



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

Date: 27/12/2021, Monday

Minutes of Meeting (MoM)

A Meeting with all IQAC members was scheduled to discuss the work distribution of staff development program.

Following points are discussed:

- 1) Valedictory session of staff development program will be scheduled on 31 Dec 2021 or January 01, 2022.
- 2) The session of Dr. Arvind Singh, Registrar, SVVV will be schedule on December 28, 2021 at 04:00 p.m.
- 3) II Staff development program (one week) will be organized on January 8, 2022.
 - i) Day 1 January 8, 2022 Registrar, RGPV
 - Day 2 January 10, 2022 Exam Controller, RGPV (In Virtual Mode)
 - Day 3 January 10, 2022 Exam Controller DAVV
 - Day 4 January 11, 2022 Dr. George Thomas
 - Day 6 January 13, 2022 Dr. Pragya Sharma
- 4) AQAR 2020-2021, online data entry will start by 28.12.2021.
- 5) Schedule of data entry criterion wise has to be prepared.
- 6) Dr. Deepa Katiyal will take the follow-up of AISHE. It is to be done on or before January 5, 2022.
- 7) Dr. Bharti Agrawal will collect the data for NIRF submission latest by December 31, 2021.
- 8) ISO certification has to be applied through BSI (British Standard Institution).
- 9) Meeting of all Programme coordinators and IQAC members is scheduled on December 28, 2021 at 03:00 p.m. in board room.

Following members have attended the meeting:-

- 1) Dr. Kshama Paithankar
- 2) Dr. Pragya Sharma
- 3) Dr. Deepa Katiyal
- 4) Dr. Ekta Agrawal
- 5) Dr. Abhikrati Shukla
- 6) Dr. Bharti Agrawal