



ATHARVA INSTITUTE OF MANAGEMENT STUDIES

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

Minutes of the IQAC meeting with Committee Members held on 16th July 2024 at 3:00 PM in the Director's Cabin of the Institute:

Members Present:	
1) Dr. Henry D. Babu	7) Ms. Shefali Parab
2) Dr. Shubhi Lall Agarwal	8) Mr. Amit Penta
3) Dr. Vaibhav Patil	9) Mr. Ramesh Shinde
4) Dr. Reena Poojara	
5) Dr. Monika Shrimali	
6) Dr. Swati Agrawal	

Member(s) Absent: Dr. P.N. Nemade, Mr. Prathmesh Thakur, Mr. Mayur Joshi, Ms Suhasi Jain
(In lecture),

The meeting started at 3:00 PM and Dr. Shubhi Lall Agarwal opened the agenda of the meeting, for the discussions as below:

The agenda items were:

AGENDA 1: NAAC Updates and Status of preparation:

Discussion on the possible dates for the NAAC Committee visit and NAAC payment was done. Review of the status of preparation for various NAAC Criteria. The Director emphasized that all faculty members should be well-versed with the Institute's Vision, Mission, POs (Program Outcomes), PEOs (Program Educational Objectives), and COs (Course Outcomes). Faculty members should be prepared with their Personal file.

AGENDA 2: Status of Session Plans for Third Semester:

Faculty were reminded to get their session plans approved before the first class. Faculty were instructed to start preparing their course files.

Agenda 3. Mentoring – (A, B and C) Category:

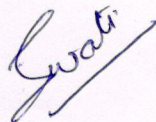
Director D. Henry instructed faculties to categorize MMS students into A, B, and C categories for effective mentoring and to develop a mentoring format and define parameters for uniform student evaluation and he also told to ensure all data remains confidential.

Agenda 4: Any other point to the permission of the Chair:

20 MMS students are yet to be placed due to insufficient domain knowledge for which faculty should take regular student feedback. It was also discussed one day a week will be dedicated to activities like live projects, domain tasks, SIP company follow-ups, or aptitude practice to improve employability. Dr. D Henry emphasized on reducing unproductive activities and Enhancing skills, including communication, domain knowledge; and aptitude. He also discussed about plans to increase the number of guest lectures in the upcoming semester.

Prepared by:

Dr. Swati Agrawal



Verified By:

Dr. Shubhi Lall Agarwal

Coordinator, IQAC, AIMS



Submitted to:

Dr. Henry D. Babu

Chairman, IQAC, AIMS

