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### NIT GRADUATE SCHOOL OF MANAGEMENT

Approved by AICTE NewDelhi, DTE Mumbai, Affiliated to RTM Nagpur & NAAC Accredited

Ref. No.	Date :
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### MINUTES OF IQAC MEETING HELD ON 14/08/2020

The meeting for the Formation IQAC was held online on Friday ,  $14^{lh}$  Aug 2020 at 11:30 a.m. for which following members were present online .

1. In conformance with the requirement of NAAC, the college formed an IQAC with the following member's composition for session 2020-21.

	Chairperson	Dr. Mukesh Patil, Director
	Co-ordinator	Dr. Vaibhav Bhalerao
	Faculties	Dr. Bharat Adulkar Dr. Nilesh Yemde A/P Pallavi Shekhar A/P Farida Damani A/P Shashikant Raut A/P Mukta Marathe A/P Pradnya Salwatkar A/P Naina Yadav A/P Premila Sushir
NAAC IQAC	Librarian	Ms. Vaishali Gode
	Administrative Staff	Mr. Nikhil Barde Mrs. Jyoti Wakode
	Technical Staff	Mr. Chandrashekhar Jiwtod
	Student	Mr. Chitrakash Raut Miss. Aditi Dholekar
	Management Representative	Dr. Rajesh Waigaonkar
	Alumni	Ms. Rashmi Satorkar
	Stake Holder	Mr. M. K. Shekhar

CAMPUS : Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501

CORP. OFF: 2<sup>nd</sup> Floor, Midas Heights, Central Bazar Road, Ramdaspeth, Nagpur-4400

Phone : 9545571000 | E-mail : ao@nitmba.edu.in | Website : www.nitmba.edu.in





# NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No.

Date:

	Stake Holder	Mr. M. K. Shekhar
	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Naggur
	Employers/Industrialist	Mr. Prakash Atone Kotak Mahindra Bank Dr. Rajesh Padole Dear Sir Services Nagpur
		Dr. Jyoti Patil Principal, Renuka College Besa, Nagpur
NAAC Advisory Committee		Dr. Kailash Kadu Professor Green Heaven Institute of Management & Research, Nagpur
		Dr. Amol Deshmukh Principal Nagpur Institute of Technology, Nagpur



Mullesh Patil
DIRECTOR
NIT GRADUATE SCHOOL
OF MANAGEMENT
NAGPUR

CAMPUS : Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501





### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No.

Date:

## IQAC Members Attendance - IQAC meeting held on 14th August 2020

	Designation	Name	Signature
ng -16	Chairperson	Dr. Mukesh Patil, Director	Tiliyy
	Co-ordinator	Dr. Vaibhav Bhalerao	The Bholer
	FA	Dr. Bharat Adulkar	There .
		Dr. Nilesh Yemde	Of the
		A/P Pallavi Shekhar	Palland
		A/P Farida Damani	Surda
	Faculties	A/P Shashikant Raut	Ay
NAACIOAC		A/P Mukta Marathe	Mula
NAAC IQAC		A/P Pradnya Salwatkar	Ma
		A/P Naina Yadav	But
		A/P Premila Sushir	(A)
	Librarian	Ms. Vaishali Gode	Rock
	A.J. C. C. C. C.	Mr. Nikhil Barde	Na.
	Administrative Staff	Mrs. Jyoti Wakode	Levoll
	Technical Staff	Mr Chandrashekhar Jiwtode	A
	Student	Mr. Chitrakash Raut	Chant
	Statient	Miss. Aditi Dholekar	100

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No. Date :

	Management Representative	Dr. Rajesh Waigaonkar	weenit
	Alumni	Ms. Rashmi Satorkar	R. Satorhar
=#	Stake Holder	Mr. M. K. Shekhar	M.K.M.Khas
NAAC IQAC	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Malmudde
	Employer	Mr. Prakash Atone  Kotak Mahindra Bank	Mund
	Industrialist	Dr. Rajesh Padole	- into
		Dear Sir Services Nagpur	
		Dr. Jyoti Patil	
		Principal, Renuka College	
		Besa, Nagpur	
		Dr. Kailash Kadu	
		Professor	1
NAAC Ad	visory Committee	Green Heaven Institute of	Varcile-
	visory Committee	Management & Research,	
		Nagpur.	1
		Dr. Amol Deshmukh	
		Principal	Den 1
		Nagpur Institute of Technology, Nagpur	Dan.

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Ref. No	Date :
1101.110	Date.

# Minutes of the IQAC meeting held on 18<sup>th</sup> August 2020 – Online Meeting

Time: 11: 00 a.m.

#### Agenda:

- IQAC Action Plan for the year 2020-2021
- Effective ways and means for online teaching and delivery
- · Technology platforms for online delivery and assessment
- Faculty Development Program

#### Suggestions:

- > Faculty skill development & students skill development initiative should be taken by IQAC under IQAC Action Plan for the year.
- > Teaching Learning process will be more technology oriented and the faculty members need to be trained for this.
- ➤ Training schedule to be planned for the effective usage of online teaching using ZOOM & Google Meet platforms
- ➤ The standard of our lectures should be enhanced and henceforth materials for preparatory learning and course delivery should be kept ready. Existing resources can be provided as pre-tutorial materials so that the students will come prepared for the classes
- Standard modules to be prepared for all subjects and activity-based content needs to be prepared. The classes should be interactive and feedback to be obtained from the students for effective online teaching.
- > Faculty Development Program should be planned for training faculty for effective online teaching.

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Ref. No.

Date		
Date	r	

#### Action Taken:

- Faculty skill development & students skill development program were planned under IQAC Action Plan for the year 2020-2021
- Faculty Development Programme "Hands on training on Google Meet" was organized from 25<sup>th</sup> August to 26<sup>th</sup> August 2020. The faculty members were trained to organize Google Meet for the classes, invite students to Google Meet, add muterials and videos etc.
- > Online classes were handled using Google Meet for MBA students
- > Feedback was obtained from students and faculty members regarding the effectiveness of online classes.
- Study material was provided to students in advance for study preparation



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Ref. No. IQAC Members Attendance - IQAC meeting held on 18th August 2020

	Designation	Name	Signature
10	Chairperson	Dr. Mukesh Patil, Director	Tylegy
	Co-ordinator	Dr. Vaibhav Bhalerao	TiBhalir
	h-A	Dr. Bharat Adulkar	Absent
		Dr. Nilesh Yemde	Chr
		A/P Pallavi Shekhar	Absert
	1	A/P Farida Damani	Farida
	Faculties	A/P Shashikunt Raut	Ay
		A/P Mukta Marathe	Mucra
NAAC IQAC		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	Na
		A/P Premila Sushir	A8
	Librarian	Ms. Vaishali Gode	reade
		Mr. Nikhil Barde	Absent
	Administrative Staff	Mrs. Jyoti Wakode	deskoele
	Technical Staff	Mr. Chandrashekhar Jiwtode	AL
	Chalant	Mr. Chitrakash Raut	Chaut
	Student	Miss. Aditi Dholekar	AD

: Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501 **CAMPUS** 





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Ref. No. Date:

	Management Representative	Dr. Rajesh Waigaonkar	Absent
	Alumni	Ms. Rashmi Satorkar	R.Salodian_
	Stake Holder	Mr. M. K. Shekhar	Kn. Kshokhas
10		Mrs. Riddhi Deshmukh, Member,	1
NAAC IQAC	Society	Shri Sai Shikshan Sanstha, Nagpur	Landrunk
	Employer	Mr. Prakash Atone	2
		Kotak Mahindra Bank	Absent
	Industrialist	Dr. Rajesh Padole	1000
		Dear Sir Services Nagpur	
		Dr. Jyoti Patil	
		Principal, Renuka College	A STATE OF THE STA
		Besa , Nagpur	0
		Dr. Kailash Kadu	
		Professor	2
NAAC Ad	visory Committee	Green Heaven Institute of	mare
		Management & Research,	
		Nagpur.	
		Dr. Amol Deshmukh	
		Principal	Labol.
		Nagpur Institute of Technology,	The state of the s
		Nagpur	

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Minutes of the IQAC meeting held on 27<sup>th</sup> August 2020 – Online Meeting

Time: 11: 00 a.m.

#### Agenda:

- Language & Communication Skill Development Program
- ICT / Computing Skill Development Program
- National Literacy Day Celebration
- Community Cleaning Program
- Coordinating Mentoring Program

#### Suggestions:

- Language & Communication Skill Development Program should be conducted for students to provide an authentic language & communication skills learning experience to students.
- In order to develop students knowledge & skills about computer & processes, ICT / Computing Skill Development Program should be initiated.
- National Literacy Day should be celebrated to spread importance of Literacy.
- Community Cleaning Program should be held to spread need of community cleaning awareness.
- Mentoring Program Coordination Meeting should be initiated to Mentor mentee coordination
- Faculty members are instructed to organize a Mentor- Mentee meeting with their respective wards with an Agenda that includes academic program, grievance, feedback etc.

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Ref. No.

Date:

#### Action Taken:

- ❖ Language & Communication Skill Development Program was conducted from 1/09/2020 to enhance Language & Communication Skill of students.
- ICT / Computing Skill Development Program was conducted from 1/09/2020 to develop students ICT / Computing Skill
- National Literacy Day was celebrated on 9<sup>th</sup> September 2020.
- Community Cleaning Program was conducted on 12<sup>th</sup> September 2020
- ❖ Mentor- Mentee meeting was organized on 18th September 2020.

MAGRUR LA

Dr Mulesh Patil
DIRECTOR
NIT GRADUATE SCHOOL
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NAGPUR

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Ref. No.

Date:

IQAC Members Attendance - IQAC meeting held on 27th August 2020

	Designation	Name	Signature
10 20	Chairperson	Dr. Mukesh Patil, Director	mont
	Co-ordinator	Dr. Vaibhav Bhalerao	J.S. Bhowe
	I A	Dr. Bharat Adulkar	Absent
	100-4	Dr. Nilesh Yemde	8K
		A/P Pallavi Shekhar	Absent
		A/P Farida Damani	Absent
	Faculties	A/P Shashikant Raut	St
		A/P Mukta Marathe	Muria
NAAC IQAC		A/P Pradnya Salwatkar	Q Museum
		A/P Naina Yadav	M
		A/P Premila Sushir	Absent
	Librarian	Ms. Vaishali Gode	reades
		Mr. Nikhil Barde	OB_
	Administrative Staff	Mrs. Jyoti Wakode	bakareli
	Technical Staff	Mr. Chandrashekhar Jiwtode	AL
	Shadaut	Mr. Chitrakash Raut	Charle
	Student	Miss. Aditi Dholekar	AS

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Ref. No. Date :

	Management Representative	Dr. Rajesh Waigaonkar	wen &
	Alumni	Ms. Rashmi Satorkar	Absert
45 50	Stake Holder	Mr. M. K. Shekhar	12 Klekler
*0		Mrs. Riddhi Deshmukh, Member,	et
NAAC IQAC	Society	Shri Sai Shikshan Sanstha, Nagpur	Absent
	Employer	Mr. Prakash Atone	A d
-		Kotak Mahindra Bank	Himmy
	Industrialist	Dr. Rajesh Padole	7/20
		Dear Sir Services Nagpur	10
		Dr. Jyoti Patil	
		Principal, Renuka College	Abset
		Besa, Nagpur	
A		Dr. Kailash Kadu	
		Professor	
NAAC Ad	visory Committee	Green Heaven Institute of	Vind
711110710	visory Committee	Management & Research,	
Y Anna		Nagpur.	
		Dr. Amol Deshmukh	
		Principal	AraDal X
		Nagpur Institute of Technology,	Luca .
		Nagpur	

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Ref. No.	Date :
1.61. 140.	Date.

### Minutes of the IQAC meeting held on 28 th September 2020

Time: 11: 00 a.m.

#### Agenda:

- Students Satisfaction Survey on teaching learning process
- Student support services
- \* NAAC AQAR Submission
- Workshop on Gender Equity
- Training session for students

#### Suggestions:

- Students Satisfaction Survey on teaching learning process should be conducted for analyzing students satisfaction towards teaching – learning process.
- Effective student support system to be provided to manage procedural work
- Following NAAC AQAR Submission, the portal shall start accepting the AQAR .Considering the magnitude of the work, the team members involved in AQAR submission should be given related instructions & responsibility.
- The uploading of data for NAAC AQAR Submission is to begin shortly. Staff should provide the required data in advance for further procedure.
- Workshop on Gender Equity should be organized for spreading awareness that women and men are define and characterize equally for the social life in its political, economic, cultural and social facets.
- Motivational training session should be conducted for students to motivate them for managing stress & overcoming challenges in life.

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#### **Action Taken:**

- Students Satisfaction Survey on teaching learning process was conducted on 6<sup>th</sup> October 2020.
- Effective student support system to be provided to students for procedural work follow up. All instructions regarding this were given to staff members by director
- ❖ NAAC AQAR Submission has been completed on 10<sup>th</sup> October 2020.
- Guest lecture on Gender Equity was conducted for spreading awareness that women and men are define and characterize equally on 13<sup>th</sup> October 2020
- IQAC has organized training session for student with Dr.Sumit Waikar, Amravati on the topic, "Train your mind to conquer the challenges", on 24th October 2020.

HARVER B

Dr Mukesh Patil DIRECTOR NIT GRADUATE SCHOOL OF MANAGEMENT NAGPUR

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Ref. No. Date :
IOAC Members Attendance - IOAC meeting held on 28<sup>th</sup> September 2020

	Designation	Name	Signature
19 20	Chairperson	Dr. Mukesh Patil, Director	Morri
	Co-ordinator	Dr. Vaibhav Bhalerao	W. S. Bhale
		Dr. Bharat Adulkar	West.
	100	Dr. Nilesh Yemde	8/2
		A/P Pallavi Shekhar	Palland
	1	A/P Farida Damani	Farida
	Faculties	A/P Shashikant Raut	Absent
		A/P Mukta Marathe	Muca
NAAC IQAC		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	N
		A/P Premila Sushir	<b>P8</b>
	Librarian	Ms Vaishali Gode	Mode
	Administrative Staff	Mr. Nikhil Barde	OB.
		Mrs. Jyoti Wakode	Pressorche
	Technical Staff	Mr. Chandrashekhar Jiwtode	4
	0. 1.	Mr. Chitrakash Raut	CROWL
	Student	Miss. Aditi Dholekar	- 94

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Ref. No. Date :

		Management Representative		Dr Rajesh Waigaonkar	whenly
		Alumni		Ms. Rashmi Satorkar	Risabolication
	10 100	Stake Holder		Mr. M. K. Shekhar	M. Walter
	NAAC IQAC	Society	4	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Absent
		Employer		Mr. Prakash Atone Kotak Mahindra Bank	Aleman
		Industrialist		Dr. Rajesh Padole Dear Sir Services Nagpur	Absent
			Ý	Dr. Jyoti Patil Principal, Renuka College Besa, Nagpur	A
	NAAC Advisory Committee		Er	Dr. Kailash Kadu -Professor	
			Green Heaven Institute of Management & Research, Nagpur.	Absent	
				Dr. Amol Deshmukh Principal Nagpur Institute of Technology, Nagpur	Aparal .

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## NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No. Date :

Minutes of the IQAC meeting held on 29th October 2020 Time: 11: 00 a.m.

#### Agenda:

- CSR Activity
- Capacity Building Program for Non teaching staff
- MOU & Collaborations
- Feedback from Stakeholders

#### Suggestions:

- CSR activity should be held to enhance students & staff concern about corporate social responsibility.
- Capacity Building Program should be conducted for Non teaching staff to improve their working productivity.
- Institute should form collaborations (MOU) with outside industrial & educational organization to facilitate joint seeking of knowledge & experience.
- \* Feedback from Stakeholders should be taken for future assistance.

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Ref. No.

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### **Action Taken:**

- CSR activity was held on 7<sup>th</sup> November 2020 to enhance students & staff concern about corporate social responsibility.
- Capacity Building Program was conducted on 10<sup>th</sup> November 2020 for Non teaching staff to improve their working productivity.
- Process of forming collaborations (MOU) with outside industrial & educational organization to facilitate joint seeking of knowledge & experience was initiated with delegation of authority & responsibility.
- Feedback from Stakeholders was taken on 21st November 2020.

MAGPUH P

Dr Mukesh Patil DIRECTOR NIT GRADUATE SCHOOL OF MANAGEMENT NAGPUR

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Ref. No.

IQAC Members Attendance - IQAC meeting held on 29<sup>th</sup> October 2020

na Pita	Designation	Name	Signature
	Chairperson	Dr. Mukesh Patil, Director	Marit
	Co-ordinator	Dr. Vaibhav Bhalerao	TI Blisner
	EA.	Dr. Bharat Adulkar	Bear -
	Alband .	Dr. Nilesh Yemde	842
		A/P Pallavi Shekhar	Palland
		A/P Farida Damani	Forida
NAAC IQAC	Faculties	A/P Shashikant Raut	Au
		A/P Mukta Marathe	Mucha
		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	bat
		A/P Premila Sushir	Absent
	Librarian	Ms. Vaishali Gode	veodes
	Administrative Staff	Mr. Nikhil Barde	OB_
		Mrs. Jyoti Wakode	Loester
	Technical Staff	Mr. Chandrashekhar Jiwtode	AN
		Mr. Chitrakash Raut	Clant
	Student	Miss. Aditi Dholekar	- QA

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ľ		Management Representative	Dr. Rajesh Waigaonkar	Absent
		Alumni	Ms. Rashmi Satorkar	R-batorteatr_
	100	Stake Holder	Mr. M. K. Shekhar	M.KRIKhas
	NAAC IQAC	Society	Mrs Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	dealmunk
		Employer	Mr. Prakash Atone  Kotak Mahindra Bank	Absent
		Industrialist	Dr. Rajesh Padole Dear Sir Services Nagpur	بطويس
*	NAAC Advisory Committee		Dr. Jyoti Patil Principal, Renuka College Besa, Nagpur Dr. Kailash Kadu Professor Green Heaven Institute of	Marcal
			Management & Research, Nagpur.  Dr. Amol Deshmukh	
			Principal  Nagpur Institute of Technology,  Nagpur	Absent

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NIT GRADUATE SCHOOL OF MANAGEMEN

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Ref. No.	Date :
1301. 140	Date.

Minutes of the IQAC meeting held on 21st November 2020

Time: 11: 00 a.m.

#### Agenda:

- Constitution Day Celebration
- Organizing Professional Ethics Program for the faculty
- SWOT Analysis Session
- Strategic Plan Review

#### **Suggestions:**

- Constitution Day should be celebrated to promote the values of the Constitution among the students who are the youth of the country.
- Professional Ethics Program should be organized for the faculties to promote professional ethics within faculty.
- SWOT analysis session should be conducted for students to analyze them their Strengths, Weaknesses, Opportunities & Threats.
- Strategic Plan of the institute should be review.

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Ref. No.	Date :

#### Action Taken :=

- Constitution Day was celebrated on 26<sup>th</sup> November 2020 to promote the values of the Constitution among the students who are the youth of the country.
- Guest lecture on "Professional Ethics" was organized for the faculties on 12<sup>th</sup> December 2020 to promote professional ethics within faculty.
- SWOT analysis session was conducted for students on 19th December 2020
- Strategic Plan of the institute & its implementation against timeline was assessed & reviewed.

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DI Mukesh Patil
DIRECTOR
NIT GRADUATE SCHOOL
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Ref. No. IQAC Members Attendance - IQAC meeting held on 21 to November 2020

	Designation	Name	Signature
19 20	Chairperson	Dr. Mukesh Patil, Director	Internit
	Co-ordinator	Dr. Vaibhav Bhalerao	07.1.18h.de
	PA.	Dr. Bharat Adulkar	Rosey.
		Dr. Nilesh Yemde	Elis
		A/P Pallavi Shekhar	Pollary
	1 14	A/P Farida Damani	Farida
	Faculties	A/P Shashikant Raut	Absect
		A/P Mukta Marathe	Mulia
NAAC IQAC		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	R
	L.A.	A/P Premila Sushir	08
	Librarian	Ms. Vaishali Gode	mode
	Administrative Staff	Mr. Nikhil Barde	N8
		Mrs. Jyoti Wakode	freekal
	Technical Staff	Mr. Chandrashekhar Jiwtode	- H
	Gr. 1	Mr. Chitrakash Raut	Chaul
	Student	Miss. Aditi Dholekar	100

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Ref. No. Date :

	Management Representative	Dr. Rajesh Waigaonkar	Whent
	Alumni	Ms. Rashmi Satorkar	R. Salorkan
	Stake Holder	Mr. M. K. Shekhar	Absent
19		Mrs. Riddhi Deshmukh, Member,	
NAAC IQAC	Society	Shri Sai Shikshan Sanstha, Nagpur	Aulmulk
	Employer	Mr Prakash Atone	100 10
		Kotak Mahindra Bank	Floring
	Industrialist	Dr. Rajesh Padole	404
		Dear Sir Services Nagpur	Absent
		Dr. Jyoti Patil	1
		Principal Renuka College	Als
		Besa, Nagpur	O,
		Dr. Kailash Kadu	
		€7 -Professor	0
NAAC Ad	visory Committee	Green Heaven Institute of	post
		Management & Research,	
		Nagpur.	
		Dr. Amol Deshmukh	
		Principal	1 000
		Nagpur Institute of Technology,	Despose
		Nagpur	15

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Ref. No.	Date :
1101, 110.	Date.

Minutes of the IQAC meeting held on 29<sup>th</sup> December 2020 Time: 11: 00 a.m.

### Agenda:

- National Youth Day Celebration
- Documentation & Advanced Profile
- Students Support Services
- Soft Skill Development program for non teaching faculties

#### Suggestions:

- National Youth Day should be celebrated to make a better future for the country by motivating the youths and spreading the ideas of the Swami Vivekanandaji.
- Documentation of all the activities conducted should be maintained & Advanced Profile of all the teaching staff should be prepared.
- Students Support Services should be established for proper guidance & support to students.
- Soft Skill Development program for non teaching faculties should be organized to combat the challenges of pandemic season

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Ref. No. Date :

#### Action Taken:

- National Youth Day was celebrated on 12th January 2021.
- Instructions & guidance regarding format & procedure was given to staff members by director Dr. Mukesh Patil to maintain documentation of all the activities conducted. Director Dr. Mukesh Patil also instructed to the teaching staff to prepared Advanced Profile.
- Soft Skill Development program for non teaching faculties was conducted on 21<sup>st</sup> January 2021 to 23<sup>rd</sup> January 2021.

SUNGEUR DE

DIRECTOR
NIT GRADUATE SCHOOL
OF MANAGEMENT
NAGPUR

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No. Date

IQAC Members Attendance - IQAC meeting held on 29th December 2020

	Designation	Name	Signature
19	Chairperson	Dr. Mukesh Patil, Director	popular
	Co-ordinator	Dr. Vaibhav Bhalerao	Wilheren
		Dr. Bharat Adulkar	Reserve "
	/Mo	Dr. Nilesh Yemde	Shi
		A/P Pallavi Shekhar	Pollows
		A/P Farida Damani	Forda
	Faculties	A/P Shashikant Raut	dit
NAAC IQAC		A/P Mukta Marathe	Mulia
		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	GAT .
		A/P Premila Sushir	B
	Librarian	Ms. Vaishali Gode	veodes
	Administrative Staff	Mr. Nikhil Barde	08
		Mrs. Jyoti Wakode	Leeper
	Technical Staff	Mr. Chandrashekhar Jiwtode	At-
	Student	Mr. Chitrakash Raut	CRank
		Miss. Aditi Dholekar	AD

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Ref. No. Date :

	Management Representative	Dr. Rajesh Waigaonkar	While
	Alumni	Ms. Rashmi Satorkar	Absert
	Stake Holder	Mr. M. K. Shekhar	m. Blackton
19		Mrs. Riddhi Deshmukh, Member,	2
NAAC IQAC	Society	Shri Sai Shikshan Sanstha, Nagpur	Melhounth
	Employer	Mr. Prakash Atone	lin D
1000		Kotak Mahindra Bank	Home
	Industrialist	Dr. Rajesh Padole	-) = - kg
		Dear Sir Services Nagpur	
1100		Dr. Jyoti Patil	
		Principal, Renuka College	Absent
		Besa, Nagpur	-
		Dr. Kailash Kadu	
		Ex-Professor	- il
NAAC Ad	visory Committee	Green Heaven Institute of	Vac
		Management & Research,	1 T
		Nagpur.	
		Dr. Amol Deshmukh	200
		Principal	Dela A
		Nagpur Institute of Technology,	(Zight)
		Nagpur	

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No.	Date :

Minutes of the IQAC meeting held on 25th January 2021

Time: 11: 00 a.m.

#### Agenda:

- Bridge Course
- Induction Program Illuminate 2021
- Program & Activities for Newly Admitted Batch
- Mentoring Program
- Group Discussion & Personal Interview Session
- Soft Skill Development Program

#### Suggestions:

- ❖ Bridge Course should be organized for students to bridge the gap between subjects studied at graduation level and subjects they would be studying in post graduation.
- Induction Program should be conducted for newly admitted batch of students to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self exploration.
- Program & Activities for Newly Admitted Batch of students should be planned in advance. Its authority & responsibility should be delegated to respective staff.
- Mentoring Program should be initiated for new batch of students for Mentor mentee coordination
- Group Discussion & Personal Interview Session should be conducted for students to give them practical orientation towards recruitment & selection process in

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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D. C. All	6
Ref. No.	Date:

Soft Skill Development Program should be conducted for students to give each student a realistic perspective of work and work expectations, to help formulate problem solving skills, to guide students in making appropriate and responsible decisions, to create a desire to fulfill individual goals.

#### **Action Taken:**

- ❖ Bridge Course was organized for students from 1<sup>st</sup> February 2021.
- Induction Program was conducted for newly admitted batch of students from 8<sup>th</sup> February 2021 to 10<sup>th</sup> February 2021.
- Program & Activities for Newly Admitted Batch of students were planned in advance. Its authority & responsibility was delegated to respective staff by director Dr. Mukesh Patil.
- Mentoring Program was started for Sem I students from 13<sup>th</sup> February 2021.
- Group Discussion & Personal Interview Session was conducted from 17<sup>th</sup> February 2021 to 18<sup>th</sup> February 2021.
- Soft Skill Development Program was organized for students from 22<sup>nd</sup> February 2021



Dr. Milicesh Patil DIRECTOR NIT GRADUATE SCHOOL OF MANAGEMENT NAGPUR

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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No. IOAC Members Attendance - IOAC meeting held on 25<sup>th</sup> January 2021

	Designation	Name	Signature
41	Chairperson	Dr. Mukesh Patil, Director	Walif
	Co-ordinator	Dr. Vaibhav Bhalerao	9/3. Bhderas
	ETA.	Dr. Bharat Adulkar	Raw
		Dr. Nilesh Yemde	8
		A/P Pallavi Shekhar	Pallans
		A/P Farida Damani	Farila
	Faculties	A/P Shashikant Raut	Act
		A/P Mukta Marathe	Mula
NAAC IQAC		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	(a)
		A/P Premila Sushir	<b>B</b>
	Librarian	Ms. Vaishali Gode	hode
	Administrative Staff	Mr. Nikhil Barde	NBc -
		Mrs. Jyoti Wakode	double
	Technical Staff	Mr. Chandrashekhar Jiwtode	(A)
	Student	Mr. Chitrakash Raut	CROWL
		Miss. Aditi Dholekar	AD

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Date:

### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref No.

	Management Representative	Dr. Rajesh Waigaonkar	worken !
	Alumni	Ms. Rashmi Satorkar	R. Salonian
1.0	Stake Holder	Mr. M. K. Shekhar	6. Klocker
NAAC IQAC	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Malmalek
	Employer	Mr. Prakash Atone  Kotak Mahindra Bank	Absent
	Industrialist	Dr. Rajesh Padole  Dear Sir Services Nagpur	Pino)
		Dr. Jyoti Patil Principal, Renuka College Besa, Nagpur	1
NAAC Advisory Committee		Dr. Kailash Kadu  Er-Professor	
		Green Heaven Institute of  Management & Research,  Nagpur.	Absent
		Dr. Amol Deshmukh Principal Nagpur Institute of Technology,	Andrea.
		Nagpur Nagpur	1551

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Ref. No. Dale :
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Minutes of the IQAC meeting held on 22<sup>nd</sup> February 2021

Time: 11: 00 a.m.

#### Agenda:

- Yoga & Meditation Program
- International Women's Day Celebration
- CSR Activity
- Personal Counselling to students under Career Counselling Program

#### **Suggestions:**

- Yoga & Meditation Program should be organized as Yoga & Meditation is powerful tool for handling stress, improving their teaching skills, and increasing their physical, mental, and emotional health.
- ♣ International Women's Day should be celebrated for women's history, highlighting key events, milestones, and achievements, and aims to further promote and raise awareness of women's rights and to achieve equal opportunity status in all walks of life.
- CSR activity should be held to enhance students & staff concern about corporate social responsibility.
- Personal Counselling to students should be organized under Career Counselling Program

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Ref. No.	Date :
1101.110.	Date.

#### Action Taken:

- Yoga & Meditation Program was conducted from 1<sup>st</sup> March 2021.
- International Women's Day was celebrated on 8<sup>th</sup> March 2021.
- CSR Activity Enhancing Swachchta & Rural Engagement Activity was conducted in Dahegaon on 20<sup>th</sup> March 2021.
- Personal Counselling Session was organized for students from 24<sup>th</sup> March 2021 to 26<sup>th</sup> Murch 2021 under Career Counselling Program.

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Dr Mukesh Putil
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### NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No. Date: Date: IQAC Members Attendance - IQAC meeting held on 22nd February 2021

	Designation	Name	Signature
ng ====	Chairperson	Dr. Mukesh Patil, Director	Make
	Co-ordinator	Dr. Vaibhav Bhalerao	9/1 Blober
		Dr. Bharat Adulkar	Absent
	Allerando	Dr. Nilesh Yemde	Shi-
		A/P Pallavi Shekhar	Palant
		A/P Farida Damani	fanda
	Faculties	A/P Shashikant Raut	Absent
NAAC IQAC		A/P Mukta Marathe	Mura
		A/P Pradnya Salwatkar	0
		A/P Naina Yadav	0
		A/P Premila Sushir	<b>B</b> )
	Librarian	Ms. Vaishali Gode	Leods
	Administrative Staff	Mr. Nikhil Barde	DB
		Mrs. Jyoti Wakode	berre
	Technical Staff	Mr. Chandrashekhar Jiwtode	<b>AST</b>
	C. J.	Mr. Chitrakash Raut	cRank
	Student	Miss Aditi Dholekar	40

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Ref. No. Date:

	Management Representative	Dr. Rajesh Waigaonkar	nophile
	Alumni	Ms Rashmi Satorkar	Risabolina
	Stake Holder	Mr. M. K. Shekhar	m WILKlas
19		Mrs. Riddhi Deshmukh, Member,	73.
NAAC IQAC	Society	Shri Sai Shikshan Sanstha, Nagpur	Chehumille
4,740	Employer	Mr Prakash Atone	300
100		Kotak Mahindra Bank	Absent
100	Industrialist	Dr. Rajesh Padole	Mist
	1	Dear Sir Services Nagpur	C .
1,000		Dr. Jyoti Patil	0 -
		Principal, Renuka College	
		Besa, Nagpur	
		Dr. Kailash Kadu	
		Professor	
NAAC Ad	visory Committee	Green Heaven Institute of	Absent
		Management & Research,	
		Nagpur.	
		Dr. Amol Deshmukh	a
		Principal	Apple
		Nagpur Institute of Technology,	1
		Nagpur	

CAMPUS : Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501





# NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref. No.	Date :
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Minutes of the IQAC meeting held on 30th March 2021

Time: 11: 00 a.m.

### Agenda:

- Remedial Coaching
- Market Research Activity
- Guest Lecture on Environment Management
- Strengthening of IT Infrastructure in campus

## Suggestions:

- Remedial Coaching should be organized to give additional help to students who, for one reason or another, have fallen behind the rest of the class in the subjects.
- Market Research Activity should be conducted for students to understand or examine the market associated with a particular product or service, customer need analysis & competitor analysis.
- Guest Lecture on Environment Management should be conducted to motivate students for managing environmental management system which aims to prevent pollution, meet compliance obligations and enhance conditions of the environment.
- ❖ IT Infrastructure in campus should strengthen realizing the need of current pandemic situation & future concern

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### **Action Taken:**

- \* Remedial Coaching was organized online from 10 th April 2021 for students.
- Online Market Research Activity was conducted from 16<sup>th</sup> April 2021 to 17<sup>th</sup> April 2021.
- Guest Lecture on Sustainable Environment Management was conducted online on 24<sup>th</sup> April 2021.
- ◆ Instructions were given to AO & technical staff for Strengthening of IT Infrastructure in campus by director Dr. Mukesh Patil. Corresponding responsibility for doing the said work is also given to them.

VIAGPUR OF

Dr Milkesh Patil
DIRECTOR
NIT GRADUATE SCHOOL
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Ref. No.

IQAC Members Attendance - IQAC meeting held on 30<sup>th</sup> March 2021

	Designation	Name	Signature
10 -10	Chairperson	Dr. Mukesh Patil, Director	Mari
	Co-ordinator	Dr. Vaibhav Bhalerao	W. Blue
		Dr. Bharat Adulkar	Med-
		Dr. Nilesh Yemde	Sho
		A/P Pallavi Shekhar	Palland
NAAC IQAC		A/P Farida Damani	Faida
	Faculties	A/P Shashikant Raut	Absert
		A/P Mukta Marathe	Multa
		A/P Pradnya Salwatkar	0
		A/P Naina Yadav	a
		A/P Premila Sushir	(A)
	Librarian	Ms, Vaishali Gode	viodes
		Mr. Nikhil Barde	AB
	Administrative Staff	Mrs. Jyoti Wakode	warell
	Technical Staff	Mr. Chandrashekhar Jiwtode	M
	Standard	Mr. Chitrakash Raut	CRant
	Student	Miss. Aditi Dholekar	M

: Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501 **CAMPUS** 





# NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref No. Date:

	Management Representative	Dr. Rajesh Waigaonkar	maril
	Alumni	Ms. Rashmi Satorkar	Risaberkar
	Stake Holder	Mr. M. K. Shekhar	Absent
NAAC IQAC	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Mahmuth
	Employer	Mr. Prakash Atone Kotak Mahindra Bank	Hund
W.	Industrialist	Dr. Rajesh Padole  Dear Sir Services Nagpur	1 - zh.
		Dr. Jyoti Patil	
		Principal, Renuka College	Also .
		Besa , Nagpur	0
		Dr. Kailash Kadu	
		Ex-Professor	
NAAC Advisory Committee		Green Heaven Institute of	Varsas
		Management & Research,	
		Nagpur.	
		Dr. Amol Deshmukh	
		Principal	A
		Nagpur Institute of Technology,	Absent
		Nagpur	

CAMPUS : Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501





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Ref. No.	Date :
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Minutes of the IQAC meeting held on 27<sup>th</sup> April 2021 Online Meeting

Time: 11: 00 a.m.

## Agenda:

- Curriculum discussion
- Monitoring online teaching learning activities
- Student Quality Cell meeting
- Examination reforms

## Suggestions:

- The curriculum and syllabus to be implemented as per RTM Nagpur University Guidelines. Institute should plan for new courses which are inter and intra-disciplinary in nature.
- > The online classes are to be monitored by Academic Head.
- > Student Quality cell meetings to be held and relevant actions to be taken according to the grievances or suggestions reported by students
- All assessment shall be in the digital mode in future

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# NIT GRADUATE SCHOOL OF MANAGEMENT

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	Dof	NIO

Date			
Date			

## Action Taken:

- IQAC conducted the Student Quality Cell Meeting online on 15<sup>th</sup> May 2020.
  Students were satisfied with the curriculum and were able to gain more knowledge through the syllabus.
- > The online classes were monitored by Academic Head.
- ➤ Discussion session was conducted with faculty for implementing Examination reforms suggested by RTM Nagpur University.
- > Implementation of digital mode for assessment.



DEMINIKESH Patil DIRECTOR NIT GRADUATE SCHOOL OF MANAGEMENT NAGPUR

CAMPUS: Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501

CORP. OFF: 2<sup>nd</sup> Floor, Midas Heights, Central Bazar Road, Ramdaspeth, Nagpur-440010

Phone : 9545571000 | E-mail : ao@nitmba.edu.in | Website : www.nitmba.edu.in







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Ref. No.

IQAC Members Attendance - IQAC meeting held on 27th April 2021

	Designation	Name	Signature
10 -2	Chairperson	Dr. Mukesh Patil, Director	Month
	Co-ordinator	Dr. Vaibhav Bhalerao	9. No wear
	The second	Dr. Bharat Adulkar	Absert
	Alberta de	Dr. Nilesh Yemde	Ste
		A/P Pallavi Shekhar	Pollans
NAAC IQAC		A/P Farida Damani	Forida
	Faculties	A/P Shashikant Raut	dit
		A/P Mukta Marathe	Muug
		A/P Pradnya Salwatkar	9
		A/P Naina Yadav	6H
		A/P Premila Sushir	Absent
	Librarian	Ms. Vaishali Gode	vuodes
	Administrative Staff	Mr. Nikhil Barde	Absent
		Mrs. Jyoti Wakode	Cakou
	Technical Staff	Mr. Chandrashekhar Jiwtode	10
		Mr. Chitrakash Raut	CROWL
	Student	Miss. Aditi Dholekar	00

: Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501 **CAMPUS** 





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Ref. No.

Date:

	Management Representative	Dr. Rajesh Waigaonkar	Absent
	Alumni	Ms. Rashmi Satorkar	R.Sasa, Kan
2.0	Stake Holder	Mr. M. K. Shekhar	O. KLELLE
NAAC IQAC	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Roleshout
0.77	Employer	Mr. Prakash Atone  Kotak Mahindra Bank	Hund
	Industrialist	Dr. Rajesh Padole Dear Sir Services Nagpur	Absent
NAAC Advisory Committee		Dr. Jyoti Patil Principal, Renuka College Besa, Nagpur	A.
		Dr. Kailash Kadu Professor Green Heaven Institute of Management & Research, Nagpur.	ymel
		Dr. Amol Deshmukh Principal Nagpur Institute of Technology, Nagpur	Day S.

CAMPUS : Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501





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Ref. No	Date :
. 101. 110	Date .

Minutes of the IQAC meeting held on 29th May 2021

Online Meeting

Time: 11: 00 a.m.

### Agenda

- Online Teaching & Learning Process
- Study Material
- · Online lecture feedback
- · Resume Writing Workshop

## Suggestions:

- Online Teaching & Learning Process should be implemented in proper way. Interactive communication should be preferred during Online Teaching & Learning Process
- Students should be provided with study material for study.
- Online Lectures feedback of faculties should be taken from students.
- Resume Writing Workshop should be conducted for enhancing & developing Resume Writing skill of students.

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# NIT GRADUATE SCHOOL OF MANAGEMENT

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D-4 N-	Date :
Ref. No.	Date .

## **Action Taken:**

- ❖ Faculties were directed & given instructions by director Dr. Mukesh Patil for Online Teaching & Learning Process proper implementation. It is also instructed to prefer Interactive communication during Online Teaching & Learning Process.
- Students were provided with study material specially MCQ content based study material for study.
- Online Lectures feedback of faculties was taken from students from 25<sup>th</sup> June 2021 to 26<sup>th</sup> June 2021
- Resume Writing Workshop was conducted for enhancing & developing Resume Writing skill of students on 30<sup>th</sup> June 2021.

MAGPUR LES

DEMVISED PARTI DIRECTOR NIT GRADUATE SCHOOL OF MANAGEMENT NAGPUR

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Ref. No.

IQAC Members Attendance - IQAC meeting held on 29th May 2021

	Designation	Name	Signature
NAAC IQAC	Chairperson	Dr. Mukesh Patil, Director	Wart
	Co-ordinator	Dr. Vaibhav Bhalerao	4/1/8haden
	Faculties	Dr. Bharat Adulkar	Roy.
		Dr. Nilesh Yemde	8hr
		A/P Pallavi Shekhar	Absent
		A/P Farida Damani	Faida
		A/P Shashikant Raut	Absent
		A/P Mukta Marathe	Mund
		A/P Pradnya Salwatkar	8
		A/P Naina Yadav	0
		A/P Premila Sushir	B
	Librarian	Ms. Vaishali Gode	reads
	Administrative Staff	Mr. Nikhil Barde	Absent
		Mrs. Jyoti Wakode	Absent
	Technical Staff	Mr Chandrashekhar Jiwtode	AL
		Mr. Chitrakash Raut	CRaub
	Student	Miss. Aditi Dholekar	AO_

: Survey No. 13/2, Mahurzari, Katol Road, Nagpur-441 501 **CAMPUS** 





Date:

# NIT GRADUATE SCHOOL OF MANAGEMENT

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Ref No.

	Management Representative	Dr. Rajesh Waigaonkar	working
	Alumni	Ms. Rashmi Satorkar	Ruderus
5.0	Stake Holder	Mr. M. K. Shekhar	MX Klat
NAAC IQAC	Society	Mrs. Riddhi Deshmukh, Member, Shri Sai Shikshan Sanstha, Nagpur	Absert
	Employer	Mr. Prakash Atone	Thurs
		Kotak Mahindra Bank	
	Industrialist	Dr. Rajesh Padole	010
		Dear Sir Services Nagpur	
		Dr. Jyoti Patil	*
		Principal, Renuka College	
		Besa, Nagpur	
A		Dr. Kailash Kadu	
		Er Professor	
NAAC Advisory Committee		Green Heaven Institute of	But
	. assign Committee	Management & Research,	
		Nagpur.	
		Dr. Amol Deshmukh	Aggles.
		Principal	
		Nagpur Institute of Technology,	
		Nagpur	

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