Minutes of IQAC Meeting

Day and Date: Saturday, 26th June 2021

Time: 2.00 pm.

Sr. No.	Constitution of the Committee	Name of the Committee Member	Designation
1.	Chairperson	Dr. Pankaj Natu	Head of the Institution
2.	Management Nominee	Mr. V. N. Datta	Advisor, TEG
3.	IQAC Coordinator	Dr. Leena Gadkari	IQAC Coordinator
4.	Faculty Member	Dr. Shuchi Gautam	Professor
5.	Faculty Member	Dr. Sushil Kumar Pare	Associate Professor
6.	Faculty Member	Dr. Rekha Singh	Associate Professor
7.	Administrative Officer	Mr. Pankaj Singh	Administrative Officer
8.	Nominee – Local Society	Dr. Santosh Singh	Nominee - Local Society
9.	Industry	Ms. Akshali Shah	Sr. Vice President-Strategy (Sales & Marketing) Parag Milk Foods Ltd.-'Govardhan'
10.	Alumni	Mr. Rohit Singh	MMS Alumni
11.	Student	Ms. Kavya Nair	MMS-2nd year

Agenda:

1. To confirm minutes of the meeting held on 17th April 2021.

2. To report the progress on the points discussed in the meeting held on 17th April 2021.

3. To report on the progress on the earlier quality initiatives taken by the IQAC

4. To receive and discuss about the new quality initiatives.

5. Any other point relevant to the cell

Discussion:

The IQAC Coordinator welcomed all the members.

1. The minutes of the meeting held on 17th April 2021 were read out and confirmed.

2. The coordinator briefed the members about Vision, Mission, Values, PEO & Pos.

3. Report on the progress on the quality initiatives taken earlier are as follows:

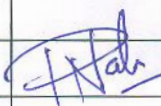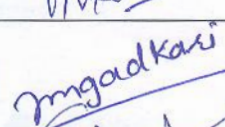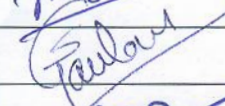| Sr. No	Quality Initiatives	Action Taken
1.	E- Industrial Visits to be conducted.	• Institute is planning to conduct an E-Industrial visit to Parag Milk Foods Ltd.-'Govardhan'.
2.	Pre-training to be conducted for faculty members for writing research papers in quality journals.	• A five-day faculty development program on "Writing High-Quality Research Papers for Scopus Indexed Journals", from 21st June 2021 to 25th June 2021, via an online platform, Zoom. • On 13th March, 2021 TIMSR conducted an online webinar on 'Research Ethics and Publications' in collaboration with IQAC and Research Committee of Smt. K.G.Mittal College of Arts and Commerce.
3.	E- Repositories of E-content should be made for all the courses.	• The E-Content is available in subscribed databases.

Discussion on quality initiatives:
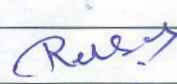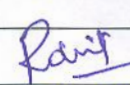
1. Workshop on topics such as:
   a) Risk Management
   b) Global Opportunities for Management Professionals
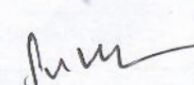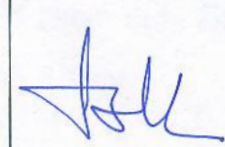2. Online Guest session on fitness, health tips etc.
3. Contemporary topics to be identified and value addition programs to be conducted for all domains with certification.
4. Courses on Technology in Teaching pedagogy and Learning Methods.
5. Alumni to conduct grooming sessions with special reference on interview techniques for students.

The meeting ended with a vote of thanks.

Attendees:

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