

22-12-2016

Internal Quality Assurance Cell**NOTICE**

The 4th meeting of IQAC Committee will be held on Thursday, 05th January 2017 at 1st floor, Conference room at 1:00 pm. The following business will be transacted at the meeting.

AGENDA

1. To read and approve the minutes of 3rd IQAC meeting held on 29th September 2016
2. To discuss the matters arising out of minutes
3. To brief the members on the Action Taken Report based on the minutes of the meeting held on 29th September 2016
4. To discuss the schedule and timelines for the forthcoming Conclaves
5. To brief the members on the arrangements for the proposed International Conference
6. To present a report on participation in different Workshops and FDP's
7. To discuss any other matters with the permission of the Chair



Prof. Somesh Banerji
IQAC Coordinator

Minutes of the meeting of Members of the IQAC

IQAC 2016-17/MoM/Q3

05.01.2017

The 4th meeting of the members of IQAC Committee was held on 5th January 2017 at 1st floor Conference Room 1:00 pm.

The following members were present:

SN	Name	Designation	Role
1	Dr. C. Babu	Director	Chairperson
2	Dr. Sharad Kumar	Dean Academics & Research	Member
3	Dr. Sarita Vichore	Professor	Member
4	Mr. Somesh Banerji	Associate Professor	IQAC Coordinator
5	Dr. Sarika Jain	Assistant Professor	Member
6	Ms. Sharmila Bonnerjee	Assistant Professor	Member
7	Ms. Beena Prakash	Assistant Professor	Member
8	Dr. Sumana Chaudhuri	Assistant Professor	Member
9	Mr. Malay Khasnavis	BASF India	Industry Expert
10	Mr. R D Shetty	Registrar	Member
11	Ms. Sunita Pujar	Librarian	Member
12	Mr. Arbez Karbhari	Alumni	Member
13	Ms. Aaliya Mulla	Student Representative, PGDM	Member
14	Ms. Chirag Agarwal	Student Representative, MMS	Member

The following points were put forth, discussed and accepted in the meeting:

Agenda 1: To read and approve the minutes of 3rd IQAC meeting held on 29th September 2016

The minutes of 3rd IQAC meeting held on 29th September 2016 were read and approved.

Agenda 2: To discuss the matters arising out of minutes

No points were raised by the members in the meeting

Agenda 3: To brief the members on the Action Taken Report based on the minutes of the meeting held on 29th September 2016

The ATR's for the minutes held on 29th September, 2016 were presented to the committee.

Agenda 4: To discuss the schedule and timelines for the forthcoming Conclaves

- Discussed on conducting Joint Conclaves.
- Opsession and HR-o-Scope would be on 21st January; Financia and Touge on 22nd January 2017.
- Financia – Dr. Sarita said eight speakers have been confirmed.
- Touge – Six speakers have been confirmed.
- HR-o-Scope – Around eight speakers have been confirmed.
- Opsession – Seven speakers have been confirmed.
- Discussion on different competitions and events to be held during the conclaves.

Agenda 5: To brief the members on the arrangements for the proposed International Conference

- It was discussed that the invitations have been forwarded by emails to all the Directors. Some invitations have been given personally.
- It was informed that four abstracts have been received.
- Dr. Vijay Page would be coming as a Chief Guest. Also, we plan to call Dr. Marylou from Ottawa University for this conference.

Agenda 6: To present a report on participation in different Workshops and FDP's

- Dr. Babu appreciated the faculty members for attending the workshops and FDP's regularly. He said it is good and beneficial for our college as most of the faculty members are attending the Workshops and FDP's.


Agenda 7: To discuss any other matters with the permission of the Chair

- PGDM examination will be commencing from 9th January 2017
- Alumni meet shall be held on 11th February 2017 through consensus.
- It was informed that annual event Sabrang will be held on 27th January 2017
- Discussed on sending students to Ottawa University. Almost 12 students have confirmed to go to USA for two and a half months. Dr. Babu said we will arrange for a ceremony exchanging MOU on 18th January 2017

The meeting ended with a vote of thanks by the IQAC Coordinator.


Prof. Somesh Banerji
IQAC Coordinator

Read Confirmed and Signed on


Dr. C Babu
Chairperson



Internal Quality Assurance Cell**Action Taken Report**

Ref: IQAC 2016-17/MoM/Q3/5.01.2017

ATR No. 2016-17/03

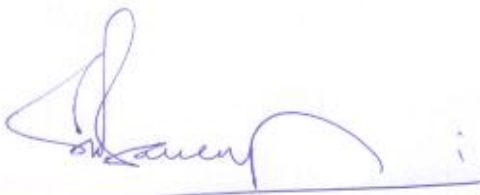
Agenda 4: As a rationalisation and cost reduction measure, a decision was taken to host Joint Conclaves (two each day) during the weekend of 21st-22nd January 2017. Coordination measures were discussed to ensure streamlining of the event rollout, to avoid any fouling.

Agenda 5: For the International Conference scheduled on 18th February, 2017, arrangements are in progress with status reported on invitations sent out, abstracts received, identification of Chief Guest and probability of Dr Marylou from Ottawa University also attending.

Agenda 6: Participation by Faculty in Workshops and FDPs is steadily continuing apace. Progress will be monitored through periodic status reports.

Other Agenda Points:

- Commencement/event dates for PGDM examinations, Alumni meet, Sabrang and MoU with Ottawa University were frozen.
- Registration of students for the program at Ottawa University was reported.



Prof. Somesh Banerji
IQAC Coordinator



Dr. C Babu
Chairperson

