



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


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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.

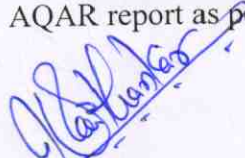
3. Criterion III- Research Consultancy and Extension

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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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

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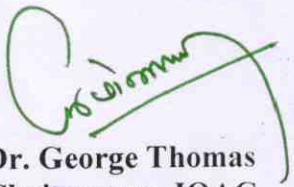
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13. Dr. Mamta Joshi
14. Dr. Jitendra Jain
15. Dr. Abhikrati Shukla
16. Dr. Digamber Negi
17. Dr. Uttam Rao Jagtap
18. Ms. Bhavna Kabra

Following members have not attended the meeting.

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


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Dr. George Thomas
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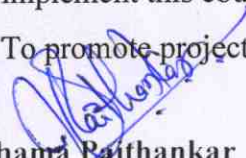
Date: 04/09/2019


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
Chairman, IQAC
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