



CSIBER Trust's
**CHHATRAPATI SHAHU INSTITUTE OF BUSINESS EDUCATION
RESEARCH (CSIBER) KOLHAPUR, INDIA**
An Autonomous Institute under UGC, Government of India
College with Potential for Excellence (CPE) Phase III
Reaccredited by NAAC with 'A+' Grade, Govt. of India

Ref. CSIBER/I.Q.A.C./2022-23/001

20th March 2023

To
The IQAC Members,
CSIBER, Kolhapur

Sir/Madam,

Meeting of the I.Q.A.C. is scheduled on **23rd March 2023** at **4.00 pm** in the I.Q.A.C. Room to discuss the following issues. I request you to kindly make it convenient to attend the meeting.

Thanking you,

Yours faithfully,

Dr. S. P. Rath
Director & Chairman I.Q.A.C.

Agenda for the meeting of the I.Q.A.C.

1. Introduction and felicitation of the new IQAC members
2. To read and confirm the minutes of the last meeting.
3. To take a review of data collection and the preparation of AQAR 20-22.
4. To discuss the nomination for IQAC members from local society/trade Industry, Students.
5. To discuss the IQAC activities and ACTION TAKEN REPORT.
6. To discuss the IQAC initiatives
7. Any other item with the permission of the chair

Dr. S. P. Rath
Director & Chairman I.Q.A.C.



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IQAC Meeting Minutes

23rd March 2023

- ITEM No.: 1** Introduction and Felicitation of the new IQAC Members.
- Resolution:** The IQAC is re constituted in consultation with the management & new members were introduced & felicitated by the IQAC Chairman.
- ITEM No.: 2** To read and confirm the minutes of the last meeting.
- Resolution:** The minutes of the meeting held on 23rd March 2023 were read and it was resolved to accept the same.
- ITEM No.: 3** To take a review of data collection and the preparation of AQAR 2021-22.
- Discussion:** It was decided in the meeting to compile the data received by the Criteria Heads for the AQAR 21-22 department wise and the same to be shared with all the HOD's for reviewing. Thereafter the Criteria Heads to finalize the respective criteria data to be uploaded on to the NAAC portal.
- Resolution:** The members took the note of it & resolved to accept the same.
- ITEM No.: 4** To discuss the nomination for IQAC members from local society/Industry, Students.
- Discussion:** Two student representatives, one meritorious student from each, management and computer studies department to be selected. The HOD's were to be informed for nomination of Local Society & External Expert from Industry.
- Resolution:** The members took the note of it & resolved to accept the same.
- ITEM No.: 5** To discuss the IQAC activities and ACTION TAKEN REPORT.

S.No.	Activity	ACTION TAKEN
1	KRA – Key Results Area	Under the leadership of Director & Chairman IQAC KRA team was formed. Guidance was provided to the faculty & staff members of the Institute regarding filling of the KRA Excel template by the KRA team. All the faculty & staff members has filled in and submitted the KRA form to IQAC.
2	Module Handbook	Under the Guidance of Director & Chairman IQAC the concept of Module Handbook is introduced for all courses. Module Handbook for Semester I & III of all the courses were prepared by the respective faculty members and submitted to IQAC.

RESOLUTION: The members took the note of the IQAC activities and resolved to accept the same.



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ITEM No.: 6

To discuss the IQAC initiatives.

S.No.	Activity Initiated	Details
1	NEP 2020 Policy Implementation	A meeting with all the department heads & IQAC members is scheduled on 29 th March 2023 for discussion on NEP 2020 Policy preparedness and implementation.
2	Department-wise	IQAC suggested each department to choose & celebrate any two days of International or National related to the department subject domain.

Resolution:

The members resolved to appreciate the IQAC Initiatives & Continue to contribute to quality enhancement.

ITEM No.: 7

Any other item with the permission of the chair.

Director has suggested organizing a National Conference in the month of September, 2023.

Director & Chairman IQAC appreciated and expressed thanks to the outgoing members of the IQAC for their contribution in archiving A+ Grade during the NAAC 4th cycle (2016 to 2021) accreditation.

As there was no other issue to be discussed, the meeting was concluded with the vote of thanks to the chair.

S.P. Rath

Dr. S.P Rath

Director & Chairman I.Q.A.C

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KOLHAPUR