### Minutes of Meeting

The meeting was held in the boardroom on 27.04.2018 at 2:00 P.M.

#### Agenda:

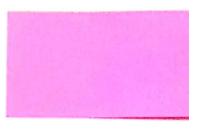
- 1. NAAC conference theme and dates to be finalized-(tentative Feb- March)
- 2. Certificate program
- Strengthening alumni data base
- Any other point with the permission of chairmen

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.
- The chairman initiated the meeting of IQAC defined agenda.
- 3. Coordinator IQAC presented the plan for NAAC conference theme and dates in the meeting.
- 4. Further, Coordinator discussed and fixed the themes and dates of NAAC conference with all members.
- 5. The chairman and all other members discussed about the certificate programs from the different courses.
- The chairmen also discussed to develop alumni app for the better connection with alumni students and give this responsibility to Prof. Vani agrawal.
- 7. The Chairmon further discussed about session plan which can be allocated to syllabus committee.
- 8. In this process Chairman discussed about the internal assessment as well, which is following by the faculty members.
- 9. The chairman discussed about the internal component sheet as well.
- 10. The chairman discussed to change the pattern of MRP for review and examine.

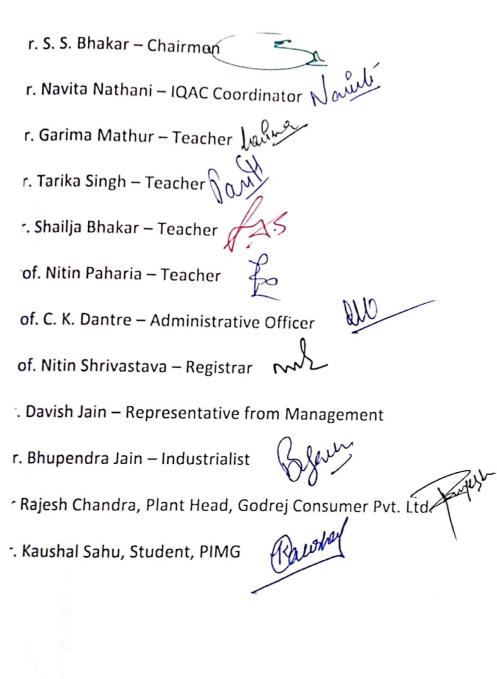
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Dr. S.S. Bhakar Director



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# Internal Quality & Assurance Cell (IQAC) Year 2018-19



#### **Minutes of Meeting**

The meeting was held in the boardroom on 10.01.2018 at 2:00 P.M.

#### Agenda:

- 1. Preparation of AQAR criterion wise
- 2. Collaboration with foreign University
- Faculty exchange program and faculty development program (Refresher course)
  - 4. Status of Autonomy
- 5. Discussion on POs, COs and PEO'S
  - 6. Status of NBA

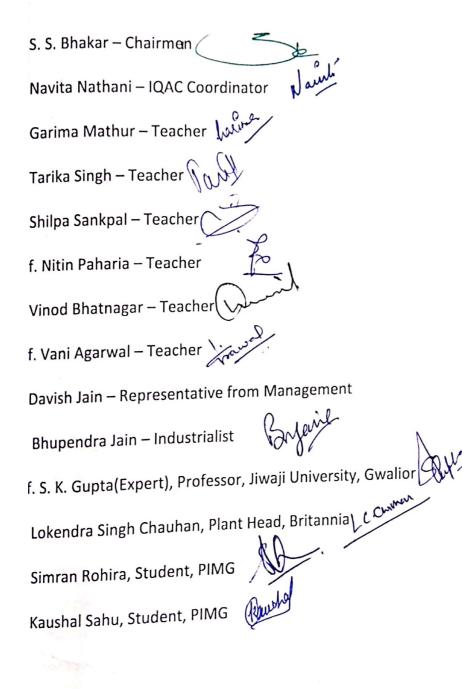
Following points were discussed in details.

- 1. The meeting was presided by Dr. S. S. Bhakar Chairmen IQAC and Director Prestige Institute of Management, Gwalior.
  - 2. The chairmen initiated the meeting of IQAC defined agenda.
  - 3. Coordinator IQAC presented the plan for AQAR in the meeting.
  - 4. Further, Coordinator discussed the importance of AQAR in Academic session.
  - 5. The chairmen emphasised to improve the AQAR of every academic year, for that he discussed some important strategies like research and projects etc.
  - 6. The chairmen also emphasised and discussed some important points to improve the collaboration with foreign universities assigned to Dr. Shailja Bhakar for exchange program of students and faculty members.
  - 7. The Committee recommend no change in previous. The committee also recommend the annual audit as per last discussion.
  - 8. The Chairmen created some important committees for institute's Autonomy status.
  - 9. In this process institute has already applied for the autonomy status and has completed its all documentation work.
  - 10. The chairman asked about the status of NBA from its coordinator Dr. Garima Mathur.
  - 11. The coordinator discussed all the important points regarding NBA and drafted some committees for the same NBA status.

Dr. S.S. Bhakar Director

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# Internal Quality & Assurance Cell (IQAC) Year 2018-19



#### PRESTIGE INSTITUTE OF MANAGEMENT, GWALIOR

June 04, 2019

#### Notice

All the faculty and staff members are here by informed that meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on June 08, 2019 at 03:00 PM in Boardroom.

#### Meeting Agenda:

- Discussion on Execution of Autonomy
- Formation of Academic Structure of HOD and Coordinator of Courses
- Decision on Internal assessment of various programs under autonomy
- Implementation of CBCS in MBA Program and OBE
- Redesigning of Course curriculum and Syllabus
- Revisiting the vision, mission, Pos and PEOs after implementation of Autonomy
- Review of Preparation of Spandan (Annual Management Fest), October 2019
- Discussion on the proposal of International Conference December 2019

Dr. S.S. Bhakar

Director & Chairman IQAC PRINCIPAL Prestige Institute of Management Gwalior (M.P.)

### IQAC Meeting Minutes dated June 08, 2019

- The meeting was presided by Dr. S. S. Bhakar Chairmen IQAC and Director Prestige Institute of Management, Gwalior.
- Dr Tarika Singh informed about the approval of Autonomous status and discussed the guidelines of Curriculum and examination for the implementation from the current session.
- Chairman proposed the formation of Academic Structure for different courses like HOD, Course coordinator and co-coordinator etc.
- Internal Assessment Schemes and its components explained and shared.
- Dr. Navita Nathani proposed redesigning of Course curriculum and syllabus of different courses by structuring different course committees for providing benefit of Autonomy to students.
- IQAC has appreciated the implementation of CBCS system in MBA program.
- All the members decided to have a workshop on Vision, Mission and POs and restructuring of Cos by an expert
- Information shared about preparation of Spandan October 19-22, 2019 and 11<sup>th</sup> International Conference dated December 28-30, 2019.

### Status of meeting minutes and action taken (2018-19)

- 1. Certification program to be introduced: The institute introduced in house certificate program from the new academic year 2019-20
- 2. Internal assessment to be enriched: The institute is an affiliated institute and hence included various components
- 3. Autonomy status- Institute received autonomy status and the same was implemented from the next academic year
- 4. Research policy to be designed to upgrade research aptitude- Policy updated and inclusion of incentive scheme was in process
- 5. IQAC suggested for academic audit through External agencies after implementing autonomy: The proposal in under consideration
- 6. Alumni interaction to be strengthened: Prof Vani is preparing the app

# Internal Quality & Assurance Cell (IQAC) Year 2018-19

