



IQAC, NIM, Nashik

Meeting No. (1) - Minutes of the Meeting of 2019-20 held on 1st July 2019

Date: 01/07/2019

Time: 10.00 a.m. – 11.00 a.m.

Venue: NIM, Nashik

Agenda of the Meeting

1. Commencement of 3rd Semester on 2nd year MBA students.
2. MBA 1st Year – Administration related discussion.
3. Guest lectures for the current Semester to be arranged for students.
4. National Service Scheme (NSS) registration requirements.
5. Requirements of Distance Learning MBA Program of SPPU.
6. Website redevelopment requirements.
7. Academic & Administrative Audit (AAA) arrangement for 2019-20.

Members Present:

1. Dr. Suvarna Shinde, Chairperson
2. Hon. Mr. Vijay Kale, Management Representative
3. Mr. Shrirang Sarada, Community Representative
4. Dr. Raosaheb Shinde, External Expert
5. Dr. Bhiwa Wagh, External Expert
6. Mr. Dhananjay Bele, Industrial Expert
7. Mr. Santosh Mandlecha, Industrial Expert
8. Prof. Amol Marathe, IQAC Coordinator
9. Prof. Yateen Nandanwar, Member
10. Ms. Hema Mandlik, Member
11. Mr. Mangesh Yadav, Member
12. Mr. Jitendra Aher, Member
13. Mr. Mandar Kulkarni, Alumnus
14. Mr. Hassan Sayyed, Alumnus
15. Ms. Megha Ahirrao, Student representative

IQAC coordinator welcomed everyone and briefed the committee members about agenda of the meeting. The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

IQAC members, after discussion, made the following resolutions

Agenda Item 1: Commencement of 3rd Semester on 2nd year MBA students.

Resolution: 15th July has been confirmed as commencement date for 3rd Semester of 2nd year MBA students. Discussed on the arrangements to be done and requirements to be fulfilled by staff members.

Agenda Item 2: MBA 1st Year – Administration related discussion.

Resolution: MBA 1st Year started on 16th Sep'2020. Administration related challenges and updates were discussed. MBA Admission – Students' documents verification process starting at July'2021 end.

Agenda Item 3: Guest lectures to be arranged for students.

Resolution: All the members discussed on the guest lectures to be arranged for the students in this semester. Members recommended names of various experts from Academia and Industry from Nashik, Pune and Mumbai. Final list as per availability of these experts will be finalized in this month.

Agenda Item 4: To discuss the requirements of registration of National Service Scheme (NSS).

Resolution: Teaching and non-teaching members discussed about the requirements and chalk out the plan of action to fulfill the same. Asst. Prof. Yateen Nandanwar to coordinate the same.

Agenda Item 5: To discuss the requirements for approval to offer Distance Learning Program under Savitribai Phule Pune University (SPPU).

Resolution: All members discussed about the requirements and chalk out the plan of action to fulfill the same. Asst. Prof. Yateen Nandanwar to coordinate the same.

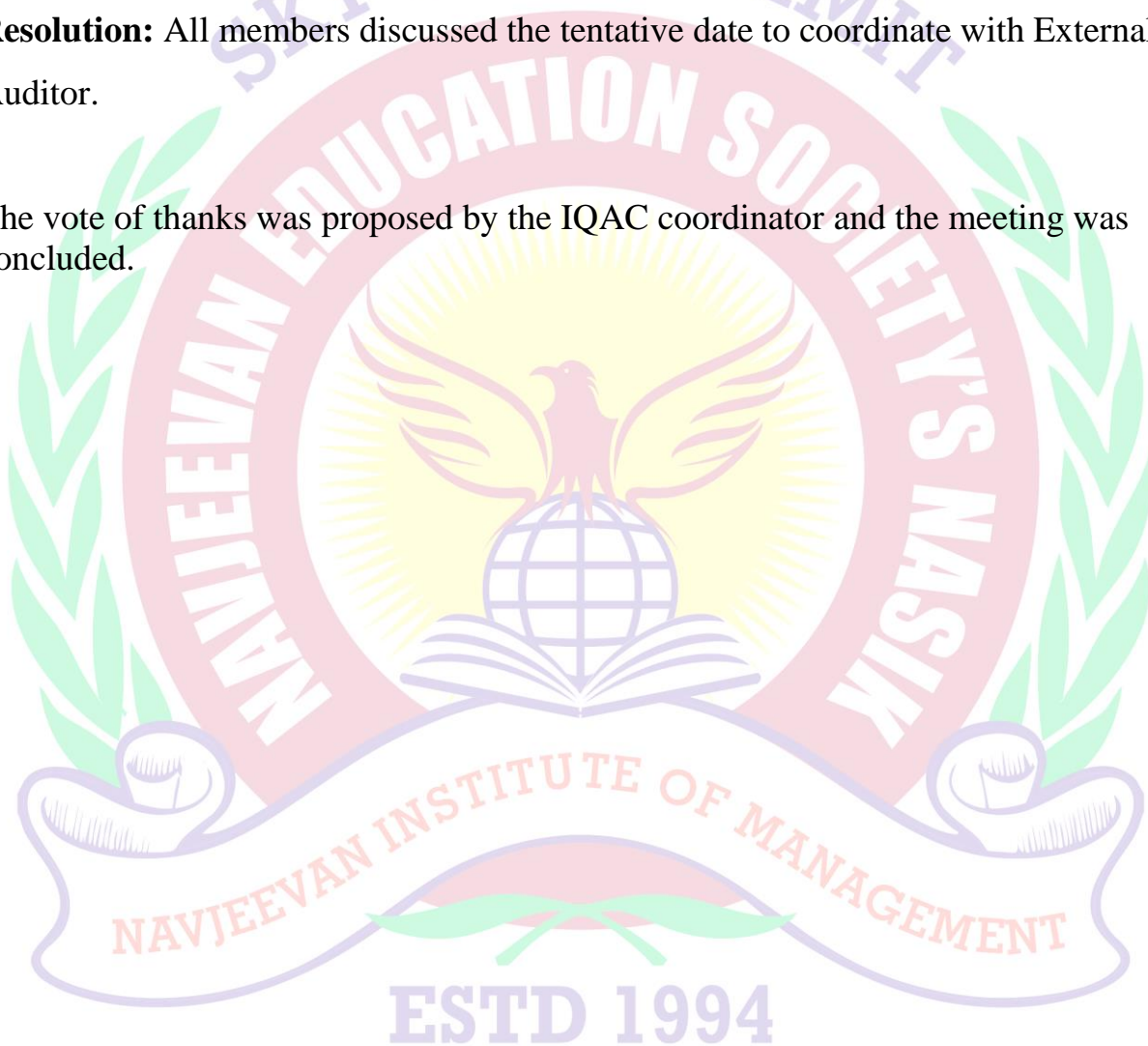
8. **Agenda Item 6:** Website redevelopment requirements.

Resolution: All members discussed the requirements for Website Redevelopment to make NIM website more students and Alumni centric. The points for improvement are welcomed from all the members.

Agenda Item 7: To discuss and finalize the date of Academic & Administrative Audit (AAA) for Academic Year 2019-20.

Resolution: All members discussed the tentative date to coordinate with External Auditor.

The vote of thanks was proposed by the IQAC coordinator and the meeting was concluded.



IQAC, NIM, Nashik
Meeting No. (2) - Minutes of the Meeting of 2019-20 held on 14th October 2019

Date: 14/10/2019

Time: 10.00 a.m. – 11.00 a.m.

Venue: NIM, Nashik

Agenda of the Meeting

1. To discuss the work and challenges related to University Examination
2. To discuss the progress related to website redevelopment.
3. To finalize the guest lectures to be offered to MBA 1st and 2nd year students.
4. Discussion on overall Academic & Administration activities related MBA 1st year MBA Batch.

Members Present:

1. Dr. Suvarna Shinde, Chairperson
2. Hon. Mr. Vijay Kale, Management Representative
3. Prof. Amol Marathe, IQAC Coordinator
4. Prof. Yateen Nandanwar, Member
5. Ms. Hema Mandlik, Member
6. Mr. Mangesh Yadav, Member
7. Mr. Jitendra Aher, Member
8. Mr. Mandar Kulkarni, Alumnus
9. Mr. Hassan Sayyed, Alumnus
10. Ms. Megha Ahirrao, Student representative
11. Mr. Nidhi Waghmare, Student representative

The IQAC coordinator welcomed and briefed the committee members on the agenda. The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

IQAC members, after discussion, made the following resolutions

Agenda Item 1: To discuss the work and challenges faced related to University Examination of MBA students.

Resolution: University Exams are to be held tentatively by November 2020 end. The challenges faced in past and required solutions related to the same were discussed.

Agenda Item 2: To discuss the points related to website redevelopment.

Resolution: Website redevelopment plan was discussed and suggestions were welcomed from all the members for improving the website content to make it more students and alumni centric.

Agenda Item 3: To finalize the guest lectures to be offered to MBA 1st and 2nd year students.

Resolution: List of guest lectures is prepared and confirmations were taken from Guest Lecturers by the concerned members. Guest Lecturers and tentative dates were finalized.

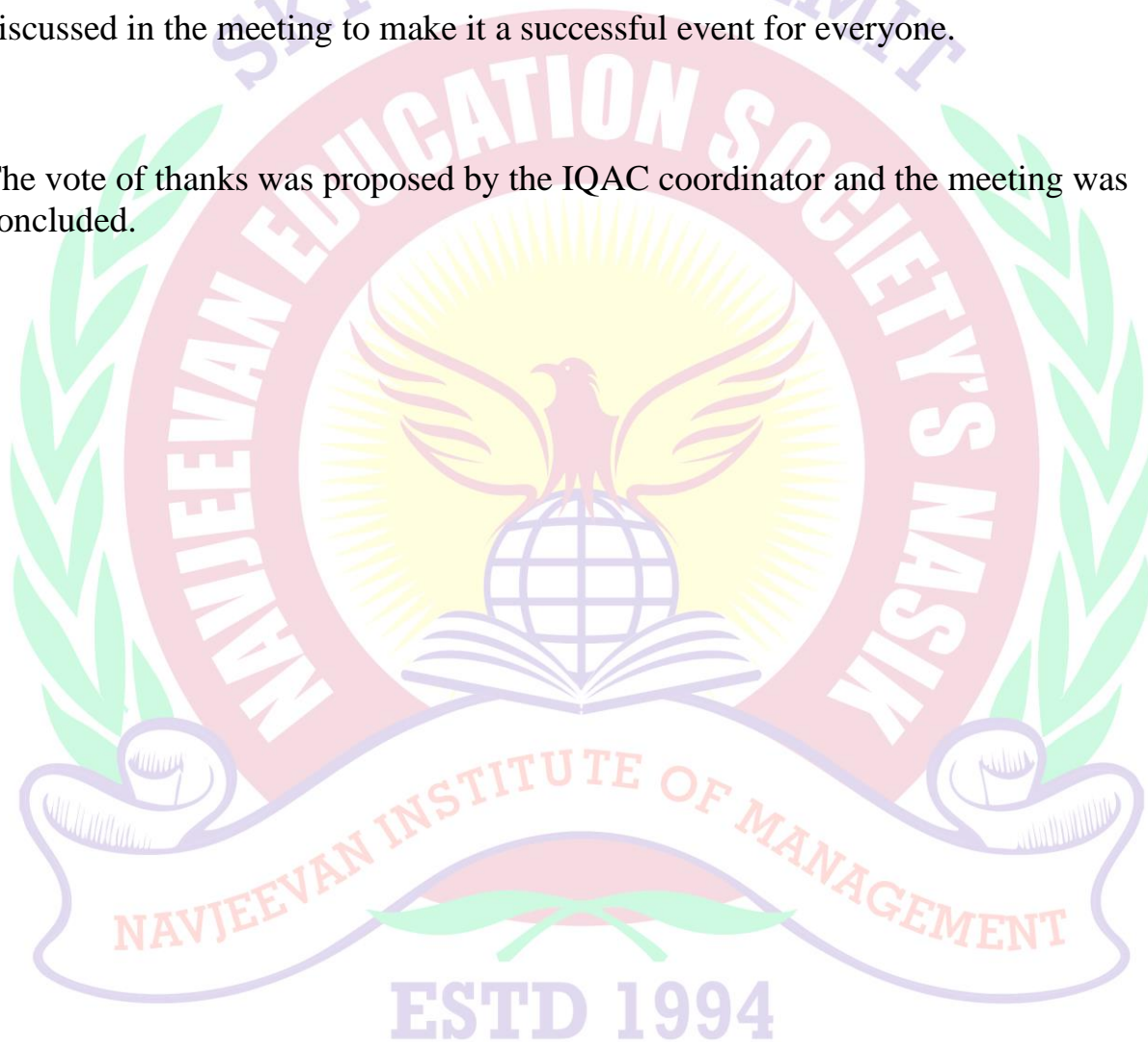
Agenda Item 4: Discussion on overall Academic & Administration activities related MBA 1st year MBA Batch.

Resolution: MBA 1st year SEM I commenced on 16th Sep'2019. The overall Academic & Administration activities related MBA 1st year MBA Batch were discussed in the meeting to address the issues and smoothen the functioning of an Institute.

Agenda Item 5: Discussion on Orientation Program scheduled for MBA 1st year MBA Batch on 12th Oct'2019.

Resolution: Navjeevan Institute of Management scheduled an Orientation Program for MBA 1st year students on 16th Sep'2019. The objectives of Orientation Program is to make the students aware of the structure, faculty, the rules & regulations of an Institute. The details about management of the event were discussed in the meeting to make it a successful event for everyone.

The vote of thanks was proposed by the IQAC coordinator and the meeting was concluded.



IQAC, NIM, Nashik

Meeting No. (3) - Minutes of the Meeting of 2019-20 held on 30th December 2019

Date: 30/12/2019

Time: 11.00 a.m. – 12.30 p.m.

Venue: NIM, Nashik

Agenda of the Meeting

1. Discussion regarding commencement of SEM II for MBA 1st Year and SEM IV for MBA 2nd Year students.
2. To finalize the guest lectures to be offered to MBA 1st and 2nd year students.
3. Discussion on arranging camp under National Service Scheme (NSS) for MBA students.

Members Present:

1. Dr. Suvarna Shinde, Chair person
2. Hon. Mr. Vijay Kale, Management Representative
3. Mr. Shrirang Sarada, Community Representative
4. Dr. Bhiwa Wagh, External Expert
5. Dr. A. P. Patil, External Expert
6. Mr. Dhananjay Bele, Industrial Expert
7. Mr. Santosh Mandlecha, Industrial Expert
8. Prof. Amol Marathe, IQAC Coordinator
9. Prof. Yateen Nandanwar, Member
10. Ms. Hema Mandlik, Member
11. Mr. Mangesh Yadav, Member
12. Mr. Jitendra Aher, Member
13. Mr. Mandar Kulkarni, Alumnus

14. Mr. Hassan Sayyed, Alumnus
15. Ms. Megha Ahirrao, Student representative
16. Mr. Nidhi Waghmare, Student representative

IQAC coordinator welcomed and briefed the committee members on the agenda. The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

IQAC members, after discussion, made the following resolutions

Agenda Item 1: Discussion regarding commencement of SEM II for MBA 1st Year and SEM IV for MBA 2nd Year students.

Resolution: The discussion regarding the commencement of SEM II for MBA 1st Year and SEM IV for MBA 2nd Year students happened among the teaching and non-teaching faculty to understand the challenges and the work done on the same.

Agenda Item 2: To finalize the guest lectures to be offered to MBA 1st and 2nd year students for the current semester.

Resolution: List of guest lectures is prepared and confirmations were taken from Guest Lecturers by the concerned members. Guest Lecturers and tentative dates were finalized for the current semester.

Agenda Item 3: Discussion on arranging camp under National Service Scheme (NSS) for MBA students.

Resolution: NIM decided to arrange camp in rural area under National Service Scheme (NSS) as per SPPU guidelines. The dates were finalized and the work was distributed among the faculty for smooth functioning of the event.

The vote of thanks was proposed by IQAC coordinator at the end of the meeting.

IQAC, NIM, Nashik
Meeting No. (4) - Minutes of the Meeting of held on 16th March'2020

Date: 16/03/2020

Time: 1.00 p.m. – 2.30 p.m.

Venue: NIM, Nashik

Agenda of the Meeting

1. Discussion on SPPU Circular received regarding Covid-19
2. Discussion regarding Online Classes for MBA students
3. SPPU MBA Examination related discussion

Members Present:

1. Dr. Suvarna Shinde, Chair person
2. Hon. Mr. Vijay Kale, Management Representative
3. Mr. Shrirang Sarda, Community Representative
4. Dr. Bhiwa Wagh, External Expert
5. Dr. A. P. Patil, External Expert
6. Mr. Dhananjay Bele, Industrial Expert
7. Mr. Santosh Mandlecha, Industrial Expert
8. Prof. Amol Marathe, IQAC Coordinator
9. Prof. Yateen Nandanwar, Member
10. Ms. Hema Mandlik, Member
11. Mr. Mangesh Yadav, Member
12. Mr. Jitendra Aher, Member
13. Mr. Mandar Kulkarni, Alumnus
14. Mr. Hassan Sayyed, Alumnus
15. Ms. Megha Ahirrao, Student representative
16. Mr. Nidhi Waghmare, Student representative

IQAC coordinator welcomed everyone present to the meeting and briefed the committee members on the agenda. The IQAC coordinator read and reviewed minutes of the earlier meetings and the minutes were approved.

IQAC members, after discussion, made the following resolutions

Agenda Item 1: Discussion on SPPU Circular received regarding Covid-19.

Resolution: NIM received circular from Savitribai Phule Pune University (SPPU) regarding Covid-19. The circular mentioned that students are not required to come to an institute for attending the classes. Faculty can come to administration related work maintaining the social distance. Members presented their views on the same.

Agenda Item 2: Discussion regarding Online Classes for MBA students.

Resolution: All the members presented their suggestions to work in Pandemic. The members decided to conduct online classes for MBA 1st & 2nd year students. The schedule and requirements for conducting online classes is to be prepared in 2 days.

Agenda Item 3: SPPU MBA Examination related discussion.

Resolution: There is an uncertainty of conducting examination for SEM II & IV for MBA students. In this regard, the members discussed about possible outcomes and Chief Exam Officer needs to discuss with SPPU Exam department at the earliest.

The vote of thanks was proposed by the IQAC coordinator.

IQAC, NIM, Nashik
Meeting No. (5) - Minutes of the Meeting of held on 10th August'2020

Date: 10/08/2020

Time: 10.00 p.m. – 11.00 p.m.

Venue: NIM, Nashik

Agenda of the Meeting (Online)

1. Discussion on Government & SPPU circulars related to Academic administration.
2. Discussion regarding Rural Entrepreneurship Development (RED) Cell formation.
3. Discussion regarding cancellation of examination of SEM-II & IV for MBA students.

Members Present:

1. Dr. Suvarna Shinde, Chair person
2. Hon. Mr. Vijay Kale, Management Representative
3. Mr. Shrirang Sarada, Community Representative
4. Dr. Bhiwa Wagh, External Expert
5. Dr. A. P. Patil, External Expert
6. Mr. Dhananjay Bele, Industrial Expert
7. Mr. Santosh Mandlecha, Industrial Expert
8. Prof. Amol Marathe, IQAC Coordinator
9. Prof. Yateen Nandanwar, Member
10. Ms. Hema Mandlik, Member
11. Mr. Mangesh Yadav, Member
12. Mr. Jitendra Aher, Member
13. Mr. Mandar Kulkarni, Alumnus
14. Mr. Hassan Sayyed, Alumnus

15. Ms. Megha Ahirrao, Student representative

16. Mr. Nidhi Waghmare, Student representative

IQAC coordinator welcomed everyone present to the online meeting and briefed the committee members on the agenda.

IQAC members, after discussion, made the following resolutions

Agenda Item 1: Discussion on Government & SPPU circulars related to Academic administration.

Resolution: NIM received circular from Savitribai Phule Pune University (SPPU) related to academic administration under Covid-19 circumstances. Members suggested to work as per the guidelines given by Government and SPPU.

Agenda Item 2: Discussion regarding Rural Entrepreneurship Development (RED) Cell formation.

Resolution: NIM received official email from Mahatma Gandhi National Council of Rural Education (MGNCRE), Ministry of Human Resource Development, Government of India to confirm if we can form Rural Entrepreneurship Development (RED) Cell at institutional level. The members discussed among themselves and given approval to form the cell. The concerned faculty has to go through all the requirements of MGNCRE and comply the same.

Agenda Item 3: Discussion regarding cancellation of examination of SEM-II & IV for MBA students.

Resolution: Chief Exam Officer needs to discuss with SPPU Exam department at the earliest regarding circular from SPPU on examination cancellation.

The vote of thanks was proposed by the IQAC coordinator.

ACTION TAKEN REPORT for AY 2019-20:

Sr. No.	Suggestions given in IQAC Meetings	Action Taken
1	NSS registration	Completed
2	Approval from SPPU for Distance Learning MBA Program	Completed
3	Website Redevelopment	Completed
4	Conducting Academic and Administrative Audit for current year	Completed
5	Guest Lectures for MBA students	Completed
6	Orientation Program for New Students	Completed
7	Arranging NSS Camp for MBA students	Completed
8	Online Classes for MBA students due to Covid-19 pandemic	Completed
9	RED Cell formation	Completed
10	RED Cell Workshop for MBA students	Completed