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### Minutes of the Meeting of IQAC

The meeting of Internal Quality Assurance Cell of Tirpude Institute of Management Education, Nagpur was held on Saturday, 12<sup>th</sup> October, 2019 at 2.30 pm in the Conference Hall of Tirpude Institute of Management Education, Nagpur.

Following members were present for the meeting –

1. Dr. Lalit Khullar, Chairperson
2. Shri. Ganesh Gaurkhede, Management Representative
3. Dr. Praveen Mustoor, Senior Teacher
4. Dr. Yogesh Gharpure, Senior Teacher
5. Prof. Carol Rao, Senior Teacher
6. Dr. Vilas Hajare, Senior Teacher
7. Prof. Prasanna Shembekar, Senior Teacher
8. Ms. Sneha Tambe, Librarian
9. Mr. Milind Khasale, Administrative Officer
10. Mr. Kapil Chandrayan, Local Society Member
11. Mr. Yusuf Patanwala, Student
12. Ms. Himani Kohapare, Student
13. Mr. Nandan Gajendragadkar, Alumni

Lalit Khullar

M. Praveen

Y. Gharpure

Carol Rao

V. Hajare

S. Tambe

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Yusuf

Himani

Nandan

14. Mr. Karan Grover, Alumni
15. Mr. Sunny Chachondiya, Employer
16. Mr. Hemant Hirani, Employer
17. Mr. Ranjit Dani, Industrialist
18. Dr. Sanjay Kavishwar, Coordinator, IQAC

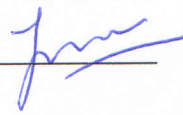
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The following business was transacted at the meeting –

1. The Minutes of the previous meeting held on 20<sup>th</sup> July 2019, were read and confirmed by all the members present.

2. **Academic Administrative Audit** – The Coordinator-IQAC informed that Academic & Administrative Audit (AAA) is completed and report is ready. This agenda was discussed in the previous meeting. The AAA report was discussed, analysed and approved by the members present in the meeting.

**“Resolved by all the members present that the Academic Administrative Audit report is approved and shall be implemented.”**

3. **Discussion on Annual Quality Assurance Report (AQAR)** – Chairman, Dr. Lalit Khullar, enquired on the status of finalisation of the AQAR for year 2019-20. Coordinator-IQAC, Dr. Sanjay Kavishwar, informed that all members of Core Committee are working on their respective areas and shall provide the updated status to him by next week. He further said that about 80% of the work is already done.

**It is resolved that Coordinator-IQAC, Dr. Sanjay Kavishwar, follows up with concerned faculty members to ensure that the AQAR work is completed in time.**

4. **MOOC Courses:** Dr. Sanjay Kavishwar, Coordinator-IQAC, informed that all faculty members have been requested to register for Massive Open Online courses (MOOC) on SWAYAM

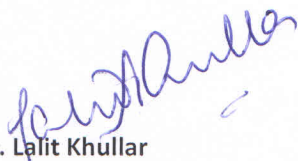
portal, in order to act as mentors for MBA students. These courses will be considered as FDP and have been mandated and prescribed by RTM Nagpur University, under the revised new syllabus for MBA students. At least one course is the mandate; however, more courses can be done. Dr. Kavishwar further informed that a maximum of two courses shall be sponsored by the institute for faculties with a maximum course fee of 1100/- per course.


**“Resolved that the program coordinators will ensure registration by faculty members for these courses and that identified faculty members will, in turn, encourage students and ensure they also undertake one of these courses of their choice”.**

5. **TiARA Admissions Update:** Senior Teacher, Dr. Yogesh Gharpure, informed the status of TiARA admissions for this session, as follows: 30 students in ‘Mass Communication’ and 22 admissions in ‘Events Management’ till date. He also mentioned that permission was granted for these courses for the current academic year by Kavikulguru Kalidas Sanskrit University, with ‘Events Management’ being a new course started this year.
6. **Nagpur University Student Council elections:** Dr. Sanjay Kavishwar, Coordinator-IQAC, informed that the Nagpur University Student Council elections have been postponed till further notice. Tirpude Institute of Management Education has been given OBC category for one seat of University Representative from Backward category.
6. **Student Internships –** Senior teacher, Dr. Praveen Mustoor, informed that students in MBA semester-III have completed their mandatory summer internship programmes (SIP) and have also submitted their reports for the same, as per format provided by college. He further informed that the presentations and viva-voce of all such students were also conducted by University appointed external examiners under various specializations, on 28<sup>th</sup> September, 2019.

Resolved that programme coordinator ensures that student-wise marks scored for SIP be uploaded on University's portal under appropriate procedure and in the stipulated time frame.

Since there was no further agenda to be discussed, the meeting concluded with a vote of thanks to the Chairperson.

  
Dr. Lalit Khullar  
Chairperson

  
Dr. Sanjay Kavishwar  
Coordinator-IQAC

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