

**Minutes of Meeting of IQAC held on 10 October 2014 at Board Room, Pioneer Institute
of Professional Studies, Mahalaxmi Nagar, Indore**

SN	Particulars	Details
1	Date	10 October 2014
2	Place	Board Room, Pioneer Institute of Professional Studies, Mahalaxmi Nagar, Indore
3	Time	4:00 PM
4	PIPS Representative	Refer Table for list of members below
5	External Representative	Refer Table for list of members below

The attendance of the members is as under:

SN	Name	Designation	Attendance
1.	Dr. CA Pramod Kumar Jain	Principal & Chairman (Head of the Institute)	Present
2.	Dr. Pawan Patni	Director (Administrative officer)	Absent
3.	Dr. Mona Tawar	Director (Administrative officer)	Present
4.	Ms. Rashmi Farkiya	Teachers Representative	Present
5.	Mr. Varun Keshri	Teachers Representative	Present
6.	Mr. Sumit Zokarkar	Teachers Representative	Present
7.	Ms. Shweta Mogre	Teachers Representative	Present
8.	Mr. Prakash Chand Jain	Member from Management	Present
9.	Dr. Ramesh Mangal	Member from Local Society	Present
10.	Dr. P.N. Mishra	Member from Local Society	Present
11.	Dr. Aditya Lunavat	Member from Local Society	Present
12.	Mr. Anurag Tagde	Alumni	Present
13.	Mr. Anil Gorani	Member from Industry	Present
14.	Mr. Anil Dhupar	Member from Industry	Present
15.	Dr. CA Prashant Jain	IQAC Coordinator & Secretary	Present

The agenda for the meeting was decided and communicated to the members in the notice as under:-

1. To welcome all the Members
2. To confirm minutes of last meeting of IQAC
3. To appraise the members of IQAC about the action taken on last meeting
4. To discuss on activities for student development program
5. To plan for social activities and awareness program
6. To plan for the upcoming semester examinations and viva
7. Any other item with the permission of chair

The proceeding of the meeting was as under-

Item No.1 Meeting commenced at 4:00 p.m. CA Prashant Jain appraised all the members about the agenda of the meeting and requested Dr. Mona Tawar to welcome all the members. Dr. Mona Tawar greeted all the members of IQAC.

Item No.2 CA Prashant Jain placed the agenda and requested Dr. Mona Tawar to read the minutes of last meeting held.

Members of the IQAC unanimously approved the meeting.

Item No.3 CA Prashant Jain reported on the action taken on the Last Meeting of IQAC that has been held from July-September 2014 and appraised about the activities that were conducted successfully:

- Research & Development Cell

Major Research Project
(MBA III Semester: 2013-15 Batch)

- Co-curricular Activity
 - Subject Presentation (BBA III & BBAV Semester)
 - Field Work Survey (BBA III & BBAV Semester)
- SWOT Analysis Phase I & II (MBA III Semester: 2013-15 Batch)
- Summer Internship Program

- Placement
- Partnering-In-Presentation
- Quality Improvement Program
- ISO Visit
- Anti-Ragging Meeting: Pioneer Girls Hostel
- NAAC Visit

- National Seminar Sponsored by NAAC on: Institutional Quality Improvement: Role of Governance,
- Leadership and Management (Organized by IQAC)
- Social & Entrepreneurship Cell
- Stall by Rotary Paul Harris School on Occasion of Rakhabandhan
- Visit to Mahesh Drishtiheen Kalyan Sangh
- Eye Check-Up Camp by Center for Sight
- Student Development Program
 - YOGA Class
 - NSS Inauguration
 - Seminar on Union Budget of India
 - Health Awareness Seminar on Personal Hygiene
 - Seminar by EBSCO
 - Seminar on “Join Army: Do You Have It In You”
- Student Awareness & Skill Development Program
- Extracurricular Activity
 - Sports Inaugural
 - Yellow Day Celebration
 - Movie Day
 - Bollywood Day
 - UG Induction Program
 - Alumni Meet (1997 Batch)
 - Seminar by Yes Bank Foundation on Movie Making
 - Independence Day Celebration
 - Convocation Ceremony (2012-14 Batch)
 - MatkiPhod Competition on Occasion of Janmastami
 - MBA Induction Program
 - Event by MY FM
 - Event by Red FM & Philips
 - Teachers Day Celebration
 - Hindi Diwas Celebration
 - Dandia Night Celebration
- Sports Activity @ Pioneer Institute

Item No. 4 Dr. CA Prashant Jain placed the next agenda to discuss on activities for student development program. Dr. P.K. Jain informed all the members that the Institute organizes different activities for the student development time to time.

Dr. P. N. Mishra suggested that student development must incorporate both in-class and out-of-class involvement of students. These learning efforts must be focused on developing understanding and personality of students.

Dr. Ramesh Mangal supported Dr. Mishra and added that in order to achieve the same, the Institute must plan a wide range programs and activities that supplement and support the academic experience in the classroom. It can include serving the society, entrepreneurship opportunities to help students meet the challenges of college and to enhance the quality of student life.

Dr. Aditya Lunavat further focused on few discussions on current affairs need to be planned, that will benefit them and will result in students' exposure, engagement and clear understanding which will deepen students' knowledge and skills and finally result into good placements.

Dr. P.K. Jain suggested that Entrepreneurship education through seminars should be arranged. It will positively provide important outcomes at various stages of a students' life. It will encourage self-initiative with leadership and help them to propose and implement their own projects.

Item No.5 Shri P. C. Jain suggested that as there are few students who wish to get themselves voluntarily involved in social activities, and as the Institute has Mr. Rajendra Ranade as the Head of Social & Entrepreneurship Cell, few activities can be planned.

Dr. P. K. Jain added to the above by saying that as the Institute has formally inaugurated National Service Scheme (NSS) Unit in the Institute, we now aim to have more participation in social work. This progression will develop a sense of concern, open-mindedness and teamwork amongst students.

Item No.6 Dr. Mona Tawar informed that in the coming months, the Internal and External Examinations, Viva Voce will be conducted as the course of Under Graduate and Post Graduate Class will be over in the month of November. Mr. Sumit Zokarkar informed the members that the Confidential & Examination Department will be responsible for the administration, coordination and running of the examinations and will take the overall responsibility for the maintenance and quality assurance of the Question Papers. As per the internal scheme, a planning is done regarding the subjects for which the External Viva will be conducted. Ms. Shweta Mogre further added that Paper setting, Conduction of Practical, Valuation of papers, and Scrutiny of papers, Tabulation, Review or revaluation is planned.

Members agreed on all the suggestions.

Meeting ended with vote of thanks to members and special thanks to external experts for their valuable time.

RESOLUTIONS OF MEETING:

FURTHER RESOLVED THAT various activities will be organized for the development of the students.

IT WAS RESOLVED THAT maximum participation of the students will be ensured in the Social Cell.

FURTHER RESOLVED THAT the examination will be done as per the planning.

Dr. CA P. K. Jain

Chairman

Dr. CA Prashant Jain

Coordinator