta Warale proposed vote of thanks to all members present for the meeting.

  
Dr. Prajakta Warale  
Coordinator-IQAC

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043



  
Dr. D. B. Bharati  
Chairman-IQAC

**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
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Attendance of the IQAC Meeting (07/07/2021)

Sr.No.	Name of the Member	Signature
1	Dr.Bhagyashri Patil	
2	Dr.Rohan Dahivale	
3	Mr.Abhay Pathak	
4	Mrs.Priyanka Ranshing	
5	Ms.Manjiri Kalyankar	
6	Ms.Madhuri Kakade	
7	Mrs.Pooja Waghmare	
8	Mrs.Snehal Sadavarte	
9	Mr.Nkhil Kakadedeshmukh	
10	Mr. Swamy Panjala	
11	Mr. Manoj Khamkar	
12	Mr.Sagar Bhande	
13	Dr.Prajakta Warale	
14	Dr.D.B.Bharati	

