

**Green Heaven Institute of Management and Research, Nagpur**

**Notice**

**26<sup>th</sup> February 2021**

With the aim of reviewing the ongoing activities in online mode a general meeting of IQAC has been organized on 2<sup>nd</sup> March 2021 at 10:00 am at Swalambi Nagar Campus. All social distancing norms would be followed during the meeting.

All members are requested to attend.

**Agenda of the meeting :**

1. Confirmation and Review of Minutes of previous IQAC meeting held on 21<sup>st</sup> December 2020.
2. Action taken report of last IQAC meeting held on 21<sup>st</sup> December 2020.
3. Review of Academic and non- academic activities of Semester I and III .
4. Research and training activities for Faculty Members
5. Updating of records and filling of AQAR
6. Maintain industry Linkages
7. Plan for the coming months

  
IQAC COORDINATOR



  
DIRECTOR

Director/Secretary  
Green Heaven Institute of  
Management & Research  
Nagpur

CC:

1. All Committee Members
2. Admin. Office

## Green Heaven Institute of Management and Research, Nagpur

### Minutes of Meeting held on 2<sup>nd</sup> March 2021

The Director of the Institute, Dr. Anil Sharma welcomed the members of IQAC and enquired about their health and well being. All norms regarding COVID protocol was followed and meeting was arranged at Swalambi Nagar campus.

The meeting proceeded further with discussion on the following points:

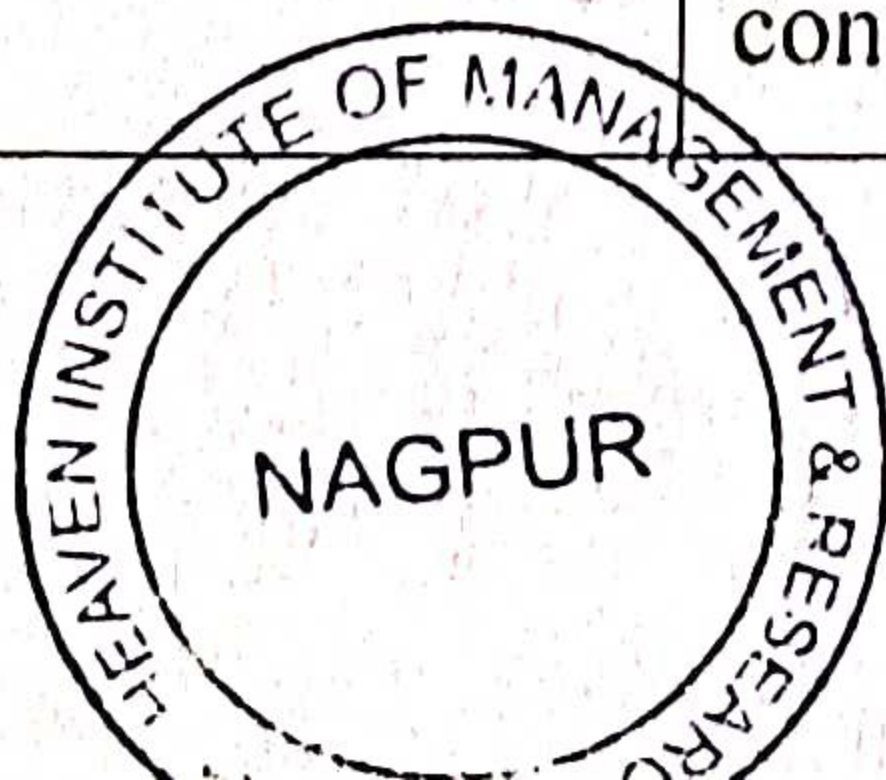
**Agenda:1** Confirmation and Review of Minutes of the IQAC meeting held on 21<sup>st</sup> December 2020

**Resolution:**

After a thorough discussion and review of the minutes and of the last IQAC meeting, it was unanimously approved and the action taken discussed.

**Agenda:2** Action taken report of IQAC Meeting held on 21<sup>st</sup> December

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Commencement of session of Semester I	Due to the pandemic and lockdown in the country the admission team put forth that the session for Sem I could commence in the month of January 2021. The session for Semester I commenced from February 8 <sup>th</sup> 2021 with the Induction Program "ANKUR 2021"
2.	Review of activities during the lockdown period	Academic Session and Evaluation of Semester III being conducted in online mode. SIP orientation Session conducted to make students aware about the importance and maintaining of SIP report and presentation thereof.
3.	Maintain industry Linkages	2 new MOUs signed and students placed for SIP. FDP conducted for faculty members of different



		institutions across the country. The Program was sponsored by PIX Transmission Ltd.
4.	Updating of records and filling of AQAR	Reports and records of all activities kept and maintained on Rubrics Software.
5.	Research and training activities for Faculty Members	5 Faculty Members published 2 Research papers in UGC Care Listed Journals. Mrs. Shubhangi Bhingare, Admin officer attended a 3 days training program

**Agenda:3** Review of Academic and non- academic activities of Semester I and III

**Resolution:**

The Academic Coordinator, Dr. Rajani Kumar put forth that the Session for Semester I commenced with "Online Induction Program- "ANKUR 2020". The Week long session from 8<sup>th</sup> to 13<sup>th</sup> February was planned to incorporate sessions from academics as well as personality development and Indian Ethos. The syllabus was as prescribed by RTMNU. Sessions on "Entrepreneurship Development through Management Curriculum", "Goal Setting -Turning the Invisible into Visible", "Corporate Etiquettes" and many more were conducted.

**Agenda: 4** Research and training activities for Faculty Members

**Resolution:** IQAC Coordinator put forth that Faculty Members should enroll and attend Short Term Training Programs and FDPs being organized by different Colleges as well as AICTE and UGC. Online teaching being a new venture, one should try to get trained and implement during regular teaching in college. Director of the Institute, Dr. Anil Sharma reminded Faculty Members to pursue research activities and get their papers published in good research journals of repute. Both teaching and non-teaching staff need to undergo training activities being conducted by AICTE and UGC

**Agenda: 5** Updating of records and filling of AQAR

**Resolution:** Keeping in mind the submission of AQAR, all members were asked to keep reports and records of all the activities. . The IQAC Coordinator instructed all members to leverage this opportunity of lockdown and keep their records ready and prepare the AQAR for the current year.



**Agenda: 6** Maintain industry Linkages

**Resolution:** Because of the prevailing lockdown situation in the country, students of Semester III had pursued SIP in online mode. The Training and Placement Coordinator, Prof. Sameer Padole informed all members that several online webinars through Industry have been planned for the students.

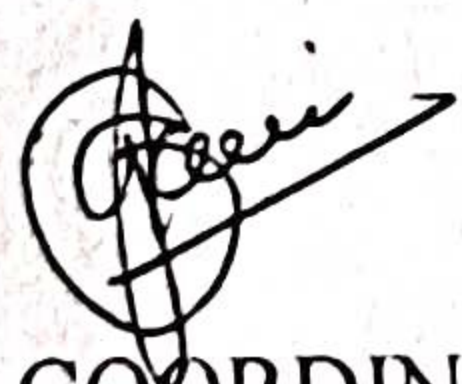
**Agenda: 7** Plan for the coming months

**Resolution:** Presenting the Academic Calendar, the Academic Coordinator informed about the academic activities such as FDP, RM Workshop, SIP Orientation, Opportunities post COVID etc to be conducted in the upcoming months. NSS Coordinator, Dr. Mubina Saifee informed about the activities such as Mental Health and Well being during Pandemic, Sahaj Yoga and other Stress Management activities planned for the year.

**Agenda: 9** Conclusion with the permission of the chair.

**Resolution:**

The Meeting concluded with the permission of the Chairperson



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**Action taken report of IQAC Meeting held on 2<sup>nd</sup> March 2021**

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Review of Academic and non-academic activities of Semester I and III	Due to lockdown session conducted on online mode – Induction Program- Ankur 2020 conducted. Sessions on “Entrepreneurship Development through Management Curriculum”, “Goal Setting -Turning the Invisible into Visible”, “Corporate Etiquettes” and many more were conducted.
2.	Research and training activities for Faculty Members	6 Faculty Members attended STTP and other refresher courses being conducted by AICTE and UGC. 5 Faculty Members presented research paper in National and International Conferences and published papers in journals of repute.
3.	Updating of records and filling of AQAR	Records of all the activities done. NAAC coordinator collected criteria wise reports for submission of AQAR for 2019-2020 to be submitted by April 2021.
4.	Maintain industry Linkages	Training and Placement officer informed the members that during the lockdown period linkages with the industry is being maintained through online workshops and programs.
5.	Plan for the coming months	Regular academic and non-academic activities to be conducted on online mode.

  
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