



N. L. Dalmia[®]
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Date: 02/07/2018

CIRCULAR

All the concerned IQAC members are hereby informed that meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 7th July, 2018 at 03:00 pm in MDP Room, Second Floor, NLDIMSR Campus.

Proposed Agenda:

1. Student Support and Progression
2. To prepare Academic Calendar for the year
3. Revised Student Handbook for A.Y. 2018-19
4. To discuss on the schedule of various Academic and Extra-Curricular activities
5. To decide about First International Marketing Conclave
6. Distribution of Laptops to students
7. Purchase of Software's for office related work
8. To consider the need to increase Industry Interaction with the students

MPV
Dr. Mangesh Kasbekar
IQAC Coordinator





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Minutes of Internal Quality Assurance Cell (IQAC)

Date: 7th July, 2018

Time: 03:00 pm

Venue: MDP Room, Second Floor, NLDIMSR Campus

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Sr. No.	Category	Name of the Member	Present/ Absent
1	Chairperson	Dr. Dinesh Hegde	Present
2	Administrative Officers	Mr. Anil Sawant	Present
		Ms. Sujata D'Souza	Present
		Ms. Shefali Gupta	Present
		Ms. Kaushal Faldu	Present
3	Faculty	Dr. Anil Gor	Present
		Prof. Jyoti Nair	Present
4	Management Representative	Prof. Seema Saini	Present
5	Alumnus	Mr. Gaurav Jain	Present
6	External Expert	Dr. Sunil Rai	Present

7	Community Representative	Ms. Juhi Rai	Absent
8	Employer/Industrialist	Mr. Anil Talreja	Present
9	Student Representative	Mr. Rupen Chawla	Present
10	Coordinator of IQAC	Dr. Mangesh Kasbekar	Present

The major points discussed during the IQAC Meeting were as follows:

Student Support and Progression

Chairperson Prof. Seema Saini welcomed all IQAC Committee Members. She mentioned that the admission process for A.Y. 2018-19 is over. The curriculum for this Academic year is already reviewed and the focus is on overall student's development. Students should also be encouraged to participate in co-curricular activities.

Revised Student Handbook for A.Y. 2018-19

Program Head – PGDM, Dr. Jyoti Nair mentioned that the Student Handbook for A.Y. 2018-19 is ready and circulated to the first year students during the orientation program. The Students Handbook will comprise of the Rules and Regulations which the students should follow during their tenure.

To discuss on the schedule of various Academic and Extra-Curricular activities

Various semester wise Academic and Extra-Curricular activities were discussed and the accordingly schedule for the activities was proposed.

To organize Certificate program for finance students

The Committee members discussed to have a Tie up with an organization to provide training on Technical Analysis for Finance students in order to improve technical skills of the students.

Distribution of Laptops to students

The committee members discussed about identification of vendor for distributing laptops to the students and purchase of Mac Book for office related work.

Purchase of Software's for office related work

The committee members decided to purchase of licenses Corel Draw, Adobe Creation, Windows 10 for office related work.

To consider the need to increase Industry Interaction with the students

The committee discussed about the need to increase the Industry Interaction and to arrange Guest lectures for the students.

Meeting was concluded with permission of chair and by Vote of Thanks.

Minutes Prepared by:

MKB
Dr. Mangesh Kasbekar
IQAC Coordinator



Approved by:

Saini
Prof. Seema Saini
CEO
N. L. Dalmia Educational Society