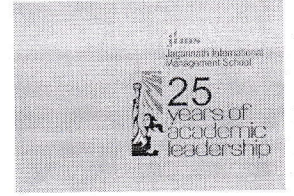




Jagannath International Management School Kalkaji, New Delhi



Minutes of IQAC Meeting Held on 18th June 2021

JIMS IQAC meeting was held online on 18th June, 2021. Hon'ble Chairman Dr. Amit Gupta presided over the meeting. The meeting was attended by the following:

Sl. No.	JIMS KJ	External Members
1	Dr. Amit Gupta (Chairman)	Prof. R. K. Mittal (Vice Chancellor, Ch. Bansilal University, Bhiwani)
2	Dr. (Cdr.) Satish Seth, Advisor	Mr. Ashwani Agarwal (Rep. Local Society)
3	Dr. Ashok Sharma, Director.	Mr. Deepak Mehra (Head, T& D, Kenstar)
4	Dr. Rashmi Bhatia, HoD-BBA (Coordinator)	Mr. Shwayatank Ajay (Lead E-Commerce, Key Accounts Manager, Veeba Foods)
5	Dr. Seema Agarwal	
6	Ms. Palak Gupta	
7	Dr. Komal Khatter	
8	Dr. Sandeepa Kaur	
9	Ms. Jasleen Rana	
10	Ms. Navsheen Zutshi (PGDM Student)	
11	Ms. Ishi Jain (BBA Student)	
12	Ms. Arzoo Sethi (B.Com(H) Student)	

Dr. Ashok Sharma warmly welcomed all members and thanked them for taking out time from their busy schedule to attend the meeting.

He informed all members that Dr. Rashmi Bhatia, HOD, BBA had been appointed as IQAC Coordinator and Member Secretary of Institutional IQAC for JIMS, Kalkaji.

To begin with, Dr Ashok Sharma reviewed the minutes of the meeting held on 14th Jan, 2021.

A. Action taken on the 'New Points' during the last meeting:

Sl. No.	Item	Action/Info
1	<p><u>TEACHING, LEARNING AND EVALUATION</u></p> <p>a) <u>Mentoring System</u></p> <p>A summary of Mentoring sessions conducted to be added in the Agenda Points for the meeting</p> <p>b) <u>Development of E-Content</u></p> <p>Development of e-content such as flipped class videos cases etc on each subject, to be prepared by faculty</p> <p>c) <u>Slow/Advanced Learners</u></p> <p>Enhance knowledge and awareness of Emotional Intelligence and Balanced Personality</p> <p>PDP, Managerial Communication and Personal Growth activities in areas of Team building and Leadership should be conducted in the</p>	<p>a) Mentoring sessions both in offline and online modes were conducted weekly by internal faculty mentors and also sessions were taken by external industry mentors with emphasis on Academic, Professional, Behavioural and Personal Mentoring and grooming. Tuesday slot have been fixed in the timetable for weekly mentoring sessions. Activities like GD, Mock PI, Introduction sessions, recorded video resumes were done by both Internal and External mentors. Total 10 sessions were taken by internal and 5 by external mentors from Feb- April, 2021</p> <p>Mentoring Sessions-</p> <p>https://drive.google.com/file/d/1gPg-4A_SpzzrJ3hPp4bey2R0csLLbgrID/view?usp=drivesdk</p> <p>b) Video lectures are recorded by faculty members in all subjects and are shared with students prior to class. Subsequently during class elaborate problem solving, discussions and case analysis is conducted.</p> <p>c) The Institute organized two AICTE sponsored STTPs of one week duration each.</p> <ul style="list-style-type: none"> STTP on "Enhancing Emotional Intelligence in Academics to Connect with Next Generation Students" from 1st-6th Feb, 2021

	<p>first 6 months of students joining the institute.</p>	<ul style="list-style-type: none"> • STTP on “Training to Enhance Emotional Intelligence in Academicians to Connect with Next Generation Students” from 24th-29th May, 2021 <p>PDP, Managerial Communication and Personal Growth activities in areas of Team Building and Leadership are conducted weekly in the first year of the course.</p>
2	<p><u>RESEARCH, INNOVATION AND PEDAGOGY</u></p> <p>a) <u>Quality Research</u></p> <p>Faculty to undertake research on small sample size surveys and get projects prepared even if they are not paid for. Topics like Farm Bills, New Education Policy or any other government schemes etc. may be considered.</p> <p>Faculty to ensure a minimum of two research publications in ABDC/ Scopus Indexed Journals per year. Focus to be on ABDC indexed journals.</p> <p>b) <u>Research Funds/Grants</u></p> <p>Research proposals to be prepared and forwarded to ICSSR for grant of funds.</p> <p>c) <u>Extension Activities</u></p> <p>i) As per AtmaNirbhar Bharat Mission -Self Reliant India- students are to be encouraged to venture into entrepreneurial activities, small projects etc. To this end visits to innovation labs</p>	<p>a) Faculty nominated to prepare and undertake research studies as suggested by the Board.</p> <p>Publication in IEEE Xplore and Scopus-</p> <p>S. Yadav, P. Gupta and A. Sharma, “An Empirical Study on Adoption of ICT Tools by Students in Higher Educational Institutions”, 2021 International Conference on Innovative Practices in Technology and Management (ICIPTM),266-271, doi: 10.1109/ICIPTM52218.2021.9388341, ISSN/ISBN No.IEEEXplore</p> <p>b) Faculty nominated to prepare suitable proposals for forwarding to ICSSR.</p> <p>c) Extension Activities done- ANNEXURE 4</p> <p>i) The Entrepreneurship Cell of JIMS Kalkaji organized the Ideate competition on</p>

and startups to be organized

- After visit a report to be submitted by the students on their learnings and outcomes.
- Club, curricular and extracurricular activities, workshops may be organized for students and faculty on NEP.
- Hobby clubs like photography, art/dance/music, gardening, IT skills, culinary skills/cooking, health/fitness/yoga, ECO, CSR etc. should be started. Students should be encouraged to join as per their area of interest. Credits can be given for this activity and weekly informal meetings with faculty in-charge and students can be held club-wise. Students should enjoy these club activities as they are stress busters. Students can pursue these activities later in their careers by organizing lectures/workshops/small events etc. Emphasis to be laid on this as per New Education Policy

(ii) As a part of Extension Activities, the students may be associated with NGOs where they can execute projects and develop sensitivity on social issues. The NGOs selected may engage in animal care, women skill development, child care activities etc. The students should submit post-visit report on their experiences and learnings

26th March, 2021. The event provided an opportunity to the budding entrepreneur to come up with their business ideas that could bring a substantial change in the existing market and bridge any of the existing gaps in the society.

- MoneyTech - The Finance Club of JIMS Kalkaji organized NCFM Session on 24th March, 2021 under which students were provided with in-depth knowledge about the 'NSE Academy's Certification in Financial Markets (NCFM).
- JIMS, Kalkaji Data Science Club organized Blog Writing Competition on "Business Analytics" on 25th March, 2021.
- The photography club of JIMS, Kalkaji organized a photography competition-"THE ART OF SEEING" on 7 April 2021.
- JIMS Kalkaji organized annual marketing event "THE MARKATHON 2021" on 9th & 10th March, 2021.
- About 250 participants joined the National Debate Competition organized by JIMS Kalkaji and Shaheed Sukhdev College of Business Studies, Delhi University on the topic: 'Big Data Analytics: A Threat to Democratic Decision Making' on February 24, 2021.
- On the occasion of International Women's Day, CSR Club of JIMS Kalkaji in collaboration with Shilpa Medicare Ltd organized a session for girl students of PGDM and PGDM (IB) 2020-22 batch to create awareness on importance of intimate Hygiene.
- NSS Unit of JIMS Kalkaji in collaboration with Rajiv Gandhi Cancer Institute & Research Centre,

		<p>NitiBagh, South Delhi organised a webinar regarding Cancer Awareness Talk on prevention of cancer and lifestyle changes.</p> <p>(ii) As a paragon of developing a humanistic society, NSS – CSR Club of JIMS, Kalkaji visited an old-age home, run by Sawhney Foundation, located at Rangpuri, New Delhi on 1st Feb, 2021</p>
3	<p><u>Infrastructure Learning Resources</u></p> <p>a) Development of e-content</p> <p>All videos, cases etc prepared by faculty should be properly recorded, subject-wise, in the form of a repository to facilitate ready reference.</p> <p>b) E-Books</p> <p>Board members appreciated the initiative</p>	<p>a) E-content in the shape of recorded lectures are regularly developed in each trimester and maintained as repository in Google drive.</p> <p>b) E-Books, journals, research papers and learning material access provided by J- Gate is being shared with faculty members. Various e-books are downloaded and shared to students through Google drive, Google classroom etc.</p>
4	<p><u>GOVERNANCE, LEADERSHIP AND MANAGEMENT</u></p> <p>Preparedness of the Institute and its faculty on New Education Policy needs to be ensured. Various initiatives to be taken to implement the NEP should be promulgated to all concerned.</p>	<p>Committee has recommended certain initiatives with regard to NEP 2020 to be taken for implementation in the new academic session. These are under review.</p> <p>JIMS, Kalkaji also organized a National seminar on "National Education Policy 2020-Paradigm Shift Towards Collaborative & Innovative Learning" on 10 April, 2021.</p> <p>JIMS Kalkaji organized prestigious annual flagship event XVth International Conference on 23rd and 24th April, 2021 on the topic "Business Sustainability in the Post- Pandemic Era: Resetting Strategies in Domains of People, Technology and</p>

		Environment“in collaboration with the PHDCCI and AMDISA
5	<p><u>INSTITUTIONAL VALUES AND BEST PRACTICES</u></p> <p><u>Engagement with local community</u></p> <ul style="list-style-type: none"> • e-libraries for villagers to be considered under Unnat Bharat Mission • Faculty to give training on skill-based courses to villagers 	To be planned once pandemic restrictions are eased and situation normalizes.

New Points - IQAC

Sl. No.	Item	Action/Info
1	<p><u>CURRICULAR ASPECTS</u></p> <p>a) <u>NEP Plan</u> Key points for implementation in curriculum to be prepared.</p> <p>b) <u>Curriculum Review</u> The curriculum to be reviewed</p>	<p>a) The NEP Committee to prepare Plan indicating key points to be focused on for implementation during the new academic session. Plan to be submitted by 15 Jul 2021.</p> <p>b) Director to discuss proposed changes in BOSR meeting and on approval to incorporate same in the curriculum.</p>
2	<p><u>TEACHING, LEARNING AND EVALUATION</u></p> <p>a) <u>Work Efficiency</u> Students to be taught on how to work efficiently in teams</p> <p>b) <u>Development of E-Content</u> Under NEP, 2020, online education and MOOCs are given more focus. Faculty to design 1-2 thorough courses in which students and</p>	<p>a) Director to brief faculty members and ensure the team projects are being implemented by 31st Aug 2021.</p> <p>b) Faculty members to develop E-Content/ MOOC courses to be nominated by 30 Jun 2021.</p>

	<p>faculty from other universities join in.</p> <p>Focus to be given on case writing</p>	
3	<p><u>RESEARCH, INNOVATION AND CREATIVITY</u></p> <p>a) <u>Quality Research</u></p> <ul style="list-style-type: none"> • It was suggested to deliberate brainstorming sessions for 10-20 good publications from faculty. • Faculty can engage/ collaborate with good researchers and resource persons for better guidance • Faculty to undertake research through linkages with prestigious universities, NGOs or Government bodies like Niti Aayog on topics related to COVID-19, SMEs etc. • Faculty to ensure a minimum of two research publications in ABDC/ Scopus Indexed Journals per year. Focus to be on ABDC indexed journals. • To have a platform for academicians and corporates where they can collaborate for research papers, share real industry data and do analysis that can benefit industry. • Some faculty can be shortlisted who can do fruitful research. They can be given less workload 15 days- 1 month off in a trimester if they commit to give ABDC/ Emerald level publications. • Intellectual Property Rights to be served in areas of teaching, learning, LMS, mentoring of students, governance etc. • Students research and projects to be correlated with Industry trends. A database can be created of previous research to benefit new researchers/ 	<p>a) Director to appoint suitable faculty teams by 28 Jul 2021 to prepare and undertake research studies as suggested by the Board.</p> <p>b) Research Committee to take action at points against bullets 1 to 7. They should submit recommendations including nominating faculty to write papers for Scopus/ Web of Science/UGC Care/ABDC etc. by 31st Aug, 2021.</p> <p>c) Director to submit plan by 20 Jul 2021 for organizing competitions as suggested at bullet point 9.</p>

	<p>students/faculty</p> <ul style="list-style-type: none"> • Organize contests/competitions to invite participation from Industry people so as to improve relations with them and in turn we can get data from them for better research <p>b) <u>Research Funds/Grants</u></p> <p>Research proposals forwarded to ICSSR for grant of funds to be reviewed.</p> <p>ICSSR can be used as base project for understanding how to make research proposals and good projects.</p> <p>c) <u>FDP-</u></p> <p>Upcoming FDPs to have topics on Emotional Intelligence, soft skills, social awareness, how to be good human beings and citizens.</p>	<p>b) Director and Research Committee to review and finalise research proposals to be forwarded to ICSSR by 16 Aug 2021. Also to identify new industry/ Govt. body linkages</p> <p>c) Director to guide FDP committee to ensure these areas in upcoming FDPs</p>
4	<p><u>INFRASTRUCTURE & LEARNING SYSTEMS</u></p> <p>a) Development of e-content</p> <p>All videos, cases etc prepared by faculty should be properly recorded, subject-wise, in the form of a repository to facilitate ready reference.</p> <p>b) E-Journals</p> <p>Board members appreciated the initiative of our collaboration with J-Gate for providing access to online journals.</p>	<p>a) Director to issue necessary instructions by 10 Aug 2021 for systematic recording of e-content and sharing repository with students and faculty.</p> <p>b) For information</p>
5	<p><u>STUDENT SUPPORT AND PROGRESSION</u></p> <p>a) <u>Students Research Projects</u></p> <p>Students to be motivated for research projects</p>	<p>a) Faculty to motivate students for individual or joint research projects.</p>

	<p>b) <u>Students Competitions</u> Student competitions to be organized on large scale regularly to enable them showcase their talent at broader level.</p> <p>c) <u>Extension Activities</u></p> <ul style="list-style-type: none"> • All events to be promoted extensively to ensure effective branding. Both offline and online platforms to be focused. • Organisation of a “Big Event” including colleges, corporate and academicians. 	<p>b) Cultural and co-curricular activities to be regularly organized. Cultural team to coordinate and submit plan by 20 Jul 2021.</p> <p>c) For information to all event coordinators</p> <p>Cultural committee to brainstorm and make suitable recommendations in this regard by 17 Aug 2021.</p>
6	<p><u>GOVERNANCE, LEADERSHIP AND MANAGEMENT</u></p> <ul style="list-style-type: none"> • Various initiatives to be taken to implement the NEP should be promulgated to all concerned. • The Key Success Factors(KSFs) in the Strategic Plan can be expanded to include academic programmes, curriculum enrichment, MDPs, placements. More focus on industry sectors, linkages with industry, connectivity with stakeholders and regular Faculty Development Programmes. Also emphasis on better understanding of stakeholders needs, providing solutions for industry, NGOs, Government bodies, use of ICT to embed technology into learning systems through online platforms, MOOCs, LMS, e-content, collaborations with domestic/foreign bodies/universities/ Institutions etc. 	<p>The Committee should take into account the additional suggestions and submit their recommendations by 18 Jul 2021 for implementing during the new academic session.</p>

7

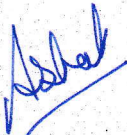
INSTITUTIONAL VALUES AND BEST PRACTICES

For two Best Practices of the Institute many options were discussed like-

- Seed money for Entrepreneurship
- Campaign on environmental awareness
- Projects with Industry
- Dual mentoring system (guidance from both Internal and External mentors)
- Women empowerment and computer skills improvement of weaker sections of the society

Director to select and prepare briefs on any two of these suggested best practices by 30 Jun 2021

Meeting ended with a Vote of Thanks to the Chair.


Dr. Ashok Sharma
Director

