

MAHATMA GANDHI MISSION'S
INSTITUTE OF MANAGEMENT STUDIES & RESEARCH
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410 209.

NOTICE


Date :27.03.2023

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Friday,31.03.2023 at 11.00 am at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.


Thanking you,
Yours sincerely,


Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. IQA submission.
2. SSR documentation.
3. Any other matters/points not on the agenda to be discussed with the permission of chairperson


Dr Ashwini Arte
Director
MGM'S Institute of
Management Studies & Research
Kamothe, Navi Mumbai - 410 209.



MAHATMA GANDHI MISSION'S
INSTITUTE OF MANAGEMENT STUDIES & RESEARCH

M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410 209.

**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 31.03.2023 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 11.:00 a.m. on 31.03.2023

3.

The meeting started at 11.09 am. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats on the dais. Following members attended the meeting.


- | | |
|---------------------------|-------------------|
| 1. Dr. Ashwini Arte | : Chairperson |
| 2. Dr. Monika Khanna | : Coordinator |
| 3. Dr. Amrita Thakkar | : Member |
| 4. Dr. S.N. Kadam | : Member |
| 5. Prof. Manoj Mohite | : Member |
| 6. Ms. Nisha Kumbhar | : Member |
| 7. Mrs. Rekha Suryavanshi | : Member |
| 8. Ms. Neetu Dixit | : Member |
| 9. Mrs. Sushma Rabada | : Member |
| 10. Dr. Chaitali Gadekar | : Member |
| 11. Mr. Nimesh Thakkar | : External Member |

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 02.03.2023 for the information of all members.

The following points were discussed in the meeting:

1. Dr. Monika Khanna presented the committee that IIQA has been submitted on 29.03.2023.
2. The Director instructed that everyone should try to complete the documentation as soon as possible keeping in view of the fact that we have to submit SSR.
3. All matters/ Point on agenda were discussed and there were no other points.

The Meeting was concluded on proposing vote of thanks by Dr. Amrita Thakkar.


Chairperson
Internal Quality Assurance Cell
(MGM IMSR)


Dr Ashwini Arte
Director
MGM'S Institute of
Management Studies & Research
Kamothe, Navi Mumbai - 410 209.



MAHATMA GANDHI MISSION'S
INSTITUTE OF MANAGEMENT STUDIES & RESEARCH
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410 209.

NOTICE

Date :01.03.2023

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Thursday,02.03.2023 at 11.00 am at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,
Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. International Collaboration.
2. Cyber Jagrukta Session
3. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
MGM'S Institute of
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 02.03.2023 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 11.:00 a.m. on 02.03.203.

The meeting started at 11.05 am. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats on the dais. Following members attended the meeting.


1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Dr. Amrita Thakkar : Member
4. Dr. S.N. Kadam : Member
5. Prof. Manoj Mohite : Member
6. Ms. Nisha Kumbhar : Member
7. Mrs. Rekha Suryavanshi : Member
8. Ms. Neetu Dixit : Member
9. Mrs. Sushma Rabada : Member
10. Dr. Chaitali Gadekar : Member
11. Mr. Nimesh Thakkar : External Member

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 10.02.2023 for the information of all members.

The following points were discussed in the meeting:

1. Dr. Ashwini Arte inform the IQAC members that international MOU will be signed with Regenesys Business school, South Africa. This MOU will be for academic & research initiatives.
2. It was proposed that in order to promote Cyber Jagrukta as well as general safety awareness among students an event will be conducted in April in association with Navi Mumbai Police under the auspices of their Jagruk Navi Mumbaikar Abhiyan.
3. Looking at the performance of all departments it was resolved that IIQA will be submitted in the last week of March.
4. All matters/ Point on agenda were discussed and there were no other points. The meeting was adjourned with a vote of thanks by.

The Meeting was concluded on proposing vote of thanks by Dr. Amrita Thakkar.


Chairperson
Internal Quality Assurance Cell
(MGM IMSR)


Dr Ashwini Arte
Director
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NOTICE

Date :07.02.2023

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Tuesday,10.02.2023 at 11.00 am at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,

Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. NAAC documentation
2. Preparation of IIQA submission
3. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
MGM'S Institute of
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 10.02.2023 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 11.:00 a.m. on 10.02.2023.

The meeting started at 11.07 am. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats on the dais. Following members attended the meeting.

- | | |
|-------------------------|-------------------|
| 1. Dr. Ashwini Arte | : Chairperson |
| 2. Dr. Monika Khanna | : Coordinator |
| 3. Dr. S.N. Kadam | : Member |
| 4. Prof. Manoj Mohite | : Member |
| 5. Ms. Nisha Kumbhar | : Member |
| 6. Ms. Neetu Dixit | : Member |
| 7. Mrs. Sushma Rabada | : Member |
| 8. Dr. Chaitali Gadekar | : Member |
| 9. Mr. Nimesh Thakkar | : External Member |

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 05.01.2023 for the information of all members.

The following points were discussed in the meeting:

1. The Director announced that this meeting is being conducted for discussing the adequacy of documentation of various criteria.
2. It is decided to prepare IIQA & keep ready for filling up the same.
3. It was resolved that 3 AC Should be replace form computer lab as they are not working properly.
4. It was also announced that IQAC meeting will now be conducted more frequently because we are on cusp of IIQA submission followed by SSR Submission.
5. The progress of various criteria was discussed.
6. All matters/ Point on agenda were discussed and there were no other points.

The Meeting was concluded on proposing vote of thanks by Dr. Monika Khanna.



Chairperson

Internal Quality Assurance Cell
(MGM IMSR)



Dr Ashwini Arte
Director
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M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410 209.

NOTICE

Date: 02.01.2023

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Thursday, 05.01.2023 at 11:00 am at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,
Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. Library LMS updation.
2. NAAC Discussion.
3. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 05.01.2023 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 11:00 a.m. on 05.01.2023.

The meeting started at 11.05 am. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats on the dais. Following members attended the meeting.

1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
10. Dr. Amrita Thakkar : Member
3. Prof. Shija Abhilash : Member
4. Prof. Manoj Mohite : Member
5. Ms. Neetu Dixit : Member
6. Mrs. Rekha Suryavanshi : Member
7. Dr. Raman Yadav : External Member
8. Dr. Archana Mishra : External Member

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 19.10.2020 for the information of all members.

Chairperson approved following committee members of Internal Quality Assurance Committee for the year. The new Committee proposed is as follows: -

1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Dr. S.N. Kadam : Member
4. Dr. Amrita Thakkar : Member
5. Prof. Manoj Mohite : Member
6. Prof. Shija Abhilash : Member
7. Mrs. Rekha Suryavanshi : Member
8. Ms. Nisha Kumbar : Member
9. Ms. Neetu Dixit : Member
10. Mr. Mihir Oberai : Member
11. Mr. FaizSurve : Member
12. Mrs. Sushma Rabada : Member
13. Dr. ChaitaliGadekar : Member
14. Mr. Nimesh Thakkar : External Member

The following points were discussed in the meeting:

1. It was resolved that 3 AC Should be replace form computer lab as they are not working properly.
2. It was resolved that with library software libsys should be change with Koha which is being used in campus by many other institutes.
3. As. Prof. Shija Abhilash has resigned from her duties it is resolved that a new faculty should be appoint on her place.
4. All matters/ Point on agenda were discussed and there were no other points. The meeting was adjourned with a vote of thanks by.

The Meeting was concluded on proposing vote of thanks by Ms. Amrita Thakkar.


Dr Ashwini Arte
Director
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NOTICE

Date :03.10.2022

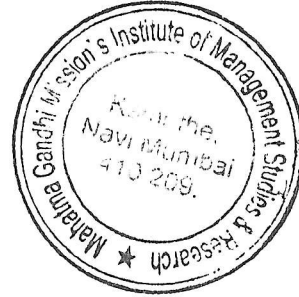
Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Wednesday,07.10.2022 at 1.30 pm at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,
Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. Best practices.
2. Cultural boost activities
3. Faculty upgradation
4. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 07.10.2022 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 1.:27 p.m. on 07.10.2022.

The meeting started at 1.35 pm. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats. Following members attended the meeting.


1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Dr. Amrita Thakkar : Member
4. Mr. Manoj Mohite : Member
5. Ms. Neetu Dixit : Member
6. Ms. Nisha Kumbhar : Member
7. Mrs. Rekha Suryavanshi : Member
8. Dr. Raman Yadav : External Member
9. Dr. Archana Mishra : External Member

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 06.07.2022 for the information of all members.

The following points were discussed in the meeting:

1. Discussion on best practices, like remedial English & communication sessions conducted, certification courses to offered to students fill gap in curriculum,
2. Katha pratha sessions to expose students to the Management concepts in the Indian knowledge system.
3. Scholarship offered to MGM Students (any MGM School or college) and to MGM Staff & their families & also to students who need a financial support.
4. It was resolved that certification courses & MGM Scholarship will be consider as Best Practice.
5. It was resolved to encourage students to be aware of the problem of elderly. A visit to an old age home was proposed as a part of social outreach program.
6. It was proposed that more faculties should be encourage from within & outside institution to submit research papers for the upcoming Research conference with RGCMS.
7. It was proposed to conduct FDPS in association with RGCMS.
8. All matters/ Point on agenda were discussed and there were no other points. The meeting was adjourned with a vote of thanks by.

The Meeting was concluded on proposing vote of thanks by Dr. Monika Khanna.


Chairperson
Internal Quality Assurance Cell


Dr Ashwini Arte
Director
MGM'S Institute of
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Navi Mumbai - 410 209.



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INSTITUTE OF MANAGEMENT STUDIES & RESEARCH
M.G.M. Educational Campus, Sector - 1, Kamothe, Navi Mumbai - 410 209.

NOTICE

Date :02.07.2022

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Wednesday,06.07.2022 at 1.30 pm at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,
Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. NDLI Club formation.
2. Blood Donation drive
3. Collaboration with other institutes
4. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 06.07.2022 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 1.:27 p.m. on 06.07.2022.

The meeting started at 1.35 pm. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats. Following members attended the meeting.

1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Mr. Manoj Mohite : Member
4. Ms. Neetu Dixit : Member
5. Ms. Nisha Kumbhar : Member
6. Mrs. Rekha Suryavanshi : Member
7. Dr. Raman Yadav : External Member
8. Dr. Archana Mishra : External Member

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 04.04.2022 for the information of all members.

The following points were discussed in the meeting:

1. Librarian Ms. Neetu Dixit apprise the members of NDLI Club formation & Upcoming NDLI awareness session.
2. As a part of social outreach programme Dr. Monika Khanna proposed that we conduct Blood Donation drive in association with MGM Blood Bank under the edges of AKAM.
3. IQAC Co-Ordinator Dr. Monika Khanna, reiterate of the importance of Geotagging all photographs.
4. It was proposed that collaboration be undertake with RGCM for academic & Research, capacity building, Skill enhancement initiatives.
5. It was proposed that collaboration be undertake with KG college of Engineering & Management Research.
6. All matters/ Point on agenda were discussed and there were no other points.

The Meeting was concluded on proposing vote of thanks by Dr. Monika Khanna.

Chairperson
Internal Quality Assurance Cell
(MGM IMSR)

Dr Ashwini Arte
Director
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NOTICE

Date :07.01.2022

Dear members,

This is to inform you that the General body meeting of Internal Quality Assurance Cell is to be held on Monday,17.01.2022 at 1.30 pm at Conference Hall of MGM IMSR.

You are requested to kindly attend the meeting.

Thanking you,
Yours sincerely,

Dr. Ashwini Arte
Chairperson
Internal Quality Assurance Cell
MGM IMSR



AGENDA

1. Mock interviews to be arranged.
2. NAAC documentation
3. Faculty upgradation
4. Improvement in infrastructure
5. Any other matters/points not on the agenda to be discussed with the permission of chairperson

Dr Ashwini Arte
Director
MGM'S Institute of
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**MINUTES OF THE GENERAL BODY MEETING OF INTERNAL QUALITY ASSURANCE
CELL HELD ON 17.01.2022 AT CONFERENCE HALL OF MGM IMSR.**

The Chairperson, Dr. Ashwini Arte called the meeting at 1:25 p.m. on 17.01.2022.

The meeting started at 1.30 pm. The Coordinator, Dr. Monika Khanna welcomed all the members and requested to take the seats on the dais. Following members attended the meeting.

1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Dr. Amrita Thakkar : Member
4. Mrs. Shija Abhilash : Member
5. Mr. Manoj Mohite : Member
6. Ms. Nisha Kumbhar : Member
7. Mrs. Rekha Suryavanshi : Member
8. Dr. Raman Yadav : External Member
9. Dr. Archana Mishra : External Member

IQAC Coordinator read out the minutes and Action Taken Report (ATR) of the earlier meeting held on 11.10.2021 for the information of all members.

Chairperson approved following committee members of Internal Quality Assurance Committee for the year. The new Committee proposed is as follows: -

1. Dr. Ashwini Arte : Chairperson
2. Dr. Monika Khanna : Coordinator
3. Dr. Amrita Thakkar : Member
4. Mrs. Shija Abhilash : Member
5. Mr. Manoj Mohite : Member
6. Ms. Neetu Dixit : Member
7. Mrs. Rekha Suryavanshi : Member
8. Ms. Nisha Kumbhar : Member
9. Dr. Raman Yadav : External Member
10. Dr. Archana Mishra : External Member

The following points were discussed in the meeting:

1. It was discussed that as the student will be appearing for off line interviews, Mock interviews should be arranged for semester.
2. It was suggestion that everyone should put more efforts towards NAAC documentation.
3. All faculties were advised to attend FDP's and register themselves for UHV, FDP.
4. It was discussed that infrastructure improvement for NAAC, should be initiated.
5. All matters/ Point on agenda were discussed and there were no other points.

The Meeting was concluded on proposing vote of thanks by Dr. Amrita Thakkar.


Chairperson

Internal Quality Assurance Cell


Dr Ashwini Arte
Director
MGM'S Institute of
Management Studies & Research
Kamothe, Navi Mumbai - 410 209.