



SHRI SAI SHIKSHAN SANSTHA'S



NIT GRADUATE SCHOOL OF MANAGEMENT

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

Ref. No. NIT GSM / 1126 (3F) / 2021

Date : 06/08/2021

Composition of IQAC was restructured & finalized by the existing members of IQAC during the IQAC meeting held on Date: 06th Aug 2021. It was agreed upon by all the members.

Composition of Internal Quality Assurance Cell (IQAC) Committee (2021-22 onwards)

Name	IQAC Designation
Mrs. Riddhi Deshmukh, Treasurer, Shri Sai Shikshan Sanstha, Nagpur	Honorable Management - Management Representative
Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
Shri Rishikesh Deshmukh Nagpur	Nominee from Local Society – Member
Dr. Rajesh Waigaonkar Nagpur	Nominee from Employers – Member
Mr. Swapnil Tijare Director, Tijare Engineering & Research Corporation, Amravati	Nominee from Industrialists – Member
Dr. Kailas Kadu, Ex.Professor , RTM Nagpur University	Nominee from Stakeholders – Member
Dr. Bharat Adulkar, Assistant Professor	Member
Dr. Nilesh Yemde, Assistant Professor	Member
Ms. Pallavi Shekhar, Assistant Professor	Member
Ms. Mukta Marathe, Assistant Professor	Member
Mr. Ramanand Dongare, Admin Clerk	Member
Ms. Kalpana Balbudhe, Admin Clerk	Member
Mr. Swapnil D. Gajbhiye Divisional Accounts Officer, CAG	Alumni Representative – Member
Ms. Laxmi Singh	Student Representative – Member
Mr. Nikhil Meshram	Student Representative – Member
Mr. Purushottam Mendhe	Parents Representative – Member
Dr. Vaibhav S. Bhalerao, Assistant Professor	Coordinator




Dr. Mukesh Patil
DIRECTOR
NIT GRADUATE SCHOOL
OF MANAGEMENT
NAGPUR



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NIT GRADUATE SCHOOL OF MANAGEMENT

Approved by AICTE New Delhi, DTE Mumbai & Affiliated to RTM Nagpur

Circular

Date - 2nd August 2021

It is hereby informed that the meeting of IQAC will be held on 5th August 2021 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- IQAC Action Plan for the year 2021-2022
- Guest Lecture
- Guidance for Competitive Examination Program (Banking)
- Discussion on affiliation of the Institute.
- Faculty Development Program
- Case Study Competition
- Career Counseling Program
- International Literacy Day Celebration
- Documentation & Advanced Profile
- NSS Activity
- SIP Orientation Program



M. Patil

Dr. Mukesh Patil
DIRECTOR

**NIT GRADUATE SCHOOL
OF MANAGEMENT
NAGPUR**

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

CORP. OFF : 2nd Floor, Midas Heights, Central Bazar Road, Ramdaspath, Nagpur-440 010

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Minutes of the IQAC meeting held on 5th August 2021 –

Time: 11: 00 a.m. , Venue : Seminar Hall

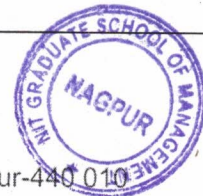
Following members were present during the meeting.

Sr. No.	Name	IQAC Designation
1	Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
2	Shri Rishikesh Deshmukh Nagpur	Nominee from Local Society – Member
3	Dr. Rajesh Waigaonkar Nagpur	Nominee from Employers – Member
4	Mr. Swapnil Tijare Director, Tijare Engineering & Research Corporation, Amravati	Nominee from Industrialists – Member
5	Dr. Bharat Adulkar Assistant Professor	Member
6	Dr. Nilesh Yemde Assistant Professor	Member
7	Ms. Pallavi Shekhar Assistant Professor	Member
8	Ms. Mukta Marathe Assistant Professor	Member
9	Mr. Ramanand Dongare Admin Clerk	Member
10	Ms. Kalpana Balbudhe Admin Clerk	Member
11	Mr. Swapnil D. Gajbhiye Divisional Accounts Officer, CAG	Alumni Representative – Member
12	Ms. Laxmi Singh	Student Representative – Member
13	Mr. Nikhil Meshram	Student Representative – Member
14	Mr. Purushottam Mendhe	Parents Representative – Member
15	Dr. Vaibhav S. Bhalerao Assistant Professor	Coordinator

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Agenda :

- IQAC Action Plan for the year 2021-2022
- Guest Lecture
- Guidance for Competitive Examination Program (Banking)
- Discussion on affiliation of the Institute.
- Faculty Development Program
- Case Study Competition
- Career Counseling Program
- International Literacy Day Celebration
- Documentation & Advanced Profile
- NSS Activity
- SIP Orientation Program

Suggestions :

- Skill development initiative for faculties & students must be taken by IQAC under IQAC Action Plan for the year.
- Guest Lecture should be organized to motivate students for their career development & make them knowledgeable about different career opportunities available for MBA Graduates.
- Guest lecture should be conducted to make students aware about latest trend in Marketing Management.
- Guidance for Competitive Examination Program (Banking) should be conducted for students who wants to participate & apply for competitive Banking Examinations
- Discussion on affiliation of the Institute was done and suggestion were taken.
- Planning for Faculty Development Program needed for training non teaching staff for adopting better technological enhancement.
- Competitions for enhancing students knowledge & skills for solving industry & companies related cases should be organized.
- Career Counselling Program should be planned & executed for offering career counseling to students and guiding the young minds by helping them to understand their strength , counseling the students to various openings suitable to their competency, economic resources and personal choices.
- International Literacy Day should be celebrated for spreading awareness about the importance of literacy for individuals, communities & societies.
- Documentation of all the activities conducted should be maintained & Advanced Profile of all the teaching staff should be prepared.
- NSS Activity should be planned for students overall personal & social development .
- SIP Orientation Program should be conducted to give knowledge regarding SIP Importance & SIP Project Report Preparation.

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Action Taken :

- Under IQAC Action Plan for the year 2021-2022 , Faculty skill development & students skill development program were planned.
- Guest Lecture on “Banking & Financial Services & Career Opportunities for MBA Graduates” was organized on 7th August 2021 for MBA Students.
- Guidance for Competitive Examination Program (Banking) was organized from 12th August 2021.
- Instructions were given regarding affiliation of the Institute.
- Faculty Skill Development Programme for non teaching staff was organized on 21st August 2021 .
- Corporate Case Study Analysis Competition was organized on 20th August 2021 .
- Career Counselling Program was executed from 20th August 2021 .
- Students Skill Development Programme on communication skill & soft skill development was organized on 30th August 2021 .
- International Literacy Day was celebrated on 8th Septmber 2021 for spreading awareness about the importance of literacy for individuals , communities & societies.
- 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.
- Community Cleaning Programme was organized in Borgaon on 14th Septmber 2021 by NSS Group students.
- SIP Orientation Program was conducted on 21st Sept. 2021.
- Guest Lecture on “Digital Marketing” was organized on 25th September 2021 .




Dr. Mukesh Patil

DIRECTOR
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Date – 21st Septmber 2021

It is hereby informed that the meeting of IQAC will be held on 25th Septmber 2021 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- Business Quiz Competition
- Guest Lecture
- Discussion on Bridging Gap of Industry-Institute
- Language & Communication Skill Development Program
- CSR Activity
- Awareness Programme on Code of Conduct
- Strategic Plan Review
- ICT / Computing Skill Development Program
- NAAC AQAR Submission



Mpatil
Dr. Mukesh Patil

DIRECTOR
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Minutes of the IQAC meeting held on 25th Septmber 2021 –

Time: 11: 00 a.m. , Venue : Seminar Hall

Following members were present during the meeting.

Sr. No.	Name	IQAC Designation
1	Mrs. Riddhi Deshmukh, Treasurer, Shri Sai Shikshan Sanstha, Nagpur	Honorable Management - Management Representative
2	Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
3	Dr. Rajesh Waigaonkar Nagpur	Nominee from Employers – Member
4	Dr. Bharat Adulkar Assistant Professor	Member
5	Dr. Nilesh Yemde Assistant Professor	Member
6	Ms. Pallavi Shekhar Assistant Professor	Member
7	Ms. Mukta Marathe Assistant Professor	Member
8	Mr. Ramanand Dongare Admin Clerk	Member
9	Ms. Kalpana Balbudhe Admin Clerk	Member
10	Mr. Swapnil D. Gajbhiye Divisional Accounts Officer, CAG	Alumni Representative – Member
11	Ms. Laxmi Singh	Student Representative – Member
12	Mr. Nikhil Meshram	Student Representative – Member
13	Dr. Vaibhav S. Bhalerao Assistant Professor	Coordinator



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Agenda :

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- Language & Communication Skill Development Program
- CSR Activity
- Awareness Programme on Code of Conduct
- Strategic Plan Review
- ICT / Computing Skill Development Program
- NAAC AQAR Submission

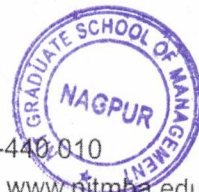
Suggestions :

- Innovative, interactive competitions like Business Quiz Competition must be planned to facilitate a copious flow of business world knowledge within students.
- Guest Lecture on financial management related topics will have to be planned.
- It is discussed that we need to initiate further measures for bridging the gap between Industry and the Institute.
- Language & Communication Skill Development Program should be conducted for students to provide an authentic language & communication skills learning experience to students.
-
- CSR Activity should be conducted as a part of NSS activity profile & spreading awareness of CSR within MBA Students.
- To promote Code of Conduct within institute, Awareness Programme for staff should be planned.
- Strategic Plan of the institute should be review.
- In order to develop students knowledge & skills about computer & processes, ICT / Computing Skill Development Program should be initiated.
- Following NAAC AQAR Submission, the team members involved in AQAR submission should be given related instructions & responsibility.

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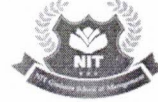
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Action Taken :

- Business Quiz Competition was organized on 16th October 2021 to inculcate business world knowledge within students.
- On 23rd October 2021 , Guest Lecture on “Technology in Banking” was conducted .
- Faculties are visiting different companies for Liasioning for exploring the possibilities of activities such as Internship, Industry Projects, Guest /Expert Lecture, Placements, etc. Also, further efforts are required for Identification of Industry for MoUs / Consultancy /Collaborative work.
- Language & Communication Skill Development Program was conducted from 25th October 2021 to enhance Language & Communication Skill of students.
- Awareness Drive on “Traffic Control and Awareness Program” on 30th October 2021 was conducted at Gittikhadan , Nagpur .
- Awareness Programme on Code of Conduct was executed on 12th November 2021.
- Strategic Plan of the institute & its implementation against timeline was assessed & reviewed.
- ICT / Computing Skill Development Program was conducted from 12th November 2021 to develop students ICT / Computing Skill
- The team members involved in NAAC AQAR submission were given instructions about NAAC AQAR critariawise preparation & they all are working on this for AQAR submission before timeline.




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Date - 15th November 2021

It is hereby informed that the meeting of IQAC will be held on 18th November 2021 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- Strengthening the T&P and arranging industrial training for students.
- Students Satisfaction Survey on teaching – learning process
- Constitution Day Celebration
- Business Plan Competition
- Aarambh -Vibrant Sport Event
- Bridge Course
- Induction Program Illuminate 2022




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Minutes of the IQAC meeting held on 18th November 2021 –

Time: 11: 00 a.m. , Venue : Seminar Hall

Following members were present during the meeting.

Sr. No.	Name	IQAC Designation
1	Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
2	Dr. Bharat Adulkar Assistant Professor	Member
3	Dr. Nilesh Yemde Assistant Professor	Member
4	Ms. Pallavi Shekhar Assistant Professor	Member
5	Ms. Mukta Marathe Assistant Professor	Member
6	Mr. Ramanand Dongare Admin Clerk	Member
7	Ms. Kalpana Balbudhe Admin Clerk	Member
8	Ms. Laxmi Singh	Student Representative – Member
9	Mr. Nikhil Meshram	Student Representative – Member
10	Dr. Vaibhav S. Bhalerao Assistant Professor	Coordinator

Agenda :

- Strengthening the T&P and arranging industrial training for students.
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- Bridge Course
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Suggestions :

- Members suggested strengthening the college's training and placement activities and arranging industrial training for students.
- Students Satisfaction Survey on teaching – learning process should be conducted for analyzing students satisfaction towards teaching – learning process.
- To create awareness about Fundamental Duties as enshrined in the Indian Constitution , Institute must celebrate Constitution Day .
- Competitions like Business Plan Competition will have to be planned to identify creative ideas , to focus on stimulating young minds , to work towards innovative business ideas & solutions for the most promising segments , to make students understand & analyze preparing business plan for start up.
- Sports Event like Aarambh should be organized for developmental objectives for students like to develop an understanding of the importance of sport in students in the pursuit of a healthy and active lifestyle at the College and beyond , to prepare each student to be able to participate fully in the competitive world & to develop leadership skills within students .
- 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.

Action Taken :

- More interdisciplinary projects can be undertaken for creating awareness for longer durations in the industry. Further students should be made aware about the opportunities in sales and marketing, Finance , HR.
- Students Satisfaction Survey on teaching – learning process was conducted on 22nd November 2021.
- Constitution Day was celebrated in Institute Seminar Hall on 26th November 2021.
- Business Plan Competition was successfully organized on 27th November 2021.

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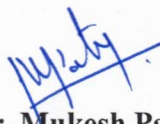


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- From 29th November to 30th November 2021 , Aarambh -Vibrant Sport Event was organized in a successful way.
- Bridge Course was organized for students from 21st December 2021.
- Induction Program was conducted for newly admitted batch of students from 6th January 2022




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Date - 5th January 2022

It is hereby informed that the meeting of IQAC will be held on 8th January 2022 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- Program & Activities for Newly Admitted Batch
- Registration of students for professional certification courses.
- GD & PI Competition
- Mentoring Program
- National Youth Day
- SWOT Analysis Competition
- Guest Lecture
- Yoga & Meditation Program
- Soft Skill Development Program




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Minutes of the IQAC meeting held on on 8th January 2022 –

Time: 11: 00 a.m. , Venue : Seminar Hall

Following members were present during the meeting

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1	Mrs. Riddhi Deshmukh, Treasurer, Shri Sai Shikshan Sanstha, Nagpur	Honorable Management - Management Representative
2	Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
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4	Dr. Bharat Adulkar Assistant Professor	Member
5	Dr. Nilesh Yemde Assistant Professor	Member
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Agenda :

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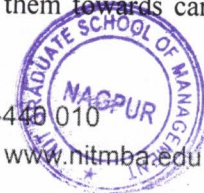
Suggestions :

- Program & Activities for Newly Admitted Batch of students should be planned in advance. Its authority & responsibility should be delegated to respective staff.
- It is discussed that students may be given on internships and projects in the emerging fields.
- Group Discussion & Personal Interview Competition should be conducted for students to give them practical orientation towards recruitment & selection process in campus interview.
- Mentoring Program should be initiated for new batch of students for Mentor – mentee coordination
- 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.
- SWOT analysis Competition should be conducted for students to analyze their Strengths, Weaknesses, Opportunities & Threats, to make students able to identify key items for the management of the organization, which involves establishing priorities for action.
- Guest Lecture should be organized to enhance students leadership qualities, personality development, students industrial sector knowledge & motivate them towards career

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progression in corporate world.

- Yoga & Meditation Program should be organized for students for making them able to handling stress, improving their teaching skills, and increasing their physical, mental, and emotional health.
- 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 :

- 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 .
- Students should be encouraged to pursue professional certification courses.
- Group Discussion & Personal Interview Competition was conducted from 7th January & 8th January 2022.
- Mentoring Program was started for Sem I students from 11th January 2022.
- National Youth Day was celebrated on 12th January 2022.
- Guest lecture on “Opportunities & Scope For Building a Career in Corporate” was organized on 15th January 2022 .
- SWOT analysis Competition was conducted for students on 21st January 2022
- Guest lecture on “The Art of Leadership for Budding Managers” was conducted on 29th January 2022 .
- Guest lecture on “Innovative & Proactive Strategies for Industrial Safety & Health Management” was conducted on 5th February 2022. Yoga & Meditation Program was conducted from 15th February 2022
- Yoga & Meditation Program was organized for students from 15th February 2022
- Soft Skill Development Program was organized for students from 16th February 2022




Dr. Mukesh Patil
DIRECTOR

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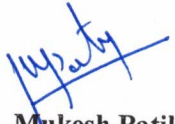
Date - 22nd February 2022

It is hereby informed that the meeting of IQAC will be held on 26th February 2022 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- Revision of Institute Level Policies
- Business Quiz Competition
- International Women's Day Celebration
- Aarambh -Vibrant Sport Event
- Industrial Visit
- Business Plan Competition
- Management Case Study Analysis Competition
- CSR Activity




Dr. Mukesh Patil
DIRECTOR
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OF MANAGEMENT
NAGPUR

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

CORP. OFF : 2nd Floor, Midas Heights, Central Bazar Road, Ramdaspath, Nagpur-440 010

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SHRI SAI SHIKSHAN SANSTHA'S



NIT GRADUATE SCHOOL OF MANAGEMENT

Approved by AICTE New Delhi, DTE Mumbai & Affiliated to RTM Nagpur

Minutes of the IQAC meeting held on 26th February 2022

Time: 11: 00 a.m. , Venue : Seminar Hall

Following members were present during the meeting

Sr. No.	Name	IQAC Designation
1	Dr. Mukesh Patil Director, NIT Graduate School of Management	Chairperson
2	Shri Rishikesh Deshmukh Nagpur	Nominee from Local Society – Member
3	Dr. Rajesh Waigaonkar Nagpur	Nominee from Employers – Member
4	Mr. Swapnil Tijare Director, Tijare Engineering & Research Corporation, Amravati	Nominee from Industrialists – Member
5	Dr. Bharat Adulkar Assistant Professor	Member
6	Dr. Nilesh Yemde Assistant Professor	Member
7	Ms. Pallavi Shekhar Assistant Professor	Member
8	Ms. Mukta Marathe Assistant Professor	Member
9	Mr. Ramanand Dongare Admin Clerk	Member
10	Ms. Kalpana Balbudhe Admin Clerk	Member
11	Ms. Laxmi Singh	Student Representative – Member
12	Mr. Nikhil Meshram	Student Representative – Member
13	Dr. Vaibhav S. Bhalerao Assistant Professor	Coordinator



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Agenda :

- Revision of Institute Level Policies
- Business Quiz Competition
- International Women's Day Celebration
- Aarambh -Vibrant Sport Event
- Industrial Visit
- Business Plan Competition
- Management Case Study Analysis Competition
- CSR Activity

Suggestions :

- It is discussed that a few policies need to be revised. Hence it is further discussed to take a review of all existing policies .
- Innovative, interactive competitions like Business Quiz Competition must be planned.
- International Women's Day should be celebrated to raise awareness of women's rights and to achieve equal opportunity status in all walks of life.
- Sports Event like Aarambh should be organized for overall personality development of students , inculcating coordination skills within students & enhancing students leadership qualities.
- Industrial Visit should be organized to give industrial & corporate exposure to students
- Competitions like Business Plan Competition will have to be planned to make students understand & analyze preparing business plan for start up.

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- Competitions for enhancing students knowledge & skills for solving industry & companies related cases which involved management level issues should be organized.
- CSR Activity should be conducted for spreading awareness of CSR within MBA Students.

Action Taken :

- Functional committees, SOPs and guidelines can be framed, if policies are not necessary.
- Business Quiz Competition was organized on 5th March 2022 to inculcate business world knowledge within students.
- International Women's Day was celebrated on 8th March 2022 & in celebration of this Workshop on Gender Equity was conducted on the same day.
- Aarambh -Vibrant Sport Event was conducted successfully from 8th March 2022 to 9th March 2022.
- Industrial Visit to "MIHAN , Nagpur" was organized for MBA students on 11th March 2022 .
- Business Plan Competition was conducted successfully on date 6th April 2022.
- Management Case Study Analysis Competition was organized on 13th April 2022 .
- "Awareness Programme on Digital India" as a part of CSR Activity was organized on 16th April 2022 at Nagpur City .




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DIRECTOR
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Circular

Date – 19th April 2022

It is hereby informed that the meeting of IQAC will be held on 21st April 2022 in Seminar Hall at 11.00 a. m. to discuss the following agenda .

Agenda:

- Improving the use of ICT in teaching, evaluation and administrative process.
- Students Support Services
- Faculty Development Program
- Market Research Competition
- Industrial Visit
- Talent Hunt Competition
- Guest Lecture
- Brand Promotion Competition




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Minutes of the IQAC meeting held on on 21st April 2022

Time: 11: 00 a.m. , Venue : Seminar Hall

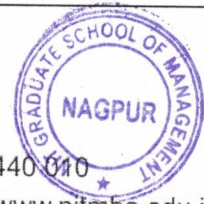
Following members were present during the meeting

Sr. No.	Name	IQAC Designation
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5	Dr. Nilesh Yemde Assistant Professor	Member
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7	Mr. Ramanand Dongare Admin Clerk	Member
8	Ms. Kalpana Balbudhe Admin Clerk	Member
9	Ms. Laxmi Singh	Student Representative – Member
10	Mr. Nikhil Meshram	Student Representative – Member
11	Dr. Vaibhav S. Bhalerao Assistant Professor	Coordinator

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Agenda :

- Improving the use of ICT in teaching, evaluation and administrative process.
- Students Support Services
- Faculty Development Program
- Market Research Competition
- Industrial Visit
- Talent Hunt Competition
- Guest Lecture
- Brand Promotion Competition

Suggestions :

- It was suggested to Improve the use of ICT in teaching, evaluation and administrative process
- Students Support Services should be established for proper guidance & support to students.
- Faculty Development Program should be planned for training teaching faculties for effective teaching & *enhancing functional area expertise improving one's classroom delivery.*
- Market Research Competition should be conducted for students to understand or examine the market associated with a particular product or service, customer need analysis & competitor analysis.
- Industrial Visit should be organized to give industrial & corporate exposure to students
- Competitions like Talent Hunt Competition should be planned to encourage students to come forward & show their hidden talents, to nurture the intrinsic qualities of students & remove their stage fright & to provide the opportunity to be inventive and creative during competition
- Guest lecture on Operation Management should be conducted for students academic development so that students will get brief knowledge regarding certain concepts which are related to core human resource work.
- Brand Promotion Competition should be planned so that brand awareness will be spread within students, students will be able to promote specific products and services & students will be able to do market research.

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Action Taken :

- Faculties are using ICT in teaching, evaluation and administrative process.
- Instructions were given to staff by Director Dr. Mukesh Patil for establishing proper Students Support Services.
- Faculty Development Program for teaching faculties was conducted on 4th May 2022 for professional *development of faculty* members of institutions & for training faculty for effective teaching.
- Market Research Competition was conducted on 12th May 2022 .
- Industrial Visit to “Shivam Foods "Parle-G", Umred Road, Nagpur ” was organized on 19th May 2022.
- Talent Hunt Competition was conducted successfully from 2nd June 2022 to 3rd June 2022
- Guest lecture on Operation Management on topic “Operations Strategy in times of changing Technology” was conducted on 11th June 2022 for MBA Students.
- Brand Promotion Competition was conducted successfully on 25th June 2022.



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