



MAHARASHTRA EDUCATION SOCIETY'S  
(SINCE 1860)

## INSTITUTE OF MANAGEMENT & CAREER COURSES (IMCC)

Approved by AICTE and Recognized by Savitribai Phule Pune University, Pune

IMCC Campus, 131, Mayur Colony, Kothrud, Pune 411038, Maharashtra, India | Ph.: 020-2546 6271 / 73 | e-mail: info.imcc@mespune.in | http://imcc.mespune.in


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### **Vision :-**

*IMCC's vision is to be a globally recognized institution ensuring excellence in academics, innovation, research and entrepreneurship. Institute envisions producing, highly knowledgeable, ethically strong, self-motivated professionals who will contribute effectively towards society and nation.*

### **Mission :-**

1. To make the Institute a front-runner in the fields of Academics and Research.
2. To create a center of excellence to develop multi-faceted professionals who will meet global needs.
3. To provide a holistic learning environment for versatile development of learners.
4. To encourage flair for entrepreneurship among learners.
5. To groom students into ethically sound, socially responsible and nationally committed professionals.

  
**DIRECTOR**  
Maharashtra Education Society's  
Institute of Management & Career Courses (IMCC),  
IMCC Campus, 131, Mayur Colony, Kothrud,  
Pune-411038



## महाराष्ट्र एज्युकेशन सोसायटी

मुख्य कार्यालय : 'मएसो भवन', १२१४-१२१५, सदाशिव पेठ, पुणे - ४११०३०, महाराष्ट्र, भारत । फोन : +९१-०२०-४१०३८१०० | info@mespune.in | https://mespune.in

जा.क्र.: ५३३/२०२३-२४

दिनांक: २५.०९.२०२३

प्रति,

संचालक,

मएसो इन्स्टिट्यूट ऑफ मॅनेजमेंट अँड करिअर कोर्सेस,  
पुणे.

स.न.वि.वि.,

दिनांक २३.०९.२०२३ रोजी झालेल्या नियामक मंडळाच्या सभेतील ठराव क्र.२९५ नुसार आपल्या शाखेसाठी दिनांक २५.०९.२०२३ पासून गठीत करण्यात आलेली सल्लागार समिती आपल्या माहिती व पुढील योग्य त्या कार्यवाहीसाठी कळवीत आहे.

नाव	पद
श्री. विजय भालेराव	अध्यक्ष
डॉ. राजीव हजिरनीस	सदस्य
श्री. राहुल मिरासदार	सदस्य
डॉ. आनंद लेले	सदस्य
डॉ. अतुल कुलकर्णी	सदस्य
श्रीमती प्रणिता जोगळेकर	सदस्य
डॉ. मानसी भाटे	सदस्य
प्रा. डॉ. संतोष देशपांडे	पदसिद्ध सचिव
श्री. सचिन आंबर्डेकर	निमंत्रित सदस्य

या कार्यालयाकडून पुढील बदल कळविण्यात येईपर्यंत उपरोक्त सदस्यांशी समिती सदस्य म्हणून वेळोवेळी संपर्क करण्यात यावा.

कळावे,

आपला विश्वासू,

(सचिन आंबर्डेकर)

मुख्य कार्यकारी अधिकारी,  
महाराष्ट्र एज्युकेशन सोसायटी,  
पुणे ३०

प्रत -

- १) श्री. विजय भालेराव, अध्यक्ष, नियामक मंडळ
- २) डॉ. राजीव हजिरनीस, सदस्य, नियामक मंडळ
- ३) श्री. राहुल मिरासदार, सदस्य, नियामक मंडळ
- ४) डॉ. आनंद लेले, आजीव सदस्य, नियामक मंडळ
- ५) श्रीमती प्रणिता जोगळेकर, सदस्य, नियामक मंडळ
- ६) डॉ. मानसी भाटे, आजीव सदस्य, नियामक मंडळ
- ७) डॉ. संतोष देशपांडे, पदसिद्ध सचिव,
- ८) डॉ. अतुल कुलकर्णी, सचिव, म.ए.सो.



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## MEETING OF COLLEGE ADVISORY COMMITTEE (CAC)

Held on Monday, 30/08/2023 @ 1.00 p.m.

### ATTENDANCE

SN	Name of CAC Member	Designation	Signature
01.	Shri Vijay Bhalerao <a href="mailto:univijay2001@yahoo.com">univijay2001@yahoo.com</a> 98220 55881	Chairman	
02.	Dr. Rajiv Hajirnis <a href="mailto:rajhajirnis26.6@gmail.com">rajhajirnis26.6@gmail.com</a> 94223 21267	Member	
03.	Shri Rahul Mirasdar <a href="mailto:rhm.mes@mespune.in">rhm.mes@mespune.in</a> 98226 10872	Member	
04.	Dr. Anand Y. Lele <a href="mailto:ayl.gcc@mespune.in">ayl.gcc@mespune.in</a> 90110 90757	Member	Absent
05.	Dr. Atul Kulkarni <a href="mailto:apk.agc@mespune.in">apk.agc@mespune.in</a> 73500 15537	Member	Absent
06.	Smt. Pranita Joglekar <a href="mailto:ppg.gcc@mespune.in">ppg.gcc@mespune.in</a> 98811 34707	Member	
07.	Dr. (Mrs.) M. S. Bhate <a href="mailto:msb.imcc@mespune.in">msb.imcc@mespune.in</a> 98902 66634	Member	
08.	Shri. Sachin Ambardekar <a href="mailto:ceo.mes@mespune.in">ceo.mes@mespune.in</a> 90110 62271	Member (Invitee)	Absent
09.	Dr. S. D. Deshpande <a href="mailto:director.imcc@mespune.in">director.imcc@mespune.in</a> 83083 98100	Member Secretary	



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### NOTICE

All Members of the Hon'ble College Advisory Committee (CAC) are hereby requested to kindly make it convenient to attend the CAC Meeting scheduled as below: -

- 1) Date : Monday, 30/10/2023.
- 2) Time : 1.00 p.m.
- 3) Venue : Board Room (Room No. 101).

### AGENDA

01. To read and confirm the minutes of CAC Meeting held on 21/07/2023 at 5.30 pm.
02. To inform current status of Recruitment Process for regular appointments.
03. To discuss and seek approval for adhoc appointments.
04. To discuss and seek approval for merging of previous allowance of Rs. 2975/- in the salary of Dr. Manasi S. Bhate, Dy. Director from the salary of July 2022. →
05. To seek approval for to give designation of Lab Attendant to Shri Suresh Shinde, Pune. ✓
06. To discuss and take decision about confirmation of services of following faculties due to completion of Probation Period:-

S. N.	Name of faculty and Designation	Department	Probation Period completed on
01	Dr. Hemant B. Patil Assistant Professor	MBA	22/08/2023
02	Dr. Mrs. Harshada J. Raut Assistant Professor	MBA	24/08/2023

07. To seek approval for Leave without Pay (LWP) of Mrs. Dipti N. Belsare, Assistant Professor, for the period from 03/10/2023 to 06/07/2024.
08. To discuss and seek approval for conduction of Skill Development Training Programme. ✓
09. To report about successful conduction of event "Navonmesh" conducted on 21/10/2023.
10. To inform current status of application to UGC for Autonomous Status and seek approval for payment to Processing Fees of Rs. 1,26,562/- to University for the same. ✓ +50,000 ✓ MBS
11. To discuss and seek approval for renewal of AMC of Firewall systems. ✓ - GY MBS
12. To inform and seek guidance regarding action sought in the case of complaint of Dr. Nitin Untwal regarding non-selection during the staff selection interviews conducted on 13/10/2023.

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13. ✓ To inform current status of Fees Fixation Proposal for A. Y. 2024-25. ✓
14. ✓ To discuss and seek approval for purchase of 10 computers for Library. ✓
15. ✓ To discuss and seek approval for AMC of Fire Hydrant system in Unit D and Unit B.
16. ✓ Any other point with the permission of the Chair.

  
Dr. S. D. Deshpande  
Member Secretary



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### MINUTES OF MEETING

Meeting of the Hon'ble College Advisory Committee (CAC) was conducted on Monday, 30/10/2023 at 1.00 pm. The following members were present:

1. Shri Vijay Bhalerao	...	Chairman
2. Dr. Rajiv Hajirnis	...	Member
3. Shri. Rahul Mirasdar	---	Member
4. Smt. Pranita Joglekar	---	Invitee
5. Dr. Manasi S. Bhate	...	Member
6. Dr. Santosh D. Deshpande	...	Member-Secretary

Dr. Anand Lele, Dr. Atul Kulkarni and Shri Sachin A. Ambardekar expressed their inability to attend the said Meeting due to pre-occupation. Their leave of absence was sanctioned by Hon'ble CAC.

Following business was transacted in the Meeting.

**1. To read and confirm the minutes of CAC Meeting held on 21/07/2023 at 5.30 pm.**

RESOLUTION: The minutes of Hon'ble CAC Meeting held on 21/07/2023 at 5.30 pm were read and confirmed.

**2. To inform current status of Recruitment Process for regular appointments.**

Resolution: The Member Secretary informed Hon'ble CAC that Staff Selection Committee appointed by Savitribai Phule Pune University conducted interviews on Friday 13<sup>th</sup> Oct., 2023 and shortlisted candidates as follows:

S.N	Name of Candidate	Selected for the Post	Candidate Category	Post reserved for	Salary Payable
01	Dr. Manasi S. Bhate	Professor - MBA	Open	Open to all	Scale 37400-67000 Grade Pay Rs. 10000
02	Dr. Ravikant S. Zirmite	Professor - MCA	Open	Open to all	Scale 37400-67000 Grade Pay Rs. 10000
03	Ms. Ashwini P. Chavan	Assistant Professor -MBA	ST	ST	Scale 15600-39100 Grade Pay Rs. 6000
04	Dr. Archana H. Patil	Assistant Professor -MBA	OPEN	OPEN	Scale 15600-39100 Grade Pay Rs. 6000
05	Ms. Aarti S. Deshpande	Assistant Professor -MBA	OPEN	OPEN	Scale 15600-39100 Grade Pay Rs. 6000

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The aforesaid details of short-listed candidates have been communicated to M E Society vide Institute's letter no. MES IMCC/MES/206/2023-24 dated 14/10/2023.

Hon'ble CAC have noted the same.

### 3. To discuss and seek approval for adhoc appointments.

Resolution: The Member Secretary briefed Hon'ble CAC about requirement of MBA teaching faculty on adhoc basis for the academic year 2023-24 to comply the AICTE and University Norms as follows:

Required Faculty	18 Nos.
Available Faculty	08 Nos.
Faculty to be appointed (On adhoc basis)	10 Nos.

The said requirement is communicated to M E Society vide Institute's letter no. MES IMCC/MES/213/2023-24 dated 17/10/2023. Accordingly, M E Society has published recruitment advertisement and the interviews were conducted in the Institute today in the morning session in presence of Hon'ble Chairman of CAC and Dr. Rajiv Hajirnis, Hon'ble Member of CAC. Following candidates were shortlisted for adhoc appointment only for A. Y. 2023-24.

S.N	Name of Candidate	Selected for the Post	Tentative Date of Joining	Consolidated Salary Payable
01	Ms. Sonali D. Kulkarni,	Asst. Professor - MBA	01/11/2023	Rs. 35,000.00
02	Dr. Shilpa Buche	Asst. Professor - MBA	01/12/2023	Rs. 35,000.00
03	Mrs. Vaidehi Thakurdesai	Asst. Professor - MBA	01/01/2024	Rs. 30,000.00

The interviews for the post of Training and Placement Officer were also conducted and following candidate is shortlisted for adhoc appointment.

S.N	Name of Candidate	Selected for the Post	Tentative Date of Joining	Consolidated Salary Payable
01	Mrs. Yashodhara S. Vaidya	Training & Placement Officer	1/11/2023	Rs. 27,500.00

Hon'ble CAC has resolved its approval for the said appointments and directed to fulfill the remaining number of faculties required as per norms. It is also resolved to forward the said resolution to M E Society for its final approval.

### 4. To discuss and seek approval for merging of previous allowance of Rs. 2970/- in the salary of Dr. Manasi S. Bhate, Dy. Director from the salary of July 2022.

Resolution: The Member Secretary informed Hon'ble CAC that before appointment as Deputy Director, Dr. Manasi S. Bhate was holding the responsibility of Head, Training & Placement and was getting an allowance of Rs. 2970/-. Later on, when she was appointed as Deputy Director of Institute with effect from 01/06/2022, the allowance of Rs. 2970/- towards additional charge of Head, Training & Placement was discontinued from salary of July 2022 and thus, her salary was reduced. Considering the fact, the Member Secretary proposed Hon'ble CAC for suitable fixation of the salary of Dr. Manasi S. Bhate.

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After thorough discussion, Hon'ble CAC resolved its approval in principle for suitable fixation in the salary of Dr. Manasi S. Bhate and directed to forward the said resolution to M E Society for further discussion and suitable decision in this regard.

**5. To seek approval for to give designation of Lab Attendant to Shri Suresh Shinde, Peon.**

Resolution: The Member Secretary briefed Hon'ble CAC that as the time-bound promotion has been given to Shri Suresh Shinde, Peon vide M E Society's letter no. 362/2023-24 dated 19/08/2023 and proposed Hon'ble CAC to give only designation of Lab Attendant (without any change in the existing salary) to Shri Suresh Shinde, Peon. The issue was discussed at length.

After thorough discussion, Hon'ble CAC resolved its approval in-principle and directed to forward the said resolution to M E Society for final approval in this regard.

**6. To discuss and take decision about confirmation of services of following faculties due to completion of Probation Period.**

S. N.	Name of faculty and Designation	Department	Probation Period completed on
01	Dr. Hemant B. Patil Assistant Professor	MBA	22/08/2023
02	Dr. Mrs. Harshada J. Raut Assistant Professor	MBA	24/08/2023

Resolution: The Member Secretary briefed Hon'ble CAC about satisfactorily completion of one year probation period of following faculties:

S. N.	Name of faculty and Designation	Department	Probation Period completed on
01	Dr. Hemant B. Patil Assistant Professor	MBA	22/08/2023
02	Dr. Mrs. Harshada J. Raut Assistant Professor	MBA	24/08/2023

The Member Secretary also briefed Hon'ble CAC in detail about their performance appraisal.

After thorough discussion, Hon'ble CAC resolved its in-principle approval about confirmation in services of aforesaid 02 faculties. It is also resolved to forward the said resolution to M E Society for its final approval for the same.

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7. **To seek approval for Leave without Pay (LWP) of Mrs. Dipti N. Belsare, Assistant Professor, for the period from 03/10/2023 to 06/07/2024.**

Resolution: The Member Secretary proposed Hon'ble CAC for Leave without Pay (LWP) of Mrs. Dipti N. Belsare, Assistant Professor, for the period from 03/10/2023 to 06/07/2024.

After thorough discussion, Hon'ble CAC resolved its approval for the said LWP.

8. **To discuss and seek approval for conduction of Skill Development Training Programmes.**

Resolution: The Member Secretary presented the proposal to Hon'ble CAC for conduction of Skill Development Training Programmes received from M/s. Aspire Knowledge and Skills India Pvt. Ltd. in detail.

The issue was discussed at length. After thorough discussion, Hon'ble CAC resolved its in-principle approval for the said proposal and directed to forward the said resolution to M E Society for further discussion and suitable decision in this regard.

9. **To report about successful conduction of event "Navonmesh" conducted on 21/10/2023.**

Resolution: The Member Secretary briefed Hon'ble CAC about successful conduction of event "Navonmesh" conducted on 21/10/2023.

Hon'ble CAC noted the same.

10. **To inform current status of application to UGC for Autonomous Status and seek approval for payment to Processing Fees of Rs. 50,000/- to UGC and Rs. 1,26,562/- to University for the same.**

Resolution: The Member Secretary informed Hon'ble CAC about current status of application to UGC for Autonomous Status and proposed Hon'ble CAC for approval for payment of Processing Fees of Rs. 50,000/- to UGC and Rs. 1,26,562/- to University for the same.

Hon'ble CAC resolved its in-principle approval for the said proposal and directed to forward the said resolution to M E Society for final approval of M E Society.

11. **To discuss and seek approval for renewal of AMC of Firewall systems.**

Resolution: The Member Secretary proposed Hon'ble CAC about renewal of AMC of 02 Nos. of Firewall systems installed in Computer Laboratories of Unit D and Unit B. A revised and negotiated quote of Rs. 17,000/- + GST 18 % received from existing vendor M/s. Sanveer Infotech is also presented to Hon'ble CAC.

After thorough discussion, Hon'ble CAC resolved to forward the said resolution to ICT Committee of M E Society for further suitable decision in this regard.

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- 12. To inform and seek guidance regarding action sought in the case of complaint of Dr. Nitin Untwal regarding non-selection during the staff selection interviews conducted on 13/10/2023.**  
Resolution: The Member Secretary briefed Hon'ble CAC about action sought in the case of complaint of Dr. Nitin Untwal regarding non-selection during the staff selection interviews conducted on 13/10/2023.

Hon'ble CAC noted the same.

- 13. To inform current status of Fees Fixation Proposal for A. Y. 2024-25.**

Resolution: The Member Secretary briefed the current status of Fee Fixation Proposal for A. Y. 2024-25 to be submitted to Fees Regulatory Authority (FRA) of Maharashtra State and tentative computation of fees calculated by FRA on their portal.

Hon'ble CAC noted the same.

- 14. To discuss and seek approval for purchase of 10 computers for Library.**

Resolution: The Member Secretary briefed Hon'ble CAC that all computers in the library are outdated since long time and need to replace with the new 10 computers.

After thorough discussion, Hon'ble CAC resolved its in-principle approval for sanction of 10 computers. It is also resolved to forward the said resolution to ICT Committee of M E Society for its final approval for the same.


- 15. To discuss and seek approval for AMC of Fire Hydrant system in Unit D and Unit B.**


Resolution: The Member Secretary proposed Hon'ble CAC about renewal of AMC of Fire Hydrant system in Unit D and Unit B. The negotiated and revised quote received from M/s. Sumeet Sales & Service is as follows:

S. N.	Location	Price quoted
01	Unit D	31,000.000 + GST 18 %
02	Unit B	26,000.00 + GST 18 %

Hon'ble CAC resolved its approval for the same.

Since there being no other subject, the meeting ended with a vote of thanks to the Chair by Dr. S. D. Deshpande, Director and Member Secretary.

  
DR. S. D. DESHPANDE  
Member Secretary  
College Advisory Committee

  
SHRI VIJAY BHALERAO  
Chairman,  
College Advisory Committee



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### NOTICE

All Members of the Hon'ble College Advisory Committee (CAC) are hereby requested to kindly make it convenient to attend the CAC Meeting scheduled as below: -

- 1) Date : Tuesday, 09/01/2024.
- 2) Time : 4.00 p.m.
- 3) Venue : Board Room (Room No. 101).

### AGENDA

01. To read and confirm the minutes of CAC Meeting held on 30/10/2023 at 1.00 pm. ✓
02. To discuss the draft of budget for financial year 2024-2025. ✓
03. To discuss and seek approval for purchase of 10 laptops. ✓
04. To discuss and seek approval for addition of cctv cameras, NVR, screen in the existing cctv surveillance system. ✓
05. To seek approval for purchase of 03 IP phones for library. ✓
06. To discuss and seek approval for conduction of annual social gathering and sports activities to be conducted during Jan-Feb 2024. ✓
07. To discuss and seek approval for conduction of "Jigyasa" Techno-fest activity to be conducted in Feb 2024. ✓
08. To discuss and seek approval for conduction of HR Meet to be conducted in March 2024. ✓
09. To seek approval for adhoc appointments as follows: ✓

SN	Name and Designation	Appointment Type	Appointment Period	Salary Details
01	Ms. Jae Jogalekar Asst Professor, MBA	adhoc	18/12/2023 to 31/07/2024	Rs. 30,000.00 Consolidated
02	Mr. Vikram Karande Junior Clerk	adhoc	01/01/2024 to 30/06/2024	Rs. 25,000.00 Consolidated

10. To discuss about confirmation of services of Shri Alok Rale, Jr. Clerk. ✓

SN	Name and Designation	Appointment Type	Appointment Period	Salary Details
01	Shri Alok A. Rale Junior Clerk	Probation	10/12/2022 to 09/12/2023	Pay Scale 5200-20200 Basic Pay Rs. 8720.00 Grade Pay Rs. 1900.00

11. To discuss and seek approval for Time-bound promotion of Mr. Krishna Khandale, Peon and Mr. Prashant Patil, Registrar. ✓
12. To inform about current status of an application made for getting an Autonomous Status. ✓
13. To inform about letter dated 16/12/2023 received from National Commission for Backward Class, New Delhi regarding Dr. Nitin Untwal's application of injustice. ✓
14. Any other point with the permission of the Chair.

Dr. S. D. Deshpande  
Member Secretary



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## MEETING OF COLLEGE ADVISORY COMMITTEE (CAC)

Held on Tuesday, 09/01/2024 @ 4.00 p.m.

### ATTENDANCE

SN	Name of CAC Member	Designation	Signature
01.	Shri Vijay Bhalerao <a href="mailto:univijay2001@yahoo.com">univijay2001@yahoo.com</a> 98220 55881	Chairman	
02.	Dr. Rajiv Hajirnis <a href="mailto:rajhajirnis26.6@gmail.com">rajhajirnis26.6@gmail.com</a> 94223 21267	Member	
03.	Shri Rahul Mirasdar <a href="mailto:rhm.mes@mespune.in">rhm.mes@mespune.in</a> 98226 10872	Member	
04.	Dr. Anand Y. Lele <a href="mailto:ayl.gcc@mespune.in">ayl.gcc@mespune.in</a> 90110 90757	Member	
05.	Dr. Atul Kulkarni <a href="mailto:apk.agc@mespune.in">apk.agc@mespune.in</a> 73500 15537	Member	
06.	Smt. Pranita Joglekar <a href="mailto:ppg.gcc@mespune.in">ppg.gcc@mespune.in</a> 98811 34707	Member	
07.	Dr. (Mrs.) M. S. Bhate <a href="mailto:msb.imcc@mespune.in">msb.imcc@mespune.in</a> 98902 66634	Member	
08.	Shri. Sachin Ambardekar <a href="mailto:ceo.mes@mespune.in">ceo.mes@mespune.in</a> 90110 62271	Member (Invitee)	
09.	Dr. S. D. Deshpande <a href="mailto:director.imcc@mespune.in">director.imcc@mespune.in</a> 83083 98100	Member Secretary	



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### MINUTES OF MEETING

Meeting of the Hon'ble College Advisory Committee (CAC) was conducted on Tuesday, 09/01/2024 at 4.00 pm. The following members were present:

1. Shri Vijay Bhalerao	...	Chairman
2. Dr. Rajiv Hajirnis	...	Member
3. Dr. Atul Kulkarni	---	Member
4. Dr. Manasi S. Bhate	---	Invitee
5. Shri Sachin Ambardekar	...	Member
6. Dr. Santosh D. Deshpande	...	Member-Secretary

Dr. Anand Lele and Smt. Pranita Joglekar expressed their inability to attend the said Meeting due to pre-occupation. Their leave of absence was sanctioned by Hon'ble CAC.

Following business was transacted in the Meeting.

**1. To read and confirm the minutes of CAC Meeting held on 30/10/2023 at 1.00 pm.**

RESOLUTION: The minutes of Hon'ble CAC Meeting held on 30/10/2023 at 1.00 pm were read and confirmed.

**2. To discuss the draft of budget for financial year 2024-2025.**

Resolution: The Member Secretary presented the draft of budget for financial year 2024-2025 before Hon'ble CAC. A thorough discussion were held regarding various income and expenditure heads. Hon'ble CAC has suggested few changes, which were immediately incorporated in the said draft budget.

Hon'ble CAC resolved its in-principle approval for the said draft budget and directed to forward it to M E Society for its final approval.

**3. To discuss and seek approval for purchase of 10 laptops.**

Resolution: The Member Secretary proposed Hon'ble CAC about purchase of 10 laptops for newly added faculty. The issue was discussed at length.

Hon'ble CAC resolved its approval in-principle and directed to forward the requirement to M E Society for its final approval.

Contd..2



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**4. To discuss and seek approval for addition of cctv cameras, NVR, screen in the existing cctv surveillance system.**

Resolution: The Member Secretary expressed the need of addition of cctv cameras, NVR, screen in the existing cctv surveillance system for security point of view. The issue was discussed in detail.

Hon'ble CAC resolved its approval for addition of cctv cameras, NVR, screen in the existing cctv surveillance system.

**5. To seek approval for purchase of 03 IP phones for library.**

Resolution: The Member Secretary informed Hon'ble CAC about completion of network connection between Library (Unit A) and IMCC (Unit D) and proposed Hon'ble CAC for purchase of 03 IP phones for Library.

After discussion, Hon'ble CAC resolved its approval for purchase of 03 IP phones for Library.

**6. To discuss and seek approval for conduction of annual social gathering and sports activities to be conducted during Jan-Feb 2024.**

Resolution: The Member Secretary informed Hon'ble CAC about various following activities to be conducted along-with tentative budget of expenses to be incurred and proposed an approval for conduction of said activities.

SN	Name of activity/event	Tentative Date/s	Budget of Expenses
01	Drama Competition "Sawai Karandak"	13, 14, 25 & 26 Jan., 2024	Rs. 50,000.00
02	Drama Competition "Ahmednagar Karandak"	17 & 18 Jan., 2024	Rs. 50,000.00
03	Annual Gathering "Indradhanu 2024"	26 <sup>th</sup> to 29 <sup>th</sup> Feb., 2024	Rs. 2,50,000.00
04	Inter-class in-door and out-door sports activities (Cricket, badminton, volleyball, football etc.)	19 <sup>th</sup> to 24 <sup>th</sup> Feb., 2024	Rs. 60,000.00

A thorough discussion was held and Hon'ble CAC resolved its approval for conduction of said activities.

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**7. To discuss and seek approval for conduction of “Jigyasa” Techno-fest activity to be conducted in Feb 2024.**

Resolution: The Member Secretary proposed Hon’ble CAC for conduction annual techno-fest event “Jigyasa”, which is very popular in students’ community. Nearly 1000 students participate every year in this activity. Tentatively budgetary expenses of Rs. 1,70,000/-, which includes food, marketing, printing, prizes and felicitation, stationery and decoration etc. is expected for conduction of said event. 10<sup>th</sup> February, 2024 date is planned for conduction of this event.

After thorough discussion, Hon’ble CAC resolved its approval for conduction of event “Jigyasa”

**8. To discuss and seek approval for conduction of HR Meet to be conducted in March 2024.**

Resolution: The Member Secretary proposed Hon’ble CAC for conduction annual “HR Meet”. The theme of said HR Meet is “Campus to Corporate”. More than 150 industry experts and HR, around 100 academicians are expected to visit the said HR Meet. Tentatively budgetary expenses of Rs. 2,00,000/- is expected for conduction of said event. 15<sup>th</sup> March, 2024 is the date planned for conduction of this event.

After thorough discussion, Hon’ble CAC resolved its approval for conduction of event “HR Meet”

**9. To seek approval for adhoc appointments as follows:**

SN	Name and Designation	Appointment Type	Appointment Period	Salary Details
01	Ms. Jaee Jogalekar Asst Professor, MBA	adhoc	18/12/2023 to 31/07/2024	Rs. 30,000.00 Consolidated
02	Mr. Vikram Karande Junior Clerk	adhoc	01/01/2024 to 30/06/2024	Rs. 25,000.00 Consolidated

Resolution: The Member Secretary informed Hon’ble CAC about following adhoc appointments.

SN	Name and Designation	Appointment Type	Appointment Period	Salary Details
01	Ms. Jaee Jogalekar Asst Professor, MBA	adhoc	18/12/2023 to 31/07/2024	Rs. 30,000.00 Consolidated
02	Mr. Vikram Karande Junior Clerk	adhoc	01/01/2024 to 30/06/2024	Rs. 25,000.00 Consolidated

Hon’ble CAC resolved its approval in-principle and directed to forward the said resolution to M E Society for its final approval.

Contd..4



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### 10. To discuss about confirmation of services of Shri Alok Rale, Jr. Clerk. ✓

SN	Name and Designation	Appointment Type	Appointment Period	Salary Details
01	Shri Alok A. Rale Junior Clerk	Probation	10/12/2022 to 09/12/2023	Pay Scale 5200-20200 Basic Pay Rs. 8720.00 Grade Pay Rs. 1900.00

Resolution: The Member Secretary informed Hon'ble CAC about completion of probation period by Shri Alok Rale, Junior Clerk. The Member Secretary also briefed Hon'ble CAC about his satisfactory performance during the said probation period.

Hon'ble CAC resolved its in-principle approval for confirmation of services of Shri Alok Avinash Rale, Junior Clerk and directed to forward the said resolution to M E Society for final approval of M E Society. ✓

### 11. To discuss and seek approval for Time-bound promotion of Mr. Prashant Patil, Registrar. ✓

Resolution: The Member Secretary informed Hon'ble CAC that the first Time-bound promotion of Mr. Prashant Patil, Registrar is due from 01/06/2021. The details are as follows.

Present Salary Details: Pay Scale 9300-34800 Grade Pay Rs. 4600

Date of Appointment in present post/designation	Basic Pay	Grade Pay	DA	HRA	CLA	TA	Gross Salary
01/06/2009	23970	4600	65711	8571	1200	240	104292

With reference to the following concerned government resolutions, he is eligible for following promotion.

01. शासन निर्णय क्र. वेतन-११०९/प्र.क्र.४४/सेवा २ दिनांक ०१/०४/२०१०
02. शासन निर्णय क्र. वेतन-११०९/प्र.क्र.४१/सेवा ३ दिनांक ०५/०७/२०१०
03. शासन निर्णय क्र. संकीर्ण २०१०/(४८८/१०)-विशि-१ दिनांक १५/०२/२०११

Salary Proposed after consideration of Time-bound Promotion as per aforesaid GRs.

Pay Scale 9300-34800 Grade Pay Rs. 4600 + Rs. 400 = Rs. 5000 Due date: 01/06/2021

Basic Pay	Grade Pay	DA	HRA	CLA	TA	Gross Salary
23970	5000	66631	8691	1200	240	105732

After thorough discussion, Hon'ble CAC resolved its approval in-principle and directed to forward the said resolution to M E Society for its final approval

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**12. To inform about current status of an application made for getting an Autonomous Status. ✓**

Resolution: The Member Secretary informed Hon'ble CAC that the application of IMCC has been sent to UGC with a copy to Savitribai Phule Pune University and the response is awaited from both the authorities. ✓


Hon'ble CAC noted the same.


**13. To inform about letter dated 16/12/2023 received from National Commission for Backward Class, New Delhi regarding Dr. Nitin Untwal's application of injustice.**

Resolution: The Member Secretary informed Hon'ble CAC about receipt of letter dated 16/12/2023 received from National Commission for Backward Class, New Delhi regarding Dr. Nitin Untwal's application of injustice. It is also informed that IMCC has sent reply to them after due consultation with Adv. Shri P. S. Kulkarni.

Hon'ble CAC noted the same.

Since there being no other subject, the meeting ended with a vote of thanks to the Chair by Dr. S. D. Deshpande, Director and Member Secretary.

  
DR. S. D. DESHPANDE  
Member Secretary  
College Advisory Committee

  
SHRI VIJAY BHALERAO  
Chairman,  
College Advisory Committee



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Ref. No.: MES IMCC/COMMITTEE/225/2022-23

Date: 10/10/2023

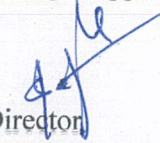
### OFFICE ORDER

#### Sub.: Appointment of Internal Quality Assurance Cell (IQAC)

Ref.No. : As per directives of All India Council for Technical Education (AICTE), New Delhi and UGC guidelines [http://www.naac.gov.in/images/docs/AQAR\\_ONLINE/IQACAQAR\\_Guideline\\_Affiliatedcollege-12-03-2020.pdf](http://www.naac.gov.in/images/docs/AQAR_ONLINE/IQACAQAR_Guideline_Affiliatedcollege-12-03-2020.pdf)

Madam / Sir,

With reference to above mentioned subject, you have been appointed on the Committee as per the guidelines prescribed by AICTE / UGC guidelines. Your appointment is for the period from **10/10/2023 to 10/10/2025**. Please attend the meeting/s and provide your valuable guidance/knowledge/support to address the related issues.

  
Director

Copy to 1) All Committee Members.

S N	Name Of Staff	Profession	Mobile & Email	Role	Associate with
1.	Dr. Santosh Deshpande	Teaching	9822766911 <a href="mailto:director.imcc@mespune.in">director.imcc@mespune.in</a>	Chairperson	MES' IMCC
2.	Dr. Manasi Bhate	Teaching	9890266634 <a href="mailto:msb.imcc@mespune.in">msb.imcc@mespune.in</a>	Member	MES' IMCC
3.	Dr. Ravikant Zirmite	Teaching	9970733222 <a href="mailto:rsz.imcc@mespune.in">rsz.imcc@mespune.in</a>	Member	MES' IMCC
4.	Dr. Jayashree Patil	Teaching	9890971380 <a href="mailto:jsp.imcc@mespune.in">jsp.imcc@mespune.in</a>	Member	MES' IMCC
5.	Mrs. Manasi P. Shirurkar	Teaching	9595575238 <a href="mailto:Msu.imcc@mespune.in">Msu.imcc@mespune.in</a>	Member	MES' IMCC
6.	Dr. Girish Bodhankar	Teaching	9867255499 <a href="mailto:gab.imccmba@mespune.in">gab.imccmba@mespune.in</a>	Member	MES' IMCC
7.	Mrs. Apurva Barve	Teaching	9881248064 <a href="mailto:aab.imcc@mespune.in">aab.imcc@mespune.in</a>	Member	MES' IMCC
8.	Mrs. Darshana Yadav	Teaching	9764000630 <a href="mailto:dpy.imcc@mespune.in">dpy.imcc@mespune.in</a>	Member	MES' IMCC
9.	Dr. Poonam S. Vatharkar	Teaching	9823506072 <a href="mailto:psv.imcc@mespune.in">psv.imcc@mespune.in</a>	Member	MES' IMCC
10.	Dr. Hemant B. Patil	Teaching	9881191810 <a href="mailto:hbp.imcc@mespune.in">hbp.imcc@mespune.in</a>	Member	MES' IMCC

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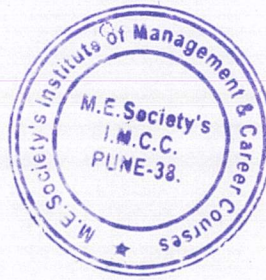
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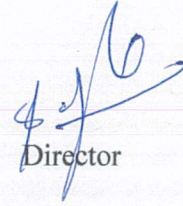
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S N	Name Of Staff	Profession	Mobile & Email	Role	Associate with
11.	Dr. Atul P. Kulkarni	Secretary, M E Society	7350015537 <a href="mailto:apk.agc@mespune.in">apk.agc@mespune.in</a>	Member	M E Society
12.	Mr. Prashant Patil	Non-Teaching	7020658412 <a href="mailto:pbp.imcc@mespune.in">pbp.imcc@mespune.in</a>	Member	MES' IMCC
13.	Dr. Rajiv Hajirnis	Member, M E Society	9422321267 <a href="mailto:rajhajirnis26.6@gmail.com">rajhajirnis26.6@gmail.com</a>	Member	M E Society
14.	Miss. Prajakta Kulkarni	Student	8828082655 <a href="mailto:prajaktakulkarni070@gmail.com">prajaktakulkarni070@gmail.com</a>	Member	MES' IMCC
15.	Miss. Leena Vaidya	Student-Alumni	9370318121 <a href="mailto:leenavaidya2212@gmail.com">leenavaidya2212@gmail.com</a>	Member	MES' IMCC
16.	Mr. Chandrashekhar Gokhale	Industry Representative	8605929292 <a href="mailto:cgokhale@astute.co.in">cgokhale@astute.co.in</a>	Member	MES' IMCC
17.	Mr. Siddhant Chhothe	Industry Representative	9890349342 <a href="mailto:info@tekvision.in">info@tekvision.in</a>	Member	MES' IMCC
18.	Dr. Ashwini Patil	Teaching	9766833806 <a href="mailto:asp.imcc@mespune.in">asp.imcc@mespune.in</a>	Coordinator	MES' IMCC

2) Publication to Institute website



  
Director



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### NOTICE

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

- Date : Friday, 01<sup>st</sup> September 2023
- Time : 1:30 pm
- Venue : Board Room (Room 101-B).

### AGENDA

1. Read and confirm minutes of last meeting conducted on
2. NAAC Cycle 1 result discussion
3. Overview of the activities held in A.Y. 2022-23
4. Discussion on Academic Calander for A.Y. 2023-24
5. Discussion on Teaching Pedagogy, Evaluation Process and CO PO Attainment process
6. Any point with the permission of chairman

  
Dr. Girish Bodhankar  
(IQAC, Asst. Coordinator)

  
Dr. Jayashree Patil  
(IQAC, Coordinator)



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### Internal Quality Assurance Cell (IQAC)

#### Minutes of Meeting

- Date: 13/09/2023
- Time : 1.30 pm
- Venue : Board Room

The IQAC meeting was held on 13<sup>th</sup> September, 2023 at 1:30 pm. The following members were present:

1. Dr. Santosh Deshpande- Chairman
2. Dr. Manasi Bhate- Member
3. Dr. Ravikant Zirmite- Member
4. Dr. Jayashree Patil- Coordinator
5. Dr. Girish Bodhankar- Member
6. Mrs. Apurwa Barve- Member
7. Mrs. Darshana Yadav- Member
8. Dr. Ashwini Patil- Member

Following points were discussed and finalized in the meeting.

#### **1. To read and confirm the minutes of the IQAC meeting dated 20 Feb 2023**

Minutes of the IQAC meeting held on 20th Feb 2023 were confirmed by the IQAC coordinator in the presence of the Chairman and other members.

#### **2. NAAC Cycle 1 Result discussion**

Institution underwent the accreditation process for the first time and achieved A+ grade with a score 3.32. All members reviewed the grade sheet, peer team metric wise score report and peer team report. Discussion held on criteria wise grades and report. It was decided to take appropriate measures wherever necessary. Discussion held on recommendations given by peer team for Quality Enhancement of the Institution



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### 3. Overview of activities held in A.Y. 2022-23

The activities conducted by various cells and MCA and MBA departments were reviewed and reports of the same were submitted by respective coordinators.

### 4. Discussion on Academic Calendar A.Y. 2023-24

The discussion was held in the format of the academic calendar. Dr. Ravikant Zirmite and Dr. Girish Bodhankar gave inputs and revised format of academic calendar was approved.


### 5. Discussion on Teaching Pedagogy, Evaluation Process and CO PO attainment

To make the teaching-learning process more effective and a fruitful variety of teaching methodologies were discussed and finalized. Semester wise evaluation methods were discussed and finalized. Dr. Ravikant Zirmite presented the CO-PO attainment process of MCA course, discussion held on target level, weightages of direct and indirect attainments and Review of CO-Po attainment files were taken.

### 6. Any other point with permission of the chairman.

- Following additional members were nominated from the MCA and MBA department for the IQAC Committee
  1. Mrs. Manasi Shirurkar, Assistant Professor
  2. Dr. Poonam Vatharkar, Assistant Professor
  3. Dr. Hemant Patil, Assistant Professor
- The IQAC coordinator charge was handed over to Dr. Ashwini Patil, Assistant Professor
- Discussion held on Alumni representative in the IQAC composition

  
**Dr. Girish Bodhankar**  
IQAC, Asst. Coordinator

  
**Dr. Jayashree Patil**  
IQAC, Coordinator

  
**Dr. Santosh Deshpande**  
Director



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### Attendance Report of IQAC Meeting

Date: 13/09/2023 Time: 1.30 pm

S. N.	Name	Role	Signature
1	Dr. Santosh Deshpande	Chairman	
2	Dr. Manasi Bhate	Member	
3	Dr. Ravikant Zirmite	Member	
4	Dr. Ashwini Patil	Member	
5	Dr. Girish Bodhankar	Member	
6	Mrs. Apurwa Barve	Member	
7	Mrs. Darshana Yadav	Member	
8	Dr. Jayashree Patil	Coordinator	

Dr. Jayashree Patil  
IQAC Coordinator

Dr. Santosh Deshpande  
Director



Maharashtra Education Society's  
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Telefax : +91-20-25466271, 25463453

• E-mail: [director.imcc@mespune.in](mailto:director.imcc@mespune.in)

Date: 11/8/2023

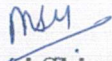
### NOTICE

All Members of the Program Coordination Committee and faculty members of MES' IMCC MCA department are hereby requested to kindly make it convenient to attend the Meeting scheduled as below :-


- 1) Date : 14/8/2023
- 2) Time : 3:00 pm
- 3) Venue : HOD Cabin, 304

### AGENDA

1. To confirm the minutes of previous meeting
2. To review Program Exit Survey (Student survey) of 2021-2023 Batch
3. Planning of Induction Program for MCA 2023-2025 Batch students
4. To plan the execution of following points of FYMCA Semester I and SYMCA Semester III
  - Open courses and Soft Skill
  - Add on certification courses
  - Credit Based Courses-HR,CS
  - Practical and Project execution
5. Creation of courses on LMS.
6. To plan the execution of add on certification courses
7. To plan the execution of co-curricular activities of AY 2023-24
8. Any other subject with the permission of the chair

  
**Ms. Manasi Shirurkar**  
Program Coordinator, MCA



  
**Dr. Ravikant Zirmite**  
Head, Dept of MCA





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Telefax : +91-20-25466271, 25463453

• E-mail: [director.imcc@mespune.in](mailto:director.imcc@mespune.in)

Date: 14/8/2023

### Minutes of Meeting

The Program Coordination Committee meeting was held on 14/8/2023 at 3.00 pm.

Following members were present for the meeting.

1. Dr. Ravikant Zirmite (Head of Department)
2. Ms. Manasi Shirurkar (MCA Program Coordinator)
3. Dr. Venugopal Narsingoju (FY MCA Coordinator)
4. Mrs. Darshana Yadav (FY MCA Coordinator)
5. Dr. Minakshi More (SY MCA Coordinator) (Passout Batch)
6. Dr. Swapnaja Patwardhan (Co-curricular Coordinator)
7. Mrs. Kalpana Dhende (Internal Examination Coordinator)

#### Program Coordination Committee held on 14/8/2023

1. To confirm the minutes of previous meeting:  
HOD briefed about the last minutes of the meeting and the same were confirmed.
2. Discussion on Program Exit Survey (Student Exit Survey) of 2021-2023 Batch; It is decided to circulate the form for exit survey in online mode.
3. Planning of Induction Program for MCA 2023-2025 Batch students: Induction program plan was discussed and accordingly tasks were disseminated to the faculty members for its execution.
4. To plan the execution of following points of FYMCA Semester I and SYMCA Semester III:
  - Course files and teaching plan: The deadlines for submission of course files and teaching plan were decided
  - Practical and Project execution: Discussion held on the practical assignments to be given and necessary lab requirements for the execution of practicals. Dr. Mukul Kulkarni (Project Coordinator) for SYMCA and Dr. Jayashree Patil (Project Coordinator) for FYMCA were chosen as faculty project coordinator. It was decided that, to arrange expert talk to guide students about project development.





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- Open Course and Soft Skill: Discussion with the industry experts were carried out to study current trends in IT and it was decided to execute following Open Courses for FY and SY students:

- ❖ List of Open Courses for FY:

1. Full Stack Development by Inpinite Solutions
2. Programming practice for placement

- ❖ List of Open Courses for SY:

1. QA Course-Selenium by Veritas
2. IoT by Inpinite Solutions

These course executions will be coordinated by class coordinator in association with program coordinator. Plan of execution was decided accordingly for open courses.

Soft Skill session: It was decided that soft skill sessions will be coordinated by T and P officer for the students. It was discussed with the officer to coordinate for the sessions with the trainers and communicate the same in the department for further execution. It was communicated to reflect the dates in the academic calendar accordingly after finalization.

- Internal examination dates: Mrs. Kalpana Dhende proposed the dates of internal evaluations and dates were finalized by taking concern of program coordinator and class coordinator. Dates were reflected in 'Academic Calendar' accordingly.

5. Creation of courses on LMS: Faculties were instructed to create their courses on institute LMS and share their course material with students from time to time.

6. To plan the execution of add-on certification courses: Dr. Swapnaja Patwardhan proposed few certification courses and platforms for this batch as add-on courses .

- ❖ Add on Course for FY:

Full stack Development from Excel RI platform.

- ❖ Add on Course for SY:

App development using Flutter and Android from Excel RI platform.





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7. To plan the execution of co-curricular activities of AY 2023-24: Discussion held on co-curricular activities to be conducted in AY 2023-24. Discussion was made on various activities that can be executed.
  8. To plan Credit Based Courses-HR,CS: Discussion was done on probable trainers that can execute HR CS session. Program coordinator shared the discussion and contents that trainers can execute. It was instructed to the program coordinator to finalize the date and content with the trainer and make necessary arrangements. Reflect dates in the academic calendar accordingly.
- The meeting was concluded by Dr. Ravikant Zirmite.

**Ms. Manasi Shirurkar**

Program Coordinator, MCA

**Dr. Ravikant Zirmite**

Head, Dept of MCA





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**MEETING OF PROGRAMME COORDINATION COMMITTEE**

Held on Friday, 14/8/2023 @ 3.00 p.m.

**ATTENDANCE**

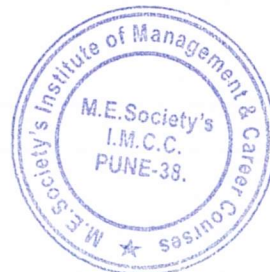
SN	Name of Member	Designation	Signature
01	Dr. Ravikant Zirmite	Chairman	
02	Ms. Manasi Shirurkar	Program Coordinator	
03	Dr. Venugopal Narsingoju	Coordinator FYMCA	
04	Mrs. Darshana Yadav	Coordinator SYMCA	
05	Dr. Minakshi More	Coordinator SYMCA-Pass out Batch	
06	Dr. Swapnaja Patwardhan	Coordinator Co Curricular Cell	
07	Ms. Kalpana Dhende	Coordinator Examination Cell	

Ms. Manasi Shirurkar

Program Coordinator, MCA

Dr. Ravikant Zirmite

Head, Dept of MCA





Maharashtra Education society's

## Institute of Management and Career Courses (IMCC), Pune

A.Y. 2023-24

### NOTICE

**Date: 10<sup>th</sup> Oct 2023**

This is to inform all the committee members that the MBA Program Coordination Committee meeting is scheduled for the academic year 2023-24. Details are as follows.

**Date :** 13<sup>th</sup> Oct 2023  
**Time:** 3.00 pm  
**Venue:** Board Room

#### Agenda:

1. Review and finalize last meeting minutes
2. Overview of the academic activities going on for Sem I and Sem III 2023-24
3. Discussion on the Summer internship execution.
4. Discussion on the Industrial Visit to IIM Ahmadabad.
5. Planning for Atal FDP (AICTE Sponsored)
6. Other point with permission of the chairman.

Kindly be there and give your valuable inputs.

**Dr. Girish Bodhankar**  
Program Coordinator



**Dr. Manasi Bhate**  
Deputy Director



Maharashtra Education society's

## Institute of Management and Career Courses (IMCC), Pune

### Minutes of Meeting

The PCC meeting was held on 13<sup>th</sup> Oct 2023, 3.00 pm, Board Room.

#### **PCC Composition:**

Sr. No.	Name of Faculty	Designation
1	Dr. Manasi Bhate	Deputy Director
2	Dr. Girish Bodhankar	Program Coordinator
3	Dr. Poonam Vatharkar	Member
4	Dr. Harshada Raut	Class Coordinator
5	Dr. Hemant Patil	Exam Coordinator
6	Dr. Archana Patil	Co-curricular activities Coordinator
7	Mrs. Aarti Deshpande	Extra-curricular activities Coordinator
8	Ms. Sonali Kulkarni	Class Coordinator

#### **Minutes of the Meeting**

**1. Review and finalize last meeting minutes.**

**Resolution:**

Minutes of last meeting were discussed and confirmed the same.

**2. Overview of the academic activities going on for Sem I and Sem III 2023-24.**

**Resolution:**

The brief about overall academic activities executed during the last semester. During the tenure various activities under Management clubs were conducted. Under Finance club one guest session based on Investment strategies for Gen Z were executed. On all Saturday Guest sessions were organized which were delivered by various industry experts. All members noted the same.

**3. Discussion on the Summer internship execution.**

**Resolution:**

Detail scheduled for the execution of SIP for Semester III were discussed and finalized. Dr. Poonam Vatharkar were given the responsibility to execute the SIP for semester III.

**4. Discussion on the Industrial Visit to IIM Ahmadabad.**

**Resolution:**

The execution of the IIM visit for the semester I students were finalized and the tentative dates for the visits were confirmed. Dr. Hemant Patil was appointed as a coordinator for the visit.





Maharashtra Education society's

## Institute of Management and Career Courses (IMCC), Pune

### 5. Application for Atal FDP (AICTE Sponsored)

#### Resolution:

The detail schedule, resource persons and application procedure were discussed and the distribution of the work and the review of the till date progress regarding FDP were given to all members.

### 6. Other point with permission of the chairman.

#### Discussion on Innovative teaching pedagogy.

#### Resolution:

It has been finalized to use various teaching pedagogies during lectures. Uniformly it has been decided to use case-based teaching more compared to theoretical teaching.

**Dr. Girish Bodhankar**  
Program Coordinator



**Dr. Manasi Bhate**  
Deputy Director



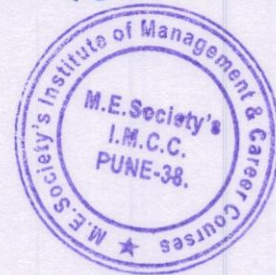
MES

Institute of Management and Career Courses (IMCC), Pune

(A.Y. 2023-24)

Attendance

Programme	MBA		
Topic	Program Coordination Committee		
Date	13th Oct 2023		
Sr. No.	Name of Faculty	Designation	Signature
1	Dr. Manasi Bhate	Deputy Director	
2	Dr. Girish Bodhankar	Programe Coordinator	
3	Dr. Poonam Vatharkar	Member	
4	Dr. Harshada Raut	Class Coordinator	
5	Dr. Hemant Patil	Exam Coordinator	
6	Dr. Archana Patil	Co-curricular activities Coordinator	
7	Mrs. Aarti Deshpande	Extra-curricular activities Coordinator	
8	Ms. Sonali Kulkarni	Class Coordinator	







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### ***DECENTRALIZATION AND PARTICIPATION IN THE INSTITUTIONAL GOVERNANCE***

The governance at IMCC is reflective of visionary and effective leadership. The vision and mission statements stand as the future timelines of the institution. IMCC envisions to be a globally recognized institution ensuring excellence in academics, innovation, research and entrepreneurship.

The Governing Body reviews, approves, guides the Institution about academic performance, continuous improvement in terms of faculty upgradation, organizing conferences, and developing linkages with the industry to bridge the gap, oversees the infrastructure development and upgradation required for the introduction of new programs in the emerging domains, new policies for the benefit of all the stakeholders along with approval of annual budget, expenditure and financials for the institution.

Summarized below are some of the core functionalities of Governing Body.

1. Prepare an overall comprehensive development plan of the Institute regarding academic, administrative and infrastructural growth, and enable the Institute to foster excellence in curricular, co-curricular and extracurricular activities.
2. Recommends to management about introducing new academic programmes and/or self financing courses and the creation of additional teaching and administrative posts • Make specific recommendations to management to encourage and strengthen research culture, consultancy.
3. Make specific recommendations to management to foster academic collaborations to strengthen teaching and research;
4. Prepare the annual financial estimates (budget) and financial statements of the Institute and recommend the same to management for approval



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The Governing Body meet at regular intervals and review the operations of the institution and provide guidance for further improvements keeping vision and mission, strategic plan in view.

The administrative process of the institute is spearheaded by the Director with the support of specific designated committees. Internal Quality Assurance Cell (IQAC) continuously monitors the Teaching-Learning process, deliverables to the students, and various activities to be conducted beyond academics for all stakeholders ensuring quality at every level.

The Following are some of the core functionalities of IQAC.

1. To establish Vision and Mission of the department.
2. To establish POs and PEOs based on the Vision and Mission of the department and Institute.
3. To review POs and PEOs.
4. To set and apply quality benchmarks/parameters for various academic and administrative activities of the institution.
5. To define policy for achieving quality benchmarks
6. To consider the recommendations for achievement of PEOs and attainment of POs given by Programme Coordination Committee
7. To set up the facilities for maintaining and improving the quality standards.
8. To organize inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.

The Program Coordination Committee serves as an integral part in formulating, monitoring and guiding the overall academic activities of the institution in adherence to the academic guidelines issued by the University encouraging an intellectually stimulating environment within the campus.

Mentioning below are a few of the functionalities of the Program Coordination Committee.



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- To review CO and PO attainment submitted by course coordinators.
- To define assessment and evaluation parameter.
- To monitor execution of mentoring activity, feedback activity, tutorial, etc.
- To arrange guest lectures based on technical, non-technical areas.
- To conduct and interpret various surveys required to assess POs and PEOs.

Heads of various departments/cell lead, guide and mentor the respective department/cell by strictly adhering to the guidelines framed by IQAC and Program Coordination Committee towards overall progress of students and the staff members.

Decentralization is one of the important features of our Institute. Management representatives, Director, Faculty members and students play an important role and own the various respective responsibilities. The Institute has decentralized its operations and has delegated authority at various levels to ensure good governance. Structured delegation of authority & responsibilities are entrusted to faculty through regular staff meetings to encourage the academic leadership among the faculty within subject disciplines. Faculty are involved to participate through committees to manifest their administrative skills with professional responsibility and accountability and also guide student committee members to learn their leadership qualities.

This ensures their acumen in decision-making with regard to organizing academic, administrative, co-curricular and extra curricular activities conducted in the course of the academic year.

The institution reassures participative management at various levels. Administrative and academic committees are formed where students and faculties play a vital role in the decision-making process. Frequent Meetings are conducted by the Head of the Institution where policies are framed and decisions are made. These are disseminated to staff through regular meetings. The Management is also open to receive the ideas and suggestions given by the faculties in implementing the policies framed for discussion and decisions for the overall development of the Institute.



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Institute has following cells headed by faculty, in which students also participate and share their thoughts and inputs. Periodic Meetings to be conducted by these cells.

	Name of Cell	Headed by
1	Sports Cell	Mrs. Darshana P. Yadav
2	Cultural Cell	Dr. Meenakshi M. More, Dr. Harshada Raut
3	Extra Curricular Activities Cell	Dr. Archana Patil, Ms. kalpana Dhende
4	Co-curricular Activities Cell	Dr. Swapnaja Patwardhan
5	Start-up and Innovation Cell	Dr. Jayashree S. Patil
6	Administration and Purchase Committee	Shri Prashant B. Patil

Heads of various departments/cell lead, guide and mentor the respective department/cell by strictly adhering to the guidelines framed by IQAC and Program Coordination Committee towards overall progress of students and the staff members.

  
DIRECTOR  
Maharashtra Education Society's  
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