

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

**Notice**  
**10th June 2022**

Members of the IQAC Cell are hereby informed that a meeting of IQAC has been organized on 13<sup>th</sup> June 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 13<sup>th</sup> Jan 2022
2. Action taken report of last IQAC meeting held on 13<sup>th</sup> Jan 2022.
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 June 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 13<sup>th</sup> Jan 2022**

**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 13<sup>th</sup> Jan 2022**

**Action Taken Report of IQAC Meeting held on 13<sup>th</sup> January 2022**

<b>Sr. No.</b>	<b>Resolution in the Meeting</b>	<b>Action Taken for Implementation &amp; Outcomes</b>
1	Conduction of Final Exams of Semester IV.	As per University Notifications, Theory as well Project Viva- Voce and Exit Seminar conducted in the College
2	Updating of committee Files.	Records of different committees updated in files maintained
3	Conduction of NSS Activities	Guest lectures on Self Branding, SIP — A Launchpad for Your Professional Success, “Employment Opportunities in Banking Sector,” “Digital Marketing and Growth Hacking”. Yoga Day was conducted.
4	Promotion of Research activities among Faculty Members	Research papers in UGC Care and Scopus Indexed Journals published by 5 Faculty Members
5	Application for Research Centre	First step i.e application at RTM Nagpur University for Research Supervisor done by 4 Faculty Members

**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

IQAC COORDINATOR

DIRECTOR

