



Minutes of IQAC Meeting

Saturday, 19th September, 2020 - 10:30 am

Venue: Director's Room, DR VN BRIMS

Attendees: Dr. Nitin Joshi, Dr. Smita Jape, Dr. Pallavi Chandwaskar, Dr. Meenakshi Malhotra and Mr. Vaibhav Pandit

- Dr. PC shared the plan on IQAC initiatives which was discussed in consultation with Dr. Nitin Joshi regarding the following:
- Students' Development: Assessment of students through brain mapping and understanding their strengths and weaknesses and measuring through PRISM
- Building Competencies: Focussing on developing competencies viz. confidence and competitiveness in students by conducting activities like quiz contest
- Mentorship: Providing moral support through constant engagement with students so that the students can share their thoughts freely
- Knowledge Relevance: Focus on enhancing students' knowledge by conducting webinars on various contemporary themes and issues
- On the basis of the above activities, a feedback can be generated which will help to focus on at least two to three major competencies of a student. Further, the feedback will also help in identifying the difference or a change in a student's overall development right before the start of the program and at the end of the program.
- Dr. MM shared that to increase students' engagement by conducting MCQs, queries through chat box and conducting sessions which will be measured by students attendance. She added that the term 'Research' to be refined with 'Innovation and

Research' wherein certain areas will be created where students' can develop and enhance their analytical and critical thinking (gamification).

- Dr. NJ shared that Emphasised that quality initiatives at BRIMS need to be meaningful and result oriented. Attention should be given to appropriately draft and document the quality initiatives. He shared that students research should help industries in predicting and solving their problems.
- He suggested to bring in a culture of innovation which will encourage thinking process among students. BRIMS's need to focus on encouraging students on innovation. Certain locations can be identified where activities on innovation can be carried out on a weekly or monthly basis. BRIMS's need to explore on innovation through gamification. A positive and fun environment has to be created for the same. A proper budget needs to be allotted on quality initiative and innovation activities.

Prepared by: Ms. Ketki Mistry

Ketki

Checked by: Dr. Pallavi Chandwaskar

Pallavi

Approved By: Dr. Nitin Joshi

Nitin





**Minutes of IQAC Meeting – Thursday, 18th February, 2021 - 10:30 am –
Conference Room No. 16, DR VN BRIMS**

Attendees: Dr. Nitin Joshi, Dr. Vishnu Kanhere, Mr. Jayant Kayal, Dr. Pallavi Chandwaskar, Dr. Smita Jape, Dr. Meenakshi Malhotra, Mr. Mahesh Bhanushali, Ms. Poorva Ajgaonkar, Ms. Vini Somaiya

- Dr. Pallavi Chandwaskar welcomed all the members, present online and offline, to the IQAC meeting.
- Dr. Pallavi Chandwaskar began the presentation with sharing the agenda of the said meeting. She presented slides on **Criteria 1 – Curriculum Aspects** and updated the members on the following:
 - **1.1 – Curriculum Delivery:** highlighted changes in Teaching Learning Process (TLP) by focussing on making it more industry specific and emphasis on job roles and skills set required, redesign of TLP approval and monitoring process and ADC review meetings with CR students
 - **1.1 – Quality in Curriculum Delivery:** faculty development workshop and journal club presentations
 - **1.2 – Certifications Offered and Students Enrolled and 1.3 Value added Courses:** students enrolled and successfully completed various certification and value-added courses
 - **1.4 – Feedback:** improvement in feedback parameters and action taken on feedback along with plan of action
- Dr. Meenakshi Malhotra updated the members on the following:
 - **Student Enrolment Webinars – Why MBA/ MMS?:** webinars conducted by various faculty members on topics which will help the prospective students to understand as to why MBA is necessary and how it can help them in their career. The current status of students enrolled for MMS (2020-22) Batch is 155 Batch
 - **2.2.1 – Student – Full-Time Teacher Ratio:** interviews conducted by University of Mumbai Panel for the posts of Professors, Associate Professor and Assistant Professors on 21st January, 2021
 - **2.4 – Teacher Profile and Quality:** Ph.D status of faculty members
 - **2.3.1 – Percentage of teachers using ICT for effective teaching:** use of various online platforms such as webex, microsoft teams for online sessions, Eduzilla software and faculty video channels as e-content was presented
 - **Use of technology by students:** sharing of experiences of teachers on video making for faculty members through a training session conducted by them at BRIMS. Students' efforts on creating videos for online BRIMS Connect and safety guidelines during on-going pandemic situation

- **2.7 – Student Satisfaction Survey (SSS):** conduct of SSS to identify academic delivery quality which was responded by 211 students and on the basis of suggestions received webinars series on Career Guidance by experts from industry
 - **2.3.2 – Students mentoring system:** mentorship well-being survey which was responded by 93 students and mentorship initiatives through lockdown along with mentorship recognition and certification
 - **2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level:** design of new internal assessment, semester end examination and new winter internship viva-voce evaluation template in order to attain CO levels
 - **2.4.2 – Honors and recognition received by teachers** along with future plan of action
- Dr. Smita Jape presented slides on **Criteria 3 – Research** which captured four areas and updated on the same:
 - **Research:** status on funds sanctioned and received from various agencies, industry and other organisations, online research FDPs – inhouse and out of campus, faculty appointed as Reviewer for SCOPUS or ABDC listed Journals, Papers Published/ Articles, Research Publications by faculty members in the Journals notified on UGC website during the year, faculty members appointed as a member of Editorial Board Member and Research Consultancy received
 - **Innovation and Creativity:** Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year IIC Activities Quarter 3 & Q4, Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year, Video Series on Research, National Conference, Srujan, Research Paper Presentations by faculty of different Institutes and announcement of next years' national theme
 - **Extension Activities (CSR):** 11 extension activities
 - **Collaboration:** Collaboration with University and different educational and private agencies
 - Dr. Jape also shared research future plans with the members.
 - Dr. Jape shared slides on Criteria 4 which updated on the library services and new library services and IT developments.
 - Mr. Mahesh Bhanushali updated on **Criteria 5 – Student Support and Progression** where he shared the details on scholarships and financial support to students in the year 2019-20, various capability enhancement schemes, placement statistics (2019-20) where he updated that more than seven students have received a package of 10.5 lakhs, 125 students placed within 40 students were placed during pandemic period, one international placement in Dubai and virtual campus recruitment.
 - Mr. Bhanushali shared slides on **Criteria 6 – Governance, Leadership and Management** where he updated the members on change in Vision, Mission and Core Value of BRIMS, Funds received from management, non-government bodies, individuals, philanthropies during the year, status of Academic Administrative Audit (ISO 9001-2015) and Professional Development Program organized for Teaching staff

- Mr. Bhanushali shared slides on **Criteria 7 – Institutional Values and Best Practices** where he updated the members on solar panel and its benefit to the Institute, a 5-day AICTE FDP on Universal Human Values, BRIMS Connect where along with students, alumni parents and other stakeholders were also involved.
- Dr. Vishnu Kanhere appreciated the BRIMS's efforts was clearly visible from the presentation made. He made the following suggestions:
 - Need for promotion of Ph.D. Centre
 - Aim at size and consistency at higher qualitative level for placement. Need for a higher average placement package.
 - Consider ISO 21000-2018 as part of education management system.

Dr. Nitin Joshi shared the following regarding:

- **Ph.D. Centre:** paper work is still pending
- **Placements:** BRIMS is working on having quality companies and brands for placement on board
- **ISO:** Team BRIMS is rigorously working on processes
Need to look into ISO 21000:2019. Currently BRIMS is focusing on OBE concept i.e. Outcome-based education or outcomes-based education

Mr. Jayant Kayal enquired about submission of NAAC report. To this Dr. Chandwaskar addressed that 2018-19 AQAR has been submitted and approved. 2019 AQAR has been uploaded. Acknowledgement has been received from NAAC.

Mr. Kayal also enquired about Brain Mapping to which Dr. Joshi shared that brain mapping is based on set of neuroscience techniques which was founded Korbinian Brodmann. The test shows 91% accuracy which highlights important dimensions about students logical reasoning, critical thinking, analysis, aptitude and abilities, inclination towards innovation and various other factors.

Mr. Poorva Agjoankar shared her experience that through BRIMS Connect students are well aware about the updates and achievements of BRIMS and other students' activities within BRIMS. Through various competitions held, there is a better understanding and learning on the problems of industry and timely help from mentors which have overall helped the students.

Ms. Vini Somaiya who is also an active member of alumni association shared that there is something for everyone in the activities organised and conducted by the Institute. These activities are more practical, relevant to the current industry needs, and are result oriented. Meeting concluded with a vote of thanks.

Prepared by: Ms. Ketki Mistry *Ketki*

Checked by: Dr. Pallavi Chandwaskar *Pallavi*

Approved By: Dr. Nitin Joshi *Nitin*





Minutes of IQAC internal members' meeting – 18/05/2021

Attended by: Dr. Pallavi Chandwaskar, Dr. Smita Jape, Dr. Meenakshi Malhotra, Prof. Mahesh Bhanushali, Mr. Vaibhav Pandit, Mrs. Deepti Gokhale

Agenda: Planning IQAC Initiatives in areas of

- Student Development
- Student Research
- Placement Readiness
- NBA Preparation
- AQAR Review Report
- CSR Activities

Discussion Points:	Area	Proposed Initiative
1	Student Development	Dr. Pallavi proposed a 10 Day Online Quiz for students, based on Business News Apps on current affairs on Business – 20 th to 30 th May 2021, last year it was based on e-newspapers and saw a tremendous response from students
2	Student Research - SIP	<ul style="list-style-type: none"> • A session on SIP introduction, importance, process and timeline - session by Dr. Pallavi C. and Prof. Vibhuti S. – 25th May 2021 • Research Methodology sessions by Dr. Meenakshi M. – 26th to 30th May • Dr. Jape shared about Research FDP planned in the month of June
3	Placement Readiness	<ul style="list-style-type: none"> • Prof. Mahesh shared the trainings conducted for students under functional MOUs for students • Dr. Meenakshi shared about Workshop by Dr. Joshi, Dr. Meenakshi and Prof. Kanchan on Interview Readiness
4	NBA Preparation and Continuous Improvement	Milestones and status is shared by all criteria owners, queries seeking expert guidance will be collected from all criteria owners and we will identify an expert for taking a session for addressing our queries and tracking the further progress in terms of year-wise documents ready for SAR – Session planned in June Second Week

5	AQAR Review report	AQAR 2019-20 approved successfully and review report received on our HEI Portal, need to initiate AQAR 2020-21
6	CSR	Pandit Sir shared about MOU with Hariyali and a session planned on theme of Biodiversity on 22 nd May 2021 and subsequently every month one session is planned from Hariyali NGO

Prepared By : Dr. Pallavi Chandwaskar

Pallavi

Checked by: Dr. Smita Jape

Smita

Approved By: Dr. Nitin Joshi

Nitin





**IQAC faculty team and Assessment team Meeting
Discussion on Student Quality Assessment Parameters:**

18th November 2021, 10:00 to 11:00 am

Members Present: Dr. Pallavi Chandwaskar, Dr. Smita Jape, Dr. Meenakshi Malhotra, Prof. Mahesh Bhanushali, Ms. Vibhuti Save

PC, SJ, MM, MB, VS

Inputs shared by all the team members, from Academic, Student development, placement, examination and IIC department perspectives and following parameters, activities to assess on those parameters, PO mapped and targets were being identified

S. No.	Assessment Parameters	Assessment Tool used	Outcomes Mapped	Targets
1	Logical Reasoning	Aptitude Test (CET scores at the time of admission and Aptitude test taken by the end of first year)	PO 2 - Foster Analytical and Critical thinking abilities for data based decision making	Targets can be identified either as contribution towards attainment of PO (% increase) at institutional level and % increase in the parameter score at individual student level assessed at the end of first year and at the end of second year
2	Ideation/ Innovation	Innobiz Business Plan Competition by IIC (student teams guided by all faculty members), E-cell Activities	PO 6 - Ability to develop Entrepreneurial skills.....	
3	Current Business Awareness	IQAC Quiz contest on Business Newspapers (to be made compulsory from this academic year)	PO 4 - Ability to understand, analyze and communicate global, economic, legal and ethical aspects of business	
4	Communication skills	Mock Interviews conducted by each faculty for every allotted student and scores and feedback given on relevant parameters that include communication skills Assessment scores of presentations in the different courses	PO 4 - Ability to understand, analyze and communicate global, economic, legal and ethical aspects of business	

5	Research and Writing Skills	Research Paper writing for student publication , SIP work and scores (Individual student guided by each faculty)	PO 2 - Foster Analytical and Critical thinking abilities for data based decision making
6	Active Participation and Team building	Committee member (compulsory for each student to be a part of some committee) , Event Participation , Competition participation	PO 5 - Ability to lead themselves and others in the achievement of organizational goals, contributing effectively to the team environment. PO 3 - Ability to develop value-based leadership
Note: Assessment rubric to be made wherever necessary for indirect assessment and for few parameters already direct scores are obtained			

Prepared By : Dr. Pallavi Chandwaskar

Pallavi
18/11/21

Checked by: Dr. Smita Jape

Smita
18/11/21

Approved By: Dr. Nitin Joshi

