

Minutes of the IQAC meeting held at PTVA's Institute of Management on Thursday, March 16, 2017 at 2:00 pm

List of Members of IQAC: Annexure A

List of Attendees: Annexure B

Guidelines regarding IQAC: Annexure C

- Dr. Harish Kumar S. Purohit, Director – PTVA's Institute of Management and Chairman – IQAC of the Institute, welcomed all the members present.
- Dr. Snehalata Deshmukh suggested that the members should be informed about the IQAC guidelines, the composition of the IQAC, frequency of the IQAC meetings to be held and also about the norms regarding its quorum.
- CA Anil Ganu urged the members to express their views about their respective areas freely and to suggest improvements whenever required.
- Mr. Mohan Tanksale suggested that benchmarking against the best B-schools along with gap analysis will help us to develop actionable plans for the institutional development.
- CA Sushrut Chitale expressed his views that we should first define the word "quality" for the purpose of IQAC and then set the benchmarks accordingly.
- Ms. Monica Somne suggested to include a point regarding library in our current feedback form that students submit about our Institute.
- Mr. Sagar Shah appreciated the efforts of the Institute with regards to the quality of education. However, he expressed his concern about the placements, especially in the Finance area.
- CA Sushrut Chitale suggested to procure industry specific database in our library for the benefit of the students.
- Dr. Snehalata Deshmukh asked the Placement In-charge, Mr. Utpal Samant about the performance of our students at the time of the interviews and Mr. Utpal replied that students seem to be lacking in the areas of Communication Skills, Quantitative Techniques and soft skills.
- Mr. Utpal Samant expressed his concern about students from finance specialization being not willing to accept sales jobs in the Finance domain. His concern was echoed by other members including Dr. Tejashree Deshmukh, CA Ajit Joshi and Mr. Sagar Shah.
- CA Ajit Joshi expressed his concern about the number and quality of students opting for Finance specialization and suggested that we should have some filtering mechanism such as an entrance test to understand the aptitude and interest of the students while opting for a particular specialization.
- Dr. Kavita Laghate shared with the members present that JBIMS allows the students to pick up the specializations depending on the marks they obtain in the 5 subjects including Cost & Management Accounting, Business Statistics, Financial Accounting, Financial Management & Operations Research.
- Ms. Monica Somne suggested that we should invite the parents for orientation session regarding specialization of their wards, at the end of Semester I.



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- Mrs. Trupti Gupte shared her thoughts about the pedagogy that we can use to acquaint the students about various specialization including a project that will allow the students to visit different organizations to personally see the working of various functional departments.
- Mr. Mohan Tanksale suggested that we should let students undergo aptitude calibration for deciding the specialization.
- Dr. Kavita Laghate shared that in JBIMS, they arrange the mentoring sessions by the alumni and this helps the students to decide their specializations more objectively.
- It was decided to invite our alumni to share their thoughts and to create awareness about various specializations and also to enhance our placement efforts.
- Mr. Mohan Tanksale suggested that we can request our students to open digital lockers for the purpose of storing their examinations data and the Institute should explore the possibility of accessing these lockers to push the marks of the respective students directly into their lockers so that tempering of the marks can be avoided.
- Mrs. Sucheta Pawar briefed the meeting about the research and entrepreneurial activities of the Institute including our association with NSDL and requested for a dedicated space and infrastructure for the research activities.
- Mrs. Sucheta Pawar pointed out that the students do not understand the importance of research and leave the research cell quite frequently.
- It was suggested that we can take a few measures to encourage the students to join the research cell including giving them some incentives.
- Dr. Kavita Laghate shared that at JBIMS, students are encouraged to take up short projects in their 3rd semester.
- CA Sushrut Chitale suggested that we can organize “HR Mela” and invite only HR Heads of our prospective recruiters to interact with us. The theme for such a Mela can be decided.
- CA Anil Ganu inquired if we use the database of the HR professionals that we created at the time of MTHR conference a few years back and suggested to use it more effectively.
- Mr. Mohan Tanksale inquired if the Institute can fund the promising entrepreneurial activities of our students partially.
- Dr. Snehalata Deshmukh suggested that Mrs. Sucheta Pawar should visit the E-cell of JBIMS and also Mr. Pankaj Godse should visit the library of JBIMS to understand how we can improve these processes in our Institute.
- Dr. Snehalata Deshmukh asked Dr. Tejashree Deshmukh to oversee examinations and finance related matters along with Teaching-Learning, as Dean – Academics.
- CA Anil Ganu suggested that in the next meeting, we should have short PPT presentations by the Persons-in-charge about their respective areas and also the suggestions for improving the processes. The Persons-in-charge should plan their activities, float them and share the details of these activities in the next IQAC meeting.
- The meeting concluded with Dr. Harish Kumar Purohit extending his thank to all members for devoting their valuable time for this meeting.



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Actionable Plans:

1. All members of IQAC to be informed about the IQAC guidelines including composition of the Cell, frequency of the meetings and norms regarding its quorum.
2. Benchmarking against the best B-schools along with gap analysis to be done to develop actionable plans.
3. A parameter regarding library to be included in the students' feedback form.
4. Industry specific database such as CMIE to be procured in the library.
5. Students to undergo aptitude calibration while opting for specialization.
6. Some kind of filtering mechanism such as an entrance test to be developed to help students opt for a particular specialization.
7. An orientation session regarding the specialization of their wards to be organized at the end of Semester I.
8. Mentoring sessions by alumni to be organized to help our students decide their specialization.
9. Students to be requested to open digital lockers for storing exam data.
10. Institute to explore the possibility of accessing these lockers to push the marks of the students directly into their respective digital lockers to avoid tampering of the marks.
11. Decision regarding a dedicated space and infrastructure for research cell.
12. Some measures including giving incentives to be undertaken to encourage students to join research cell.
13. HR Mela to be organized and a theme for the same to be decided.
14. Placement cell to look into database of prospective employers, generated at the time of MTHR.
15. Mrs. Sucheta Pawar and Mr. Pankaj Godse to visit JBIMS E-cell and library respectively.
16. Next meeting to be scheduled after 3 months and Persons-in-charge to give short PPT presentations of their respective areas covering the plan-float-share aspects of the activities of their domain.



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Actionable Plans discussed in the first IQAC meeting

held on March 16, 2017 and their Ownership & Timeline, April 11, 2017

Sr. No.	Actionable Plan	Ownership	Timeline
1	All members of IQAC to be informed about the IQAC guidelines including composition of the Cell, frequency of the meetings and norms regarding its quorum.	Dr. Tejashree Deshmukh	Before next IQAC meeting
2	Benchmarking against the best B-schools along with gap analysis to be done to develop actionable plans.	Mrs. Sucheta Pawar/Mrs. Trupti Gupte	Before next IQAC meeting
3	A parameter regarding library to be included in the students' feedback form.	Mr. Pankaj Godse	Before semesters I & III 2017 of MMS get over.
4	Industry specific database such as CMIE to be procured in the library.	Mr. Pankaj Godse	Before next IQAC meeting
5	Students to undergo aptitude calibration while opting for specialization.	Placement Team	Before Semester I 2017 of MMS gets over
6	Some kind of filtering mechanism such as an entrance test to be developed to help students opt for a particular specialization.	Placement Team	Before Semester I 2017 of MMS gets over
7	An orientation session for parents regarding the specialization of their wards to be organized at the end of Semester I.	Registrar	Before end November 2017
8	Mentoring sessions by alumni to be organized to help our students decide their specialization.	Placement Team	Ongoing activity
9	Students to be requested to open digital lockers for storing exam data.	Mr. Jigar Patel	



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10	Institute to explore the possibility of accessing these lockers to push the marks of the students directly into their respective digital lockers to avoid tampering of the marks.	Mr. Jigar Patel	
11	Decision regarding a dedicated space and infrastructure for research cell.	Board Members	In next 2 months
12	Some measures including giving incentives to be undertaken to encourage students to join research cell.	Mrs. Sucheta Pawar in consultation with Dr. Purohit and Board Members	Before next IQAC meeting
13	HR Mela to be organized and a theme for the same to be decided.	Placement Team	By September 2017
14	Placement cell to look into database of prospective employers, generated at the time of MTHR.	Placement Team	By May 2017
15	Mrs. Sucheta Pawar and Mr. Pankaj Godse to visit JBIMS E-cell and library respectively.	Mrs. Sucheta Pawar and Mr. Pankaj Godse	By June 2017
16	Next meeting to be scheduled after 3 months and Persons-in-charge to give short PPT presentations of their respective areas covering the plan-float-share aspects of the activities of their domain.	Dr. Tejashree Deshmukh	June 2017



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