

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

**Notice**

13th September 2022

Members of the IQAC Cell are hereby informed that a meeting of IQAC has been organized on 17<sup>th</sup> September 2022 at 1:00 pm in the Board Room. All members are requested to attend.

**Agenda of the meeting:**

1. Confirmation and Review of Minutes of previous IQAC meeting held on 13th June 2022
2. Action taken report of last IQAC meeting held on 13<sup>th</sup> June 2022.
3. Review of the internal evaluation process.
4. Planning of Value added courses to be conducted.
5. Analysis of the Placement drive conducted.
6. Conduction of NSS Activities
7. Promotion of Research activities among Faculty Members.



**IQAC COORDINATOR**



**DIRECTOR**

**DIRECTOR  
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 17<sup>th</sup> September 2022**

The Director of the Institute, Anil Sharma welcomed members to the Meeting of IQAC. The meeting proceeded further with discussion on the following points:

**Agenda:1 Confirmation and Review of Minutes of previous IQAC meeting held on 13<sup>th</sup> June 2022**

**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 13<sup>th</sup> June 2022**

**Action Taken Report of IQAC Meeting held on 13<sup>th</sup> June 2022**

<b>Sr. No.</b>	<b>Resolution in the Meeting</b>	<b>Action Taken for Implementation &amp; Outcomes</b>
1	Conduction of Final Exams of Semester IV.	As per University Notifications, Theory as well Project Viva- Voce and Exit Seminar conducted in the College
2	Updating of committee Files.	Records of different committees updated in files maintained
3	Conduction of NSS Activities	Guest lectures on Self Branding, SIP — A Launchpad for Your Professional Success, “Employment Opportunities in Banking Sector, “Digital Marketing and Growth Hacking”.
4	Promotion of Research activities among Faculty Members	Research papers in UGC Care and Scopus Indexed Journals published by 5 Faculty Members
5	Application for Research Centre	First step i.e application at RTM Nagpur University for Research Supervisor done by 4 Faculty Members

**Agenda:3** Review of the internal evaluation process.

**Resolution:** The Exam Coordinator presented the internal exams undertaken as per the Academic Calendar. Director, Dr.Anil Sharma emphasized the importance of grievance redressal before the display of the result. Faculty Members put forth that based on the mid term exams, class test and assignment marks and grades, students were identified as slow and advanced learners. The Exam coordinator put forth the Time Table of the Remedial Classes and the evaluation process thereof.

**Agenda:4** Planning of Value added courses to be conducted.

**Resolution:** Further to the meeting of the Academic Coordination Committee the Time table of the Value Added and Subject enrichment were designed and put forth by the Academic Coordinator.

**Agenda:5** Analysis of the Placement drive conducted.

**Resolution:** Training and Placement Officer, Mr. Robin Ukey informed the house that the Placement Drive for Semester IV students was conducted on 12<sup>th</sup> July 2022 where 6 companies participated. Through different methods of selection 58 students were shortlisted for final placement.

**Agenda:6** Conduction of NSS Activities

**Resolution:** The NSS Coordinator presented the reports of the NSS Activities conducted till date and also the plan of NSS Activities for the next quarter.

**Agenda: 7** Promotion of Research activities among Faculty Members.

**Resolution:** Research being an important component of Faculty Development, IQAC Coordinator requested all faculty members to get their research papers published in Scopus and UGC Care Journals.

**Agenda:8** Conclusion with the permission of the chair.

**Resolution:**

The Meeting concluded with the permission of the Chairperson



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