

Internal Quality Assurance Committee Minutes of Meetings

Date: 15th July 2022

Time: 2.30 pm

Venue: Board Room (2nd Floor)

Members Present:

1	Dr. Bharati Deshpande	Dean and Management Representative
2	Dr. Svetlana Tatuskar	Chairperson
3	Prof. Nikhil Ubale	IQAC Coordinator
4	Prof. Leena Barshikar	IQAC Member
5	Mrs. Jayashri Mawale	Senior Administrative Representative
6	Prof. Tushar Sadakal	IQAC Member
7	Dr. Deepa Chavan	Nominee Local Society
5	Dr. Preeti Shirodkar	Faculty
6	Prof. P.K. Mishra	Faculty
7	Dr. Niyat Shetty	Faculty
8	Prof. Minouti Naik	Faculty
9	Prof. Vaishali Pardeshi	Faculty
10	Prof. Devang Nandola	Special Invitee
11	Mrs. Kavita Joshi	Placement Head-KBS
12	Mr. Bhushan Yende	Asst. Superintendent

Members Absent:

Following Members were granted the leave of absence

1	Mr. Sudhir Ghorpade
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Agenda 1: Welcome

- Dr. Bharati Welcomed all members present

Agenda 2:

Dr. Svetlana requested Prof. Leena Barshikar to read the minutes of the last IQAC Meeting held on Friday, Jan 28, 2022.

Prof. Leena Barshikar read the Minutes of the Meeting and members discussed the minutes and accepted the minutes meeting.

Agenda 3:

Dr. Svetlana requested Prof. Minouti Naik to brief the house about ISO and the proceedings of the ISO Audit that took place on 12th May 2021.

Prof. Minouti Naik informed the house that there were no non-conformities found in the ISO Audit and It was approved by the auditor.

Further, she mentioned that KBS. Got certified for ISO-9001-2015, to prepare for auditing in May 2022 as KBS conducted an internal audit of the departments covered under the scope of the audit and most departments were audited twice before the final audit.

ISO Audit Update

- Prof. Minouti Naik and Prof. Vaishali Pardeshi discussed ISO Update like:

Past Status:

- We got certified for ISO-9001:2015 on 19th November 2019
- The First Surveillance Audit took place online on 12th May 2021 – No Non-conformity.

Recent Development:

- The second surveillance took place in the offline mode on 9th May 2022 – No Non-conformity.
- To prepare for the Audit in May 2022, we conducted internal audits of the departments covered under the scope of the audit.
- Most departments were audited twice internally before the final audit.

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Plans for the December 2022 Audit:

- The Recertification will take place in December 2022.
- It will be a separate 3-day Audit for KBS and KMS.
- We have regular internal audits.
- We are planning to begin the internal audits of all departments from July 2022.
- We will draw up an Internal Quality Audit Calendar with Dr. Sawant and communicate with all departments.
- Dr. Svetlana asked and discussed the vision, mission statement, and quality policy, board, classroom, smart classroom, library, computer lab, faculty cabin, and a canteen of the college.

- Surveillance Audit.
- Special education system- ISO
- He asked about other certifying agencies but was told to continue with LRQA.

Agenda 4:

Dr. Svetlana asked about the Dayitva Activity so, Prof. Leena Barshikar took initiative to explain the KBS Dayitva activity in the following points:

- Prof. Leena Barshikar started with Pledge taken by students on 5th March 2022.
- Then, 16th March: International Women's Day Celebration at Gandhi Bal Mandir School
- 9th March 2022: Online Orientation by Dr. Chinu Kwatra for the MMS Sem. IV Students for CSR Project
- Also explained students had done Juhu Beach Cleaning.
- And Dayitva had organized Rotighar for poor children and street dogs.
- And students had visited Old Age Home at Thane.
- Also, World Environment Day was celebrated on 5th June by Dayitva.
- Students also had done Tree Plantation at Kandivali – Mission Green Mumbai.

After the presentation, Dr. Svetlana and Dr. Bharati appreciated Prof. Leena Barshikar about Dayitva activity.

Agenda 5:

- Dr. Svetlana asked about the new batch admission (2022-24) to Dean-MMS, Dr. Bharati Deshpande and she replied about the new batch admission planning and that CET is scheduled for 23rd August 2022, and hopefully the batch will start in October 2022.
- Also, Dr. Bharati Deshpande talked about how we are providing a scholarship to the students and also explained about fees structure, project guidelines, etc.
- After that Dr. Svetlana suggested that the faculty has to talk with industrial people and along with Industrial concern person we have to monitor the students and guide them in making a project.
- Dr. Svetlana also suggested that we have to create our brand name by creating young entrepreneurs from our batch and also making new joint ventures and said about how to create WHO WE ARE.

Agenda 6:

- Dr. Svetlana asked about the placement activity updates from Mrs. Kavita Joshi Madam and Madam said that 89 students from MMS have been placed for Internship job placement in the current year and
- Also placed 100% students from batch 2020-22 in final placement and also from this batch one student had selected for abroad i.e. in UAE for the final job.
- Dr. Svetlana suggested inviting corporate on campus or faculty can go to the industry to build relationships with the corporate for helping get the student a nice internship opportunity.
- Dr. Svetlana also suggested increasing value-added courses and increasing employability skills through reading newspapers and evaluating on the paper.

Agenda 7:

- Prof P K Mishra updated the members about the progress of the NEN course and KBS E-Club activities for the year 2021 - 2022. He also enumerated the activities of KBS E-Club undertaken by its student members during 2020 - 2021 and during covid times.
- Prof. Mishra informed the committee that the Foundation Course of NEN for the PGDM batch is over, and the Advance Course is scheduled to commence in August 2022.
- He informed that 5 practice ventures of the previous PGDM batch (2020 - 2022) have been certified to be potentially Real Ventures by the Global Juries of Wadhvani Foundation.
- He apprised the committee that student members (MMS) and office bearers of E-Cell (KBS E-Club) have been finalized. It may undertake scheduled activities once students return from Summer Internship in August 2022.

Agenda 8:

- Dr. Svetlana asked Dr. Bharati how we take feedback from students, and then Dr. Bharati said that we take feedback twice a year like first feedback after the 3rd lecture of faculty and the second feedback will take after the 7th lecture of the faculty.
- Dr. Bharati said that KBS hasn't received any kind of complaint about faculty to date and faculty members are pillars of KBS.

- And also Dr. Bharati had second feedback that will be taken by the Management of KBS only.
- So, Dr. Svetlana suggested involving the Director of KBS in the student feedback system.

Agenda 9: Students Scholarship:

- Then Dr. Svetlana asked about student Scholarship status. Mr. Bhushan Yendhe talked in the absence of Mr. Sudhir Ghorpade about student scholarship in the below points:
- The government of Maharashtra is providing various scholarship schemes for students admitted to professional courses. The Schemes are as below: -
- Government of India Post-Metric Scholarship
- Post Metric Tuition Fee and Examination Fee (Free ship)
- Maintenance allowance for students studying in Professional Courses
- Rajashri Chattrapati Shahu Maharaj Merit Scholarship
- Post Metric Scholarship for a person with a disability
- Post Metric Scholarship Scheme (Govt. Of India)
- Tuition on Fees and exam fees for Tribal students (free ship)
- Economical Backward Students.

These were some schemes that are operational and operated by Govt. of Maharashtra & Directorate of Technical Education (M.S.).

- Eligibility to apply for the above schemes is notified by the govt. M.S. Students are notified and are aware of the above scheme when they apply for CET and also when the Centralised Admission Process starts for the academic year.
- The institute also announces the process/ Eligibility criteria to the students via notice board/emails etc. Continued follow-up and appeal area made to the students (admitted) through group email. Group Whatsapp. The dates of the application to be submitted, and the required documents to be enclosed are also regularly informed to the students' wide electronic media (Whatsapp/email, etc). The institute keeps a counter check on the no. of applications submitted by the eligible student. As the application/s can be tracked on the MAHADBT/Scholarship Portal, through the institute login. The applications are tallied with the students admitted under the reserved category. The application uploaded by the students are cross verified through institute login and are then approved by the Clerk through his login and then by the

Principal, through Principal Login. Thus the application reaches the Govt. Portal for further approval.

- Any assistance needed to the student for applying online is provided to the student by the concerned department of our institute. Students are also notified of their login Id (created online while applying), by the DTE & SWD (Social Welfare Department). The institute also informs the student if his/her application is rejected. We do assist the student to rectify the deficiency in the application. The students get the scholarship directly transferred to the his/her bank account.
- The institute also gets a cheque from SWD as per the approved scholarship. Regular follow-up is done to release the amount and remit the same to the student's account/institute accounts (as per the norms).

Agenda 10:

Dr. Svetlana asked Mrs. Jayashri about Library Updates then Mrs. Jayashri gave library updates on the following points:

- The library was established in the year 2010, and the total area of the library is 3200sq.ft. The library is situated on the 4th floor.
- A computerized circulation counter is made available for issue, return, and renewal of books, we are using Koha Library software
- The facility of the "Open Access System" is adopted in the library
- The library has 10,057 print volumes with 6400 titles
- The library has subscribed to 33 print national & international journals/magazines for the year 2022-23.
- The library has subscribed to 2 databases i.e. Proquest & Capitaline.
- The library has a membership of TISS Library & NDLI and this month we have received an Institutional membership certificate from the NDLI club
- Library stock verification was done in the month of Jan.2022 & report submitted

The library has an advisory committee with 8 members, and every three months we

- conducts a meeting of the library committee
- The library budget has already been prepared and has received sanction from the management & library committee
- We also maintain everyday Library footfalls with the help of koha software & also maintain the register at the entry point of the Library

LRC Activities-

1. In the month of Aug. 2021 Library celebrated Librarians day and conducted a book review & presentation competition on this occasion.
2. In the month of Oct.2021 Library also celebrated reading inspiration day, the birth anniversary of Dr. A.P.J. Abdul Kalam We invited Mr. Amrut Deshmukh known as the booklet guy who delivered a talk on "Mission make India Read"
3. In the month of Jan 2022, Library conducted a session on blog writing & invited Ms. Binue Vageala, a blog writer
4. On the 27th of Feb.2022, Library celebrated Marathi Rajbhsha diwas, the main highlight of the day was "granthdindi"
5. And on 30th March 2022, Library conducted a workshop on Bibliotherapy; around 37 librarians attended the workshop.

Future plan

1. Renewal of Urkund plagiarism software
2. Renewal of EBSCO database
3. To conduct the author talk, planning to conduct a book exhibition.

Agenda 11:

- Dr. Bharati asked Prof. Vaishali Pardeshi about excel training in add-on courses and Prof. Vaishali Pardeshi explained how she conducted a lecture in the I.T lab and also it's really needed in today's competitive world.
- Then Dr. Bharati told to Dr. Svetlana that we also have some other add-on courses like Stock minds, E-Commerce, etc., so Prof. Tushar Sadakal talked about stock minds in the below points.

Stock Minds:

Mr. Tushar has started by giving a sincere thanks to Dr. Bharati for giving a chance to teach add on course i.e. Share Market to the students because it's really essential in today's competitive world for having another source of Income for our KBS students and also explain following points :

- After starting the lecture on Stock Market, Students and as well as their parents realize the power of Investment in the stock market, and now approximately 75 % of students had opened their free Dmat accounts and registered on the stock market.
- We already had a session on the Introduction and basics of the stock market, function of the stock market, Price Action, Technical analysis, P/E Ratio, Time-Series Analysis, and

candlestick Chart Pattern Analysis, which is the best time for buying and selling of stocks, IPO, how to trade on Bank nifty, nifty, etc.

- And now we are planning to teach them in depth within the next 6 months to become pro-investors in the stock market and encourage them to invest.
- We only encourage or promote them for investment, not for trading.
- Also explain about

How Investment can help you to:

- 1) To Keep Funds Safe & Secure
- 2) To Grow Your Funds
- 3) To Earn a Steady & Additional Source of Income
- 4) Minimize Income Tax Burden
- 5) Retirement Planning
- 6) Meet Financial Goals
 - And also give the example of how investment can help you to become financially independent and there are 75% plus students are registered on the stock market for learning purposes.
 - Then, Prof.Devang Nandola (Special Invitee) had talked about **E-Commerce** on the following points:
 - He talked about the learning outcomes of his subject and the benefits which students receive from the subject. He also talks about the future learning of the subject like,
 - , Impart the Students with Higher Level Knowledge and Understanding of Contemporary Trends in E-commerce and Business Finance.
 - To Provide Adequate Knowledge and Understanding about E-com Practices to the Students.
 - Learners Will Be Able to Recognize Features and Roles of Businessmen, Entrepreneur, Managers, and Consultant, Which Will Help Learners to Possess Knowledge and Other Soft Skills.

After that Dr. Svetlana appreciated all the KBS Faculty members and Dr.Bharati for taking efforts in their respective hard work, thank you!



Internal Quality Assurance Committee Minutes of Meetings

Date: 03rd October 2022

Time: 4.00 pm

Venue: Board Room (2nd Floor)

Members Present:

1	Dr.Bharati Deshpande	Dean and Management Representative
2	Dr. Svetlana Tatuskar	Chairperson
3	Prof. Nikhil Ubale	IQAC Coordinator
4	Prof. Leena Barshikar	IQAC Member
5	Mrs. Jayashri Mawale	Senior Administrative Representative
6	Prof. Tushar Sadakal	IQAC Member
7	Dr. Deepa Chavan	Nominee Local Society
5	Dr.Preeti Shirodkar	Faculty
6	Prof. P.K.Mishra	Faculty
7	Dr.Niyat Shetty	Faculty
8	Prof. Minouti Naik	Faculty
9	Prof. Vaishali Pardeshi	Faculty
10	Prof. Devang Nandola	Special Invitee
11	Mrs. Kavita Joshi	Placement Head-KBS
12	Mr.Bhushan Yende	Asst. Superintendent

All the members were present

Agenda 1: Welcome

Dr. Bharati Deshpande welcomed all the members present. The minutes of the earlier meeting was approved.

Agenda 2:

Dr. Bharati Deshpande informed the members about Research Conference, given to the present scenario of industry 4.0 and a step ahead of the same a research conference on industry 5.0: Innovation, disruption a two-day conference is proposed to be conducted in the month of March,2023. The objective of the conference will be to understand the practices, processes and the research paradigm on the given topic. It will include workshop, panel discussion by industry experts and research paper presentation.

Agenda 3:

Ms. Jayashri Mawale proposed "Reading Inspiration day" to be organised for the students on 15th October 2022.

She also informed the members regarding celebration of National Education Day on 11th Nov. 2022. She discussed regarding the 'Book Review and Presentation Competition' for the students to be organised on 29th Nov. 2022.

Agenda 4:

Dr. Bharati Deshpande informed the members about a proposal for Guest lecture by Mr. Chander Thapar on Personality Development, Career Development by CA Mr. Rajesh Sanghavi and on Union Budget-2023 by Mr. Ashish Wakankar in the month of Feb. 23'.

She also informed the members about the Guest Speakers who will be visiting Campus in coming months – Mr. Vithal Kamath, renowned entrepreneur, Ms. Shefali Khalsa, Mr. Nagesh Kothari, Vice President of Sales and Marketing at Kanash HealthCare.

Agenda 5:

Dr. Bharati Deshpande informed the members regarding the upcoming cultural activities regarding Durga Puja and Diwali celebrations.

Agenda 6:

Dr. Svetlana Tatuskar informed the members that KBS and MCX will be signing an MoU to foster career opportunities in Commodity trading and risk management.

KBS will also be signing an MoU with Chartered Institute of Management Accountants (CIMA).

As there was no other point to discuss, Dr. Bharati Deshpande thanked all the members and closed the meeting.



Internal Quality Assurance Committee Minutes of Meetings

Date: 10th January 2023

Time: 1.00 pm

Venue: Board Room (2nd Floor)

Members Present:

1	Dr. Bharati Deshpande	Dean and Management Representative
2	Dr. Svetlana Tatuskar	Chairperson
3	Prof. Nikhil Ubale	IQAC Coordinator
4	Prof. Leena Barshikar	IQAC Member
5	Mrs. Jayashri Mawale	Senior Administrative Representative
6	Prof. Tushar Sadakal	IQAC Member
7	Dr. Deepa Chavan	Nominee Local Society
5	Dr. Preeti Shirodkar	Faculty
6	Prof. P.K. Mishra	Faculty
7	Dr. Niyat Shetty	Faculty
8	Prof. Minouti Naik	Faculty
9	Prof. Vaishali Pardeshi	Faculty
10	Prof. Devang Nandola	Special Invitee
11	Mrs. Kavita Joshi	Placement Head-KBS
12	Mr. Bhushan Yende	Asst. Superintendent

Members Absent: All the members were present.

Agenda 1: Welcome

Dr. Bharati Deshpande welcomed all the members present. The minutes of the earlier meeting was approved.

Agenda 2:

Prof. Mishra informed the members regarding a grand Alumni Meet to be organised in the first week of March 2023. He invited everybody's suggestions for the same.

Agenda 3:

Dr. Bharati Deshpande informed the members about the "International Women's Day" to be celebrated at KET in the month of March 2023.

Agenda 4:

Dr. Bharati Deshpande informed the members regarding Case Study competition and Business Game Competition by KBS in collaboration with CIMA. There was a discussion on how to execute the Competition.

Agenda 5:

Ms. Jayashri Mawale discussed and informed the members regarding organising and celebrating Marathi Rajbhasha Din on 27th Feb. 2023.

She informed the members regarding celebration of National Youth Day on 17th Jan. 2023 to mark the Birth Anniversary of Swami Vivekanand. There will be a session by Mr. Amrut Deshmukh on reading in the world of distraction.

Agenda 6:

KET's Schools of Management (KBS and KMS) will organise an inter-collegiate cricket competition for undergraduate colleges on 11th February, 2023, on the KET Turf. Teams from across Mumbai will participate in the competition.

An Annual Sports Day will also be organised for the KBS employees.

Agenda 7:

Dr. Bharati Deshpande informed the committee members regarding finalization of date and theme of Cultural evening to be organised on 3rd March 2023.

She also informed the members regarding Alumni Meet to be organised on 4th March 2023.

Agenda 8:

Dr. Bharati Deshpande informed the members that there will be a session on Union Budget for the students.

Agenda 9:

Dr. Bharati Deshpande informed the members regarding Industrial Visit of MMS Second Year, Batch 2021-23 to Alok Industries, Silvassa.

Agenda 10:

Dr. Svetlana Tatuskar informed the members that she will be conducting series of sessions on Wealth Management for CIEL on 23rd Feb. 2023.

Agenda 11:

Dr. Bharati Deshpande informed the members about two days Training program she will be conducting for Senior bankers on HR Management.

Agenda 12:

Dr. Bharati Deshpande discussed regarding International Conference, Theme and Date to be 31st March and 1st April 2023.

As there was no other point to discuss, Dr. Bharati Deshpande thanked all the members and closed the meeting.



B. Deshpande

Internal Quality Assurance Committee Minutes of Meetings

Date: 06th April 2023

Time: 3.30 pm

Venue: Board Room (2nd Floor)

Members Present:

1	Dr. Bharati Deshpande	Dean and Management Representative
2	Dr. Svetlana Tatuskar	Chairperson
3	Prof. Nikhil Ubale	IQAC Coordinator
4	Prof. Leena Barshikar	IQAC Member
5	Mrs. Jayashri Mawale	Senior Administrative Representative
6	Prof. Tushar Sadakal	IQAC Member
7	Dr. Deepa Chavan	Nominee Local Society
5	Dr. Preeti Shirodkar	Faculty
6	Prof. P.K. Mishra	Faculty
7	Dr. Niyat Shetty	Faculty
8	Prof. Minouti Naik	Faculty
9	Prof. Vaishali Pardeshi	Faculty
10	Prof. Devang Nandola	Special Invitee
11	Mrs. Kavita Joshi	Placement Head-KBS
12	Mr. Bhushan Yende	Asst. Superintendent

Members Absent:

All the members were present.

Agenda 1: Welcome

Dr. Bharati Deshpande welcomed all the members present. The minutes of the earlier meeting was approved.

Agenda 2:

Prof. Leena Barshikar informed that regarding various DAYITVA projects at Anant Khushiyaan Foundation- Beach Cleaning, Rotighar, Animal Shelter, Oldage home; Samarth

Bharat Vyaspeeth – Waste Management, Vatsalya Trust – food distribution etc. as undertaken by MMS Sem. IV students.

Agenda 3:

Dr. Bharati Deshpande informed that in order to encourage entrepreneurial qualities in students a discussion regarding MoUs to be signed with Wadhvani Foundation for NEN initiative was undertaken.

Agenda 4:

Dr. Bharati Deshpande informed the members about a review of Summer Projects of first year students and Final Placements of second year students was discussed.

Agenda 5:

Dr. Svetlana Tatuskar informed members about a proposal regarding NISM Certification Course to be scheduled in the Month of May by trainer Mr. Sankha Mukherjee was discussed in detail.

Agenda 6:

Based on the inputs from various industry experts like Mr. Sugam Chaubal, Mr. Chinu Kwatra, various courses for students regarding digital marketing, social media marketing, especially for the marketing students, were suggested.

Agenda 7:

Dr. Svetlana Tatuskar informed members regarding upcoming MoUs to be signed – Villa College Maldives, Daffodil international university, Dhaka and Global College, Nepal.

Agenda 8:

Dr. Svetlana Tatuskar informed the members about conducting a Workshop on Branding Yourself on LinkedIn and on Creativity for KBS students and staff.

Agenda 9:

Dr. Svetlana Tatuskar informed the members that she will be conducting MDP on Financial Markets, Commodities and Trading Strategies in association with MCX India.

As there was no other point to discuss, Dr. Bharati Deshpande thanked all the members and closed the meeting.



B. Deshpande