

Minutes of the Meeting
IQAC – MET IOM

Date: 01/08/2022
Time: 10.45 am
Venue: IOM Conference room

A meeting of all the members of Internal Quality Assurance Cell with the teaching faculty and administrative staff of METIOM was held on 01/08/2022, in the presence of all appointed Management Representatives and external members.

Agenda:

1. To confirm the minutes of meeting of IQAC held on 19/04/2022.
2. To present the Action taken report to the members
3. To discuss the results and suggestion from AAA audit.
4. To plan for extension activities for students.
5. To plan the Events and academics for the MBA I Sem I students and placement grooming (Dhyeya) for MBA II students.
6. To plan other extra curricular activities for the upcoming semester.
7. To plan & review the quality development initiatives as per metrics for below parameters.
 - For Students
 - For Faculties
 - For administration
 - For Research Centre
8. To discuss the grievances of students if any
9. To discuss the progress of Research center, research publication, IPR, etc. by the faculties.
10. To take a review of regulatory compliances from admin.
11. To discuss on additional infrastructure requirement .
12. Any other Matter

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Following points were discussed and decisions were taken:

1. Meeting begun with Dr. Namrata Deshmukh's welcome address, she thanked all the members to join for the IQAC meeting.
2. Minutes of the previous meeting were read by Dr. Namrata Deshmukh and were approved by the committee members. Along with that Dr. Namrata Deshmukh also presented the Action Taken report on the decisions taken in the previous meeting. Approx. 90% of the events planned were executed and remaining were rescheduled to be done in next semester.
3. The progress of Ph.D Research centre was briefed by Dr. Yogesh Gaikwad Sir.
4. IQAC Committee discussed the AAA audit results and ensured the compliance of suggested parameters for improvements.
5. Subject allocation was done for SEM-I and III by Academic Head Dr. Atul Thombre and also took consent from the faculties on the same. He also discussed the tentative academic plan.
6. Dr. Shefali Bhujbal ma'am have suggested to conduct a Management Book Review session in the regular Time Table.
7. The progress of quality initiatives based on 4 major parameters were tracked using metrics and suggestions were given for improvements and compliance for the large initiatives.

1. Metrics for Activities:

Sr. No.	Type of Activity	Name of Activity	Objective	Class	Status
1	Academic	SIP Orientation	To enhance the quality of Research projects	MBA II	To be conducted on 26 th August, 2022
2	Academic	Aarambh The Induction Program	To acquaint them with industry expectations and institute culture while inculcating the values and professional ethics	MBA I	Will be scheduled as per DTE's Commencement Date for AY 22-23
3	Academic	Bridge Course - EQUALISER	To bring students from various educational background at par before getting exposed to Management education.	MBA I	Will be scheduled as per DTE's Commencement Date for AY 22-23
4	Academic	Union Budget	To improve analytical skills &	MBA I &	Planned on 1 st Feb, 2023 on the

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		Analysis & Discussion	create awareness about Union Budget and its impact on common man.	MBA II	day of DTE's announcement
5	Non-Academic	Task Force	To develop the spirit of Entrepreneurship amongst the student and boost their thinking process through Idea generation.	MBA I	Will be scheduled as per DTE's Commencement Date for AY 22-23
6	Non-Academic	Out Bound	To develop Team building skills among the students To explore their creativity and think out of box through different management games.	MBA II	Will be scheduled as per DTE's Commencement Date for AY 22-23
7	Non-Academic	Counseling - 16PF Test	To identify the personality traits of the students and counsel them accordingly.	MBA I	Will be scheduled as per DTE's Commencement Date for AY 22-23

2. Metrics for Result Analysis: AY 2021-22

Sr. No.	Name of Exam	Students appeared	Students Passed	Students Failed	% Students Passed
1	MBA II Sem 4 (20-22)	Results Awaited	NA	NA	NA
2	MBA I Sem 2 (21-23)	Results Awaited	NA	NA	NA

3. Metrics for Placement Grooming:

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Sr. No.	Type of Grooming	Conducting Authority (In house / Industry Expert)	Objective	Class	Status
1	Dhyeya		To help students get placed with high packages and in organizations with high reputation	MBA II	Planned in the month of September from 5 th to 9 th 2022
2	Aptitude Test	Hitbullseye			On going
3	Technical know how	Mr. Vijay Raghavan			

4. Metrics for Final Placement : (AY 2021-22)

Sr. No.	No. of Companies visited	No. of Students Selected
1	>23	104

A. For Faculties: (AY 2021-22)

The progress of Faculties should be evaluated based on following metrics:

Sr. No.	No. of Faculties	Avg. Feedback of Faculty	No. of Research Publications	No. of FDPs/ Seminar/ conferences/ Workshops attended	No. of Ph.D Awarded
1	19	4.4 out of 5	18 Research papers are published, 3 IPR Published and 5 Books Authored	4 FDPs, 1 Training Program and 1 Seminar in house	

B. For Administration:

The administrative work of the institute should be evaluated using following metrics:

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1. Metrics for Admission status: (2021-22)

Sr. No.	Class	Sanctioned intake	No. of students admitted
1	MBA I	180	In Progress
2	MBA II	120	132

2. Status of Compliances & Disclosures: (For 2021-22)

Sr. No.	Compliances & Disclosures	Status (Yes/No)	Remark
1	AICTE	Yes	
2	DTE	Yes	
3	FRA	Yes	
4	AISHE	Yes	
5	NIRF	Yes	
6	IQAC MOM & ATR	Yes	
7	NAAC AQAR	No	In Progress
8	Academic Calendar	Yes	
9	Student Satisfaction Survey Reports	Yes	
10	AAA Audit	No	In progress
11	Audit Report	Yes	
12	Energy/Green Audit	No	Certification availed for Green & sustainable campus
13	Electrical safety Audit	Yes	
14	Fire Safety Audit	Yes	

C. For Research Centre: Record of 2021-22

The progress of Research center is evaluated in terms of the following points:

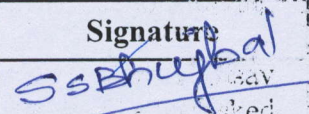
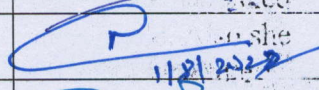
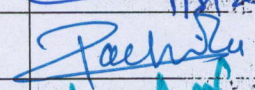
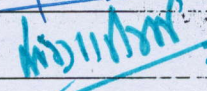
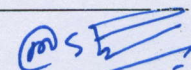
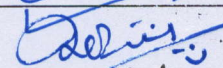
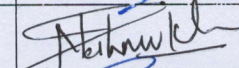
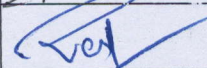
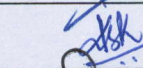
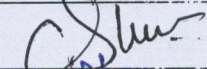

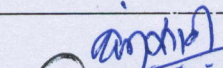
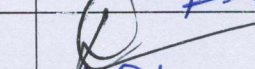
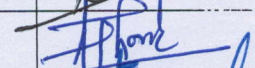
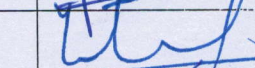
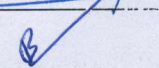
- **Admissions:** There are 21 Admissions for PhD in the period of 2021-22
 - **Course works:** Not conducted.
 - **Progress reports:** 2 six monthly progress report presentations were conducted, March, 2021 and 24 July, 2021.
 - **Awardees:** 13
8. Allocation of responsibilities & various committees were formed for the Launchpad program - Aarambh for 2022-24 Batch.
 9. IQAC committee has requested Prof. Vasudeo Sawant to be ready with 16 PF test for MBA 1st year students.
 10. The committee also took the review of administrative, Infrastructure and financials of the institute.

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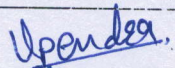

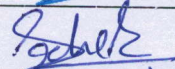
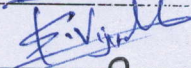
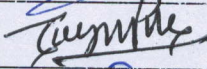

11. The student representative have reported certain issues regarding extra curriculum activities such as Industrial visits and Fresher's party and cultural events that was conducted for Batch 2020-22. The Chairman IQAC have addressed the issues mentioning the impact of covid and planning the same for the next Batch considering Government norms.
12. Our Management Representative have also announced the conduction of MET Utsav 2023 with the same zeal & enthusiasm as it was prior to covid pandemic. She has asked for managing the entire MET Ratna Event by MBA students on Grand Finale. Also has emphasized students and staff to have maximum participation from Institute Management.
13. Meeting ended with Vote of Thanks by IQAC Coordinator Dr. Namrata Deshmukh.
14. Next meeting was decided to be conducted in the month of Feb, 2023.

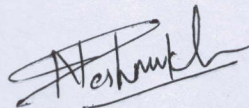
List of Attendees:

<u>Attendees IQAC:</u>	Name	Signature
Management Representative :	Dr. Mrs. Shefali Bhujbal	
Chairperson:	Dr. Nilesh Berad	
Administrative officer:	Mrs. Rachita Baid	
Society Representative :	Mr. Sanjay Patil	
Alumni :	Mr. Aashish Talikot	
Industry Representative :	Mr. Mahesh Gunjal	
Industry Representative :	Mr. Sachin Birari	
IQAC Coordinator (in charge):	Dr. Namrata Deshmukh	
IQAC Members :	Dr. Pooja Varma	
IQAC Members:	Dr. Kalyani Kapate	
IQAC Members :	Dr. Mital Bhayani	
Student representative :	Ms. Maitri Mavani	
<u>Attendees Staff:</u>	Prof. V. M. Sawant	
	Mr. Deepak Vartak	
	Dr. Atul Thombre	
	Dr. Yogesh Gaikwad	
	Dr. Brototi Mistri	

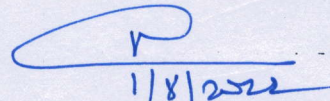
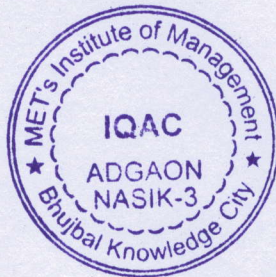
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	Dr. Nilesh Chhallare	
	Dr. Hema Gwalani	
	Dr. Ajay Shukla	
	Dr. Prasad Joshi	
	Dr. Jyoti Singh	
	Mr. Manav Agarwal	
	Mr. Santosh Gaikwad	
	Mr. Yogesh Jadhav	
	Mr. Upendra Gawali	
	Mr. Akash Barve	
	Ms. Swarupa Khedkar	
	Mr. Vijayaraghavan S.	
	Mr. Madan Jagzap	
	Mr. Ajay Ukande	



Dr. Namrata Deshmukh
IQAC Co-ordinator



Dr. Nilesh R. Berad
IQAC Chairman

IQAC Co-ordinator
MET's Institute of Management,
Bhujbal Knowledge City, Adgaon, Nasik-3

Director
MET's Institute of Management,
Bhujbal Knowledge City, Adgaon, Nasik-3