



Modern Education Society's
Neville Wadia Institute of Management Studies & Research

Permanently affiliated to Savitribai Phule Pune University, Accredited by NAAC
Approved by AICTE, recognized under 2 (f) & 12 (b) sections of UGC Act
Email : director@nevillewadia.com, Website: www.nevillewadia.com

Dr. Anand Dadas, Director

Date: 16/11/2021

IQAC Meeting Notice

This is to inform all the Members of IQAC Internal Committee that a meeting is Scheduled for 17th November 2021, 2pm at Director's cabin your presence is requested.

Members:

- Dr. A.B. Dadas (Director & Chairman)
- Dr. Anuradha D (Convenor)
- Prof. Vinod Lalbeg (Member)
- Dr. Radha Louis (Member)
- Dr Karuna Jadhav (Member)

Dr. Anuradha D

Convenor IQAC Committee

Dr. A. B. Dadas

Director, NWISMR



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Dr. Anand Dadas, Director

Agenda of the Meeting

Point No. 1: To discuss schedule about AQAR 2019-20 and 20-21.

Point No. 2: To discuss timings of meetings, notices from Administrative staff as a quality policy.

Point No. 3: To discuss and analyse feedback provided stakeholders about placements, for improve industry –Institute relations to enhance industry exposure.

Point No. 4: To discuss and analyse feedback provided to stakeholders about placements, Training initiatives.

Attendance for the Meeting

Sr. No.	Name of the Committee Member	Signature
1	Dr. A.B. Dadas	
2	Dr. Anuradha D	
3	Prof. Vinod Lalbeg	
4	Dr. Karuna Jadhav	
5	Dr Radha Louis	

Dr. Anuradha D
Convenor IQAC Committee
Date: 17/11/2021



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Minutes of the Meeting

The meeting of IQAC Committee of Neville Wadia Institute of Management Studies & Research was held on Wednesday, November 17, 2021 at 4 pm in Director's Office. Following members were present for the meeting: Dr. Anand Dadas, Dr. Anuradha D. Prof. Vinod Lalbeg. Dr. Karuna Jadhav Dr. Radha Louis.

Point No. 1: To discuss schedule about AQAR 2019-20 and 20-21.

Preamble: As a norm the Annual Quality Assurance Report (AQAR) laid down by NAAC has to be uploaded on or before 31/12/2021. The date for the uploading of 2019-20, 2020-21 has been extended to 31/12/2021. It is mandatory to upload the AQAR

Resolution: It is resolved that the AQAR 2019-20 will be uploaded on the 30th November 2021 and AQAR 20-21 will be uploaded on the 20th December 2021 by the IQAC Co-ordinator Dr. Anuradha D.

Point No. 2: To discuss timings of meetings, notices from Administrative staff as a quality policy.

Preamble: The Institute has 25 committees, which has different convenors and committee members. Meetings for each committee is mandatory and the minutes, notices are to be conveyed to the Director & committee members in advance. Also, the administrative staff at the Institute issues notices pertaining to the academic, administrative details, holidays through official mails

Resolution: It is resolved that the Institute will be following the announcement of any meeting in advance that is at least a day before to all members. The Convenor should get the points for discussion prior to the meeting. The Director's gave directions that all notices academic & administrative holidays will be declared 1-2 days earlier. This will be the quality policy henceforth.

Point No. 3: To discuss and analyse feedback provided stakeholders about placements, for improve industry –Institute relations to enhance industry exposure.

Preamble: Industry-institute needs to build strong corporate Relationships. This can be achieved by a multipronged approach which can be achieved by 1) Industry Tie-Ups (The institute has established and should form partnerships. It can host corporate events, guest lectures, and workshops to foster connections.) 2) Alumni Network: The institute can formally establish an Alumni Cell, the institute can leverage a strong alumni network. 3) Corporate Engagement: The institute can regularly invite industry leaders to interact with students through guest lectures or conferences.



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Dr. Anand Dadas, Director


The institute can increase the number of industry visits to companies to give students a practical understanding of various industries. This depends on the government regulations about COVID.

Resolution: It is resolved that the industry –Institute relations be enhanced by (T&P Cell) by improving on the discussed parameters.

Point No. 4: To discuss and analyse feedback provided to stakeholders about placements, Training initiatives.


Preamble: The Training and Placement Cell (T&P Cell) should enhance employability in different ways like: 1) Soft Skills and Communication Training: The Training and Placement Cell should conduct workshops on interpersonal communication, presentation skills, negotiation, and teamwork to ensure students are well rounded. 2) Mock Interviews and Group Discussions 3) Aptitude Tests, 4) Resume Building Workshops 5) Certifications Courses: The Institute should provide certification programs in skills and technologies that are in demand. This depends on the government regulations about COVID.

Resolution: It is resolved that the employability of Students be enhanced by the Training and Placement Cell (T& P Cell) by improving employability of the students.


Dr. Anuradha D

Convenor IQAC Committee




Dr. A. B. Dadas

Director, NWISMR