**Central Institute of Business Management Research & Development, Nagpur**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the meeting held on 28th September 2019**

The quarterly meeting of Internal Quality Assurance Cell (IQAC) was held on 28th September 2019 at 11.30 pm in the CIBMRD assembly hall.

**The following members were present:**

Chairperson : Dr. Amishi Arora, Director CIBMRD, Nagpur

Senior Administrative Officer : Dr. Kailas Kadu, Dean Academics, CIBMRD, Nagpur

 Mr. Ranjana Wandile,

 Mr. Rajendra Chore, Librarian

Teachers : Dr. Ravindra Gharpure, Head IT

 Prof. Virendra Disawal, Head placement

 Dr. Ajay Talwekar,

 Prof. Rahim Khayyam, Head Student Development

Local, Society, Alumni, Student Mr. Dinesh Dhote

IQAC Co-ordinator Dr. Yogita Sure

**Following member were absent:** Dr. K. Natrajan Joint Secretary VSPM-AHE, GuardianDirector, CIBMRD.

Mr. Malhotra (Entrepreneur)

 Mr. Amlesh Mendekar

**The Minutes of the meeting are:**

**Agenda 1**: Approval of minutes of Meeting held on 26 /04/2019.

**Resolution 1:** Resolved that the IQAC unanimously approved the minutes of the meeting held on 26 /04/2019.

**Agenda 2:** Welcome of new members of IQAC

**Resolution 2**: Dr. Yogita Sure, co-ordinator IQAC, introduced and welcome Prof. Virendra Disawal, head placement, Mr. Sanjay Raut and Mr. Dinesh Dhote as members of IQAC in place of Dr. Shyam Shukla and Mr. Rahul Dakhole.

**Agenda 3:** Annual Academic Report

**Resolution 3:** Dr. Yogita Sure presented the annual report for academic session 2018-19.

In response to suggestions of Dr. Kailas Kadu, Dean Academics, CIBMRD & IQAC coordinator, it was decided to organize some functional training program like traning on Office Automation software like MS Excel, Ms-word & also behavioral training program for non-teaching staff. & FDP , workshop on outcome based teaching , research, teaching pedagogy for the teaching staff and workshop on ED, digital marketing , financial modeling , outbound training , Specialisation selection workshop should be organized for the student development.

**Agenda 4:** Planning for Silver Jubliee Celebration

**Resolution 4:** CIBMRD enters into its 25th Academic year on 8/8/2019 it was decided to celebrate this academic year as Silver Jubliee year. It was also decided to have a grant celebration on 24th of December and it was decided to give reponsibilty to Dr. Sagar Khursange .

**Agenda 5:** Review of NAAC accreditation process

**Resolution 5:** CIBMRD submitted their response to DVV but there was no response from NAAc hence Dr. Amishi Arora asked IQAC coordinator to take the follow up. At the same time review was taken about the preparation of Peer team visit.

**Agenda 6:** Evaluation of CO-PO attainment for the year 2017-19 pass out batch.

**Resolution 6**: CO-PO attainment for the year 2017-19 pass out batch was evaluated and since it was found that grade of university assessment is comparatively less than internal assessment, Dr. Amishi Arora suggested that all the faculties should take the efforts to prepare the students for university exam also.

**Agenda 7** : Planning for 12th CIMC

**Resolution 7:** It was decided to organize 12th CIMC in the month of March 2020 and the theme ‘Gujad’. Dr. Ajay Talwekar was nominated as the convener of 12th CIMC.

It was brought to the notice by Dr. Amishi Arora that there is need to conduct the green audit for CIBMRD and to get the certification for the same. Dr. Ajay Talwekar was given the responsibility as he is conducting various activities needed for the same like blood donation camp, programs on waste management, tree plantation etc.

The meeting ended with a formal vote of thanks proposed by IQAC Coordinator, Dr. Yogita Sure.

**Chairman IQAC Co-ordinator IQAC**

**Circulated to:**

Dr. K. Natrajan

Dr. Amishi Arora,

Dr. Kailas Kadu,

Mr. Ranjana Wandile,

Mr. Rajendra Chore, Librarian

Dr. Ravindra Gharpure, Head IT

Prof. Virendra Disawal, Head Placement

Dr. Ajay Talwekar,

Prof. Rahim Khayyam

Mr. Amlesh Mendekar

Mr. Malhotra

Mr. Dinesh Dhote

Dr. Yogita Sure