



1 August 2019

IQAC

Minutes of the Meeting

The first meeting of IQAC of the Academic Year 2019-2020 was conducted on 1 August 2019, Thursday.

Members Present:

Dr. Sujata Pandey
Dr. Shubhi Lall Agarwal
Ms. Priti Nirbhawane
Prof. Priti Kaushik
Ms. Shefali Parab

Points Discussed:

1. A Training programme on 'Internal Quality Audit' has to be conducted by Prof. Tapas Mitra to train the faculty members about Internal Quality Audit System.
2. Unanimously it was found that there is a serious need of training on technical topics like MS-Excel, General Aptitude, Communication and Soft Skills, Data Analytics or 'Digital Marketing' for the student of PGDM and MMS.
3. More number of students will be involved in the Annual Conference in the Core Committee so that the students can understand, get exposure, connect with the Industry Experts, take responsibility and the process is students driven, student oriented and more number of students are benefitted.
4. It was stated by Dr. Sujata Pandey that the students were finding problem in cracking the aptitude test.
5. Dr. Sujata Pandey suggested some sessions by Alumni under the leadership of Prof. Harsh Modi and Dr. Neeta Bhatt. Likewise Dr. Sujata Pandey nominated Dr. Shubhi Lall Agarwal's name for Advanced Excel Session.



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6. Being an Alumnus, Ms. Shefali Parab was asked to coordinate with Prof. Harsh Modi to plan some sessions with Alumnus.
7. Dr. Shubhi Lall Agarwal suggested an activity 'Research Paper Writing' and Article Writing for the MMS and PGDM students so that they could think critically and develops their research abilities; learn statistical tools and MS-Excel all together.
8. Commonly it was decided to conduct workshops/lectures on Personality Development and Communication and Soft Skills.
9. Prof. Abhay Desai, Dr Neeta Bhatt and Prof. Preeti Kaushik were nominated to conduct Internal Quality Audits.
10. Dr Sujata Pandey gave a task to IQAC to plan a FDP for faculty members of AIMS.
11. The next meeting is planned in the last week of December after completion of the tasks discussed in the meeting.

Prepared by:

Dr Shubhi Lall Agarwal
Coordinator,IQAC

Submitted to:

Dr Sujata Pandey
Director,AIMS