

INDIRA SCHOOL OF BUSINESS STUDIES PGDM

Notice

To,

Date: 24th Nov 2020

The Members of Laboratory Committee
ISBS PGDM, Pune.

Subject: Meeting of Laboratory Committee.

Respected Sir/Madam

This is with reference to the Computer Laboratory committee
The meeting is scheduled for 27th Nov 2020 at ISBS-PGDM 11.00 A.M

The agenda for the meeting will be:

1. Review of Previous meeting.
2. Details of IT Aid provided during the period of Corona Lockdown.
3. Planning and IT Support Required for Online and offline Sessions after Lockdown.
4. Laptop Distribution.
5. Other Issues.

Venue:

Online Meeting (Platform – Microsoft Teams)
Indira School of Business Studies PGDM
‘Abhinavan’. 3rd Floor Computer Lab,

Looking forward for your participation and valuable suggestions.

For

Indira School of Business Studies PGDM, Pune.



Santosh Kumar
Secretary

INDIRA SCHOOL OF BUSINESS STUDIES PGDM

Minutes of Meeting of the Computer Laboratory committee held on 27th November, 2020

1. Review of Previous meeting

Mr. Santosh Kumar briefed the committee members about the previous meeting points like online sessions, IT material distribution to Staff and Faculty.

2. Details of IT Aid provided during the period of Corona Lockdown.

Mr. Santosh Kumar informed the committee members about the details of Classroom and Computer lab setup provided to conduct the online session with all required hardware and internet connectivity.

He provided the details of Laptops, Desktop and other hardware provided to Staff and Faculty during lockdown.

3. Planning and IT Support Required for Online and Offline Sessions after Lockdown.

Mr. Santosh Kumar informed and explained the committee members about the planning of current online and offline sessions arrangement need to done when government permit for physical presence of student in the campus.

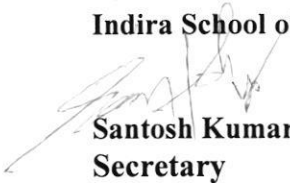
4. Laptop Distribution.

Mr. Santosh Kumar informed the provided the details of Laptop Distribution to committee members. he informed that the laptop students of PGDM batch 2020-21 was send to their home by courier without any issues.

5. Other Issues.

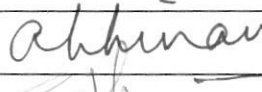
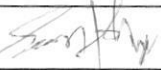
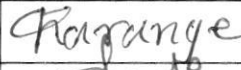

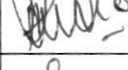

Mr. Santosh Kumar asked committee members to prepare and provide their IT requirement for budget preparation for year 2021-22

For
Indira School of Business Studies PGDM, Pune.


Santosh Kumar
Secretary

Attendance Sheet

Meeting of the Computer Laboratory committee
Held on 27th November 2020

Sr.	Members	Designation	Signature
1	Dr.Abhinav Jog	Chairperson (Director, ISBS PGDM)	
2	Mr.Santosh Kumar	Secretary (IT Director, IGI)	
3	Mr.Chetan Parange	Member (Technical Support, ISBS PGDM)	
4	Mr.Pramod Shinde	Member (Accountant, ISBS PGDM)	
5	Prof.Shikha Sindhu	Member (Faculty, ISBS PGDM)	
6	Prof. Suyog Chachad	Member (Faculty, ISBS PGDM)	

Formation of Computer Laboratory Committee

The Computer Laboratory Committee has been formed for the smooth functioning of the institute. The following members are willing to work under the Computer Laboratory Committee with effect from 6th May 2020. This committee will meet as and when the need arises or at least twice in a year.

Sr.	Members	Designation
1	Dr. Abhinav Jog	Chairperson (Director, ISBS-PGDM)
2	Mr. Santosh Kumar	Secretary (IT Director, IGI)
3	Mr. Chetan Parange	Member (Comp. Lab Technician, ISBS-PGDM)
4	Mr. Pramod Shinde	Member (Accountant, ISBS-PGDM)
5	Prof. Shikha Sindhu	Member (Faculty, ISBS-PGDM)
6	Prof. Suyog Chachad	Member (Faculty, ISBS-PGDM)

Quorum for the conduct of meeting: - attendance of minimum 5 person required.



Director-ISBS PGDM