

## Minutes of IQAC Meeting – Saturday, 16th November, 2019 - 1:30 pm - Conference Room No. 17, DR VN BRIMS

**Attendees:** Dr. Nitin Joshi, Dr. Guruprasad Murthy, Dr. Smita Jape, Dr. Pallavi Chandwaskar, Mr. Sek Velagaleti, Mr. Mahesh Bhanushali, Mr. Vaibhav Pandit, Ms. Deepti Gokhale, Ms. Poorva Ajgaonkar & Devendra Lingayat

Member	Points Presented	Requirement Highlighted	Person Responsible	Deadline
Dr. PC	Introduced two students viz. Ms. Poorva Ajgaonkar and Mr. Devendra Lingayat from MMS first year who will be part of the IQAC meeting hereafter and represent students' group at DR VN BRIMS.	Letter to be issued	Mr. Vaibhav Pandit	30th Nov., 2019
Dr. NJ	Explained to students the objective / purpose of conducting IQAC Meeting and emphasized that the students should bring out their perspectives in upgrading the quality of BRIMS in various areas.			
Dr. PC	Began with a presentation on the assessment made by NAAC, criteria wise and presented action plan for quality improvement.			
Dr. GPM	Insisted on action plan for every parameter.	Action Plan	IQAC Team	Ready
Dr. PC	On the point on resource mobilization for research, emphasized on University's grant for conference.		SrSedharan sir working on it	

Dr. SJ	Shared that NAAC considers grant only for research projects.			
Dr. NJ	Discussion on Alumni Engagement: Suggested to define the purpose of alumni meet. Need to understand the alumni thoughts or feelings regarding visiting the Institute. Alumni need to contribute and engage continuously with BRIMS and help their alma mater in placement opportunities, research and development, infrastructure development.	Identify objectives of alumni meet	Alumni Committee (Dr. SJ, Ms. SN, Ms. VS, Mr. MB)	Ongoing
Mr. SV	Suggested that the objective of alumni meet to be clear which will result in meaningful outcome.			
Dr. PC	Suggested that alumni can give career guidance to existing students.	Ongoing sessions be alumni for guest talk		Already started
Ms. DG	Suggested to have a batch-wise alumni meet and focus on a limited number of alumni. Also suggested sending existing students to industries where alumni are employed.	Alumni Committee will consider this after discussion with alumni association		
Mr. SV	Suggested the need for regular maintaining of alumni records, financial contribution and number of meetings conducted.	record maintenance	Ms. SN	Ongoing
Mr. DL Student	Shared that existing students are getting confused about mentor and mentee process.	Dr. Arloph's sessions for student	Dr. AJ	Done

Dr. NJ	Explained that students need to understand the process of choosing mentor from a long term perspective. They should also consider the industry experience of their mentors while choosing them.	Students to approach mentors	Students / Coordinators	30th Nov., 2019
Ms. PA Student	Shared that BRIMS Connect is a good initiative by the Institute as the students are made aware about the happenings in the Institute in terms of faculty and students contributions.			
Dr. PC	Shared that students can opt for certain certification courses along with their regular course to improve their profiles. Students should discuss this with respective mentors.		Students and Mentors	Ongoing
Mr. VP	Mentors role will also be to understand and guide students as to how to improve and face the interview panel.	Mentorship role	Mentors	Ongoing
Dr. PC	Institutional Distinctiveness: Identifying measurable parameters.	Dr. NJ and Dr. GPM will discuss and communicate		Dec., 2019
Dr. NJ	Shared that faculty members can become good consultants based on their research work.			

Dr. PC	Need proper maintenance and management of documents for quick retrieval of documents on a centralized platform. . Dr. PC to create a format where along with list of tasks, names of responsible persons and deadlines are mentioned.	Mr. SV to prepare process for the same	All Committees	Ongoing
Dr. GPM	Presented a graphical presentation which showcased enablers, facilitators and outcomes from NAAC report.			
Mr. SV	Explained a few criteria from NAAC report on teaching learning and evaluation, students enrollment profile, catering to students diversity, students performance and learning outcomes.			
General Discussion: • Need to map students profile. • Need for proper disclosure of internal marks to students. Marks to be displayed in notice board. • Encourage students to be part of research in terms of paper presentations, assignments, projects and contribution in conference papers.			Exam Committee Research Committee	Ongoing basis

Prepared by

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