



# ATHARVA INSTITUTE OF MANAGEMENT STUDIES

( Approved by AICTE, DTE & Affiliated to University of Mumbai )

( NAAC Accredited )

2<sup>nd</sup> June 2021

## Internal Quality Assurance Cell

### Minutes of the Meeting

The second, third and fourth meeting of IQAC of the Academic Year 2020-2021 were conducted on 2<sup>nd</sup> June 2021, Wednesday.

<i>Present</i>	<i>Absent</i>
Dr R.G. Ratnawat Dr Shubhi Lall Agarwal Dr Poonam Patel CA Bincy Baby Mr. Sandeep Rasal Mr. Pinanshu Champaneri Mr. Shivang Sharma Ms. Sneha Kamalpuria	Ms. Shefali Parab Mr. Prakash Bhatkar Prof. Sharon D'souza

**Agenda:** To finalize the IQAC calendar and IQAC planner for the academic year 2021-2022.

#### **Discussion:**

- Dr Shubhi Lall Agarwal, Director, IQAC, AIMS introduced NAAC to the team members of IQAC committee and added that IQAC looks for process-oriented and student-centric tasks.
- Dr Ratnawat, Director, AIMS discussed about quality of the processes. He said that anything and everything happening in campus is a part of agenda of IQAC, for example; quality of student services, library services, canteen service and research outcomes comes under the ambit of IQAC.
- Jointly, techniques were discussed to teach good resource for market survey, how to design a market survey? How to involve in a questionnaire? Live market survey, How to involve students in intercollegiate events?
- Dr Poonam Patel, Member, IQAC volunteered to manage the Annual Alumni Feedback as she is also hosting Alumni Meets. Likewise Dr Sandeep Rasal, Member, IQAC volunteered to manage the Annual Employer's feedback.

- CA Bincy Baby, Co-Coordinator, IQAC suggested that the first cycle of feedback should start after 25% completion of syllabus and that will be termed 'feed forward'. Second cycle of feedback will be taken after 75% of completion of the syllabus.
- Pinanshu champaneri, Industry Representative and Alumnus AIMS suggested that there should be lot of inter college or within departments debate competition that will boost the confidence and will really help to choose the smartest students.
- Dr Ratnawat suggested 'Petcha Kutch' technology, a Japanese technique to be mastered for students which share the story through pictures. Here a student has to take 20 seconds per slide to narrate a story and 20 slides in all are there. This will increase their communication skills and boost confidence and remove stage fright.
- Student Representatives, Sneha Kamalpuria and Shivang Sharma requested for intercollegiate competitions to bring confidence and exposure amongst students.

### *Pictures of the meeting:*



My Drive - Google Drive X My Drive - Google Drive X IQAC PLANNER & ACTI X Inbox (767) - shubhi.lal X Inbox (3,378) - shubhil X Meet - ycb-iguf-kty X

https://meet.google.com/ycb-iguf-kty?pli=1&authuser=4

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Poonam Patel Sneha Kamalpuria Shivang Sharma Sandeep Rasal

r ratnawat pinanshu champaneri Bincy Baby You

23:51 | ycb-iguf-kty

Activate Windows Go to Settings

11:51 PM 01/06/2021

My Drive - Google Drive X My Drive - Google Drive X IQAC PLANNER & ACTI X Inbox (767) - shubhi.lal X Inbox (3,378) - shubhil X Meet - ycb-iguf-kty X

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In-call messages

Messages can only be seen by people in the call and are deleted when the call ends.

pinanshu champaneri 23:31  
There should be lot of inter college or within departments debate competition that will boost the confidence and will really help to choose the smartest students.

Send a message to everyone

23:35 | ycb-iguf-kty

Activate Windows Go to Settings

11:35 PM 01/06/2021

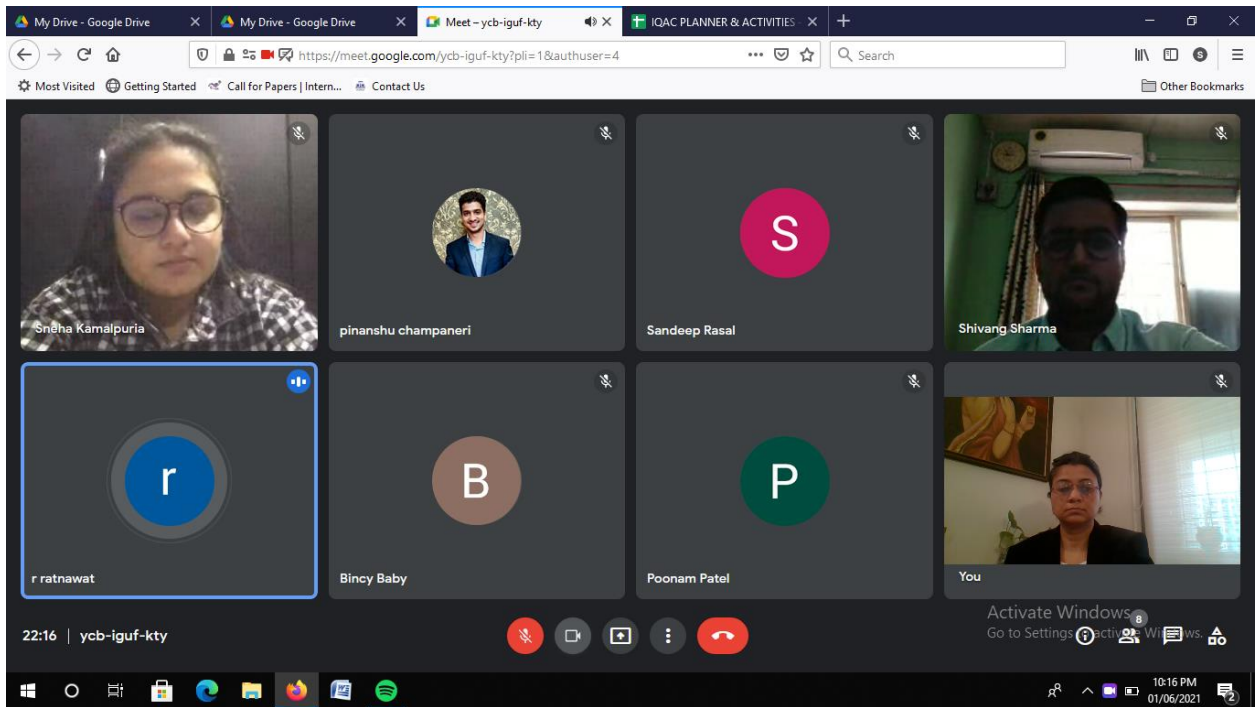
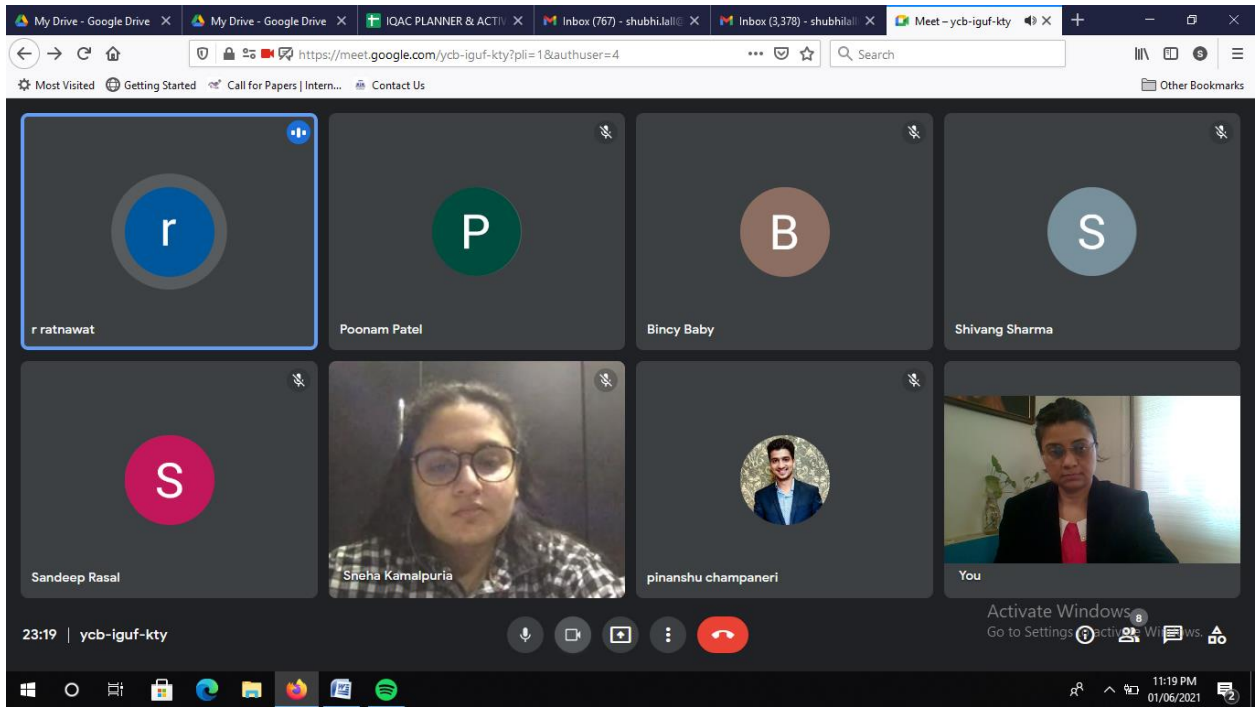
A 2x4 grid of video thumbnails in a Google Meet session. The thumbnails are as follows:

- Top-left: A blue circle with a white lowercase 'r' on a dark background. Below it, the text 'r ratnawat' is visible.
- Top-middle-left: A green circle with a white uppercase 'P' on a dark background. Below it, the text 'Poonam Patel' is visible.
- Top-middle-right: A brown circle with a white uppercase 'B' on a dark background. Below it, the text 'Bincy Baby' is visible.
- Top-right: A live video feed of a man with glasses and a beard, wearing a light green shirt. Below it, the text 'Shivang Sharma' is visible.
- Bottom-left: A pink circle with a white uppercase 'S' on a dark background. Below it, the text 'Sandeep Rasal' is visible.
- Bottom-middle-left: A live video feed of a woman with glasses and a checkered shirt. Below it, the text 'Sneha Kamalpuria' is visible.
- Bottom-middle-right: A circular profile picture of a man in a blue suit. Below it, the text 'pinanshu champaneri' is visible.
- Bottom-right: A live video feed of a woman with glasses wearing a dark blazer and a pink top. Below it, the text 'You' is visible.

A 2x4 grid of video thumbnails in a Google Meet session, identical to the one above. The thumbnails are as follows:

- Top-left: A blue circle with a white lowercase 'r' on a dark background. Below it, the text 'r ratnawat' is visible.
- Top-middle-left: A live video feed of a woman with long dark hair. Below it, the text 'Poonam Patel' is visible.
- Top-middle-right: A brown circle with a white uppercase 'B' on a dark background. Below it, the text 'Bincy Baby' is visible.
- Top-right: A live video feed of a man with glasses and a beard, wearing a light green shirt. Below it, the text 'Shivang Sharma' is visible.
- Bottom-left: A pink circle with a white uppercase 'S' on a dark background. Below it, the text 'Sandeep Rasal' is visible.
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- Bottom-right: A live video feed of a woman with glasses wearing a dark blazer and a pink top. Below it, the text 'You' is visible.





*Next meeting is scheduled in the second week of June 2021 with Agenda:*

1. Approval of feedback forms.
2. Understand and discuss the shortcoming/lacunae of AQAR 2019-2020 and AQAR 2020-2021 and initiate processes in the Academic year 2021-2022.
3. Discuss Incubation Center of AIMS.

**Recorded by:** Dr Shubhi Lall Agarwal

**Submitted to:** Dr R.G. Ratnawat

**CC mailed to: IQAC Team Members**

Dr Poonam Patel  
CA Bincy Baby  
Mr. Sandeep Rasal  
Ms. Shefali Parab  
Mr. Prakash Bhatkar  
Prof. Sharon D'souza  
Mr. Pinanshu Champaneri  
Mr. Shivang Sharma  
Ms. Sneha Kamalpuria