



Maratha Mandir's
Babasaheb Gawde Institute of Management Studies
Internal IQAC Cell

6th September 2022

NOTICE

All the members of the IQAC are hereby informed that the meeting is scheduled on 10th September 2022 at 2.30 p.m. in the Conference Room of MMBGIMS, to discuss the following agenda.

AGENDA

1. Adoption of Minutes of the IQAC Meeting held on 3rd May 2022
2. Discussion on the Academic Calendar for the current Academic Year 2022-23
3. Update on the events conducted / commemorative days celebrated since the beginning of the current Academic Year (International Yoga Day, World Environment Day, Guru Purnima Day, etc.)
4. Add-on courses introduced for students during the current year (i) Analysis of Financial Statements; & ii) Cost Accounting)
5. Update on passing out of the first batch of three PhD students and the subsequent fresh admissions for PhD
6. Update on the application made to Mumbai University on increase in intake of PhD students
7. Update on status of NAAC
8. Increase in procurement of books in Library and subscription to the EBSCO database
9. Any other matter, with permission of the Chair

All are hereby requested to be present and contribute to the meeting.

Vidya Hattangadi

Dr. Vidya Hattangadi
Chairperson - IQAC



Maratha Mandir's

Babasaheb Gawde Institute of Management Studies

MINUTES OF IQAC MEETING held on 10th September 2022

Following members were present for the meeting:

Sr. No.	Name	Designation
1	Dr. Vidya Hattangadi	Chairperson - IQAC
2	Mr. Abhijeet Deshmukh	Management Representative Partner, Sanjay Rane & Associates
3	Mr. Ashish Chandak	Member, Industry Representative Chief Compliance Officer, YES Bank
4	Ms. Shrutika Mohite	Alumni. Senior Executive Deloitte Haskins & Sells LLP
5	Mr. Yogesh Sawant	Administrative Officer
6	Mr. Ajit Parab	Dean, MMBGIMS
7	Ms. Farrida Daruwalla	Member Co-ordinator (Faculty, MMBGIMS)
8	Dr. Rajashri Sonavane	NAAC Head-MMBGIMS
9	Ms. Jessica Menezes	Invitee (Faculty, MMBGIMS)
10	Mr. Santosh Datkhile	Invitee (Faculty, MMBGIMS)

The Committee met to discuss, finalise and take on record the following matters:

1. Adoption of Minutes of the IQAC Meeting held on 3rd May 2022:

Minutes of the last meeting of the Committee which were earlier circulated to the members, were adopted and placed on record.

2. Discussion on the Academic Calendar for the current Academic Year 2022-23:

The Director briefed the members present about the Academic Calendar drawn up for the year and explained the various events / examinations which were conducted to so far in conformance with the laid down schedule. The Committee was also informed about the feedback obtained on each faculty from the students, and that same was discussed one-on-one by the Director with each faculty member to sensitize them about areas of improvement to be worked upon.

3. Update on the events conducted / commemorative days celebrated since the beginning of the current Academic Year (International Yoga Day, World Environment Day, Guru Purnima Day, etc.):

The Committee was informed about the celebration of various commemorative days with the students and faculties in tow. These celebrations were done on the days earmarked for same in the Academic Calendar for the year. During the discussions, Mr. Chandak suggested that as part of World Yoga Day celebration, students should be made aware of the importance of body language, postures, presentability, etc. He advised that the faculty members need to educate the students about maintaining good posture in class, and also make them aware of some chair exercise which they can practice in their place to maintain good physical flexibility and posture. He advised that the yoga instructor should be invited at periodic intervals and demonstrate some exercises to promote mental and physical development among students and faculty.

The Director then briefed the Committee about the celebration of other commemorative days like Guru Purnima, Kargil Diwas, etc. and informed that it is proposed to show a relevant movie (say Hindi Medium) for the forthcoming Hindi Diwas celebration.

4. Add-on courses introduced for students during the current year (i) Analysis of Financial Statements; & ii) Cost Accounting):

The Director then informed the Committee about the Add-on Courses presently being offered to the students and taught by internal faculty members. These are – “Analysis of Financial Statements” by Ms. Farrida Daruwalla, and “Costing” by Dr. Sonali Kale.

Mr. Chandak then inquired about the course coverage of *Analysis of Financial Statements*, which question was answered by Ms. Farrida. He suggested that the students be encouraged to use the Excel platform for solving case studies, which will also help them become aware of the various useful functions available in the software and make them more tech savvy. The Director then informed that one of the add-on courses offered in Sem III was on the features and uses of *Advanced Excel*. This is besides the training given in *Professional Grooming and Digital Marketing*. Post the classroom training and familiarisation of students with the contents of the Annual Report, Mr. Chandak suggested that the students be encouraged to make group presentations on Annual Reports of different companies, to familiarise them about the contents of the Annual Reports and how to decipher the information given therein. The suggestion was taken note of.

Sessions are also held to give Competitive Exams guidance and Career guidance, to prepare the students for placements in near future. This is also further strengthened by having mock interview sessions with the help of our alumni who conduct placement boot camps to give the students a feel of the types of questions asked during interviews and the responses expected from them.

The Director also informed the Committee about the Group Discussions that were held in the recent past, to gauge the knowledge of students about the current affairs and the various regulatory changes which were introduced by the authorities. Relevant topics were assigned to each group to prepare and present their views on. The students worked cohesively and

emerged successful in their presentations. The varied topics given to them helped the class to become aware of the ongoing current affairs in the economy.

In a separate session, the entrepreneurship skills of the students were gauged through group presentations on various product development and marketing ideas. The presentations were judged by an Alumni who has his own business ventures and could therefore extend better understanding and way forward to the students.

The Director also informed that in order to guide the students to select their appropriate field of specialisation, we propose to hold an aptitude test in a few days' time and thereafter mentor them based on their performance in the test. This will help clear their doubts and facilitate them to finalise the area of suitable specialisation.

5. Update on passing out of the first batch of three PhD students and the subsequent fresh admissions for PhD:

The Director updated the Committee about the passing and award of PhD to the first batch of enrolled students, including Ms. Rajashri who is a faculty of the Institute. She also informed the Committee that a fresh batch has also been inducted in their place.

6. Update on the application made to Mumbai University on increase in intake of PhD students:

The Director updated the Committee about the sanction of additional PhD seats to our Institute and the proposed interviews in near future for filling up the additional seats of PhD students.

7. Update on the status of NAAC:

The Director and NAAC Head informed the Committee about the ongoing updates being done post the upload of SSR. Information / data for the last two years have also been worked upon, to ensure continuity of submissions as and when the NAAC team proposes to inspect the records.

8. Increase in procurement of books in Library and subscription to the EBSCO database:

The Director informed the Committee about the current capacity of the Library facility which has around 17,000 books and has also subscribed to 27,000 e-books through EBSCO. We also have J-Gate database facility. Mr. Abhijeet Deshmukh suggested that students should be given exercises involving review of some literature available in the Library, so that they are encouraged to read academic-related books as also some material outside their academic area. Mr. Chandak then recommended books on Management Thoughts & Leaders, so that the students develop a reading habit, enhance their knowledge, improve their presentation skills, convey to the audience what the book is all about, be encouraged to outline the synopsis of the books in their presentation, etc.

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9. Any other matter, with permission of the Chair:

Mr. Abhijeet Deshmukh inquired about the status of admissions for the current year. He suggested that posting of information on Instagram platform is the order of the day and we should try and increase promoting our Institute on this platform. The suggestion was taken note of. Mr. Ashish Chandak then inquired about our admission process and our cut-off percentile for selection of the students. The Director responded to these queries.

With regard to the students who are employed, Mr. Abhijeet Deshmukh suggested that we need to draw up a flexible SOP for such students to facilitate them. They should, however, abide by certain mandatory norms of attendance. He also suggested conducting of online lectures for such students, to keep them abreast with their academic progress.

Mr. Abhijit Deshmukh then queried on the training imparted to the faculty. To this, the Director informed that the faculty members have been attending FDPs from time to time and had recently completed a 6 days' online training program conducted post office hours, and funded by AIMS.

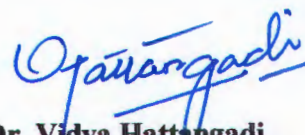
Mr. Abhijeet Deshmukh suggested that we should also try for CSR funding. To this, the Director advised that we propose to approach some institutions to carve out a separate award for the best boy student. The Institute presently has an award only for the best girl student. She explained that the award corpus money is invested in such a way that the interest thereon can be used to give away these awards to the best students year after year. Besides, these awards are named as per the donor's wish.

The Director then briefed the Committee about the status of the proposed Incubation Centre and said that we require funding from the government to move ahead with this venture. She also informed that a team of people from the Institute proposes to visit some big corporates and other institutions for their contribution.

There being no other matter for discussion, the meeting ended with a vote of thanks to the Chair.



Farrida Daruwalla
Member - IQAC



Dr. Vidya Hattangadi
Chairperson - IQAC

Action points flowing from discussions during the meeting:

Sr. No.	Point Discussed	Action to be taken	Responsibility	Timeline
1	Financial tie-up for the Incubation Centre	Arrange meetings with government offices / big corporates to invite financial support for this activity.	Dr. Vidya Hattangadi Ms. Farrida Daruwalla	Mid Sept. 2022 onwards
2	Raising of corpus for the award for best boy student	Contact individuals / corporates for the required corpus which can be invested and the interest can then be used to give away the award each year	Dr. Vidya Hattangadi Dr. Rajashri Sonavane	Mid Sept. 2022 onwards
3	Admissions – Separate SOP for working students	1. Draw up an SOP to chalk out the attendance rules for working students 2. Modalities for Online lecture arrangements	Dr. Vidya Hattangadi Ms. Farrida Daruwalla Mr. Santosh Datkhile	End Oct. 2022



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Date: 10/09/2022

ATTENDANCE

IQAC MEETING

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