



## Minutes of the Inaugural Meeting of IQAC

**Date:** 15<sup>th</sup> June 2019

**Time:** 7.00 pm to 8.30 pm

**Venue:** Board Room, I Floor

**Place:**

**Aditya institute of Management Studies and Research**

### Members Present:

1. Shri. Ashish Mishra, Trustee	Management Representative
2. Dr. Sunita Srivastava, Director	Chairperson
3. Dr. Manoj Bhatia	Faculty Member
4. Dr. Vinima Gambhir	Faculty Member
5. Prof. Manmeet Barve	Faculty Member
6. CA Shital Shukla	Faculty Member
7. Dr. Krati Sharma	Faculty Member
8. Ms. Seema Kedia	Administrative Officer
9. Dr. Chandra Mauli Dwivedi	Nominee, Industry
10. Mr. Aaryendr Rajpurohit	Alumnus
11. Mr. Sagar Vasant Kumbhare	Alumnus
12. Shri. Dhananjay Sankhe	Nominee, Industry
13. Shri. Alpesh Jethwa	Nominee, Industry
14. Shri. Yatin Shah	Nominee, Industry
15. Dr. S.Venkatkrishnan	Coordinator - IQAC
16. Mr. Dinesh M. Karia	Consultant, Special Invitee

### Leave of Absence:

1. Shri. R. K. Dubey	Nominee, Stakeholder
2. Shri. Regan Muchhala	Nominee, Industry
3. Prof. Parag Nivsarker	Faculty Member
4. Prof. Vrittee Parikh	Faculty Member

Sr. No.	Items/Points discussed	Ownership	Due Date	Remarks
1	Welcome address and Introduction to IQAC Structure	Director	NA	Appreciated
2	Objectives, Benefits and Importance of IQAC were presented. The Institute's Perspective Plan and importance of NAAC accreditation was described elaborately. The plan for the alumni portal, mid-term faculty feedback and process of subject allocation was presented and discussed amongst all members.	Director	NA	
3	Distribution of Work for meeting the NAAC Criteria: NAAC – 7 Criteria Division was shown and the Heads of each Criteria were introduced.  1. Curricular Aspects Head:- Dr. Krati Sharma  2. Teaching- Learning and Evaluation Head:- Dr. Vinima Gambhir  3. Research, Innovations and Extension Head- Prof. Sujata Salvi  4. Infrastructure and Learning Resources Head:- Prof. Amit Kamkhalia  5. Student Support and Progression Head :- Prof. Manmeet Barve			

	<p><b>6. Governance, Leadership and Management</b>  <b>Head:- CA Shital Shukla</b></p> <p><b>7. Institutional Values and Best Practices</b>  <b>Head:- Prof. Sulekha Munshi</b></p> <p>Two Institutions with A+ are to be identified and studied as role models</p>	<p>Mr. Dinesh M. Karia &amp;                  Dr. Venkatkrishnan</p>	<p>21<sup>st</sup> June 19</p>	
4	<p>IQAC Roadmap for the year 2019 – 20:                  Internal assessment on each of the seven criteria identifying high &amp; low marks is to be carried out. All the criteria should be organised under Green, Yellow &amp; Red zones. Red zones to be high focus areas was advised by Dr. Chandra Mauli Dwivedi ji. Shri. Dhananjay Sankhe suggested use of Progress Charts for each Criteria.</p>	<p>Dr. Sunita Srivastava,                  Dr. Manoj Bhatia &amp;                  Mr. Dinesh M. Karia</p>	<p>To Be Decided</p>	<p>Weekly reviews to be conducted on a regular basis</p>
5	<p>Expectations from Stakeholders in delivering Quality Education:                  Whatsapp &amp; E-mail group to be created for IQAC members.                  Criteria Heads to be invited as special invitees during next meeting of IQAC for presentation of each criteria</p>	<p>Dr. Sunita Srivastava &amp; Dr. Krati Sharma</p>	<p>18.06.2019</p>	<p>Whatsapp group and mail group already created</p>
6	<p>Next date of meeting will be decided by the Director</p>	<p>Dr. Sunita Srivastava</p>	<p>To Be Decided</p>	<p>NA</p>
7	<p>Meeting ended with Vote of Thanks by                  Dr. Venkatkrishnan Iyer to chair and all the members.</p>	<p>Dr. Venkatkrishnan Iyer</p>	<p>NA</p>	<p>NA</p>

**Sd/-**  
**Prepared by**  
**Dr. Krati Sharma**  
 Assistant Professor

**Sd/-**  
**Checked by**  
**Dr. S. Venkatkrishnan**  
 Professor

**Sd/-**  
**Approved by**  
**Dr. Sunita Srivastava**  
 I/C Director