

Minutes of the Meeting

IQAC - METIOM

Date: 16/06/2020

Time: 09:00 PM

Venue: Zoom Meeting



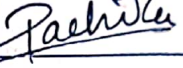
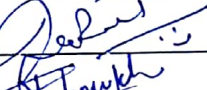
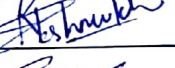


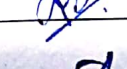
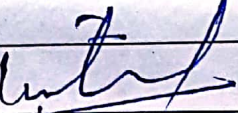
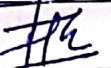
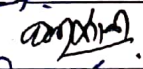
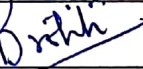

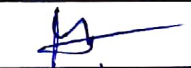


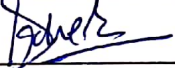
A meeting of all the members of Internal Quality Assurance Cell with the teaching faculty and administrative staff of MET IOM was held on 16/06/2020, in the presence of all appointed Management Representatives and external members.

Agenda:

1. To confirm the minutes of meeting of IQAC held on 28/12/2019
2. To present the Action taken report to the members
3. To take the review of status of AAA for AY 2019-20
4. To plan the Events for the academic year 2020-21 First half.
5. National Conference and academic activities of the upcoming semester.
6. To discuss the quality development initiatives.
 - For Students
 - For Faculties
 - For administration
 - For Research Centre
7. To plan for measures to deal with COVID 19 pandemic.
8. To discuss the grievances of students if any.
9. To discuss the progress of Research center.
10. Any other Matter

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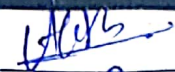


(Approved by AICTE, DTE, SPPU & Govt. of Maharashtra)

Sr. No.	Attendees	Name	Signature
1	Management Representative :	Dr. Shefali Bhujbal	
2	Chairperson:	Dr. Nilesh Berad	
3	Administrative officer:	Ms. Rachita Baid	
4	Society Representative :	Mr Sanjay Patil	
5	Alumni :	Mr. Aashish Talikot	
6	Industry Representative :	Mr. Mahesh Gunj	
7	Industry Representative :	Mr. Sachin Birari	
8	IQAC Coordinator: (In charge)	Mrs. Namrata Desai	
9	IQAC Members :	Dr. Prasad Joshi	
10	IQAC Members :	Mrs. Pooja Varma	
11	IQAC Members :	Mrs. Kalyani K...	
12	Student representative :	Ms. Shubham Gza	
13	Member	Dr. Yogesh Gaikwad	
14	Member	Dr. Atul Thombre	
15	Member	Prof. V. M. Savar	
16	Member	Ms. Brototi Mistri	
17	Member	Mr. Santosh Gaikwad	
18	Member	Mr. Yogesh Jadhar	
19	Member	Mr. Manav Agarwal	
20	Member	Mr. Upendra Gawli	
21	Member	Mr. Nilesh Chhallare	
22	Member	Mr. Deepak Vartak	
23	Member	Mr. Prashant Shringi	
24	Member	Mrs. Swarupa Khedkar	

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25	Member	Mr. Akash Barve	
26	Member	Mr. Madan Jagzap	
27	Member	Mr. Ajay Ukande	

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.
3. IQAC Committee suggested to work on delayed AQAR caused due to pandemic for previous year and AQAR 2020-21 and conduction of AAA audit for AY 2019-20. It was instructed to concerned staff to make compliance of the same.
4. Dr. Yogesh Gaikwad Sir has briefed on the planning for Ph.D course work III & National Conference.
5. Dr. Atul Thombre and Prof. Pooja Varma have proposed the tentative plan for Academics and Exam section.
6. Subject Allocation was done and faculties were encouraged to participate in more webinars & FDPs related to use of ICT tools. It was suggested to faculties to implement the same for teaching & CIAs.
7. As discussed earlier in the previous meeting, the quality initiatives proposed by IQAC for various parameters are planned below. However, these are subject to change as per the prevailing pandemic situation at that moment:

1. Metrics for Activities:

Sr. No.	Type of Activity	Name of Activity	Objective	Class
1	Academic	SIP Presentations	To enhance the quality of Research projects	MBA II
2	Academic	Induction Program	To acquaint them with industry expectations and institute culture while inculcating the values and professional ethics	MBA I
3	Academic	Bridge Course - EQUALISER	To bring students from various educational background at par before getting exposed to Management education.	MBA I
4	Non-Academic	Task Force	To develop the spirit of Entrepreneurship amongst the	MBA I

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			student and boost their thinking process through Idea generation.	
5	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

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

Sr. No.	Name of Exam	Students appeared	Students Passed	Students Failed	% Students Passed
1	April May 2020 (Sem 2)	NA	NA	NA	NA
2	April May 2020 (Sem 4)	NA	NA	NA	NA

3. Metrics for Placement Grooming:

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

4. Metrics for Final Placement : (AY 2019-20)

Sr. No.	No. of Companies visited	No. of Students Applied	No. of Students Selected
1	24	88	43

A. For Faculties: (AY 2019-20)

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

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Sr. No.	No. of Faculties	Avg. Feedback of Faculty	No. of Research Publications	No. of FDPs/ Seminars/ conferences/ Workshops attended
1	16	4.17 out of 5	11	1 FDP (In house), 1 PhD Course Work, 1 National Conference

B. For Administration:

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

1. Metrics for Admission status:

Sr. No.	Class	Sanctioned intake	No. of students admitted
1	MBA I		
2	MBA II		

2. Status of Compliances & Disclosures:

Sr. No.	Compliances & Disclosures	Status (Yes/No)	Remark
1	AICTE		
2	DTE		
3	FRA		
4	AISHE		
5	NIRF		
6	IQAC MOM & ATR		
7	NAAC AQAR		
8	Academic Calendar		
9	Student Satisfaction Survey Reports		
10	AAA Audit		
11	Audit Report		
12	Energy Audit		

C. For Research Centre:

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

- Admissions: New Admissions for PhD are 7 so far.

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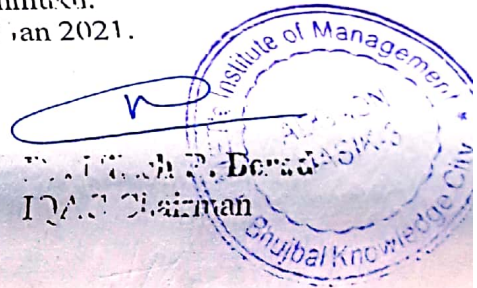
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- **Course works:** Ph. D Course Work II is completed by the end of first half of academic year. Date will be finalized as per prevailing conditions due to pandemic and availability of Expert speakers.
 - **Progress reports:** 4th & 5th Six monthly progress report presentations for Batch 1 and 3rd and 4th six monthly progress presentations for Batch 2 shall be clubbed and conducted as per the revised schedule and mode of conduction.
 - **Awardees:** NA
8. Prof. Vasudeo Sawant presented the results of 16 PF test & will be conducting Specialization Inventory Test for MBA 1st year students.
 9. Mr. Vartak presented the placement status of MBA 2nd year students and shared a plan to conduct an online Placement grooming session on Bullseye.
 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 Mrs. Namrata Deshmukh.
 13. Next meeting was decided to be conducted in the month of Jan 2021.

Namrata

Mrs. Namrata Deshmukh
CAC Co-ordinator (In Charge)



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