

**Green Heaven Institute of Management and Research, Nagpur**

**Notice**  
10<sup>th</sup> Jan 2022

Members of the IQAC Cell are hereby informed that a meeting of IQAC has been organized on 13<sup>th</sup> Jan 2022 at 1:00 pm in the Board Room. All members are requested to attend.

**Agenda of the meeting:**

1. Confirmation and Review of Minutes of previous IQAC meeting held on 8<sup>th</sup> September'21
2. Action taken report of last IQAC meeting held on 8<sup>th</sup> September'21
3. Conduction of Final Exams of Semester IV.
4. Updating of committee Files.
5. Conduction of NSS Activities
6. Promotion of Research activities among Faculty Members
7. Application for Research Centre

**IQAC COORDINATOR**

**DIRECTOR**

CC:

1. All Committee Members
2. Admin. Office

**Green Heaven Institute of Management and Research, Nagpur**

**Minutes of Meeting held on 13th Jan 2022**

The Director of the Institute, Anil Sharma welcomed members to the Meeting of IQAC. to the meeting being held in the College Campus.

The meeting proceeded further with discussion on the following points:

**Agenda:1 Confirmation and Review of Minutes of previous IQAC meeting held on 8<sup>th</sup> September'21**

**Resolution:**

After a thorough discussion and review of the minutes and of the last IQAC meeting, it was unanimously approved and the action taken discussed.

**Agenda:2 Action taken report of IQAC Meeting held on 8th September'21**

<b>Sr. No.</b>	<b>Resolution in the Meeting</b>	<b>Action Taken for Implementation &amp; Outcomes</b>
1.	Reports and follow up of the International Conference 'OCEAN-2021' Online International Conference on "Design of Global Commerce and Business for Next decade"	Selected Research Papers published in UGC Care Journal "The Oriental Research, Madras. Report along with the Press news kept in the record.
2	Revision of the Academic Calendar and commencement of Session for Semester III	Activities such as Health Hygiene, Ekta Diwas was suggested and incorporated in the Calendar. The Academic Session for Semester III to commence from 27 <sup>th</sup> September 2021
3	Conduction of Sessional and Final Exams.	As per notification from the University, Final Examination was conducted at College Level in Online Mode.
4	Reports on Summer Internship and Final Placement of students.	SIP in online mode conducted from 15 <sup>th</sup> June and to 14 <sup>th</sup> August 2021.

5.	Updating of records and filling of AQAR	AQAR for 20-21 uploaded in NAAC Portal
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**Agenda:3** Conduction of Final Exams of Semester IV.

**Resolution:**

As per directions from the University, Final Exams were to be conducted in the College Premises. Hence, Controller of examination, Dr. Mubina Saifee put forth the arrangements and Duty charts for both the written and Viva Voce Examinations. All Faculty members were instructed to take the exams on top priority and work towards proper conduction of the same.

**Agenda:4** Updating of committee Files.

**Resolution:** IQAC coordinator, Dr. Rajani Kumar requested members of different committees to work as per the requirement of the committee task. Since classes had been started in physical mode, committee members were asked to work accordingly and also keep record of the same.

**Agenda:5** Conduction of NSS Activities

**Resolution:** With the commencement of physical classes, the NSS Coordinator, Mr. Robin Ukey was instructed to speed up NSS Activities and make preparations for Yoga Day.

**Agenda:6** Promotion of Research activities among Faculty Members

**Resolution:** The Director, Dr. Anil Sharma encouraged faculty members to publish papers in good UGC Care and scopus index Journals.

**Agenda: 7** Applications for Research Centre

**Resolution:** Dr. Rajani Kumar was assigned the task of applying for installing Research Centre in the College. After discussion it was found that registering as Ph.D Supervisor is a must for the task, hence the process of registration as Ph.D guide was to be taken up as first step to it.

**Agenda:8** Conclusion with the permission of the chair.

**Resolution:**

The Meeting concluded with the permission of the Chairperson

