



Maharashtra Education society's
Institute of Management and Career Courses (IMCC), Pune

NOTICE

Date 25/7/2022

All Members of the IQAC of MES' IMCC are hereby requested to kindly make it convenient to attend the Meeting scheduled as below :-

- Date : 30th July 2022
- Time : 2.00 pm
- Venue : Board Room

AGENDA

1. Review and confirm Minutes of the last meeting.
2. Finalization of Extended Profile w.r.t. NAAC.
3. Discussion and Confirmation of Service Rules and Leave policy
4. Discussion and Confirmation on Institutional Embellishment.
5. Review of various activities of Academic Year 2021-2022.
6. Discussion on Quality improvement initiatives for Academic Year 2022-2023.
7. Discussion on activities to be carried out in Academic Year 2022-2023.
8. Discussion of Branding activities
9. Any other point with permission of the chairman.

Dr. Girish Bodhankar
IQAC, Asst. Coordinator

Dr. Jayashree Patil
IQAC, Coordinator





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Minutes of Meeting

Date 4/8/2022

- Time : 2.00 pm
- Venue : Board Room

The IQAC meeting was held on 30th July, 2021 at 1:30 pm. Following points were discussed and finalized in the meeting.

1. Review and confirm Minutes of the last meeting.

Minutes of the last meeting were discussed and confirmed.

2. Finalization of Extended Profile w.r.t. NAAC.

The Extended profile is finalized after the discussion with the members. Format of joining date for faculty is finalized. In addition to the above agenda, it has been decided to create 4.1 Extended for NAAC.

3. Discussion and Confirmation of Service Rules and Leave policy

The discussion was taking place on service rules and leave policy. Inputs were suggested to include adoption leave, maternity leave and study leave in leave policy. The dissemination of these policies should be on a website and through ERP software.

4. Discussion and Confirmation on Institutional Embellishment.

The Embellishment Committee was finalized for the institution.

Following members were finalized for the same.

- i. Swapanaja Patwardhan (coordinator)
- ii. Mukul Kulkarni
- iii. Harshada Raut

The embellishment committee has to submit the detailed plan on or before 20th September 2022 to IQAC.

5. Review of various activities of Academic Year 2021-2022.

List of activities of academic year 2021-22 were discussed and the review had taken place.





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6. Discussion on Quality improvement initiatives for Academic Year 2022-2023.

Suggestion and discussion were taken place on the following quality improvement initiatives.

1. Faculties should attend FDP on a regular basis.
2. Faculties should write and publish Research papers, Chapters in Books, Books, Patents etc.
3. Motivate faculties to apply for projects funded from various governmental and non-governmental agencies.
4. Organize Trainings and Workshops for Non-teaching & Teaching Faculties
5. Academic Audit must be scheduled after completion of every semester.

7. Discussion on activities to be carried out in Academic Year 2022-2023.

List of activities and Guidelines to be shared to various cell coordinators has been discussed and finalized.

8. Discussion of Branding activities.

Point was not discussed; it will be carried forward to the next meeting.

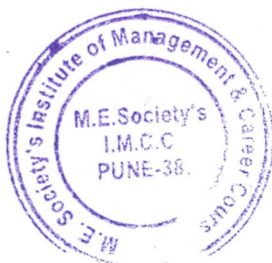
9. Any other point with permission of the chairman.

No other point was discussed and the meeting was concluded with the permission of the chairman.

Dr. Girish Bodhankar
IQAC, Asst. Coordinator


Dr. Jayashree Patil
IQAC, Coordinator


Dr. Santosh Deshpande
Director





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Teaching Learning Process- Student Centric Methods

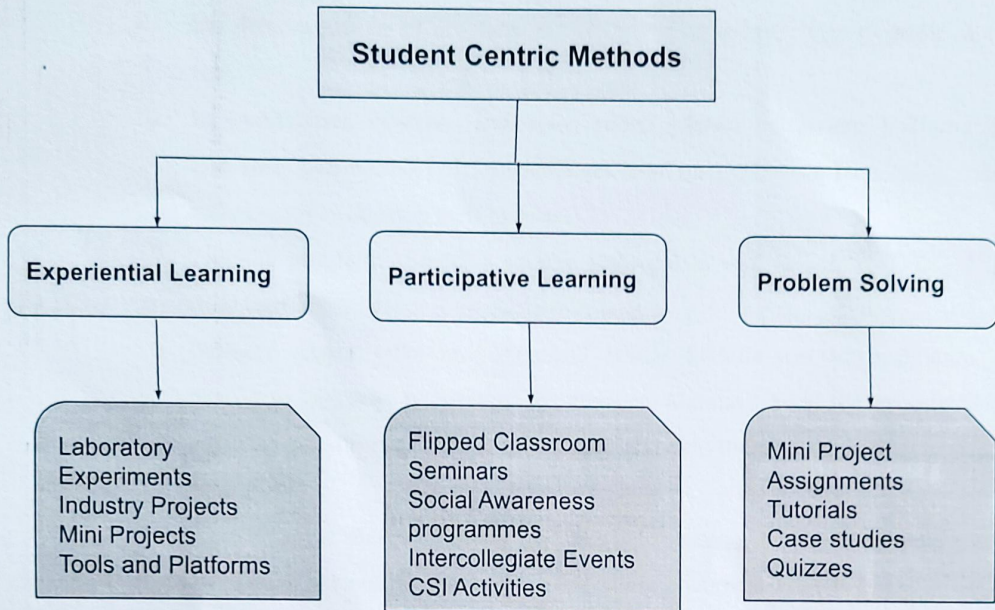
MCA

- University has made provision in the structure of MCA programme to give students experiential, participative and problem solving learning experience.
- College provides an effective platform for students to develop skills, knowledge, attitude, values to shape their behavior in the correct manner. College conducts innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes an annual technical fest, in which students showcase their talent. Also, students are motivated to participate in inter college as well as national level competitions.
- Institute provides conducive ICT enabled infrastructure which facilitates better course delivery, improves student outcomes, strengthens student engagement, positively affects the learning process of students.
- The institute's teaching learning methods start with a clear picture of exact learning results that we want students to demonstrate at the end of significant learning experiences. They are not values, beliefs, attitudes, or psychological states of mind. Instead, outcomes are what learners can actually do with what they know, what they have experienced and have learned; they are the tangible outcomes of what has been learned. Institute adopts various teaching methods like demonstration, problem solving, interactive/participative approach, flipped classroom etc used to help students achieve learning outcomes. These methods help students to master the content of the course and to learn how to apply the content in particular contexts.
- Thus the institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.





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Experiential Learning

The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students –

1. Laboratory Practical Sessions- Students get hand on experience on various technologies and tools
2. Mini Project Work- Students develop projects on latest technologies by students where they showcase their working model
3. Students explores various tools, IDEs and platforms like Weka, Selenium, COLAB to enrich their knowledge
4. Engaging students in Industry Projects- Students get hands-on training while working in the company.





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5. Industrial visits- Students enhance their experiential learning through observations and demonstrations of products/services given by industry experts at the time of visit.
6. In Certification courses and value added courses on various platforms like Coursera, Udemy, NPTEL students get hand on experience by solving various assignments to develop their expertise
7. Training programs- Students acquire technical as well as soft skills to enhance their learning
8. Industry expert talks are organized which provide lots of inspiration and first-hand industry knowledge to students. Learning from the experiences of experts helps them to have a clear vision and help them to shape or even expand their ideas.
9. Uninterrupted access to library facilities help students in the self-learning process by making use of digital collections including e-journals and e-books.
10. Along with the curriculum, the college provides open courses where in industry demanded technologies are taught to the students, which helps them to extend their knowledge and technical expertise to make them industry ready.

Participative Learning

Students are encouraged to learn from each other's ideas and share experiences.

1. The classroom environment is kept conducive to make learners feel free to share their ideas and form a healthy discussion.
2. Independent learning skills are developed through Flipped Classroom
3. Complex/Advanced Assignments are given to develop critical thinking of students
4. Through the digital library and Moodle participative learning mode becomes more effective.





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Students are encouraged to participate in various activities where they can use their specialized technical or management skills, such as

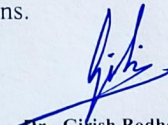
1. Social Awareness programmes- Tree Plantation, Swachha Abhiyan, Ramnadi Restoration, Traffic Rules Awareness
2. Seminars, Webinars, International Conferences
3. Socio Technical Event- Jigyasa
4. CSI Activities like Code Yoda, Quiz Competitions
5. State Level Sports and Cultural Competitions like Purushottam Karanadak
6. Annual Sports and Cultural Events
7. Intercollegiate Competitions

Problem Solving Methodologies

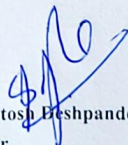
College encourage students to acquire and develop problem-solving skills.

1. Mini Project development in every semester
2. Course Assignments based on problems
3. Course Tutorials based on problems
4. Quizzes in course sessions
5. Problem solving and demonstration through presentations
6. Case studies Discussion
7. Participation in Inter college events
8. Students gain the knowledge through MOOC Courses, and apply it in various problem solving activities.
9. Students apply their problem solving abilities in intercollege and intra-college competitions such as case study solving, model presentations and project demonstrations.


Dr. Ashwini Patil
Program Coordinator


Dr. Girish Bodhankar
Assistant Coordinator
IQAC


Dr. Jayashree Patil
Coordinator
IQAC


Dr. Santosh Beshpande
Director





Student Centric Methods for Enhancing Learning Experiences

Preamble:

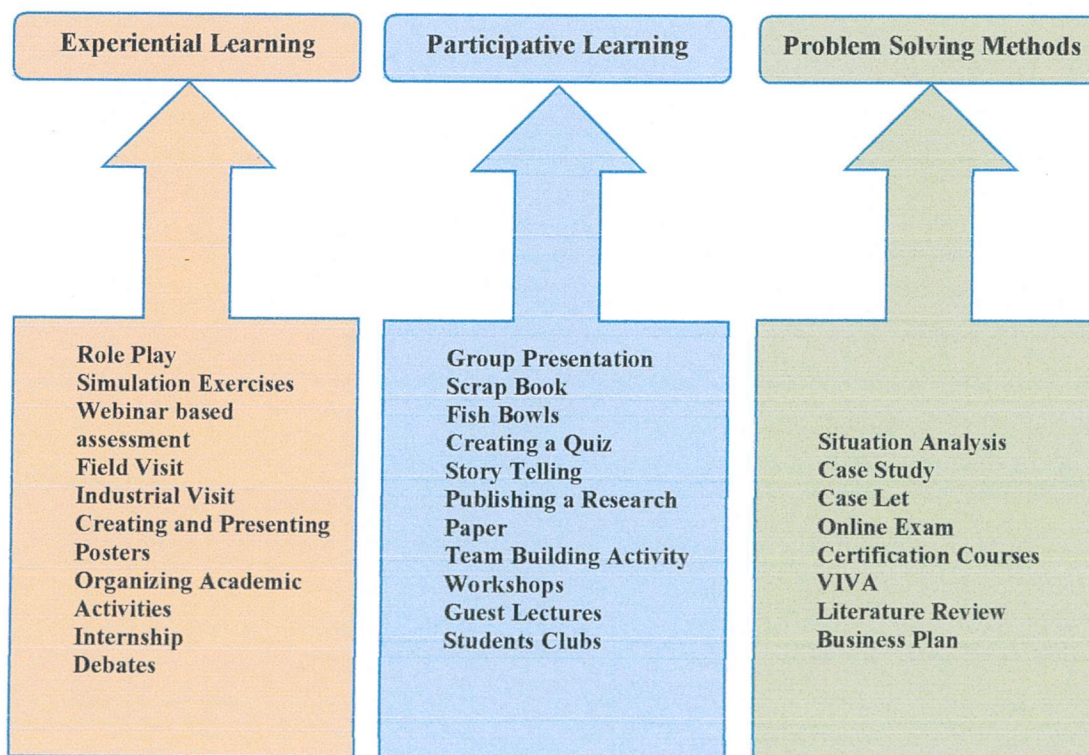
The revised MBA Curriculum 2019 builds on the implementation of the Choice Based Credit System (CBCS) and Grading System initiated in the AY 2013. The curriculum takes the MBA programme to the next level in terms of implementing Outcome Based Education along with the Choice Based Credit System (CBCS) and Grading System.

Master of Business Administration syllabus focuses on the outcome based education. Outcomes are about performance, and this implies:

- There must be a performer – the student (learner), not only the teacher
- There must be something performable (thus demonstrable or assessable) to perform
- The focus is on the performance, not the activity or task to be performed

The teaching methodology used to justify the core vision of the syllabus are experiential learning, participative learning with problem solving methodologies. As per the nature of the courses under each semester, the concurrent evaluation is selected in such a way so that student can enhance their skills and enjoy the learning process.

Various activities were designed and aligned with the curriculum for good result from it.





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❖ **Experiential Learning:**

Various activities such as role play simulation exercises, debates, internships were conducted to felicitate students with experiential learning. Students get hands-on experience through these activities and understand the core concepts of management in interactive way.

Role Play:

Dividing students into groups and allotting them management topics which they have to enact and present it in front of students. It gives students proper understanding of the concepts and its application to the actual situations in corporates.

Simulation Exercises:

A simulation exercise is a fully simulated, interactive exercise related to the management concepts, that tests the capability of students to respond to a simulated business situation or business crisis situation. Simulation exercises are normally run as field exercises and include a scenario that is as close to reality as possible.

Webinar based assessment:

Various webinars and seminars are organized by the institute, on that basis students have to present the takeaway out of the sessions which they have attended.

Field Visit/ Industrial Visit:

On field visit of the students in various industries, so that the students get actual understanding of the corporate culture and working environment in the industry.

Creating and Presenting Posters:

It is a Management Practices, Theme based poster making and presentation activity which gives the in detail knowledge about various management concept and practices.

Organizing Academic Activities:

Co-curricular and curricular activities were organized by the students for the students which gives them hands on experience to understand their capabilities, leadership, team building and working in team.

Internship:

Students have to work in any industry as per their domain for at least 60 days and complete a project based on their specializations.

Debates:

Various topics based on economics, businesses, current world politics, etc. will be given to the students to put their views and discuss with the peer students.

❖ **Participative Learning:**

Students participation in the various academic or non-academic activities or events plays an important role for the overall development of the students and the institute.

Institute follows the practice of student's participation at all levels be it to organize events, workshops, social activities, management fests, or to organize industrial visits, placement cells, etc.





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Group Presentation:

One of the major evaluation criteria for the student's development and the evaluation is presentation. By giving group presentation the students come to know about the leadership in team, handling individuals in crucial situations, on the spot awareness etc.

Scrap Book:

Preparing the scrap book based on various business or management themes and presenting in front of the students and the faculties.

❖ Problem Solving Methods:

Putting students in imaginary tricky business situations and involving their mind to find out the solution on that. It motivates students to think out of the box and apply the management concepts in effectively and find out the solutions.

Situation Analysis:

Situations based on Business problems faced by the corporates, future planning, industrial growth, etc. will be given to the students to give the justified solutions to the business.

Case Study / Case Let:

Case studies based on the various specializations, industries, management concepts, problems, issues are given to the students to solve and give the solutions on it.

Business Plan:

Business plan is one of the best activity which covers every aspect of the business. The students have to prepare and present the virtual business plan which can solve the current economical issues and bridge the gap between the customer needs and the industrial output.

Dr. Girish Bodhankar
Asst. IQAC, Coordinator

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Director

