

## Minutes of Meeting

The meeting was held in the boardroom on 02.07.2019 at 3:00 P.M.

### Agenda:

1. Execution of Autonomy
2. Formation of Academic Structure of HOD and Coordinator of Courses
3. Decision on Internal assessment of various programs under autonomy
4. Implementation of CBCS in MBA Program
5. Redesigning of Course curriculum and Syllabus

Following points were discussed in details.

1. The meeting was presided by Dr. S. S. Bhakar Chairmen IQAC and Director Prestige Institute of Management, Gwalior.
2. The chairman initiated the meeting of IQAC defined agenda.
3. The Chairman IQAC Discussed the Execution process for Autonomous in college autonomy is implemented so that the Autonomy process can be executed with this current session effectively.
4. Further, Chairman discussed the importance Formation of Academic Structure for different courses like HOD, Course coordinator and co-coordinator etc.
5. Coordinator IQAC along with Different internal assessment Coordinator also emphasised on preparation revised internal assessment criteria for various programs under autonomy.
6. The Chairman also discussed about implementation of CBCS system in MBA program so that scope of MBA program can be enhanced globally.
7. The chairman also emphasised and discussed importance to redesign of Course curriculum and syllabus of different courses by structuring Different course committees for providing benefit of Autonomy to students.



**Dr. S.S. Bhakar**

**Director PRINCIPAL**

**Prestige Institute of Management  
Gwalior (M.P.)**

# Internal Quality & Assurance Cell (IQAC)

02/07/2019

Dr. S. S. Bhakar, Chairman	<u>Shakar</u>
Dr. Navita Nathani, IQAC Coordinator	<u>Navita</u>
Dr. Garima Mathur, Teacher	<u>Garima</u>
Dr. Tarika Singh, Teacher	<u>Tarika</u>
Dr. Shailja Bhakar, Teacher	<u>Shailja</u>
Prof Nitin Paharia, Teacher	<u>Nitin</u>
Dr. R.P.S. Kaurav	<u>R</u>
Prof Vani Agarwal, Teacher	<u>Vani</u>
Prof Pinky Sodhi, Teacher	<u>Pinky Sodhi</u>
Prof C. K. Dantre, Administrative officer	<u>C.K. Dantre</u>
Dr. Davish Jain, Representative from Management	
Shri Bhupendra Jain, Industrialist	<u>B Jain</u>
Prof S K Gupta (Expert), Professor, Jiwaji Univ, Gwalior	<u>S.K. Gupta</u>
Mr. Lokendra Singh Chauhan, Plant Head, Britannia	<u>Lokendra</u>
Mr Avinash Mishra, GM, HR and Admin, Godrej Consumer Pvt Ltd.	<u>Avinash</u>
Mr Sudeep Agrawal, Alumni, Asst Manager, Axis bank	<u>Sudeep</u>
Ms Divya Premani, Student, PIMG	<u>Divya</u>
Ms Vishakha Shrivastava, Student, PIMG	<u>Vishakha</u>

## Minutes of Meeting

The meeting was held in the boardroom on 28.09.2019 at 2:30 P.M.

Agenda:

1. Debrief Meeting on NBA Visit which held on 28-29<sup>th</sup> June 2019
2. Review of Course committee regarding redesigning course curriculum and syllabus of all different courses.
3. Review and Redesigning of Internal Components and marking system in different courses
4. Role of Academic Council and Board of Study of different departments
5. Re-Structuring Research Policy
6. Review of Preparation of Spandan Oct 2019
7. Review of Preparation of International Conference Dec 2019

Following points were discussed in details.

1. The meeting was presided by Dr. S. S. Bhakar Chairman IQAC and Director Prestige Institute of Management, Gwalior.
2. The chairman initiated the meeting of IQAC defined agenda.
3. The Chairman IQAC Enquired about the inspection of NBA visit in college which was held on 28<sup>th</sup>-29<sup>th</sup> June 2019.
4. Further, Chairman also discussed with HOD, Course coordinator and co-coordinator about the redesigning of course curriculum and updated syllabus of different courses.
5. Coordinator IQAC discussed about the importance of redesigning of Internal components and its marking system with Internal Assessment coordinators for upcoming academic Session.
6. Chairman discussed the importance of Academic Council and Board of Study of different departments for deciding panel of examiners and any other relevant issue and advised to prepare agenda of meetings of Board of study to schedule.
7. Coordinator IQAC also emphasised that structure research policy should be designed for promotion and up-gradation of research aptitude in the institute.
8. The Chairman also discussed about preparation of SPANDAN 2019 and 11<sup>th</sup> International Conference Dec 2019 with concern event coordinators and co-coordinators.



**Dr. S.S. Bhakar**  
**Director**  
**PRINCIPAL**  
Prestige Institute of Management  
Gwalior (M.P.)

# Internal Quality & Assurance Cell (IQAC)

28/09//2019

Dr. S. S. Bhakar, Chairman	<u>S. S. Bhakar</u>
Dr. Navita Nathani, IQAC Coordinator	<u>Navita</u>
Dr. Garima Mathur, Teacher	<u>Garima</u>
Dr. Tarika Singh, Teacher	<u>Tarika</u>
Dr. Shailja Bhakar, Teacher	<u>Shailja</u>
Prof Nitin Paharia, Teacher	<u>Nitin</u>
Dr. R.P.S. Kaurav	<u>R.P.S. Kaurav</u>
Prof Vani Agarwal, Teacher	<u>Vani</u>
Prof Pinky Sodhi, Teacher	<u>Pinky Sodhi</u>
Prof C. K. Dantre, Administrative officer	<u>C. K. Dantre</u>
Dr. Davish Jain, Representative from Management	
Shri Bhupendra Jain, Industrialist	<u>Bhupendra</u>
Prof S K Gupta (Expert), Professor, Jiwaji Univ, Gwalior	
Mr. Lokendra Singh Chauhan, Plant Head, Britannia	<u>Lokendra</u>
Mr Avinash Mishra, GM, HR and Admin, Godrej Consumer Pvt Ltd.	<u>Avinash</u>
Mr Sudeep Agrawal, Alumni, Asst Manager, Axis bank	<u>Sudeep</u>
Ms Divya Premani, Student, PIMG	<u>Divya</u>
Ms Vishakha Shrivastava, Student, PIMG	<u>Vishakha</u>

## Minutes of Meeting

The meeting was held on the Zoom on 10.01.2020 at 3:00 P.M Virtually.

Agenda:

1. Discussion on use of Zoom for online classes for all programs.
2. Discussion on the process to be used for promoting admissions
3. Discussion on Prospectus Design
4. Counselling to the students for admissions
5. Session on how to optimize Zoom for teaching

Following points were discussed in details.

1. The meeting was presided by Dr. S. S. Bhakar Chairmen IQAC and Director Prestige Institute of Management, Gwalior.
2. Chairman initiated the meeting and discuss about usability of Zoom application for the conduction of online classes of all programs in institute.
3. Coordinator IQAC discussed about the current issues and challenges in usability of zoom for academic purpose.
4. The Chairman and the admission committee had shown the prospectus to the IQAC members and then it was finalised.
5. The chairman also discussed issues and challenges in admissions and process to be used admission promotion during lockdown phase in country.
6. The Chairman discussed on various strategies and counselling of students for admission during pandemic situations.
7. Coordinator also requested to Sr. Asst. Prof. Nitin Paharia to take session on application on zoom for teaching purpose and describe potential issues while taking online classes.



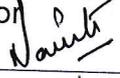
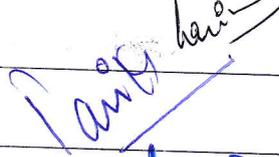
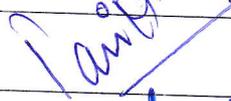
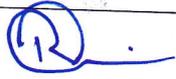
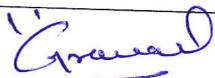
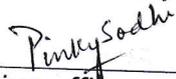
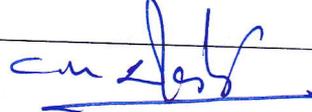
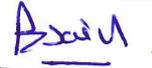
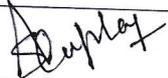
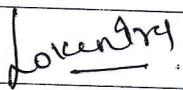
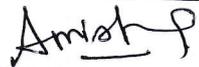
Dr. S.S. Bhakar

Director **PRINCIPAL**

**Prestige Institute of Management**  
**Gwalior (M.P.)**

# Internal Quality & Assurance Cell (IQAC)

10/01/2020

Dr. S. S. Bhakar, Chairman	
Dr. Navita Nathani, IQAC Coordinator	
Dr. Garima Mathur, Teacher	
Dr. Tarika Singh, Teacher	
Dr. Shailja Bhakar, Teacher	
Prof Nitin Paharia, Teacher	
Dr. R.P.S. Kaurav	
Prof Vani Agarwal, Teacher	
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Dr. Davish Jain, Representative from Management	
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Mr. Lokendra Singh Chauhan, Plant Head, Britannia	
Mr Avinash Mishra, GM, HR and Admin, Godrej Consumer Pvt Ltd.	
Mr Sudeep Agrawal, Alumni, Asst Manager, Axis bank	
Ms Divya Premani, Student, PIMG	
Ms Vishakha Shrivastava, Student, PIMG	

## Minutes of Meeting

The meeting was held on the Zoom on 25.06.2020 at 04:30 P.M Virtually.

### Agenda:

1. Discussion on use of other alternate application for online classes for all programs.
2. Discussion regarding Online Internal examinations
3. Counselling to the students for admissions
4. Preparation of Academic Calendar for Academic year 2020-21
5. Discussion on Involvement of Alumni

Following points were discussed in details.

1. The meeting was presided by Dr. S. S. Bhakar Chairmen IQAC and Director Prestige Institute of Management, Gwalior.
2. Chairman initiated the meeting and discuss about other alternate options like CISCO-WEBEX for the conduction of online classes of all programs in institute as zoom is having some security issues.
3. Coordinator IQAC discussed about the online internal examinations and exam structure for all programs if lockdown extended.
4. The chairman also discussed issues and challenges in counselling of admissions and admission promotion with IQAC members and ask their suggestions for make it more effective.
5. The Chairman discussed on various strategies and counselling of students for admission during pandemic situations.
6. Coordinator also stressed about role of alumni in institution. As the alumni can guide the present students via various webinars and can help the institution in placement of the students and other development work during such pandemic situations.



**Dr. S.S. Bhakar**

Director

**PRINCIPAL**  
**Prestige Institute of Management**  
**Gwalior (M.P.)**

## **Status of meeting minutes and action taken (2019-2020)**

- 1. Execution of Autonomy- Institute composed committees like BOS , academic council and finance committee; successful implementation of autonomy**
- 2. CBCS syllabus and OBE- Curriculum designing through blooms taxonomy and**
- 3. Review of preparation of Spandan**
- 4. Hybrid classes at the time of Pandemic- Institute counsel students during pandemic and provided digital solution; also incorporated Zoom in to ERP**
- 5. NBA accreditation- Inspection Report to be awaited.**

# Internal Quality & Assurance Cell (IQAC)

25/06/2020

Dr. S. S. Bhakar, Chairman	<u>S. S. Bhakar</u>
Dr. Navita Nathani, IQAC Coordinator	<u>Navita</u>
Dr. Garima Mathur, Teacher	<u>Garima</u>
Dr. Tarika Singh, Teacher	<u>Tarika</u>
Dr. Shailja Bhakar, Teacher	<u>Shailja</u>
Prof Nitin Paharia, Teacher	<u>Nitin</u>
Dr. R.P.S. Kaurav	<u>R.P.S. Kaurav</u>
Prof Vani Agarwal, Teacher	<u>Vani Agarwal</u>
Prof Pinky Sodhi, Teacher	<u>Pinky Sodhi</u>
Prof C. K. Dantre, Administrative officer	<u>C. K. Dantre</u>
Dr. Davish Jain, Representative from Management	
Shri Bhupendra Jain, Industrialist	<u>Bhupendra Jain</u>
Prof S K Gupta (Expert), Professor, Jiwaji Univ, Gwalior	<u>S. K. Gupta</u>
Mr. Lokendra Singh Chauhan, Plant Head, Britannia	<u>Lokendra Singh Chauhan</u>
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