

# MET'S INSTITUTE OF MANAGEMENT

(Approved by AICTE, DTE, SPPU & Govt. of Maharashtra)

## Minutes of the Meeting

### IQAC – MET IOM

Date: 19/04/2022

Time: 11.00 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 19/04/2022, in the presence of all appointed Management Representatives and external members.

#### Agenda:

1. To confirm the minutes of meeting of IQAC held on 05/10/2021.
2. To present the Action taken report to the members
3. To plan for extension activities for students.
4. To plan the Events, academics, placement grooming sessions, Industry visits, etc. for the MBA I Sem II students and MBA II Sem IV students.
5. To plan other extra curricular activities for the upcoming semester.
6. To plan & review the quality development initiatives as per metrics for below parameters.
  - For Students
  - For Faculties
  - For administration
  - For Research Centre
7. To discuss the grievances of students if any
8. To discuss the progress of Research center, research publication, IPR, etc. by the faculties.
9. To take a review of regulatory compliances from admin.
10. To discuss on additional infrastructure requirement and classroom allocation as per specialization with the current infrastructure available for increased intake.
11. Any other Matter

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Following points were discussed and decisions were taken:

1. Mrs. Namrata Deshmukh welcomed and thanked all the members to join for the IQAC meeting.
2. Minutes of the previous meeting were read by Mrs. Namrata Deshmukh and were approved by the committee members. Along with that Mrs. Namrata Deshmukh also presented the Action Taken report the Committee based on the decisions taken in the previous meeting. Majority of the events planned were executed and remaining were rescheduled to be done in next semester.
3. Dr. Yogesh Gaikwad Sir has briefed on the progress of Ph.D Research centre and congratulated the in house Ph.D awardees.
4. IQAC Committee emphasized on the preparation of AQAR & AAA audit.
5. IQAC committee have suggested initiatives for improvement in the quality of teaching learning process. It was discussed that efforts to be made by all the faculties to address weak learners and motivate the advance learners in their respective courses. It is also decided that faculties should conduct the last session of their subject on linkage and application of the subject in industry.
6. Dr. Atul Thombre has informed all the faculties on subject allocation and taken their consent on the same. He also discussed the tentative academic plan.
7. Director Sir have emphasized on incorporating the experiential learning. Moreover, he has instructed the Academic head to ensure the communication of Program objective & outcomes during next year. He also told all the faculties to ensure the communication of course objective and outcomes before commencing the syllabus and deliver the sessions such that outcomes are addressed through contents.
8. The progress of quality initiatives based on 4 major parameters were tracked using the metrics and suggestions were given for improvements and compliance for the lagging 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	Conducted on 19 <sup>th</sup> October, 2021
2	Academic	Induction Program	To acquaint them with industry expectations and institute culture while inculcating the values and professional ethics	MBA I	Conducted on 20 <sup>th</sup> Dec ,2021

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3	Academic	Bridge Course - EQUALISER	To bring students from various educational background at par before getting exposed to Management education.	MBA I	Conducted on 27 <sup>th</sup> Dec, 2021
4	Academic	Collaborative activity	To enhance experiential & participative learning in students.	MBA I	Planned in the month of June, 2022 for subjects HRM, Communication Lab & Contemporary Framework for Management.
5	Non-Academic	Task Force	To develop the spirit of Entrepreneurship amongst the student and boost their thinking process through Idea generation.	MBA I	Conducted on 7 <sup>th</sup> Jan, 2022
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 I  MBA II	For MBA I, Postponed due to University exams got preponed  Conducted on 24 <sup>th</sup> & 25 <sup>th</sup> Nov, 2021 for MBA II
7	Non-Academic	Counseling - 16PF Test	To identify the personality traits of the students and counsel them accordingly.	MBA I	Rescheduled on 26 <sup>th</sup> April, 2022 for Batch I & Batch II in the month of May.
8	Non-Academic	Master Mind	Concept of mind, its working and utilising its potential for self-development.	MBA I	Planned on 5 <sup>th</sup> June, 2022

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9.	Non-Academic	Industry Visit	To give industry exposure to the students.	MBA I	Planned in the month of July, 2022
10	Non-Academic	MET Cricket	To provide students a platform to focus on their physical fitness along with Team work & co-ordination.	MBA I & MBA II	Planned in the month of June, 2022

## 2. Metrics for Result Analysis: ( Delayed Exams due to pandemic)

Sr. No.	Name of Exam	Students appeared	Students Passed	Students Failed	% Students Passed
1	MBA II Sem 3	NA	NA	NA	NA
2	MBA I Sem 1	NA	NA	NA	NA

\*NA – Not Available as exam is yet to be conducted

## 3. Metrics for Placement Grooming:

Sr. No.	Type of Grooming	Conducting Authority (In house / Industry Expert)	Objective	Class	Status
1	Resume writing	Mr. Vijay Raghavan	To help students get placed with high packages and in organizations with high repute	MBA II	Planned
2	Mock Interviews	Hitbullseye & SPRUCE			On going
3	Aptitude Test	Hitbullseye & SPRUCE			On going
4	Technical know how	Mr. Vijay Raghavan & Internal Faculties			On going

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

Sr. No.	No. of Companies visited	No. of Students Selected
1	15 (as on April 17,2022)	47

### A. For Faculties: (AY 2021-22)

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

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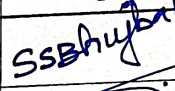
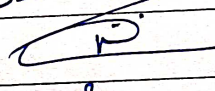
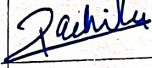

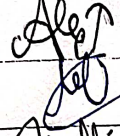
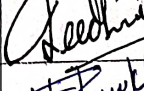

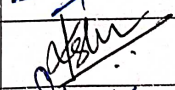
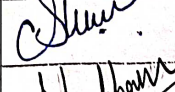
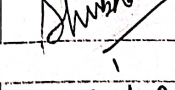
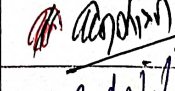
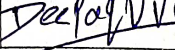
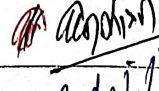
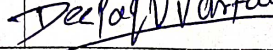
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## C. For Research Centre:

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

- **Admissions:** There are 12 New Admissions for PhD so far in the period of 2021-22
  - **Course works:** Nil.
  - **Progress reports:** 1 six monthly progress report presentation was conducted with 46 participants on 6<sup>th</sup> March, 2022.
  - **Awardees:** 12
9. IQAC committee has requested Prof. Vasudeo Sawant to be ready with 16 PF test and specialization Inventory test related counseling schedule.
  10. The committee also took the review of administrative, Infrastructure and financials of the institute.
  11. There was no grievance reported from the students.
  12. Meeting ended with Vote of Thanks by IQAC Coordinator Mrs. Namrata Deshmukh.
  13. Next meeting was decided to be conducted in the month of July 2022.

<u>Attendees IQAC:</u>	Name	Signature
Management Representative :	Dr. Mrs. Shefali Bhujbal	
Chairperson:	Dr. Nilesh Berad	
Office Superintendent:	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):	Mrs. Namrata Deshmukh	
IQAC Members :	Mrs. Pooja Varma	
IQAC Members:	Mrs. Kalyani Kapate	
IQAC Members :	Dr. Mital Bhayani	
Student representative :	Ms. Shubham Oza	
<u>Attendees Staff:</u>	Prof. V. M. Sawant	
	Mr. Deepak Vartak	


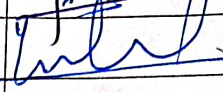



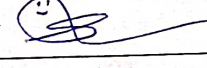
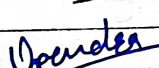

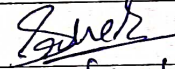
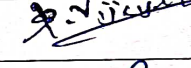
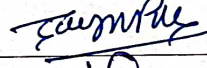

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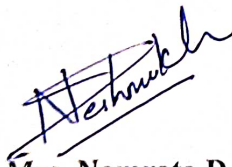
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	Dr. Atul Thombre	
	Dr. Yogesh Gaikwad	
	Dr. Prasad Joshi	—
	Mrs. Brototi Mistri	
	Mr. Nilesh Chhallare	
	Dr. Hema Gwalani	—
	Dr. Ajay Shukla	—
	Mr. Manav Agarwal	
	Mr. Santosh Gaikwad	
	Mr. Yogesh Jadhav	—
	Mr. Upendra Gawali	
	Mr. Akash Barve	
	Ms. Swarupa Khedkar	
	Mr. Vijaya Raghavan. S.	
	Mr. Madan Jagzap	
	Mr. Ajay Ukande	



Mrs. Namrata Deshmukh  
IQAC Co-ordinator ( In charge)  
**IQAC Co-ordinator**  
MET's Institute of Management,  
Bhujbal Knowledge City, Adgaon, Nasik-3



Dr. Nilesh R. Berad  
IQAC Chairman  
**Director**  
MET's Institute of Management  
Bhujbal Knowledge City Adgaon, Nasik-4

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