



# ATHARVA INSTITUTE OF MANAGEMENT STUDIES

(Approved by AICTE, DTU & Affiliated to University of Mumbai)  
(NAAC Accredited)

Minutes of the IQAC meeting with Committee Members held on 27<sup>th</sup> October 2025 at 3:00 PM in the IQAC, 4<sup>th</sup> floor of the Institute:

<u>Members Present:</u> 1) Dr. Henry D. Babu 2) Dr. Swati Agarwal 3) Dr. Vaibhav Patil 4) Dr. Reena Poojara 5) Dr. Monika Shrimali	6) Ms. Shefali Parab 7) Mr. Amit Penta
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**Member(s) Absent :** Dr. P.N.Nemade, , Mr. Mayur Joshi , ,Ms Priyal Vishwakarma( In Lecture),  
The meeting started at 3:00 PM and Dr. Swati Agrawal opened the agenda of the meeting, for the discussions as below:

The agenda items were:

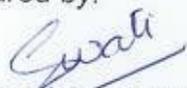
**Agenda 1: Syllabus completion for Semester III:** The Director asked each faculty member to share the status of their Semester III syllabus completion. The Director suggested that all faculty members conduct recap sessions for Semester III students after syllabus completion to aid in revision.

**Agenda 2: Attendance Rules & Regulations:** The Director clarified the criteria for eligibility to appear in the Mid Term Examination. Students with pending fees who were previously not allowed to attend lectures must have at least 50% attendance, while others must meet the 75% attendance requirement. Medical cases will be considered at the mentor's discretion.

**Agenda 3: Research Conference:** Director asked all the faculties to brainstorm and come out with some unique theme for upcoming research conference.

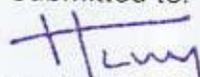
Next IQAC meeting is scheduled in January 2026.

*Prepared by:*

  
Dr. Swati Agrawal

Coordinator, IQAC, AIMS

*Submitted to:*

  
Dr. Henry D. Babu

Chairman, IQAC, AIMS