

# Neville Wadia Institute of Management Studies & Research

Date : 23/06/2018

Time :03.30 pm

## Minutes of IQAC Meeting

### Agenda of Meeting:

1. To review progress of minutes and implement of past recommendation.
2. To discuss about pedagogies which will improve teaching-learning process.
3. Implementation of software for effectiveness and efficiency.
4. Suggest ICT equipment for ICT and motivate faculty to adopt ICT.
5. To measure aptitude of students immediately after admission and at the time completion of course to measure change.

### Discussion :

1. The meeting started with discussion about reiterating minutes of last meeting. IQAC members conveyed need for more linkages with Industry and Institute, community outreach programme, more need of environment consciousness.
2. The Institute should register to IIM Ahmedabad Case Studies, which will give faculties rich source of knowledge. Institute can also subscribe to HBR Case Resources.
3. For the easy retrieval of Data and for effective delivery of lectures ICT equipment are necessary. Besides existing equipment more sophisticated equipment are required.
4. For the purpose of record keeping and assessment purpose as well as for disseminating the information/ messages to students Enterprise Resource Planning (ERP) software is



required. The existing software is being used for administrative purpose. The software will help in improving efficiency of employees in generating reports and improve administrative process.

5. To design and implement a computerized test for newly admitted and passing out students, so that the value addition and attainment of desired outcomes can be measured and recorded.

**Recommendations :**

1. Subscription of IIM A Cases and HBR Cases.
2. Equipment such as One Electronic Podium, Three new Projectors, One Visualizer, One digital camera and equipment for biometric attendance should be procured.
3. ERP Software from different companies should be evaluated by admin and teaching staff. The Institute should procure ERP and install for the improvement of efficiency for academic as well as administrative purpose.
4. Youth for work( AICTE recommended) website should be used and students should be encouraged to test language as well as psychometric aspect.



**Following members were present for the meeting:**

Sr. No.	Name	Designation
1	Dr. A.B. Dadas	Director
2	Mr. Vikas Dole	Coordinator
3	Mr. Jamshed Darasha	Faculty Representative
4	Mr. Yogesh K. Upadhayay	Industry Representative
5	Ms. Sarah Sheharwala	Student Representative
6	Mr. Nikhil Ghodmare	Student Representative



Mr. Vikas Dole

Coordinator

**IQAC**

**Neville Wadia Institute of Management  
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Dr. A.B. Dadas

Director

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