



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 07/08/2020, Saturday

Minutes of Meeting (MoM)

A meeting of Head of Departments, Programme Coordinators, Club coordinators and IQAC Members is scheduled on 07/08/2020 at 04:00 p.m. in Board Room. The agenda of the meeting is to compliance the academic calendar and activity calendar for the session 2020-21. Following points are discussed in the meeting.

1. Head of Department, Programme Coordinators have to follow the academic and activity calendar for the session 2020-21.
2. Coordinators of EDC, CDC, WDC, NSS cell, placement cell and committee coordinator of alumni, sports, cultural are required to organize the events as per the activity calendar of their respective cell/committees for the session 2020-21.
3. Each club coordinators including IT, HR, Finance, Marketing, Library and Mathematics need to conduct various activities as per the activity calendar for the session 2020-21.
4. Academic and activity calendar has to be complying by all club mentors and committee coordinators.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting:

1. Dr. Kshama Paithankar
2. Dr. Abhijeet Chatterjee
3. Dr. Deepa Katiyal
4. Dr. Deepa Joshi
5. Dr. Jayshree Sharma
6. Dr. Jitendra Jain
7. Dr. Sandeep Malu
8. Mr. Sachin Chalisgaonkar
9. Dr. Namrata Soni
10. Mr. Balwant Salunke
11. Dr. Jagdish Sharma



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

12. Ms. Deepti Verma
13. Dr. Shalu Kotwani
14. Ms. Khushboo Jain
15. Ms. Leena Soni
16. Dr. Rekha Melwani
17. Mr. Prashant Kushwah
18. Dr. Kamlesh Malpani
19. Dr. Poonam Nagar
20. Dr. Jayesh Tiwari
21. Dr. Suchita Gupta
22. Dr. Pragya Sharma
23. Dr. Ekta Agrawal
24. Dr. Abhikrati Shukla
25. Dr. Bharti Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 21/10/2020, Thursday

Minutes of Meeting (MoM)

A meeting of IQAC is scheduled for the allotment of work under different head related to NIRF Ranking for the session 2019-2020.

Following points are discussed

1. Students' details have to be submitted by Ms. Gunjali Trivedi.
2. Placement details have to be submitted by Mr. Sachin Chalisgaonkar.
3. A detail under the heading of research financing has to be submitted by Dr. Jayshree Sharma, HoD –Computer Science, HoD- Management.
4. Details of financial resources will be provided by Mr. Ashish Gupta, HoD –Computer Science, HoD- Management.
5. Mr. Lalit Joshi will provide the details of faculty members.
6. The allotted work has to be submitted by November 15, 2020.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

Following were present in meeting

1. Dr. Kshama Paithankar
2. Dr. Abhijeet Chatterjee
3. Dr. Pragya Sharma
4. Dr. Ekta Agrawal
5. Dr. ABhikrati Shukla
6. Dr. Bharti Agrawal
7. Dr. Mamta Joshi
8. Mr. Sachin Chalisgaonkar
9. Mr. Lalit Joshi
10. Ms. Gunjali Trivedi
11. Mr. Ashish Gupta



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 06/11/2020, Friday

Minutes of Meeting (MoM)

A meeting of internal quality assurance cell has been scheduled on 06/11/2020 in board room at 02:30 PM the agenda of meeting is to discuss on AQAR – that has to be sent to NAAC, Bangalore.

The points discussed in the meeting are:

1. The committee discussed the format of AQAR that has to be filled and sent to the concerned authority.
2. The revision has been done for committee of all criteria of NAAC

The members has been added to criteria II in place of Dr. Neetu Parsai, Dr. Namrata Soni will take place of the same

Criteria II-

- (i) Dr. Dhanashree Nagar
- (ii) Dr. Namrata Soni

Dr. Rekha Melwani has been added to criteria IV in place of Dr. Abhikrati Shukla.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

The following members have attended the meeting

1. Dr. Kshama Paithankar
2. Dr. Pragya Sharma
3. Dr. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 07/11/2020, Saturday

Minutes of Meeting (MoM)

A meeting of all criterion coordinators along with IQAC committee members is scheduled in board room on 06/11/2020 at 03:30 PM

The agenda of the meeting is to prepare AQAR for the session 2019-2020.

1. Criterion Coordinators are :

(i) Criterion I Curricular Aspects

- a. Dr. Kshama Ganjiwale
- b. Dr. Kamlesh Malpani

(ii) Criterion II Teaching-Learning

- a. Dr. Dhanashree Nagar
- b. Dr. Namrata Soni

(iii) Criterion III Research and Consultancy

- a. Dr. Jayshree Sharma
- b. Dr. Mamta Joshi

(iv) Criterion IV Infrastructure & Learning Resources

- a. Dr. Jitendra Jain
- b. Dr. Rekha Melwani

(v) Criterion V Students Support & Progression

- a. Dr. Jayesh Tiwari
- b. Dr. Digamber Negi

(vi) Criterion VI Governance and Leadership

- a. Dr. Uttam Rao Jagtap
- b. Dr. Bhavna Kabra

(vii) Criterion VII Innovations & Best Practices

- a. Dr. Deepa Joshi
- b. Dr. Deepa Katiyal

For administrative information, Mr. Ashish Gupta, Mr. Lalit Joshi, Ms. Gunjali Rathore and Ms. Sudha Upadhyay will assist the all criteria as per the requirement.

2. Part A of the AQAR should be prepared by the IQAC committee members. The institute is trying to get 12-B also.



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

3. All criterion coordinators have provided the format of AQAR and should complete the information latest by 20/11/2020, Friday.
4. Opportunities and recommendations given by NAAC peer team after 2nd cycle of Accreditation should be provided to criterion coordinators to incorporate it in the improvement and enhancement in respective criterions. It will be provided by IQAC coordinator.
5. A committee of senior faculty members should be formed to strength the consultancy projects patents and to get ranking in NIRF to improve the visibility of the institute, certain areas should be strengthened.
6. All faculty members should publish their research papers in reputed/UGC- CARE journals, SCOPUS and Web of Science.
7. Green audit is to be done [Criterion VII]

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Deepa Joshi
4. Dr. Digambar Negi
5. Dr. Deepa Katiyal
6. Dr. Utam Rao Jagtap
7. Dr. Jayshree Sharma
8. Dr. Kshama Ganjiwale
9. Dr. Dhanshree Nagar
10. Dr. Jitendra Jain
11. Dr. Ekta Agrawal
12. Dr. Namrata Soni
13. Dr. Abhikrati Shukla
14. Dr. Bharti Agrawal
15. Dr. Rekha Mel;wani
16. Dr. Kamlesh malpani



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

17. Ms Bhavna Kabra
18. Dr. Mamta Joshi
19. Ms. Sudha Upadhyay
20. Ms. Gunjali Trivedi
21. Mr. Lalit Joshi
22. Mr. Ashish Gupta
23. Mr. Sachin Chalisgaonkar



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 29/01/2021, Friday

Minutes of Meeting (MoM)

A Meeting with all IQAC Members and Criterion Coordinators is scheduled on January 29, 2021 at 03:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. Part (A) Institutional Profile: Sub points of Part A are discussed and will be updated as per the suggestions. IQAC's Minutes of Meeting is to be uploaded on Institute's Website. Computer Literacy Program and Traffic Awareness Program is to be added in Institute's Social Responsibility.
2. Criterion I Curricular Aspects: In 1.3.1, Value added Courses should be added like Tally workshop, Bajaj Finserv Certification Courses and DDKU Certification Courses. In 1.4, Student satisfaction survey is to be analyzed.
3. Criterion II Teaching – Learning and Evaluation: In 2.5.2, Internal Evaluation Mechanism is to be updated again. In 2.6.1, Programme Outcomes is to be uploaded on website. Web link of Student Satisfaction Survey is to be uploaded on website.
4. Criterion III Research, Innovation and Best Practices: Details of seminar and workshop on Intellectual Property Right is to be added.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Jayshree Sharma
4. Dr. Kshama Ganjiwale
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal
7. Dr. Namrata Soni
8. Dr. Abhikrati Shukla



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

9. Dr. Bharti Agrawal
10. Dr. Kamlesh Malpani
11. Dr. Mamta Joshi



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 15/02/2021, Monday

Minutes of Meeting (MoM)

A meeting of Internal Quality Assurance cell has been scheduled on 15/02/2021 in board room at 01:15 p.m. The agenda of the meeting is to review and decide following points:

1. The Institute is going to organize National Conference on **“Implementing NEP: Challenges and Opportunities”** on February 22, 2021.
2. The committee will be formed for smooth functioning of the conference.
3. Dr. Uttam Rao Jagtap and Dr. Jagdish Sharma will be the Co- Convener of the Conference.
4. Brochure has already circulated among the researchers and academicians of the Institute of Repute.
5. Around 45 papers have been received from different Institutions all over the India.
6. The Conference proceeding for the conference has to be published or not.
7. Souvenir : The contents of the souvenir has decided
 - a. Front page
 - b. About Indore
 - c. About the institute
 - d. About the national conference 2020
 - e. Invitee (Invitation)
 - f. Indore page of abstract
 - g. Conference schedule
 - h. Editorial
 - i. Abstracts
8. The design of front page of souvenir will be designed by Ritik Soni

As there is no point of discussion, the meeting is ended with thanks to the chair.

The following members have attended the meeting.

1. Dr. Kshama Paithankar
2. Dr. Abhijeet Chatterjee
3. Dr. Pragya Sharma
4. Dr. Ekta Agrawal
5. Dr. Abhikrati Shukla
6. Dr. Bharti Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 25/03/2021, Thursday

Minutes of Meeting (MoM)

A Meeting with all IQAC Members and Criterion Coordinators of II, III and IV is scheduled on March 25, 2021 at 03:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. **Criterion III Research, Innovation and Best Practices:** The Details of Incubation Center is to be furnished by Dr. Deepa Katiyal. Subpoints 3.3.1 regarding Incentives to teachers, 3.3.2 (Ph.D. Awarded during the year), 3.3.3 (Average Impact Factor), 3.3.4 (h-Index), 3.3.5 (Bibliometrics) and 3.3.6 is to be completed.
2. File is to be uploaded for activities organized through NSS. Details of MoUs are to be completed.
3. **Criterion IV Infrastructure and Learning Resources:** The details regarding e-content and development facilities to be provided by all faculty members.
4. **Criterion V Student Support and Progression:** The details of scholarship for Shri Vaishnav Trust and Meritorious Scholarship are to be completed and verified from account section.

As there is no point of discussion, the meeting is ended with thanks to the chair.

The following members have attended the meeting.

1. Dr. Kshama Paithankar
2. Dr. Abhijeet Chatterjee
3. Dr. Pragya Sharma
4. Dr. Ekta Agrawal
5. Dr. Abhikrati Shukla
6. Dr. Bharti Agrawal
7. Dr. Mamta Joshi
8. Dr. Jayshree Sharma
9. Dr. Jitendra Jain
10. Dr. Rekha Melwani
11. Dr. Jayesh Tiwari
12. Dr. Digamber Negi



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 18/04/2021, Sunday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on April 18, 2021 at 03:00 p.m. The agenda of the meeting is to discuss the progress of forthcoming International Conference to be held on May 21, 2021.

Following points are discussed:

1. The Institute is organizing International web Conference on **"Post Pandemic Paradigms Shift in Higher Education: A New Global Perspective"** on May 21, 2021.
2. Co-Conveners of the Conference are Dr. Dhanashree Nagar and Dr. Ekta Agrawal
3. Chief Guest, Special Guest and Keynote Speaker for the conference are to be decided.
4. Following names are identified for guests:
 - a. Director- NAAC
 - b. Education Minister Dr. Ramesh Pokhriyalji
 - c. Dr. Mohan Yadav – Education Minister of M.P.
 - d. Dr. Anil D. Sahasrabudhe, Chairman AICTE
 - e. Prof. Ulrike Zehsan, Director International Institute for Sign Languages and Deaf Studies, University of Central Lancashire, Preston PR1 2HE, UK

5. The details of paper receives are as follows:

Abstracts: 37 Full Paper: 11 Registration: 20

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 22/04/2021, Thursday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on April 22, 2021 at 03:00 p.m. The agenda of the meeting is to discuss the progress of forthcoming International Conference to be held on May 21, 2021.

Following points are discussed:

1. The Design of Flyer is to be started.
2. More mails have to be sent to foreign university like USA, Dubai, New Zealand, Bangkok and many more.
3. More focus should be given to call papers outside India.
4. The details of paper receives are as follows:
 - a. Abstracts : 46
 - b. Full Paper: 12
 - c. Registration: 26

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 26/04/2021, Monday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on April 26, 2021 at 04:00 p.m. The agenda of the meeting is to discuss the progress of forthcoming International Conference to be held on May 21, 2021.

Following points are discussed:

1. Mails have sent to foreign university like USA, Dubai, New Zealand, Bangkok and many more.
2. Invitation has sent to guest for the availability on the day of the conference.
3. Dr. Justin Paul has given his consent as Chief Guest in the Valedictory of the Conference.
4. Dr. Anil D. Sahasrabudhe, Chairman AICTE has given his consent as a Chief Guest in the Inaugural of the International Conference.
5. Full papers are to be checked through plagiarism software. The reports will be sent to the authors.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 03/05/2021, Monday

Minutes of Meeting (MoM)

A Meeting with Core Committee and Criterion Coordinators of V is scheduled on May 3, 2021 at 03:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. The detail of Shri Vaishnav Institute of Management Meritorious Scholarship and Shri Vaishnav Trust Scholarship has filled in AQAR.
2. The details of full time soft skill trainer and conducting expert lectures on regular basis for personality enhancement of the students is to be taken from Training and Placement Cell. (5.1.2)
3. The details of Yoga/ Meditation Session, Language Lab are to be completed.
4. Subpoints 5.1.3, 5.2.4, 5.3.2, 5.4.2 and 5.4.3 are to be completed.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Jayesh Tiwari
6. Dr. Digamber Negi
7. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 04/05/2021, Tuesday

Minutes of Meeting (MoM)

A Meeting with Core Committee and Criterion Coordinators of VI is scheduled on May 4, 2021 at 04:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. The detail of student participation and student council is to be filled for sub point 6.1.1.
2. The details of quality improvement strategies adopted in 6.2.1 are to be completed.
3. In sub point 6.2.2, implementation of e-governance in areas of
 - a. Planning and Development
 - b. Administration
 - c. Finance and Accounts
 - d. Student Admission and Support
 - e. Examination

The text related to above is to be redrafted.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Uttam Rao Jagtap
6. Ms. Bhavna Kabra
7. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 05/05/2021, Wednesday

Minutes of Meeting (MoM)

A Meeting with Core Committee and Criterion Coordinators of VI is scheduled on May 5, 2021 at 05:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. The detail of faculty and staff recruitment is to be filled for sub point 6.3.4. and is to be verified through Mr. Lalit Joshi.
2. The details of welfare schemes for teaching, non-teaching staff members and students are:
 - a. Teaching : 11
 - b. Non-Teaching 07
 - c. Students: 03
3. In sub point 6.4 Financial Management and Resource Mobilization, External Audit is done every year. The amount of Rs. 50,000/- is to be added in Corpus Fund.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Uttam Rao Jagtap
6. Ms. Bhavna Kabra
7. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 06/05/2021, Thursday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee, Co-Conveners of the International Conference and members of Press, Media and Publicity Committee is scheduled on May 06, 2021 at 04:00 p.m. The agenda of the meeting is to organize the online press conference for the International Conference.

Following points are discussed:

1. The online press conference is to be organizing one or two day before the day of the conference.
2. Infrastructure of the Institute may be used for media persons.
3. The proposed date and time for the online press conference is 19/05/2021 at 04:00 p.m.
4. Press Note should be ready.
5. Technical Team of the conference will come to Institute to organize online press conference.
6. Invitation has sent to guest for the availability on the day of the conference.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 07/05/2021, Friday

Minutes of Meeting (MoM)

A Meeting with Core Committee and Criterion Coordinators of VII is scheduled on May 7, 2021 at 05:00 p.m. in Board room. The agenda of the meeting is to discuss the progress of AQAR 2019 – 2020.

Following points are discussed:

1. In sub point 7.1.1, the date should be added in proper format.
2. In Sub Point 7.1.5, Booklet is to be formed for Code of Conduct for
 - a. General
 - b. Faculty
 - c. Staff
 - d. Students
 - e. Alumni
3. In sub point 7.1.6, details of activities such as Matra Pitra Diwas, International Yoga Day, Indication and Orientation sessions for newly admitted students, celebration of all Indian Festivals is to be added.
4. PEP Model and Mentoring System should be added in Best Practices. The report is to be prepared in the format given for best practices.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Deepa Joshi
6. Dr. Deepa Katiyal
7. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 10/05/2021, Monday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on May 10, 2021 at 04:00 p.m. The agenda of the meeting is to decide the technical sessions for the conference.

Following points are discussed:

1. The list is to be prepared for four different parallel technical sessions.
2. Session Chairs and Session Co-Chairs are identified. Invitation has to be sent to them along with the details of papers to be presented in that particular session.
3. The link to join the inaugural, plenary and technical session is to be sent to session chairs.
4. The format of Best Paper Evaluation is to be prepared in Excel.
5. The Revised committee for International Conference is to be circulated among all faculty members.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 12/05/2021, Wednesday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on May 12, 2021 at 04:00 p.m. The agenda of the meeting is to review the status of papers received for the conference.

Following points are discussed:

1. The total number of full papers received till date is 37. Out of which 31 papers are accepted for the conference and 6 papers are not accepted. Other than full papers, 25 abstracts are received. 62 papers received in total
2. As the number of papers acceptance increases day by day, one more technical session is to be added.
3. Total five technical sessions will execute parallel.
4. Evaluation sheet for technical session chairs is to be mailed to them.
5. Whatsapp invite regarding inaugural, plenary, technical sessions and valedictory is to be prepared for International web Conference Group.
6. Google form for Feedback from participants is to be prepared.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 14/05/2021, Friday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Co-Conveners of the International Conference is scheduled on May 14, 2021 at 04:00 p.m. The agenda of the meeting is to review the progress of the International Conference.

Following points are discussed:

1. Finalization of Guests: Guests has been final.
 - a. Chief Guest, Prof. (Dr.) Anil D. Sahasrabudhe, Chairman, All India Council for Technical Education, New Delhi, India
 - b. Guest of Honour, Padma Shri Prof. (Dr.) Manindra Agrawal, Professor, Department of Computer Science and Engineering, Indian Institute of Technology, Kanpur, India.
 - c. Special Guest, Prof. (Dr.) Ugur Guven, CEO, Prometheus Space, London, United Kingdom, Advisory Council Member, United Nations Centre for Space Science and Space Technology.
 - d. Keynote Speaker, Dr. Pradeep Kumar, President, Indo European Education Foundation, Warsaw, Poland.
2. The details of Eminent Speakers in Plenary Session are:
 - a. Dr. Harpreet Seth, Head of Architecture, Heriot-Watt University, United Arab Emirates.
 - b. Mr. Hemant Sharma, Seasoned Architect and Hands on Technology Leader for Software Integrations, Refactoring and Modernization, Springfield-Branson, Missouri, United States of America.
 - c. Prof. Nitin Saxena, N Rama Rao Chair Professor, Department of Computer Science and Engineering, Indian Institute of Technology, Kanpur, India.
 - d. Prof. Hemachandran K., Department of Artificial Intelligence and Machine Learning, Woxsen University, Hyderabad, Telangana, India
 - e. Prof. Raj Kumar Singh, Dean (R&D), HoD (Department of Commerce) & Chairperson- Centre for Entrepreneurship, Innovation & Skills Development, (CEISD) SMS, Varanasi, India.
3. The 5 different Technical Sessions will be executed simultaneously. The Details are:



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

- a. Dr. Samidha Dwivedi Sharma, College of Computing & Informatics, Saudi Electronic University, Saudi Arabia will be Session Chair and Dr. Abhijeet Chatterjee will be Session Co-Chair. Rapporteur of the session will be Dr. Sandeep Malu.
 - b. Dr. Kuldeep S. Charak, Director, Navsahyadri Group of Institutes, Pune will be the Session Chair for Second Technical Session and Dr. Jayesh Tiwari will be the Co-Chair of the session and the Rapporteur will be Dr. Kshama Ganjiwale.
 - c. Dr. Seema Singh Zokarkar Director Mantra Media Pvt. Ltd, and Professor, Sri Balaji University, Pune will be the session chair for Third Technical Session. The session will be Co-Chaired by Dr. Deepa Katiyal. The session Rapporteur will be Dr. Digamber Negi.
 - d. Dr. D. Raja Jebasingh, Vice Principal, St. Joseph's College of Commerce (Autonomous) Bengaluru, Karnataka, India will be the Session Chair. Dr. Pragya Sharma will be the session Co-Chair and Rapporteur of the session will be Dr. Jayshree Sharma.
 - e. Dr. Ram Singh from Quantum School of Business, Quantum University, Roorkee will be the Session Chair and Dr. Dr. Deepa Joshi, will be the Session Co-Chair. Rapporteur of the session will be Dr. Rekha Melwani.
4. The Guests for Valedictory Session are as follows:
- a. Chief Guest, Ms. Lakshmi Kaul, head and Representative, Confederation of Indian Industry (CII – UK).
 - b. Special Guest, Prof. (Dr.) Justin Paul, Professor, University of Puerto Rico, San Juan, PR, United State of America & Distinguished Professor, Indian Institute of Management, Kerala & Symbiosis Institute of Business Management, Pune.
5. Anchoring will be done by
- a. Inaugural Ceremony: Ms. Khushboo Jain, Dr. Poonam Nagar and Ms. Swati Gupta.
 - b. Plenary Session: MS. Swati Gupta, Dr. Poonam Nagar, Dr. Abhikrati Shukla and Ms. Khushboo Jain



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

- c. Valedictory Session: MS. Abhkrati SHukla, Ms. Swati Gupta and Dr. Poonam Nagar.
6. Technical Session wise list is to be prepared. Around 13 to 15 papers will presented in each session.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 19/05/2021, Wednesday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and all faculty members is scheduled on May 19, 2021 at 11:00 a.m. The agenda of the meeting is to review the progress of the International Conference.

Following points are discussed:

1. Online Press Conference will be held on May 19, 2021 at 04:00 p.m.
2. Rehearsal of all sessions (Inaugural, Plenary and Valedictory) will be scheduled on May 20, 2021 at 11:00 a.m.
3. Technical Committee members have to come to Institute for Online Press Conference, Rehearsal and on the day of the conference.
4. On the day of the conference, members of Core Committee, Co- Conveners, Anchors of all sessions will come to Institute so that no technical glitches will be occurred.
5. All faculty members will attend the conference from their home.
6. Press Release and News will be prepared by the Media and Publicity Committee.
7. All Invitations and schedule for Inaugural, Plenary, Technical Sessions and Valedictory Sessions will be posted on WhatsApp Group of International Conference for the participants.
8. All Faculty Members should also be informed about the schedule of Inaugural, Plenary, Technical Sessions and Valedictory Sessions through WhatsApp Group.
9. Dr. George Thomas, Director gave his best wishes for the smooth conduction of the conference.

As there is no point of discussion, the meeting is ended with thanks to the chair.

| | | | |
|---|-------------------------|----|---------------------|
| 1 | Dr. George Thomas | 25 | Mr. Arpit Tiwari |
| 2 | Dr. Arvind Singh | 26 | Dr. Ankita Jain |
| 3 | Dr. Kshama Paithankar | 27 | Dr. Prachi Nikam |
| 4 | Dr. Abhijeet Chatterjee | 28 | Dr. Shalu Kotwani |
| 5 | Dr. Jayesh Tiwari | 29 | Ms. Khushboo Jain |
| 6 | Dr. Pragya Sharma | 30 | Ms. Ruchira Muchhal |
| 7 | Dr. Deepa Katiyal | 31 | Ms. Swati Gupta |



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

| | | | |
|----|------------------------|----|------------------------|
| 8 | Dr. Deepa Joshi | 32 | Ms. Leena Soni |
| 9 | Dr. Sandeep Kumar Malu | 33 | Dr. Megha Jain |
| 10 | Dr. Dhanashree Nagar | 34 | Mr. Prashant Kushwah |
| 11 | Dr. Kshama Ganjiwale | 35 | Ms. Gunajli Trivedi |
| 12 | Dr. Ekta Agrawal | 36 | Dr. Poonam Nagar |
| 13 | Dr. Abhikrati Shukla | 37 | Dr. Suchita Gupta |
| 14 | Dr. Bharti Agrawal | 38 | Mr. Ram Bhavesh Sharan |
| 15 | Dr. Jayshree Sharma | 39 | Dr. Priyanka Solanki |
| 16 | Dr. Jitendra Jain | 40 | Ms. Yogita Sharma |
| 17 | Dr. Rekha Melwani | 41 | Dr. Arti Sewalkarr |
| 18 | Dr. Digamber Negi | 42 | Dr. Samta Jain |
| 19 | Dr. Namrata Soni | 43 | Dr. Khushboo Purohit |
| 20 | Dr. Jagdish Sharma | 44 | Ms. Vranda Agar |
| 21 | Ms. Deepti Verma | 45 | Ms. Bhavna Kabra |
| 22 | Ms. Seema Rai | 46 | Mr. Someshwar Joshi |
| 23 | Dr. Kamlesh Malpani | 47 | Ms. Shikha Jain |
| 24 | Dr. Shailesh Maheswari | | |



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 24/05/2021, Monday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Criterion Coordinators of II and III is scheduled on May 24, 2021 at 03:00 p.m. The agenda of the meeting is to review the progress of AQAR 2019-2020.

Following points are discussed:

1. In Criterion II, file is to be uploaded for e-resources and ICT tools.
2. The result data is to be verified by Ms. Gunjali Trivedi
3. The detail of student satisfaction survey is to be uploaded on Institute's Website.
4. The feedback received from students is also to be uploaded.
5. In Criterion III, the details of Research Funds sanctioned and received is to be completed.
6. The detail of Incubation Centre is to be filled.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Namrata Soni
7. Dr. Jayshree Sharma
8. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 27/05/2021, Thursday

Minutes of Meeting (MoM)

An Online Meeting with Core Committee and Member of IQAC is scheduled on May 29, 2021 at 03:00 p.m. The agenda of the meeting is to upload the details of AQAR 2019-2020 on NAAC Portal.

Following points are discussed:

1. Various Annexure are to be uploaded on NAAC Portal as per the criterion.
2. All Annexure should in excel or pdf file format.
3. It should be signed and sealed with the Head of the Institution and then make a scanned copy in pdf file format.
4. In Part A, Annexure for Quality Initiatives and Composition of IQAC Committee along with the link of minutes of meeting (Available on Institute Website) is to be uploaded on NAAC Portal.
5. In Criterion I, annexure for 1.3.1 is to be uploaded.
6. In Criterion II, annexure for 2.1.1, 2.3.1, 2.4.2, 2.5.1 and 2.6.2 is to be uploaded.
7. In Criterion III, annexure for 3.4.1 and 3.4.3 is to be uploaded.
8. In Criterion IV, annexure 4.2.3 is to be uploaded.
9. In Criterion VI, annexure for 6.3.1 is to be uploaded.
10. The link of various annexure which is available on Institute website is to be uploaded on NAAC Portal.
11. The target date to complete the AQAR is May 29, 2021. AQAR 2019 – 2020 will be submitted online on May 29, 2021.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 31/05/2021, Monday

Minutes of Meeting (MoM)

A Meeting with Core Committee, Criterion Coordinators and Members of IQAC is scheduled on May 31, 2021 at 03:00 p.m. The agenda of the meeting is to discuss the observation received from NAAC regarding submitted AQAR 2019-2020.

Following points are discussed:

1. The AQAR 2019-2020 was submitted on 29 May, 2021 on NAAC Portal.
2. Various improvements and suggestions have been observed by the team of NAAC committee members.
3. The observations in Part A are as follows:
 - a. Provide the Academic Calendar for the academic year 2019-20 instead of 2020-2021, with head of the institution seal and signature.
 - b. Upload the minutes of meeting and action taken report for the academic year 2019-20 signed by the IQAC Chairperson and IQAC Coordinator.
 - c. In metric no – 8, 12, 13, upload the supporting document in excel sheet OR pdf file.
4. The observations in Part B are as follows:
 - a. In Criterion II (2.6.1) – Provide the direct web link of Program outcomes, program-specific outcomes, and course outcomes for all programs offered by the Institution with the head of the institution seal and signature.
 - b. In Criterion II (2.7.1) – As per NAAC norms Google drive documents not considered, hence provide the direct web - link of analysis report and questionnaire of Student Satisfaction Survey (SSS) and also upload the same in the College website, provide the web link of SSS (please refer to the link <http://www.naac.gov.in/apply-now>). The report has to be attested by the head of the institution with seal and signature.
 - c. In Criterion IV (4.4.2) – Provide the direct web link of Procedures and policies for maintaining and utilizing physical, academic, and support facilities - laboratory, library, sports complex, computers, classrooms, etc, with the head of the institution seal and signature.



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

- d. In Criterion VII (7.2.1) - Provide the direct web-link of two institutional best practices with the head of the institution seal and signature.
- e. In Criterion VII (7.3.1) - Provide the direct web-link of Institutional Distinctiveness with the head of the institution seal and signature.
- f. In metric no – 1.2.1, 1.3.2, 3.1.1, 3.2.2, 3.2.3, 3.3.3, 3.3.4, 3.3.5, 3.3.6, 3.3.7, 3.4.2, 3.5.1, 3.5.2, 3.5.3, 4.1.2, 4.2.2, 5.1.1, 5.1.2, 5.1.3, 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.3.1, 6.3.2, 6.3.3, 6.4.2, 6.5.6, 7.1.4, 7.1.6, upload the supporting document in excel sheet OR pdf file.

As there is no point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting.

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Deepa Joshi
4. Dr. Digambar Negi
5. Dr. Deepa Katiyal
6. Dr. Utam Rao Jagtap
7. Dr. Jayshree Sharma
8. Dr. Kshama Ganjiwale
9. Dr. Dhanshree Nagar
10. Dr. Jitendra Jain
11. Dr. Ekta Agrawal
12. Dr. Namrata Soni
13. Dr. Abhikrati Shukla
14. Dr. Bharti Agrawal
15. Dr. Rekha Melwani
16. Dr. Kamlesh malpani
17. Ms Bhavna Kabra
18. Dr. Mamta Joshi



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 07/06/2021, Monday

Minutes of Meeting (MoM)

A meeting of IQAC is scheduled on 07/06/2021 at 04:00 p.m. in Board Room. The agenda of the meeting is to prepare the academic calendar and activity calendar for the session 2021-22.

Following points are discussed in the meeting.

5. Head of Department, Programme Coordinators have to prepare the academic and activity calendar for the session 2021-22.
6. Coordinators of EDC, CDC, WDC, NSS cell, placement cell and committee coordinator of alumni, sports, cultural are required to prepare activity calendar of their respective cell/committees for the session 2020-21.
7. Each club coordinators including IT, HR, Finance, Marketing, Library and Mathematics need to prepare activity calendar for the upcoming session 2021-22.
8. Academic and activity calendar has to submit along with tentative dates and estimated budget of activity mentioned.
9. All the coordinators are instructed to prepare calendar as per the academic calendar of D.A.V.V., R.G.P.V and M.P. Higher Education.
10. All the Programme Coordinators, cell coordinators, club coordinators have to submit their academic and activity calendar to IQAC latest by 20/06/2021.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

Following faculty members have attended the meeting:

1. Dr. Kshama Paithankar
2. Dr. Abhijeet Chatterjee
3. Dr. Deepa Katiyal
4. Dr. Deepa Joshi
5. Dr. Jayshree Sharma
6. Dr. Jitendra Jain
7. Dr. Sandeep Malu
8. Mr. Sachin Chalisgaonkar
9. Dr. Namrata Soni



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

10. Mr. Balwant Salunke
11. Dr. Jagdish Sharma
12. Ms. Deepti Verma
13. Dr. Shalu Kotwani
14. Ms. Khushboo Jain
15. Ms. Leena Soni
16. Dr. Rekha Melwani
17. Mr. Prashant Kushwah
18. Dr. Kamlesh Malpani
19. Dr. Poonam Nagar
20. Dr. Jayesh Tiwari
21. Dr. Suchita Gupta
22. Dr. Pragya Sharma
23. Dr. Ekta Agrawal
24. Dr. Abhikrati Shukla
25. Dr. Bharti Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 15/06/2021, Tuesday

Minutes of Meeting (MoM)

A meeting of all members of IQAC is scheduled on June 15, 2021 Tuesday at 11:30 am in Board Room.

The agenda of the meeting is to organize FDP on research proposal for publishing in reputed journals.

Following points are discussed in the meeting:

1. Two days faculty development program should be organize on 21-22 June, 2021 at 03:30 pm to 04:30 pm
2. Topic of FDP is research manuscript drafting for publication in reputed journals.
3. Resource person will be Dr. Vijay Gadicha, Head Computer Science and Engineering and Dean Academics, G. H. Rasoni University, Amravati.
4. The participant is in-house and outside registration fee may be Rs. 100 or Rs. 200.
5. It is also suggested to extend this FDP for six Days.

Following faculty members have attended the meeting:

1. Dr. Kshama Paithankar
2. Dr. Pragya Sharma
3. Dr. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 16/06/2021, Wednesday

Minutes of Meeting (MoM)

A Meeting of all criterion coordinators and members of IQAC is scheduled on June 16, 2021, Wednesday at 02:00 pm in Board Room.

The Agenda of the meeting is to congratulate the successful submission of AQAR 2019-2020

Following Points are discussed in the meeting:

1. Director congratulates all the criterion coordinators and members of IQAC for successful submission of AQAR 2019-2020.
2. He also suggested preparing the AQAR for the session 2020-2021.
3. The self study report (SSR) has to be preparing for the forthcoming visit of NAAC. The NAAC will Visit in the year 2022.
4. Booklet should be prepared for best-practices.
 - I. Performance Enhancement Program (PEP) Mode.
 - II. Mentoring system.
5. Paper bags should be purchased for distributing the compost among the faculty members. Paper bags should be used again (Recycled) and should be painted.
6. Director suggested to strength Industry-Institute-Interface cell (III- Cell).
7. To start incubation center through entrepreneurship development cell.
8. Student Satisfaction survey should be done on regular basis. Feedback is exclusively from students for Teaching-Learning-Process.
9. Gap should be identified and should be improved while submitting AQAR 2020-2021.
10. Dr. Kshama Paithankar, IQAC Coordinator congratulate to all criterion coordinators for putting their best efforts to complete the AQAR 2019-2020.
11. More Consultancy Projects, Startups and research publications should be done by all faculty members.
12. In next meeting, recommendations suggested NAAC peer team will be shared with criterion coordinators.
13. Brochure should be prepared for the forthcoming international conference in the month of April-2022 by the Co-conveners (Dr. Jitendra Jain and Dr. Pragya Sharma).
14. The institute is trying to Sign MOU with International Organization, to collaborate with Indo-European Education Foundation at Poland; the Institute is in Process to sign



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

MOU for student exchange Program. Faculty exchange program, conferences, research publications.

15. Director informed about the objectives key-based results (OKR)
16. Copyright/Patents should be applied for their research work or publication.
17. Audio-Visual Room has almost designed.
18. Director suggested both the HODs to motivate faculties for patents/copyrights.
19. MDP should be organizing through MHRD.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Abhijeet Chatterjee
4. Dr. Bharti Agrawal
5. Dr. Abhikrati Shukla
6. Dr. Pragya Sharma Jain
7. Dr. Deepa Joshi
8. Ms. Bhawna Kabra
9. Dr. Kamlesh Malpani
10. Dr. Uttam Rao Jagtap
11. Dr. Jitendra Jain
12. Mr. Shivam Dubey
13. Dr. D. Negi
14. Mr. Sachin Chalisgaonkar
15. Dr. Rekha Melwani
16. Dr. Deepa Katiyal
17. Dr. Namrata Soni
18. Dr. Jayash Tiwari
19. Dr. Kshama Ganjiwale
20. Dr. Jayshree Sharma
21. Dr. Dhanashree Nagar
22. Dr. Sandeep Malu
23. Dr. Ekta Agrawal



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 21/06/2021, Monday

Minutes of Meeting (MoM)

A meeting of all criterion coordinators and members of IQAC is scheduled on June 21, 2021, Monday at 03:00 pm in Board Room

The agenda of the meeting is to prepare the AQAR for the session 2020-2021

Following points are discussed in the meeting:-

1. Director announced the new Criterion Coordinators Revision :

Criterion I (a) Dr. Kshama Ganjiwale

(b) Dr. Kamlesh Malpani

Criterion II (a) Dr. Dhanashree Nagar

(b) Dr. Jitendra Jain

Criterion III (a) Dr. Jayshree Sharma

(b) Dr. Megha Jain

Criterion IV (a) Dr. Rekha Melwani

(b) Dr. Jagdish Sharma

Criterion V (a) Dr. Jayesh Tiwari

(b) Dr. Sapna Parihar

Criterion VI (a) Dr. Sandeep Malu

(b) Ms. Bhavna Kabra

Criterion VIII (a) Dr. Deepa Joshi

(b) Dr. Deepa Katiyal

2. The format of SSR has been shown and discussed with all the criterion members and IQAC Members.

3. AQAR 2019-20 has been uploaded on the website and can be refer for next AQAR submission (2020-21)

4. All the criterion along with their key indicators & points has been discussed by IQAC Coordinators.

5. The format of criterion wise SSR to be mailed to all criterion coordinators through IQAC.

6. Documents should be in diagramic or graphical form while writing SSR.

7. Booklets should be prepared for documentation/evidence.

8. Video should be made for mentoring system.

9. Lien for performance enhancement program (PEP) Model should be Prepared.



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

10. More MoUs should be signed.
11. Social activities should be organized for the benefit of society and students.
12. More Focus should be given on student centric activities.
13. Documents should prepared year wise from 2017-18, 2018-19, 2019-20, 2020-21 and 2021-22.

As there is no other point of discussion, the meeting is ended with thanks to the chair.

Following members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Deepa Katiyal
6. Dr. Pragya Sharma
7. Dr. Jayesh Tiwari
8. Dr. Deepa Joshi
9. Dr. Sandeep Malu
10. Dr. Dhanashree Nagar
11. Dr. Kshama Ganjiwale
12. Dr. Rekha Melwani
13. Dr. Sapna Parihar
14. Dr. Ekta Agrawal
15. Dr. Jitendra Jain
16. Dr. Abhikrati Shukla
17. Dr. Megha Jain
18. Dr. Kamlesh Malpani
19. Dr. Jayshree Sharma
20. Dr. Bhavna Kabra
21. Dr. Bharti Agrawal
22. Dr. Jagdish Sharma



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 21/06/2021, Monday

Minutes of Meeting (MoM)

A Meeting of IQAC members and criterion coordinators of criterion II is scheduled on June 21, 2021, Monday at 04:30 pm in Board Room. The Agenda of the meeting is preparing student satisfaction survey and feedback analysis of all stakeholders.

1. Documentation of student satisfaction survey should also be prepared in graphical form. Action should be taken to importance SSS.
2. Feedback analysis of all stakeholders should be done by Dr. Abhikrati Shukla and Dr. Bharti Agrawal.
3. After analysis of SSS, action should be taken and make action taken report.
4. Analysis of feedback by alumni and parents should also be done and action should be taken as per the suggestions or remarks given by stakeholders.
5. Presentation should be prepared for recommendations given at the time of NAAC visit by NAAC-2017. Update the presentation on recommendations which includes the comparative chart in the year 2017 and 2021 it also includes the scope of improvement the presentation should be prepared before the next review meeting. It is assigned to Dr. Pragya Sharma and Dr. Ekta Agrawal

As there is no other point of discussion, the meeting is ended with thanks to the chair

Following members have attended the meeting

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Dhanashree Nagar
6. Dr. Bharti Agrawal
7. Dr. Abhishek Sharma
8. Dr. Ekta Agrawal
9. Dr. Pragya Sharma Jain
10. Dr. Jitendra Jain



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 24/06/2021, Thursday

Minutes of Meeting (MoM)

A Meeting of IQAC member is scheduled on June 24, 2021, Thursday at 11:00 am in Board Room.

The agenda of the meeting is to review the preparation of one week faculty Development Program (FDP) on Research Manuscript Drafting and Publication in Reputed Journals.

1. IQAC cell has organized one week national level faculty Development Program (FDP) on Research Manuscript Drafting and Publication in Reputed Journal.
2. The resource person will be
 - i. Dr. Upinder Dhar (Keynote Speaker)
 - ii. Dr. Santosh Dhar (Resource Person)
 - iii. Dr. Vijay B. Gadicha (Resource Person)
 - iv. Dr. Ajay B. Gadicha (Resource Person)
 - v. Dr. Krishan Kumar (Resource Person)
3. The topics are Research Manuscript Writing, literature Review, Research Methodologies, Research Ethics, IPR and Patenting

Following members have attended the meeting

1. Dr. Ekta Agrawal
2. Dr. Abhikrati shukla
3. Dr. Bharti Agrawal
4. Dr. Pragya Sharma



Shri Vaishnav Institute of Management, Indore
Approved by AICTE, New Delhi & Affiliated to DAVV, Indore (M.P.)
UGC-NAAC Accredited 'A' Grade Institute
Scheme No.71, Gumasta Nagar, Indore-452009, Madhya Pradesh, India

Date: 30/06/2021, Wednesday

Minutes of Meeting (MoM)

A Meeting of all IQAC members and members of Research Development Cell is scheduled on June 30, 2021, at 03:30 p.m. in Board Room.

The agenda of the meeting is to plan the one week national level faculty development program in the month of July or August 2021.

1. Topics may be covered in FDP
 - i. Research Design
 - ii. Sampling and Testing
 - iii. Research Tools (R, SPSS)
2. Resource person will get finalized by 03 July 2021.
3. Invitation is to be prepared for resource person
4. Content of brochure is to be prepared
 - * Date will be from 26 July 2021 to 31 July 2021
 - * Resource Persons
 - * Objectives
 - * Outcomes
 - * Registration Fee
5. It is also discussed to find resource person from abroad.

Following members have attended the meeting

- i. Dr. Pragya Sharma Jain
- ii. Dr. Ekta Agrawal
- iii. Dr. Abhikrati Shukla
- iv. Dr. Bharti Agrawal
- v. Dr. Jagdish Sharma
- vi. Dr. Rekha Melwani

Dr. Kshama Paithankar
Coordinator, IQAC

Dr. George Thomas
Chairperson, IQAC

Director
Shri Vaishnav Institute of Management
INDORE (M.P.)