

**Minutes of IQAC Meeting held on 19<sup>th</sup> May 2018 at**  
**1100 hours in the Conference Room**

JIMS IQAC meeting was held in the Campus Conference Room on 19<sup>th</sup> May 2018 at 1100 hrs.  
The following members were present:

**JIMS**

1. Dr. J. K. Batra  
Director
2. Dr. Preeti Singh  
HOD PGDM (IB)
3. Dr. Rashmi Bhatia  
HOD BBA and B.Com(H)
4. Dr. Seema Agarwal  
Joint Registrar
5. Dr. Komal Khatter  
Associate Professor
6. Ms. Arushee Grover  
Assistant Professor

**External Experts**

1. Prof. R.K.Mittal,  
Vice Chancellor, Ch.Bansilal Univ, Bhiwani
2. Mr. Ankur Wahal  
Director (Corporate Finance), Mazars India
3. Mr. Ashish Kumar  
Assistant Manager, SS&C GlobeOp
4. Mr. Shwayantank Ajay  
Head Key Accounts Pan India, Spunk,  
Future Group

At the outset Director-General, JIMS welcomed all members. He thanked Prof. R.K. Mittal for taking time off from his busy schedule to attend the meeting. Thereafter he reviewed the minutes

of the last meeting held on 09 Nov 2017 and apprised all members of the progress on various suggestions made by them. Status is as below:

**Action taken on Minutes of last Meeting (09<sup>th</sup> Nov 2017)**

<u>S. No.</u>	<u>Item</u>	<u>Action/Information</u>
1	<p><b><u>Embracing Technology</u></b></p> <p>a) DG informed that during the last Governing Body Meeting members had suggested that consideration be given to establishing different Innovation Labs in areas of Digital Technology, Commerce Technology, Corporate Culture and Change Technology etc. He added that steps needed to be taken to introduce following new labs in the Academic session commencing July 21, 2017</p> <p>(i) Personal Growth Lab (ii) Commerce Lab (iii) IT Lab</p> <p>b) As regards the existing Communication Lab Dr. R. K. Mittal suggested that students should be imparted specific training to improve their communication skills as this would help them to get better placements</p>	<p>a) DG informed that following new labs had been introduced for students commencing July 2017 session</p> <p>i) Personal Growth Lab ii) Commerce Lab iii) IT Lab iv) Digital Marketing Lab</p> <p>b) Director stated that the syllabus of Communication Lab had recently been reviewed and many exercises on grammar, sentence construction and pronunciation had been added.</p>
2	<p><b><u>Special Lecture Series</u></b></p> <p>Members suggested that institute should</p>	

	<p>introduce Special Lecture Series wherein eminent persons from different walks of life are invited to conduct sessions on various contemporary issues in the areas of Arts, Music, Culture, Sciences, Public Policy etc.</p>	<p>DG informed that following special lectures had been organized recently:</p> <ul style="list-style-type: none"> <li>a) Mr. Apurva Chamaria, VP and Head, Corporate Marketing, HCL Technologies delivered lecture on “Big Data Analytics For Effective Decision-making” (Jan 2018)</li> <li>b) Dr. Kaushik Pandya, Head Business Systems, Sheffield University, spoke on “Lean Implementation and its Benefits” (Apr 2018).</li> <li>c) Dr. Urvashi Makkar, Director General, G.L. Bajaj Institute of Management &amp; Research conducted Special Lecture Programme on "Leadership Agility in VUCA Environment" (May 2018).</li> </ul>
3	<p><b><u>FDP/Workshops</u></b></p> <ul style="list-style-type: none"> <li>a) Director informed that faculty members had requested that a workshop should be conducted during the summer session</li> <li>b) Dr. R. K. Mittal suggested that a FDP on Research Methodology should be organized in the coming summer session</li> </ul>	<ul style="list-style-type: none"> <li>a) A Workshop on “Bankruptcy and Insolvency Code” was conducted by Mr. Ankur Wahal on 08 Dec. 2018.</li> <li>b) A two week FDP on Research Methodology and Data Analysis Using SPSS &amp; E-Views” was conducted during 14 to 26 May 2018 by Dr. Kaushik Sen, Sr.</li> </ul>

		Manager, IOC Ltd.
4	<p><b><u>Joint Programme with University, UK</u></b></p> <p>DG informed that final details were being worked out with University of Westminster, UK for launching of the joint BA (H) in Business Management programme in September 2017.</p> <p>He added that the brochure for marketing of the course from 1<sup>st</sup> May 2017 onwards had already been finalized.</p>	<p>DG informed that the joint programme with Westminster University had to be postponed to Sep 2019 as Westminster University faculty is currently engaged in an extended review of curricula of all UG Courses.</p>
5	<p><b><u>FDP/Continuing Education</u></b></p> <p>a) Prof. R.K.Mittal suggested that as a measure to develop internal faculty they should conduct FDP/Presentations in their area of specialization</p> <p>b) He also suggested that JIMS faculty should deliver Guest Lectures on topical issues in colleges of Delhi University.</p>	<p>a) FDP on “Digital Marketing” was conducted by Ms. Indrani Choudhury, Director, Microsoft in Feb 18.</p> <p>b) Dr. Poonam Verma, Principal SBSCBS, DU delivered a Guest Lecture on “Ethics and Values” in Mar 2018.</p>
6	<p><b><u>Workshop Patents</u></b></p> <p>Prof. R.K.Mittal suggested that a Workshop on Patents/IPR should be organized for benefit of faculty members.</p>	<p>A Workshop on “IPR” was conducted by Mr. Rashneek Kher, International Trade consultant in Jan 2018.</p>

## New Points

Sr. No.	Item	Action/Info
1	<p><b><u>Strategic Plan (2017-22)</u></b></p> <p>DG informed members that an Advisory Group appointed by the Governing Body in Dec.2017 had formulated the Strategic Plan for 2017-22 for the institute. The Plan spelt out the operational vision, mission and key success factors which the institute should pursue in order to achieve its goals and objectives in the period 2017-2022.</p> <p>He further recommended that the IQAC in addition to other aspects should hereafter focus on methods and approaches to be adopted to achieve the objectives of the Strategic Plan</p>	For Information
2	<p><b><u>Research</u></b></p> <p>Faculty to publish articles in reputed journals which include the following publishers:</p> <ul style="list-style-type: none"><li>• ABDC</li><li>• Sage</li><li>• Elsevier</li><li>• Springer</li></ul>	<p>DG informed that a Research policy had been formulated and was a part of the Institute's By-laws.</p> <p>Dr. Preeti Singh to apprise and motivate faculty to engage in more active research and also publish papers in quality journals. Progress report to be submitted by 31 Oct</p>

	<ul style="list-style-type: none"> <li>• Emerald</li> <li>• Wiley</li> <li>• UGC Approved Journals</li> </ul>	2018.
3	<p><b><u>Faculty Development</u></b></p> <p>a) Commencing year 2018 atleast 03 faculty members should undertake teaching assignments in foreign Universities for at least one semester. This should be on reciprocal basis i.e. three International Professors should also visit JIMS on teaching assignments.</p> <p>b) Atleast 05 faculty should present papers in prestigious International/National Conferences which will publish papers as a part of their Proceedings/Book.</p>	<p>a) DG to liaise with foreign Universities such as CUAS, Westminster, NNBS etc for deputing their faculty to participate in International Conference in Feb 2019.</p> <p>b) Director and HOD(BBA) to encourage faculty and submit progress report in this regard by 30 Sep 2018.</p>
4	<p><b><u>Foreign University Collaboration</u></b></p> <p>a) Tie-up with one/two reputed foreign universities. This is in addition to existing tie-ups. Tie-up to be in area of faculty exchange and student exchange. Also Joint faculty research programmes will enhance image of JIMS considerably and should be the end aim.</p> <p>b) Also endeavour for joint conduct of degree programme at UG level or Executive MBA programme (9M + 3 M</p>	<p>DG to liaise with foreign Universities for collaboration in suggested areas.</p>

	or 12 M + 3 M)	
5	<p><b><u>Tie-ups with National Organisations</u></b></p> <p>Current position is satisfactory. However need to expand scope of tie-ups to include following:</p> <p>a) Training programmes to be conducted by JIMS faculty for Corporate, Govt Organizations/PSUs</p> <p>b) Conduct Workshops for above organizations as being done now in collaboration with PHDCCI.</p> <p>c) Organise National Awards event jointly with NHRDN.</p> <p>d) Also a national level event with UN Global Compact Network.</p>	<p>DG to initiate actions at paras (b) (c) and (d).</p> <p>Director to initiate action at para (a)</p>
6.	<p><b><u>Tie-up with DU Colleges</u></b></p> <p>Conduct of joint events such as students competitions with SRCC/Stephens/Hindu college as being done in case of JMC &amp; CBS.</p>	<p>Dr. Preeti Singh to liaise with DU Colleges and submit progress report by 31 Aug 2018.</p>
7.	<p><b><u>Consultancy/MDPs</u></b></p> <p>Renewed efforts should be made to acquire consultancy work from Corporate/PSU/Govt</p>	<p>Director to initiate action and submit progress report by 30 Sep</p>

	Departments.	2018.
8	<p><b><u>Students Competitions</u></b></p> <p>Endeavour to be made to enter students in various National Competitions. Students need to be coached for these competitions by dedicated faculty.</p>	Director and HOD(BBA) to initiate necessary action and render progress report as a part of their Monthly Reports.
9.	<p><b><u>Students Performance</u></b></p> <p>a) Organisation of extra coaching for BBA/B.Com (H) students to ensure that at least 03 BBA and 03 B.Com students figure in top 10 University Rankings. A Gold Medal award would be the crowning glory.</p> <p>b) Above will automatically enhance institute's image and brand and will improve the quality of future intake</p>	HOD BBA to initiate action and submit progress report on semi-annual basis.
10.	<p><b><u>Curriculum Development</u></b></p> <p>a) Tie-ups with foreign universities/colleges for online courses in areas of Sustainability, Business Analytics, Fashion and Product Design, Entrepreneurship, E-Commerce etc. to be explored. These courses should include a classroom element wherein faculty from the foreign university comes and teaches</p>	DG and Director to initiate above actions and inform progress at next meeting.



	<p>our students for a week or so.</p> <p>b) Constant updation of existing syllabi to include national/international industry trends/practices</p>	
11	<p><b><u>Alumni Engagement</u></b></p> <p>a) Efforts to be initiated to start Alumni Chapters in metro cities however limited the presence of alumni in these cities.</p> <p>b) Annual Alumni Dinner and Awards function to be held in prominent hotels where press and staff of magazines involved in B-School Surveys to be invited (Awards ceremony to be held first, then cultural show followed by Dinner).</p>	<p>a) Director to initiate actions at (a) and render progress report by 31 July 2018.</p> <p>b) DG to recommend programme schedule for Alumni Dinner in Dec 2018 after consultation with faculty.</p>
12.	<p><b><u>CSR Activities</u></b></p> <p>a) Existing set-up with Rotary Club is satisfactory. However there is need to collaborate with Government Depts and participate in National projects in areas of Education, Health care, Social Projects etc.</p> <p>b) Tie-up with an International NGO/Charity organisation could also be explored as it would place JIMS on an international pedestal in the CSR space</p>	<p>Dr.Preeti Singh and Dr.Bhatia to initiate action and submit progress report by 31 May 2018.</p>

In conclusion, Director General thanked all IQAC members for their views and suggestions which he stated would go a long way in attaining the objectives and goals as stated in the Institute's Strategic Plan (2017-22).



Dr. (Cdr.) Satish Seth

Director General