

Green Heaven Institute of Management and Research, Nagpur

Notice
16th July 2019

All Members are hereby informed that there is a meeting of IQAC on 18th July 2019 at 12:00 noon in the Board Room.

Agenda:

1. Confirmation and Review of Minutes of previous IQAC meeting held on 7th June 2019.
2. Action taken report of last IQAC meeting held on 7th June 2019.
3. Review of the recommendations and suggestions put forth by the NAAC Peer Committee.
4. Identifying different sources of funds for college development.
5. Strengthening Industry linkages.
6. Registration of Alumni Association.
7. Recruitment of new Faculty Members
8. Academic Planning as per new syllabus
9. Conclusion with the permission of the chair.

All the concerned are requested to make it convenient to attend the meeting.



IQAC COORDINATOR



DIRECTOR
Green Heaven Institute of
Management & Research
Nagpur

CC:

1. All Committee Members
2. Admin. Office

Minutes of Meeting held on 18th July '19

The Meeting commenced with speech of the Chairman, Dr. Anil Sharma who welcomed and congratulated the members on securing B+ Grade by NAAC. He stressed that each member should read the Report submitted by NAAC Peer Team and work on the suggestions and recommendations put forth by the team.

The meeting proceeded further with discussion on the following points:

Agenda:1 Confirmation and Review of Minutes of fourth IQAC meeting held on 7th June 2019

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 fourth IQAC Meeting held on 7th June 2019

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	To constitute and decide activities of ED Cell .	ED Cell has been constituted and meeting held.
2.	To decide on Eco-friendly measures to reduce energy consumption in campus.	LED Bulbs being used
3.	To decide measures for campus security.	System Administrator instructed to check Camera footage regularly.
4.	To review green initiatives and waste management steps in campus.	E waste disposal system strengthened-being donated to Maitrey Parivar, an NGO
5.	About NIRF participation.	It was decided to participate in NIRF from Academic Year 2019-20

Agenda:3 Review of the recommendations and suggestions put forth by the NAAC Peer Committee.

Resolution:

The IQAC Coordinator read the report submitted by the NAAC Peer Committee during the College Visit on 27th and 28th June 2019. The recommendations and suggestions were put forth for discussion among the members of the Cell.

The chairperson emphasized that coordinators of various committees should look into the suggestions and work accordingly so as to strengthen academic and non-academic activities of the college. The following suggestions to be looked into:

1. Activate Student Council Cell.
2. Ensure effective participation of students in various academics and administrative bodies.
3. Increasing frequency of lectures on environmental issues.
4. Increase per day usage of library.
5. Encourage students to participate in indoor and outdoor sports/games.
6. More effort for placement of students to be taken
7. Promote ED Cell activity in coordination with state and Central Government Departments.
8. Organizing seminars/workshops/conferences/research activities.
9. Strengthen IQAC for continuous improvements in academic and administration.
10. FMs to publish Research Papers in UGC Approved journals.

Agenda: 4 Identifying different sources of fund for college development.

Resolution: The Chairperson, Dr. Anil Sharma instructed Faculty Members to look into different websites such as AICTE,UGC,RUSA to understand the process of funding under different heads.

Agenda: 5 Strengthening Industry linkages.

Resolution:

To make the curriculum more industry specific, the academic coordinator was instructed to strengthen industry linkages in terms of guest lectures, Industrial visits, live projects, SIP and final Placement. The T & P Officer was instructed by the Chairperson to strengthen Industry Consultation.

Agenda: 6 Registration of Alumni Association.

Resolution: Dr. Mubina Saiffee, coordinator, Alumni Association was instructed by the Chairperson to conduct a meeting of Alumni and get the Association registered.

Agenda:7 Academic Planning as per new syllabus

Resolution: Further to the Orientation Program on "Revised Structure of MBA Syllabus" held by RTMNU and Ambedkar Institute of Management Studies and Research on 4th July 2019, the Academic Coordinator, Dr. Rajani Kumar explained the new structure of the syllabus and the Teaching Pedagogy to be followed in the upcoming session. The Academic Calendar was put forth and dates for various academic activities discussed and few corrections made as per suggestions of the committee members.

Agenda 8: Recruitment of new Faculty Members

Resolution: Further to the suggestion of the Annual Teaching Plan Committee, the Director, Dr. Anil Sharma proposed the Management to recruit Faculty for Finance and Operation Management.

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 18th July 2019

Sr. No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1	Review of the recommendations and suggestions put forth by the NAAC Peer Committee.	Co-coordinators of various committees instructed by the chairperson to plan and conduct regular activities as recommended by the NAAC Peer Team.
2	Identifying different sources of funds for college development	RUSA, AICTE, UGC and ICSSR identified for seeking funds for college development
3	Strengthening Industry linkages	A MOU with MCED signed
4	Registration of Alumni Association	Coordinator working for registration of Alumni Committee
5	Academic Planning as per new syllabus	Lesson Plan for respective subjects submitted to the Academic Coordinator by Faculty Members
6	Recruitment of new Faculty Members	A new Faculty Member for Finance Subjects appointed


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Notice
5th June 2019

All Members are hereby informed that there is a meeting of IQAC on 7th June 2019 at 12:00 noon in the Board Room.

Agenda:

1. Confirmation and Review of Minutes of third IQAC meeting held on 10th April'19
2. Action taken report of third IQAC meeting held on 10th April'19
3. Review of NAAC work.
4. To constitute and decide activities of ED Cell.
5. To decide on Eco-friendly measures to reduce energy consumption in campus.
6. To decide measures for campus security.
7. To review green initiatives and waste management steps in campus.
8. Conclusion with the permission of the chair.

All the concerned are requested to make it convenient to attend the meeting.


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Minutes of Meeting held on 7th June '19

The Chairman Dr. Anil Sharma occupied the chair and welcomed the members for the Fourth IQAC Meeting. The following business was transacted in the meeting:-

Agenda:1 Confirmation and Review of Minutes of third IQAC meeting held on 10th April 2019

Resolution:

Thorough discussion was made, review is taken and Minutes of third IQAC meeting held on 10th April 2019 unanimously approved.

Agenda:2 Action taken report of third IQAC Meeting held on 10th April 2019

Sr.No.	Resolution in the Meeting	Action Taken for Implementation & Outcomes
1.	Restructuring faculty and staff appraisal mechanism.	Faculty and staff appraisal mechanism is restructured and implemented from Academic Year 2017-18.
2.	Planning of NSS/ Extension Activities for Academic Year 2018-19.	List of NSS activities is prepared and submitted to IQAC.
3.	To enroll FMs and students for MOOCs and Swayam Courses	2 FMs and 1 alumni enrolled for Swayam Courses.
4.	To use ICT facilities for Teaching and Learning.	More of ICT facilities to be used by teachers and teaching plan is modified from Academic Year 2019-20.
5.	To take membership of e-ShodhSinghu and Shodhganga	Membership of e-ShodhSinghu and Shodhganga is taken and report is submitted to IQAC.
6.	To provide remote access to e-resources of library.	Remote access to e-resources of library is provided.
7.	To increase bandwidth of internet connection.	Bandwidth of internet connection is increased from 10.Mbps to 30Mbps.
8.	To prepare Code of Conduct for all stakeholders	Code of Conduct for all stakeholders is prepared and uploaded on website.



Agenda:3 Review of NAAC work.

Resolution:

Review of NAAC qualitative and quantitative work is taken criteria wise .

Agenda:4 To constitute and decide activities of ED Cell.

Resolution:

Dr. PL Thakur proposed that constitution of ED Cell is needed to promote culture of entrepreneurship and self learning among the students. Thorough discussion was made and it was decided that ED Cell at institute level is to be constituted and his cell will be responsible for organizing events/ activities related to entrepreneurship among the students. TPO Mr.Robin Ukey has been given responsibility to constitute cell and decide activities under this cell.

Agenda:5 To decide on Eco-friendly measures to reduce energy consumption in campus.

Resolution:

Thorough discussion was made and it was decided that to reduce energy consumption in the campus incandescent light bulbs and fluorescent tube lights are to be replaced by cost effective, high efficient LEDs. As well as IQAC suggested to use renewable energy (Solar) for reducing power consumption up to some extent.

Agenda:6 To decide measures for campus security.

Resolution:

Thorough discussion was made and it was found that already CCTVs are available in campus. Mr.Deepak Chowhan was given responsibility of submitting report regarding location, condition and use of CCTV to committee. It was decided based on report authority is given to Director/IQAC Chairman to install additional CCTVs in campus if required.



Agenda:7 To review green initiatives and waste management steps in campus.

Resolution:

It was brought to the notice of all IQAC members that, green initiative like Tree Plantation is carried out annually in the campus. As well separate manpower is given for maintenance of these initiatives. Public transport as well as Institute has transport facility for student and staff throughout the year.

IQAC Chairman briefed about solid and liquid waste management strategies in the institute and highlighted need of e-waste management. Thorough discussion was made and it was decided to donate e waste to Maitrey Parivar.

Agenda:8 About NIRF participation.

Resolution:

It was brought to the notice of all IQAC members that NIRF participation is one of the Quality Assurance Initiative of IQAC and its ranking can attract more students for admission, recruiters for placements and government, non-government agencies for funding.

Thorough discussion was made and it was decided to participate in NIRF for Academic Year 2019-20

Agenda:9 IConclusion with the permission of the chair.

Resolution:

As there were no issues to discuss meeting was concluded with vote of thanks to all present.




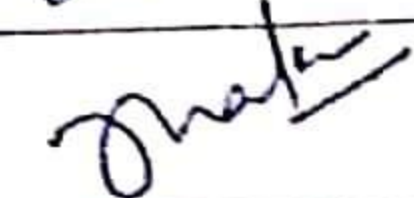
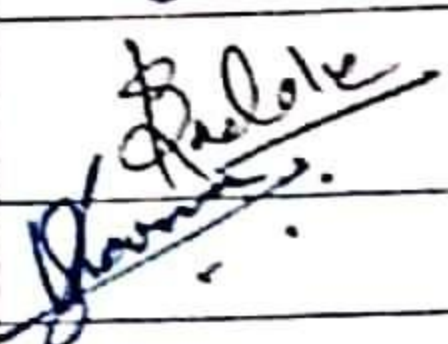
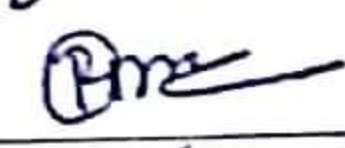

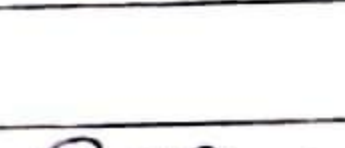




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Attendance Sheet

Sr.No.	Name	Designation	Sign
1	Dr. Anil Sharma	Director	
2	Dr. Rajani Kumar	Asst. Professor	
3	Dr. Mubina Saifee	Asst. Professor	
4	Dr. P.L Thakur	Asst. Professor	
5	Dr. Swati Padole	Asst. Professor	
6	Mr. Umesh Sharma	President, JBJS	
7	Mr. Roshan Dambhare	Admin Office Incharge	
8	Ms. Shubhangi Bhingare	Office Assistant	
9	Mr. Sanjay Chimalwar	Ex- Registrar, RTMNU	
10	Ms. Prachi Bais	Student, Sem IV	
11	Mr. Rohit Kothekar	Alumini	
12	Dr. M.K Sharma	CEO & Whole time Director, Bajaj Steel Ltd.	
13	Mr. Anwar Dawood	CEO, Zim Laboratories	
14.	Dr. Kailash Kade		


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Action Taken Report of fourth IQAC Meeting held on 7th June 2019

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4.	To review green initiatives and waste management steps in campus.	E waste disposal system strengthened-being donated to Maitrey Parivar, an NGO
5.	About NIRF participation.	It was decided to participate in NIRF from Academic Year 2019-20


7/6/19
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