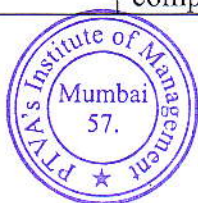


Minutes of the IQAC meeting held at PTVA's Institute of Management on Thursday, April 05, 2018 at 4:30 pm

- Dr. Harish Kumar Purohit welcomed the IQAC members and requested them to confirm the minutes of previous meeting.
- It was decided to change the format of minutes of the meeting and to make it more concise.
- Infrastructure of Incubation Centre to be ready by May 30, 2018.
- To draw the timeline for completion of Incubation Centre's infrastructure and other activities for its operations.
- Handholding of PTVAIM teams participated in Wings2Vision to be continued.
- Calendar of Incubation Centre along with budget to be ready by next IQAC meeting.
- Draft of agreement for using Incubation Centre by participants to be prepared.
- All literature regarding Incubation Centre to be ready by May end.
- Dr. Sucheta Pawar to give monthly update of Incubation Centre progress to CA Anil Ganu, Dr. Snehalata Deshmukh, Mr. Mohan Tanksale and CA Sushrut Chitale.
- Formal meeting for Prism Square to be arranged.
- Orientation of Plagiarism Policy to be arranged in next week for staff members and students.
- A session on "How to Make SIP" to be arranged so that more SIPs can be converted into research papers.
- Minor research project with NSDL in association with Amhi Udyogini to be arranged and a workshop regarding the same to be held in August 2018.
- Reserve Bank of India and NABARD to be tapped for minor research projects.
- Our faculty members to apply for minor research projects under Dr. Purohit's guidance.
- Mass-mailing to be done to all our recruiters regarding different events happening in the Institute.
- Application for permanent affiliation to be done by July/August 2018.
- ISO to be done by April 2018.
- Weightage of Performance Appraisal System to be discussed with CA Anil Ganu and Dr. Snehalata Deshmukh.
- NAAC SSR to be ready by April 15, 2018.
- Target for the course on "Management of Non-profit Organization" to be decided.

Actionable Plan

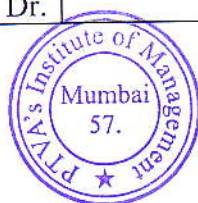
Sr. No.	Actionable Plan	Ownership	Timeline
1	To change the format of minutes of the meeting and to make it more concise.	Dr. Tejashree Deshmukh	With immediate effect
2	Infrastructure of Incubation Centre to be ready by May 30, 2018	Dr. Sucheta Pawar	May 30, 2018
3	To draw the timeline for completion of Incubation Centre's	Dr. Sucheta Pawar	April 30, 2018



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	infrastructure and other activities for its operations.		
4	Handholding of PTVAIM teams participated in Wings2Vision to be continued	Dr. Sucheta Pawar	On-going activity
5	Calendar of Incubation Centre along with budget to be ready by next IQAC meeting	Dr. Sucheta Pawar	Next IQAC meeting
6	Draft of agreement for using Incubation Centre by participants to be prepared	Dr. Sucheta Pawar	June 2018
7	All literature regarding Incubation Centre to be ready by May end.	Dr. Sucheta Pawar	May 2018
8	To give monthly update of Incubation Centre progress to CA Anil Ganu, Dr. Snehalata Deshmukh, Mr. Mohan Tanksale and CA Sushrut Chitale	Dr. Sucheta Pawar	Ongoing activity
9	Formal meeting for Prism Square to be arranged.	Dr. Sucheta Pawar	June 2018
10	Orientation of Plagiarism Policy to be arranged in next week for staff members and students.	Dr. Sucheta Pawar	April 15, 2018
11	A session on "How to Make SIP" to be arranged so that more SIPs can be converted into research papers.	Dr. Sucheta Pawar	April 2018
12	Minor research project with NSDL in association with Amhi Udyogini to be arranged and a workshop regarding the same to be held in August 2018.	Dr. Sucheta Pawar	August 2018
13	Reserve Bank of India and NABARD to be tapped for minor research projects.	Dr. Sucheta Pawar	July 2018
14	Faculty members to apply for minor research projects under Dr. Purohit's guidance	All faculty members	June 2018
15	Mass-mailing to be done to all our recruiters regarding different events happening in the Institute.	Mr. Jigar Patel	Ongoing activity
16	Application of Permanent affiliation to be submitted by July/August 2018.	Dr. Tejashree Deshmukh	August 2018
17	ISO to be done by April 2018.	Dr. Harish Kumar S. Purohit/Dr. Tejashree Deshmukh	April 2018
18	Weightage of Performance Appraisal System to be discussed with CA Anil Ganu and Dr.	Dr. Tejashree Deshmukh	May 2018



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	Snehalata Deshmukh.		
19	NAAC SSR to be ready by April 15, 2018.	All faculty members	April 15, 2018
20	Target for the course on "Management of Non-profit Organization" to be decided.	CA Ajit Joshi	May 2018



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