

Minutes of Meeting of IQAC held on 01-10-2018 at Board Room, Pioneer Institute of Professional Studies, Mahalaxmi Nagar, Indore

SN	Particulars	Details
1	Date	01-10-2018
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. Mona Tawar	Director (Administrative officer)	Present
3.	Ms. Kumkum Sinha	Teachers Representative	Present
4.	Dr. Neha Lakhotia	Teachers Representative	Present
5.	Dr. Tanu Srivastava	Teachers Representative	Present
6.	Ms. Simnalika Kushwaha	Teachers Representative	Present
7.	Mr. Anurag Tagde	Teachers Representative	Present
8.	Mr. Mridul Tewari	Teachers Representative	Present
9.	Mr. Prakash Chand Jain	Member from Management	Present
10.	Dr. Ramesh Mangal	Member from Local Society	Absent
11.	Dr. P.N. Mishra	Member from Local Society	Absent
12.	Dr. Aditya Lunavat	Member from Local Society	Absent
13.	Ms. Priyadarshani Gupta	Alumni	Present
14.	Mr. Anil Gorani	Member from Industry	Present
15.	Mr. Anil Dhupar	Member from Industry	Present
16.	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 for upcoming session.
5. 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. Dr.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 and added that Dr. Mona Tawar appraised the members that as Dr. Shweta Mogre has resigned from her services, so Mr. Mridul Tewari is appointed as Teachers Representative at her place.

Dr. CA Prashant Jain appraised the Members on the acknowledgement and receipt of the Online Submission of Annual Quality Assurance Report (AQAR) for the Year 2017-18.

All the IQAC Members appreciated on the same.

Item No.2 Dr.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 Dr.CA Prashant Jain reported on the action taken on the Last Meeting of IQAC that has been held from July-August- September 2018 and appraised about the activities that were conducted successfully:

- Food Safety Seminar
- Tree Plantation
- SIP (Swachh Bharat) to Begamkhedi, NSS to Khatrikhedi
- SIP (Swachh Bharat) to Begamkhedi, NSS to Khatrikhedi
- SIP (Swachh Bharat) to Begamkhedi, NSS to Ujjaini, Devgurariya
- FDP
- Seminar on Swachhata and Swachhata Oath
- Independence Day Celebration
- Mentors Meeting (Anti Ragging)
- Certificates Distribution SIP on Swachhta
- Rakhi Stalls by Rotary Paul Harris
- Red Ribbon Club: Motivating Youth and Celebration of Youth Mela
- Induction Program
- Teacher's Day
- Yog Shivir by Amrita University

- Red Ribbon Club (Awareness Campaigns (NSS))
- NSS Camp (Boys) to Khemana, Chauhankhedi, Kanadiya
- Seminar on Success in You
- National Youth Conference
- Motivational Lecture by Dr. Sandeep Atre

Item No. 4 Dr. CA Prashant Jain placed the next agenda to discuss the activities for students to be done in the upcoming months (October-November-December 2018)

Dr. CA Prashant Jain said that a J-Gate Seminar is fixed that will help new users familiarize with J-Gate. The training Seminar address the issues faced by the students and teachers. It will teach to be the go-to person for any queries related to J-Gate, teach how to create a J-Gate Facebook, WhatsApp page/group for your college and use it to promote activities and information of J-Gate in your college and associating J-Gate with Institutes' research activities.

Dr. Mona Tawar said that a National Management Conference on Repositioning Educational System: Innovate and Achieve is planned on Saturday, October 13th, 2018. The following dignitaries will mark their presence on the occasion:

Dr. P. N. Mishra

Shri Anil Dhupar

Shri Vikas Dave

Shri Trilok Chand Jain

Dr. Ram Shrivastava

Dr. Anand Sapre

Dr. Rekha Acharya

Dr. Ugrasen Suman

Dr. Yamini Karmarkar

Dr. Taranjeet Sood

Dr. Rajesh Vyas

Dr. Geeta Nema

Mr. Mohit Yadav Ms. Poonam Thakur

Dr. Shobha Chaturvedi

Dr. Akash Jain

Dr. L.K. Tripathi

Mr. Anurag Tagde said that Dandiya Celebration which will be cherished by the students along with many mythology and spirituality attached to the same. The members need to ensure that the Navratri celebration themes should stay unique even as they keep the traditional touch intact.

As the Institute is having an association with Rotary Paul School, where the specially abled children sell the material through stalls, where the Institute takes a step ahead towards community development.

Mr. Prakash Chand Jain added that this year also we need to organize a program on National Unity Day, along with a Pledge, which will provide students with an opportunity to confirm the inherent strength and resilience of our nation to withstand the actual and potential dangers to the unity, integrity, and security of our country.

Ms. Kumkum Sinha said that the E-Waste Awareness Program is fixed. In this age of technology, the publicity, information and care present while buying an electronic gadget is immense but not even a fraction of that is seen while disposing them. Most people don't know about the appropriate disposal of e-waste. They just think they can chock it in a normal container and it is going to be all right to remain this way. This got the IQAC team to plan an awareness program as the Institute is full of tech-savvy students, chances appeared that many of them could be uninformed or ill informed about the proper disposal of e-waste too.

Dr. Mona Tawar added that the IQAC is going to conduct Quality Improvement Program (QIP). As the Higher education faces a new era, the expectations for improved performance in terms of teaching and producing capable college graduates are increasing.

Dr. CA P. K. Jain added that the QIP is primarily concerned with increasing customer satisfaction through an assimilated framework that examines the relationships between various system wide elements and makes data-driven decisions to reduce errors and waste in processes. To do this, managers must create an environment in which employees take joy and pride in their work and are empowered to make changes.

Where Individual faculty members can contribute towards making improvements in higher education; and the role and importance of a personal quality vision in such an overall effort for Institutional change.

This will help them to overcome the stress and nervousness, a seminar on stress management and concentration development. This is planned so as to guide the students on how to relieve themselves from stress in order to outshine in the fields selected by them.

The youth, most of the time find it difficult to face the changes and to cope up with such variations. Hence, this leads to stress, anxiety and tension.

Ms. Kumkum Sinha appraised that the coming months will witness Lecture on Stress Management and Lecture on Yoga therapy and Meditation for faculty members, staff and students.

Ms. Simnalika Kushwaha added on Vigilance Awareness Week-2018. The Central Vigilance Commission (CVC) observes the Vigilance Awareness Week every year during the week in which the birthday of Sardar Vallabhbhai Patel (31st October) falls.

Mr. Anurag Tagde said that this week, through its various outreach activities, it seeks to stimulate stakeholders to collectively participate in the fight against dishonesty and also aims at educating public awareness regarding the unfavorable consequences of corruption.

Dr. Neha Lakhotia added that this year, the Vigilance Awareness Week is being observed from 29th October to 3rd November, 2018 on the theme “Eradicate Corruption-Build a New India (भ्रष्टाचार मिटाओ. नया भारत बनाओ)”.

Mr. Anil Gorani and Mr. Anil Dhupar congratulated IQAC and said that the Institute is doing very well and is progressive minded, covering all aspects for Teachers, Staff, Students, Industry and Community.

The members were informed that AQAR for the Academic Year 2017-18 has been filed at NAAC on 07/09/2018.

Meeting ended with vote of thanks by Dr. Mona Tawar to the members and special thanks to external experts for their valuable time.

RESOLUTIONS OF THE MEETING: the Institute will take care for all the awareness programs.

RESOLVED THAT the Institute will take care for the Quality Development Program (QIP) for Teachers.

RESOLVED THAT the Institute will take care for the Patriotic and Societal Development Programs for the Community.

RESOLVED THAT the Institute will successfully conduct National Conference.

RESOLVED THAT the Institute will have a successful organization of Yoga and Meditation along with programs on stress management.

Dr. CA P. K. Jain
Chairman

Dr. CA Prashant Jain
Coordinator