



**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: 29/07/2019**

**Minutes of Meeting (MoM)**

A meeting of all Criterion Coordinators and members of IQAC is scheduled on 29/07/2019, Monday at 3:00 p.m. in Director's Chamber.

The agenda of the meeting is to prepare the criterion wise AQAR 2018-2019.

Following points are discussed in the meeting:

1. Faculty members/ criterion coordinators are provided the new format of AQAR 2018-19.
2. Criterion Coordinators will submit their criterion wise report latest by 08/08/2019.
3. The data should be collected for each criterion till 30.06.2019.
4. All criterion coordinators have to prepare power point presentation for each criterion.
5. Review meeting should be scheduled on 8.8.2019.
6. The format of AQAR will be available to all criterion coordinators in soft copy through IQAC.
7. Director suggested that Literacy club should be formed and Competition should be organized on story narration.

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. Pragya Sharma
6. Dr. Ekta Agrawal

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
**Chairperson, IQAC**  
**Director**

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7. Dr. Meghna Tiwari
8. Dr. Dhanashree Nagar
9. Dr. Deepa Joshi
10. Dr. Deepa Katiyal
11. Dr. Mamta Joshi
12. Dr. Jitendra Jain
13. Dr. Abhikrati Shukla
14. Dr. Jayesh Tiwari
15. Dr. Digamber Negi
16. Dr. Uttam Rao Jagtap
17. Dr. Neetu Parsai
18. Ms. Bhavna Kabra
19. Ms. Sudha Upadhyay

Following members have not attended the meeting.

1. Dr. Kshama Ganjiwale
2. Dr. Kamlesh Malpani
3. Ms. Gunjali Trivedi
4. Mr. Lalit Joshi
5. Dr. Jayshree Sharma

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**

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Date: 16/08/2019

### Minutes of Meeting (MoM)

A meeting with all Criterion Coordinators and members of IQAC is scheduled on 16/08/2019 at 3:00 p.m. in Board Room.

The agenda of the meeting is to review the criterion wise AQAR report for the session 2018-2019.

#### 1. Criterion I- Curricular Aspects

The report has been discussed and suggested to submit it to the IQAC Committee. Dr. Kshama Ganjiwale and Dr. Kamlesh Malpani, Criterion Coordinators have prepared their report according to the format provided by IQAC.

#### 2. Criterion II- Teaching Training and Evaluation

Dr. Dhanashree Nagar and Dr. Neetu Parsai has prepared their AQAR report and discussed few points like Admission, Result, Attendance, ICT enabled classrooms, e-resources, teaching profile, and faculty members (who are members of Board of Studies at Affiliating University) and awards for paper presentation.

They also discussed about Student satisfaction survey and honours/ recognition for faculties. The Institute tries to give more focus on it.

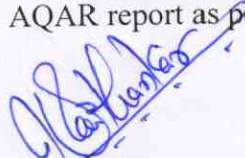
#### 3. Criterion III- Research Consultancy and Extension

Dr. Mamta Joshi and Dr. Jayshree Sharma criterion coordinators discussed their AQAR report as per prescribed format.

Consultancy projects, incubation centre, research details of faculty, citation index and h-index of research papers, faculty participation in seminar, workshops, FDPs, Symposia, Conferences , extension activities, collaboration and linkage has to be filled in the format.

#### 4. Criterion IV- Infrastructure and learning resources

Dr. Jitendra Jain and Dr. Abhikrati Shukla Criterion coordinators discussed their AQAR report as per prescribed format.

  
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Coordinator, IQAC

  
Dr. George Thomas  
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Infrastructure details, literacy resources and expenditure on it. Gap analysis on class rooms, wash rooms, physically challenged students-lift.

**5. Criterion V- Student support and progression**

Dr. Jayesh Tiwari and Dr. Digamber Negi Criterion coordinators discussed their AQAR report as per prescribed format.

They have discussed about scholarship schemes, student progression in terms of placements, sports and activities.

**6. Criterion VI- Governance, Leadership and Management**

Dr. Uttam Rao Jagtap and Ms. Bhavna Kabra criterion Coordinators discussed their AQAR report as per the format.

**7. Criterion VII- Innovations and Best practices**

Dr. Deepa Joshi and Dr. Deepa Katiyal criterion coordinators discussed their AQAR report as per the format.

Solar panel, water harvesting, decomposition machine energy conservation and audit MoUs should be signed.

As there was no point for discussions the meeting was over by preparing thanks to the chair.

Following members have attended the meeting.

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Ekta Agrawal
4. Dr. Meghna Tiwari
5. Dr. Dhanashree Nagar
6. Dr. Neetu Parsai
7. Dr. Jayesh Tiwari
8. Dr. Kamlesh Malpani
9. Dr. Kshama Ganjiwale
10. Dr. Jayshree Sharma
11. Dr. Deepa Joshi
12. Dr. Deepa Katiyal

**Dr. Kshama Paithankar**  
Coordinator, IQAC

**Dr. George Thomas**  
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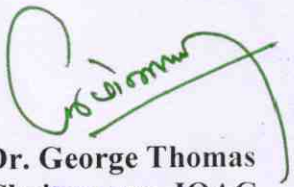
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13. Dr. Mamta Joshi
14. Dr. Jitendra Jain
15. Dr. Abhikrati Shukla
16. Dr. Digamber Negi
17. Dr. Uttam Rao Jagtap
18. Ms. Bhavna Kabra

Following members have not attended the meeting.

1. Dr. Abhijeet Chatterjee
2. Dr. Pragya Sharma

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**

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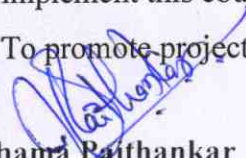
**Date: 04/09/2019**


**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled on 04/09/2019 at 3:30 p.m. in Director's Chamber.

The agenda of the meeting is to review the program IQAC.

1. Gap analysis should be prepared for previous year 2018-19 gaps should be identified and action plan should be prepared to fill the gaps.
2. National Conference has already been prepared in the month of February 2020. The theme should be decided and finalized.
3. Feedback Analysis should be done.
4. MOOCs certification course should be awarded among faculty members and students.
5. Best practices should be suggested by IQAC.
6. Innovation cell at institute level (institute innovation counselor) should be designed. The details are available at the website of UGC or MHRD.
7. IQAC should be functional.
8. Course file should be checked and verified every fortnightly and then verified by Director and Joint Registrar.
9. New format of result analysis should be prepared result analysis should be done timely at department level so action should be taken on it.
10. Feedback should be done at 360° Student satisfaction survey should also be incorporated.
11. Action plan/timeline should be prepared for all academic activities by IQAC Feedback, students' satisfaction survey, teaching learning process, student progression, best practices.
12. Project based learning should be incorporated as best practice in SVIM. How can we implement this course wise.
13. To promote project based learning best live project should be awarded.

  
**Dr. Kshama Patil**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**  
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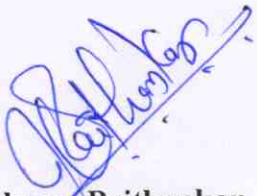
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14. Innovations or smart teaching pedagogy to convert slow learners/weak students into average/good learners. Tutorials/ remedial classes should be conducted for slow learners.
15. More focus should be emphasized on club activities at least one activity in a semester should be organized by each club.
16. A meeting of IQAC should be organized once in a month.

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. Pragya Sharma
6. Dr. Ekta Agrawal
7. Dr. Meghna Tiwari

  
**Dr. Kshama Paithankar**  
Coordinator, IQAC

  
**Dr. George Thomas**  
Chairperson, IQAC  
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**Date: October 31, 2019**

**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 2018-2019.


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. Mamta Joshi, 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 6, 2019.

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. Meghna Tiwari
6. Dr. Mamta Joshi
7. Mr. Sachin Chalisgaonkar
8. Mr. Lalit Joshi
9. Ms. Gunjali Trivedi
10. Mr. Ashish Gupta

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**

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**Date: November 08, 2019**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled to review the submitted work related to NIRF Ranking.

Following points were discussed

1. Account details are required to be verified keenly.
2. Details related to placement data has to be verified according to batch wise and course wise respectively.
3. Consultancy, research project and IPR data to be filled in NIRF form has to be discussed with Director, SVIM and Joint Registrar, SVVV for SVIM.
4. The updated details of NIRF form has to be submitted by November 14, 2019.

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

Following are present in meeting

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Pragya Sharma
4. Dr. Ekta Agrawal
5. Dr. Meghna Tiwari

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

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**Date: 21/11/2019**

**Minutes of Meeting (MoM)**


A meeting of IQAC cell members is scheduled on 21/11/2019, Wednesday at 3:00 p.m.  
The agenda of the meeting is to strengthen the IQAC.

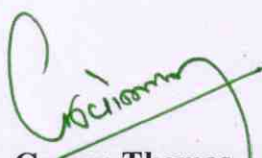
1. To organize UGC-NAAC approved National Conference in the month of February 2020.
2. Proposal for conference has to be sent to NAAC for financial assistance.
3. Brochure is to be designed.
4. Budget for the conference has to be prepared.
5. Committees for the National Conference have to be prepared.
6. To define processes for smooth working of Institute.
7. Various formats have to be reviewed.
8. Result analysis formats have to be uniformly following by both the departments.  
Copy has to submit in IQAC.
9. Parents Teachers meet have to organize for B.Sc. in the month of December 2019 before the commencement of half yearly examination.
10. IQAC committee has to be revised. Name proposed by IQAC after approval of Director.

The proposed names are

1. Dr. Dhanshree Nagar
  2. Dr. Abhikrati Shukla
  3. Dr. Bharti Agrwal
  4. Dr. Kamlesh Malpani
11. Feedback analysis report has to be kept with IQAC.

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

  
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**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**  
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Following members have attended the meeting.

1. Dr. George Thomas
2. Dr. Arvind Singh
3. Dr. Kshama Paithankar
4. Dr. Abhijeet Chatterjee
5. Dr. Pragya Sharma
6. Dr. Ekta Agrawal
7. Dr. Meghna Tiwari
8. Dr. Dhanashree Nagar
9. Dr. Deepa Joshi
10. Dr. Deepa Katiyal
11. Dr. Mamta Joshi
12. Dr. Jitendra Jain
13. Dr. Abhikrati Shukla
14. Dr. Jayesh Tiwari
15. Dr. Digamber Negi
16. Dr. Uttam Rao Jagtap
17. Dr. Neetu Parsai
18. Ms. Bhavna Kabra
19. Ms. Sudha Upadhyay

Following members have not attended the meeting.

1. Dr. Kshama Ganjiwale
2. Dr. Kamlesh Malpani
3. Ms. Gunjali Trivedi
4. Mr. Lalit Joshi
5. Dr. Jayshree Sharma

  
**Dr. Kshama Paithankar**  
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**Date: November 27, 2019**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled for finalization of details related to NIRF form submission.


Following points are discussed

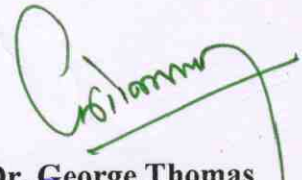
- 1) The complete details of NIRF form is presented and discussed with Director, SVIM.
- 2) The details mentioned under different heading of NIRF Ranking are approved by Director, SVIM.
- 3) Dr. Ekta Agrawal informed about extended date of NIRF Ranking submission is December 7, 2019.

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

Following are present in meeting

- 1) Dr. Kshama Paithankar
- 2) Dr. Abhijeet Chatterjee
- 3) Dr. Pragya Sharma
- 4) Dr. Ekta Agrawal
- 5) Dr. Meghna Tiwari

  
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Date: 12 December 2019

**Minutes of Meeting (MoM)**


A meeting of all members of Internal Quality Assurance Cell (IQAC) is scheduled on December 12, 2019, at 3:00 PM.

1. Online Registration for AQAR has done on 12/12/2019.
2. Login details of AQAR submission is [userid=svimi@svimi.org](mailto:userid=svimi@svimi.org)
3. Part (A) information has been filled today.
4. Enclosure/ Annexure required for part (A)
  - (1) Annexure 1- Quality Assurance Institutes (7.1)
  - (2) Annexure 2 -Composition of IQAC
5. All the details and annexure to be filled Criterion- wise.
6. The last date to submit the AQAR is 31/12/2019.
7. Online filling of all criterion-wise details should be done by Dr. Ekta Agrawal.

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. Pragya Sharma
3. Dr. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal

  
Dr. Kshama Paithankar  
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**Date: January 2, 2020**

**Minutes of Meeting (MoM)**

A meeting of organizing committee of National Conference 2020 on **“Improving Quality in Higher Education and Research in Digital Era: Challenges and Opportunities”** is scheduled in Director’s chamber on 02/01/2020 at 12:00 noon.

The Agenda of the meeting is to promote for call for papers in National Conference 2020 which will be held on 06/02/2020 and 07/02/2020.

1. A mail has been already sent to all faculty members along with brochure for call for papers for further promotion to their personal contacts.
2. Best three Research Papers will be awarded with cash, memento and certificates.
3. Selected best paper will be published in UGC listed journal in subject to the charges of publication.
4. Plagiarism will be checked for all received papers.
5. Suggestions are given to publish papers in UGC tested journal rather than ISBN Book. Only few copies of book will be published for reference.
6. Dr. Mamta Joshi and Dr. Dhanashree Nagar will list out the UGC- cared journal in Management field.
7. Dr. Jagdish Sharma will list out the UGC journal in Computer Science stream

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. George Thomas
2. Dr. Abhijeet Chatterjee
3. Dr. Sandeep Malu
4. Dr. Uttam Rao Jagtap
5. Dr. Mamta Joshi
6. Dr. Deepa Katiyal
7. Dr. Meghna Tiwari
8. Dr. Digamber Negi

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
**Chairperson, IQAC**

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9. Dr. Jitendra Jain
10. Dr. Jagdish Sharma
11. Dr. Ekta Agrawal

  
**Dr. Kshama Paithankar**  
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**Date: January 6, 2020**

**Minutes of Meeting (MoM)**


A meeting of IQAC is scheduled to allot the work of details availability under different heading of AISHE form.

1. Details of program offered by institute will be provided by Mr. Lalit Joshi.
2. Staff information will be made available by Mr. Lalit Joshi.
3. Details related to number of students enrolled in the institute will be provided by Ms. Gunjali Trivedi.
4. Mr. Lalit Joshi will provide the list of faculty members and departments.
5. Data of examination, scholarship and accreditation details will be provided by Mr. Ashish Gupta.
6. Infrastructure related information will be provided by Mr. Ashish Gupta.

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. Meghna Tiwari
6. Dr. Shailesh Maheshwari
7. Mr. Lalit Joshi
8. Ms. Gunjali Trivedi
9. Mr. Ashish Gupta

  
**Dr. Kshama Paithankar**  
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**Date: January 16, 2020**

**Minutes of Meeting (MoM)**


A meeting of IQAC is scheduled to review the submitted work related to AISHE form.


Following points are discussed:

1. Details of number of students enrolled in the institute should be verified as per the course.
2. Examination result has to be verified semester wise under the category of pass, ATKT, Fail.
3. Details related to financial information, scholarship and accreditation has to be verified.
4. The updated detail has to be submitted by January 23, 2020.

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. Shailesh Maheshwari

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**  
**Director**



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**Date: January 27, 2020**

**Minutes of Meeting (MoM)**

A meeting of all members of IQAC is scheduled in HoD's cabin on 27/01/2020, Monday at 1:45 pm.


The agenda of the meeting is to allocate the work among committee members of IQAC for the forthcoming National Conference on **"Improving Quality in Higher Education and Research in Digital Era: Challenges and Opportunities"**.

1. Schedule for Inaugural Session, Plenary Session, Valedictory Session and Technical Sessions (Track-wise) have to be prepared by Dr. Ekta Agrawal.
2. The registration details and list of participants has to be prepared by Dr. Bharti Agrawal.
3. Invitation Card and schedules should be mailed to the guest of inaugural, plenary and valedictory session by Dr. Ekta Agrawal through Director's Mail.
4. Invitation Card and Schedules of inaugural, plenary and valedictory session should be mailed to all participants by Dr. Bharti Agrawal through conference mail.
5. Souvenir should be finalized and published before two days of the conference. This is to be done by Dr. Pragya Sharma.
6. Compeering will be done by Ms. Ruchira Muchhal.

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. Pragya Sharma
3. Dr. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
**Chairperson, IQAC**

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Date: January 31, 2020

**Minutes of Meeting (MoM)**

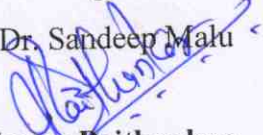
A meeting of all faculty members of National Conference 2020 on “**Improving Quality in Higher Education and Research in Digital Era: Challenges and Opportunities**” is scheduled in Board Room on 31/01/2020 at 12:30 pm.

The Agenda of the meeting is to review the progress of National Conference which will be held on 06/02/2020 and 07/02/2020.

1. Dr. Kshama Paithankar, Convenor, National Conference has communicated the status of paper received, registration kit preparation, invitation card, certificates, preparation of souvenir, schedule of Inaugural to all faculty members.
2. Dr. George Thomas, Director and Chairperson, National Conference has discussed the details schedule of Inaugural and Plenary session. Dr. Himanshu Rai, Director, IIM will inaugurate the conference and will deliver his keynote speech. Three experts from Industry will deliver their expert session in plenary session.
3. Director has instructed the task to various committee members for registration committee, hospitality committee, transportation committee, internal arrangement committee, technical support committee.
4. Track-wise list of all research paper will be provided by IQAC cell to presentation committee, registration committee, Session Rappoteurs, Technical session committee.
5. Director has requested all faculty members to send their abstract latest by 31/01/2020.

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

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. Meghna Tiwari
8. Dr. Sandeep Malu

  
Dr. Kshama Paithankar  
Coordinator, IQAC

  
Dr. George Thomas  
Chairperson, IQAC  
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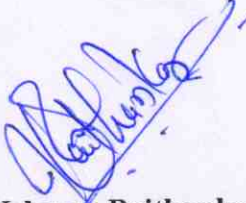
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9. Mr. Sachin Chalisgaonkar
10. Dr. Namrata Soni
11. Mr. Balwant Salunke
12. Dr. Jagdish Sharma
13. Ms. Deepti Verma
14. Dr. Shalu Kotwani
15. Ms. Khushboo Jain
16. Ms. Leena Soni
17. Dr. Rekha Melwani
18. Mr. Prashant Kushwah
19. Dr. Kamlesh Malpani
20. Dr. Poonam Nagar
21. Ms. Megha Sahu
22. Dr. Jayesh Tiwari
23. Dr. Suchita Gupta
24. Dr. Pragya Sharma
25. Dr. Ekta Agrawal
26. Dr. Abhikrati Shukla
27. Dr. Bharti Agrawal

  
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**Date: February 5, 2020**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled for the finalization of details to be submitted in AISHE form.

Following points are discussed:

1. The complete details of AISHE form is presented and discussed with Director, SVIM.
2. The details mentioned under different heading of AISHE form are approved by Director, SVIM.
3. Tentative date decided for AISHE form submission is February 13, 2020.

Following members are present in meeting

1. Dr. George Thomas
2. Dr. Kshama Paithankar
3. Dr. Abhijeet Chatterjee
4. Dr. Pragya Sharma
5. Dr. Ekta Agrawal
6. Dr. Abhikrati Shukla
7. Dr. Bharti Agrawal
8. Dr. Shailesh Maheshwari

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
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**Date: February 22, 2020**

**Minutes of Meeting (MoM)**

A meeting of all faculty members of IQAC Cell is scheduled on 22/02/2020 at 5:00 p.m.

The Agenda of the meeting is to discuss about the National Conference.

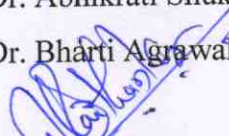
Following points are discussed in the meeting.


1. To prepare brief note about the conference.
2. To publish paper in conference proceedings including Best Research Paper. This is to be discussed with Director Sir.
3. For proceedings, editorial has to be prepared and complied. (Dr. Abhikrati Shukla)
4. Initial pages should be prepared (Dr. Bharti Agrawal)
5. List of contributors should be prepared. (Dr. Ekta Agrawal)
6. Sequencing of Proceeding should be finalized.
7. Dr. Pragya Sharma will follow up for paper publication and MOA signed with Excel Publication.
8. Registration detail already prepared by Dr. Megha Jain.
9. International Conference should be planned in the month of January 2021.
10. Brochure has to be prepared till March 15, 2020. Theme has to be finalized.
11. Fixed formats have to be prepared for Requisition, Report, Proposal and Feedback.
12. Academic and Activity Calendar for the session 2020-21 has to be prepared.
13. Working on AQAR submission for the session 2019-2020 should be start from the month of April 2020.
14. Committee Coordinators/ Cell Coordinators should perform about their separate academic calendar for 2020-21 through Director Mail.
15. FDP on Teaching Pedagogy should be organized through IQAC cell in the month of March 2020.

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. Ekta Agrawal
3. Dr. Abhikrati Shukla
4. Dr. Bharti Agrawal

  
**Dr. Kshama Paithankar**  
Coordinator, IQAC

  
**Dr. George Thomas**  
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**Date: March 18, 2020**

**Minutes of Meeting (MoM)**

A meeting of all faculty members of IQAC Cell is scheduled on 18/3/2020 at 10:45 a.m.

Following points are discussed in the meeting:

1. Preface has already finalized.
2. Front pages should be revised.
3. Themes for the International Conference are
  - a. Contemporary issues in Management Science and Technology: A Global Perspective.
  - b. Emerging Trends in Management Science and Technology : A Quality Perspective
  - c. Transformation of Management, Science and Technology in Global Perspective.
  - d. Paradigm shift in management, Engineering Science and Technology: A Global Perspective.
4. New Website has been developed various tabs are there.

**IQAC Tab**

- a. About IQAC
- b. Composition (IQAC Committee)
- c. Accreditation
- d. AQAR
- e. Ranking – NIRF
- f. AISHE
- g. Events

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. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
**Dr. George Thomas**  
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**Date: May 5, 2020**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled on 05/05/2020 on Google meet at 04:00 p.m. The agenda of the meeting is to prepare 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 prepare 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 prepare 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 prepare activity calendar for the upcoming session 2020-21.
4. Academic and activity calendar has to submit along with tentative dates and estimated budget of activity mentioned.
5. All the coordinators are instructed to prepare calendar as per the academic calendar of D.A.V.V. and M.P. Higher Education.
6. All the Programme Coordinators, cell coordinators, club coordinators have to submit their academic and activity calendar to IQAC latest by 15/05/2020.

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

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
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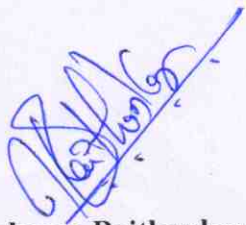
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7. Dr. Meghna Tiwari
8. Dr. Sandeep Malu
9. Mr. Sachin Chalisgaonkar
10. Dr. Namrata Soni
11. Mr. Balwant Salunke
12. Dr. Jagdish Sharma
13. Ms. Deepti Verma
14. Dr. Shalu Kotwani
15. Ms. Khushboo Jain
16. Ms. Leena Soni
17. Dr. Rekha Melwani
18. Mr. Prashant Kushwah
19. Dr. Kamlesh Malpani
20. Dr. Poonam Nagar
21. Ms. Megha Sahu
22. Dr. Jayesh Tiwari
23. Dr. Suchita Gupta
24. Dr. Pragya Sharma
25. Dr. Ekta Agrawal
26. Dr. Abhikrati Shukla
27. Dr. Bharti Agrawal

  
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**Date: May 29, 2020**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled on 29/05/2020 on Google meet at 03:00 p.m. The agenda of the meeting is to review the academic calendar and activity calendar.


Following points are discussed in the meeting.

1. IQAC reviewed the activity calendars submitted by the, cell coordinators, club coordinators and committee coordinators.
2. In the review process, clashing of dates related to sports activity calendar and finance club was found.
3. IQAC member Dr. Bharti Agrawal and Dr. Abhikrati Shukla are given the task to remove the clashing and prepare consolidated calendar by 15/06/2020
4. After the completion, the calendar is to be submitted to the director for further suggestions and approval.
5. The dates of few institutional events are tentative which will be updated in calendar after getting confirmation from the guests.

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. Pragya Sharma
3. Dr. Ekta Agrawal
4. Dr. Abhikrati Shukla
5. Dr. Bharti Agrawal

  
**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

  
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**Date: June 21, 2020**

**Minutes of Meeting (MoM)**

A meeting with all criterion coordinator is scheduled on 21/06/2020 at 03:30 p.m. in a board room. The agenda of the meeting is discussion regarding forthcoming AQAR submission for the academic session 2019-20.

Following points are discussed in the meeting.

1. Faculty member / criterion coordinator are provided with new online format of AQAR 2019-20
2. All the coordinators directed to prepare the documents according to new format and submit it to IQAC till 30/06/2020 so that IQAC will go through it and will discuss the improvements in review meeting.
3. Next AQAR review meeting is scheduled on 10/07/2020

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. Kamlesh Malpani
4. Dr. Dhanshree Nagar
5. Dr. Kshama Ganjiwale
6. Dr. Jayshree Sharma
7. Dr. Mamta Joshi
8. Dr. Jitendra Jain
9. Dr. Jayesh Tiwari
10. Dr. Digamber Negi
11. MS. Bhavna Kabra
12. Dr. Uttamrao Jagtap
13. Dr. Deepa Katiyal
14. Dr. Deepa Joshi
15. Dr. Ekta Agrawal

**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
**Chairperson, IQAC**

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16. Dr. Bharti Agrawal
17. Dr. Abhikrati Shukla
18. Dr. Pragya Sharma



**Dr. Kshama Paithankar**  
**Coordinator, IQAC**

**Dr. George Thomas**  
**Chairperson, IQAC**



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**Date: June 25, 2020**

**Minutes of Meeting (MoM)**

A meeting of IQAC is scheduled on 25/06/2020 at 02:00 p.m. in a board room. The agenda of the meeting was to finalize the activity calendar.

Following points are discussed in the meeting.

1. The compiled activity calendar for the session 2020-21 is being finalized by IAQC.
2. IQAC found the activity calendar satisfactory and it is forwarded to higher authorities.
3. IQAC informed all the coordinators to conduct the actives according to the calendar prepared.
4. It is directed to all the coordinator to submit the duly completed report of the event in the prescribed format to IQAC post events.

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. Meghna Tiwari
8. Dr. Sandeep Malu
9. Mr. Sachin Chalisgaonkar
10. Dr. Namrata Soni
11. Mr. Balwant Salunke
12. Dr. Jagdish Sharma
13. Ms. Deepti Verma
14. Dr. Shalu Kotwari

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**Dr. George Thomas**  
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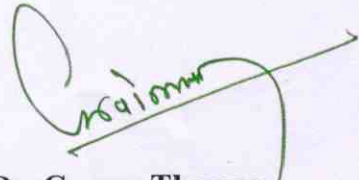
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15. Ms. Khushboo Jain
16. Ms. Leena Soni
17. Dr. Rekha Melwani
18. Mr. Prashant Kushwah
19. Dr. Kamlesh Malpani
20. Dr. Poonam Nagar
21. Ms. Megha Sahu
22. Dr. Jayesh Tiwari
23. Dr. Suchita Gupta
24. Dr. Pragya Sharma
25. Dr. Ekta Agrwal
26. Dr. Abhikrati Shukla
27. Dr. Bharti Agrawal

  
**Dr. Kshama Paithankar**  
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