



Minutes of IQAC Meeting

Day and Date: 21st January 2020

Time: 10.00 p.m.

Venue: TIMSR Board Room

Attendees:

Sr. No.	Name of the Committee Member	Designation
1.	Dr. Pankaj Natu	Director-Chairperson
2.	Mr. V.N.Datta	Advisor, TEG
3.	Mr. Pankaj Singh	Administrative Officer
4.	Dr. Sushilkumar Pare	Associate Professor
5.	Dr. Chandrakant Varma	Associate Professor
6.	Dr. Shuchi Gautam	Associate Professor
7.	Dr. Medha Bakhshi	Associate Professor
8.	Dr. Santosh Singh	Nominee - Local Society
9.	Mr. Sagar Parmar	Student
10.	Ms. Saloni Sharma	Alumni
11.	Ms. Akshali Shah	Sr. Vice President-Strategy (Sales & Marketing) Parag Milk Foods Ltd.-'Govardhan'
12.	Mr. Mukund Harne	Assistant Librarian
13.	CA (Dr.) Leena Gadkari	IQAC Coordinator

Agenda:

1. To confirm minutes of the meeting held on 25th September, 2019
2. To report the progress on the points discussed in the meeting which was held on 25th September, 2019
3. Report on the progress on the earlier quality initiatives taken by the IQAC
4. To receive and discuss about the new quality initiatives

Discussion:

In the beginning, the IQAC Coordinator welcomed all the members.


 Director

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1. The minutes of the meeting held on 25th September, 2019 were read out and confirmed.
2. Report on the progress on the points discussed in the meeting held on 25th September, 2019:

Sr. No	Decision taken in the IQAC Meeting dated 25/09/2019	Progress achieved
1	<p>Review of the innovative processes adopted by the institution in Teaching, Learning and Evaluation:</p> <p>a) Event based Learning Outcome as a part of Innovative Teaching Learning Processes.</p> <p>b) Using Liberal and Performing Arts like drama, literature and sports etc as teaching learning tools.</p>	<p>Post Event Learning Outcome submitted by students</p> <p>Zumba sessions have been conducted for PGDM 2019-21 Batch on the following dates: -5th January, 2020 -12th January, 2020</p>
2	<p>Discussion on the qualitative improvement to be made in research activities:</p> <p>a) Henceforth the FDP will be conducted for one week as per the minimum requirement laid down by the statutory bodies.</p>	<p>FDP conducted for one week - from 22nd November, 2019 to 29th November, 2019.</p>
3	<p>Discussion on augmentation of resources for improvement in quality:</p> <p>a) Up-gradation of Fin-tech Lab</p>	<ul style="list-style-type: none"> • Funds received from Seneca Canada 15,000 Canadian Dollars. • Course material related to the coursework in subject of Fin-tech has been ordered in November, 2019.

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Director

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4	<p>Discussion on seeking involvement of alumni in steps to be taken for quality improvement</p> <p>Alumni are the backbone of any organization and TIMSR alumni have been always supportive. They have been involved in critical decision making like curriculum design through Advisory Board but a more robust interface with the alumni shall help students become employment ready. To that end, a new quality initiative was taken to map alumni's interest area and then invite them for those activities like Institute Events (Induction, Conclave, Panel Discussion, FEST, etc), Guest Sessions, Innovation and Entrepreneurship, Summer Internship, Placement, Placement Preparedness, Financial Support, Viva-voce etc.</p>	<p>Registration form designed to tap the interest areas of alumni were filled and analysis was done.</p>
5	<p>Others:</p> <p>Taking the concept of mindfulness to students outside TIMSR.</p> <p>Initiatives to address gender specific issues</p>	<p>Posters of Mindfulness displayed in TSAP and TCET</p> <ol style="list-style-type: none"> 1. A session was organized on 26th September, 2019 for students and staff on 'Combating sexual harassment (The sexual Harassment of Women at Workplace – Prevention, Prohibition and Redressal Act 2013) 2. A Poster Making Competition was organized on 'Women Empowerment' on 5th October, 2019 3. A Write up competition was organized on 11th January , 2020 on topics such as 'Women Empowerment' and 'Gender



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	Equality'
Initiatives to create awareness about mindful eating practices	<ul style="list-style-type: none"> Soft boards displayed in the TIMSR refreshment room. Soft boards displayed in the canteen.

3. Report on the progress on the quality initiatives taken by the IQAC:

i. Daily Mindfulness sessions were conducted for the staff: details as per Annexure 1

4. It was decided to work upon the quality initiatives taken earlier by the IQAC. No new initiatives were taken in the meeting.

The meeting ended with a vote of thanks.

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Annexure 1Details of DMS Sessions

Conducted during: 25th September, 2019 to 20th January, 2020

Sr.no	Date	Number of Teaching Staff	Number of Non Teaching Staff	Total
1	25/9/2019	19	8	27
2	27/9/2019	8	9	17
3	28/9/2019	--	8	8
4	30/9/2019	14	12	26
5	1/10/2019	14	14	28
6	3/10/2019	13	7	20
7	4/10/2019	13	10	23
8	5/10/2019	16	12	28
9	9/10/2019	19	8	27
10	11/10/2019	8	11	19
11	10/10/2019	18	15	33
12	14/10/2019	10	10	20
13	15/10/2019	14	12	26
14	16/10/2019	17	13	30
15	17/10/2019	13	10	23
16	18/10/2019	11	15	26
17	19/10/2019	11	9	20
18	22/10/2019	12	9	21
19	24/10/2019	16	13	29
20	25/10/2019	18	10	28
21	26/10/2019	11	10	21
22	30/10/2019	18	14	32
23	31/10/2019	16	8	24
24	1/11/2019	15	11	26
25	2/11/2019	10	10	20
26	3/11/2019	8	11	19
27	4/11/2019	16	13	29
28	5/11/2019	12	9	21
29	6/11/2019	24	23	47
30	7/11/2019	16	11	27
31	12/11/2019	16	11	27
32	13/11/2019	16	13	29
33	14/11/2019	15	8	23
34	15/11/2019	16	7	23
35	16/11/2019	8	6	14
36	18/11/2019	14	9	23
37	19/11/2019	15	14	29
38	20/11/2019	17	15	32
39	21/11/2019	11	13	24
40	22/11/2019	18	15	33
41	23/11/2019	8	9	17
42	25/11/2019	19	10	29

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43	26/11/2019	13	11	24
44	27/11/2019	14	16	30
45	28/11/2019	10	15	25
46	29/11/2019	19	14	33
47	30/11/2019	18	10	28
48	2/12/2019	21	13	34
49	3/12/2019	18	13	31
50	4/12/2019	20	13	33
51	5/12/2019	16	14	30
52	6/12/2019	14	12	26
53	7/12/2019	15	10	25
54	9/12/2019	18	11	29
55	10/12/2019	12	13	25
56	11/12/2019	17	14	31
57	12/12/2019	20	13	33
58	13/12/2019	16	10	26
59	14/12/2019	9	8	17
60	16/12/2019	19	11	30
61	17/12/2019	13	9	22
62	18/12/2019	19	12	31
63	19/12/2019	24	11	35
64	20/12/2019	15	13	28
65	21/12/2019	12	12	24
66	23/12/2019	19	11	30
67	24/12/2019	12	9	21
68	26/12/2019	19	11	30
69	27/12/2019	11	13	24
70	30/12/2019	13	9	22
71	31/12/2019	12	13	25
72	6/1/2020	21	15	36
73	7/1/2020	17	16	33
74	8/1/2020	23	16	39
75	9/1/2020	22	14	36
76	10/1/2020	20	14	34
77	11/1/2020	15	10	25
78	13/1/2020	22	15	37
79	14/1/2020	14	13	27
80	15/1/2020	22	16	38
81	16/1/2020	14	11	25
82	17/1/2020	10	14	24
83	18/1/2020	7	10	17
84	20/1/2020	16	16	32

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