

**Minutes of IQAC Meeting held on 20th October 2016 at 12:30 PM in the office of Director General**

The meeting was presided over by Dr.(Cdr.) Satish Seth, Director-General.

**JIMS**

1. Dr. J. K. Batra  
Director
2. Dr. Timira Shukla
3. Dr. Rashmi Bhatia
4. Dr. Preeti Singh
5. Dr. Seema Aggarwal
6. Dr. Rudresh Pandey
7. Dr. Akshat Dubey

**External Experts**

1. Prof. R.K.Mittal,  
Director-Development, GGSIPU
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

Director-General welcomed Prof. R. K. Mittal, Director-Development GGSIPU and other members. He reviewed the minutes of the last meeting and made observations about the overall improvement in the processes and systems as suggested by NAAC team.

DG also informed all members that the strategic goal plan for 2015-19 had recently been revised and that the discussions in today's meeting would be based on the contents of the revised plan. A copy of the revised plan was provided to members for reference.

The following points were discussed and decisions taken thereof are outlined below:

S.No.	Item	Action Required/Taken
1	<p><b><u>Curriculum Development</u></b></p> <p>a) Director General informed that in PG Program two more specializations will be introduced in the 2017 academic session. These are "Entrepreneurship" &amp; "Business Analytics"</p> <p>b) Core subject of Business Analytics and</p>	<p>a) Director to incorporate detailed subject syllabi in respect of these specialisations in the PGDM syllabus for 2016-18.</p>

	<p>Consultancy has also been introduced in trimester VI.</p> <p>c) As a part of the annual review of curricula. The total number of credits offered in PGDM and PGDM(IB) have been reduced from 180 to 150. This was effected by merging of certain subjects in the first three trimesters.</p> <p>d) Prof. R.K Mittal opined that for Under Graduate Programs the University prescribes the syllabus but the enhancement of the course/ pedagogy needs to be undertaken at the college level. Flipped Classroom technique of using podcast for off-class learning has been introduced as an innovation. All faculty are being encouraged to use this innovative pedagogy.</p> <p>e) For Under Graduate (B.Com (H) and BBA of GGSIPU – It was emphasized that for better quality of intake the university cut off rankings needed be improved. Dr. R. Bhatia informed that there had been significant improvement in this regard in the current academic session (2016-2019) for both BBA &amp; B.Com(H) programmes.</p> <p>f) As quality of intake is an important enabler for education, Director General stated that for future PGDM admissions we should aim for selection criteria as follows:</p> <ul style="list-style-type: none"> <li>• MAT Score 600</li> <li>• CAT Score 800 (80 Percentile)</li> </ul>	<p>b) &amp; c) For Information</p> <p>d) Director to prepare lecture recording schedule for faculty by 05 Nov 2016.</p> <p>e) HODs to include as focus areas in their academic action plans for 2017.</p> <p>f) Director to ensure as a part of strategic goals implementation plan (2015-19).</p>
2.	<p><b><u>Students Exams Performance</u></b></p> <p>a) Results of PGDM, PGDM (IB), BBA and B.Com(H) were reported as excellent. Directors/HODs to ensure past performance level is further improved in 2016-17 session.</p>	<p>a) &amp; b) Director/HODs to periodically monitor. Extra classes should be organised for students who have below par performance to improve their</p>

	<p>b) Dr. Preeti Singh, Controller of Examination informed that Under Graduate results have shown improvement and the pass percentage is almost 95% for BBA/B.Com. Many Students who had low percentage in Semester – I have shown improvement as they progressed to Semester – V</p> <p>c) As regards the target for 2018 it should be ensured that 80% of students secure First Division and out of this atleast 20% score distinction</p>	<p>results.</p> <p>c) Director/HODs to ensure that 80% of students score First Division and 20% of these score Distinction. To be implemented as a part of the strategic goals implementation plan (2015-19)</p>
3.	<p><b><u>Guest Lectures</u></b></p> <p>Apart from the regular Guest lecture by industry experts ‘Special Lecture Series’ has been introduced wherein experts from the field of Arts, Music, Culture, Administration and Allied Services are invited to deliver special lectures to students.</p>	<p>Director/HODs to contact resource persons from industry, Govt, PSUs etc to check their availability for Guest Lectures.</p> <p>Tentative lecture schedule for period Jan 2017 to April 2017 to be drawn up and submitted by 28 Nov 2016.</p>
4.	<p><b><u>Industry Visits</u></b></p> <p>Director General informed that Industry visits are important part of our industry interface programme and it this being diligently implemented.</p>	<p>Director/HODs to contact reputed companies in Delhi/NCR and draw up tentative visit plan for Jan 2017 to April 2017. Plan to be submitted by 20 Nov 2016.</p>
5	<p><b><u>Research Consultancy &amp; Extension (Seminar Presentation Paper Publications, Book/Chapter Publications)</u></b></p> <p>a) Prof. Mittal stated that good quality Research is a very important part in an educational institution’s activity as it carries a lot of weightage in all accreditation, inspections and evaluations. He advised as follows:</p> <p>i. Faculty should conduct research in interdisciplinary subjects. Also joint papers should be written by senior and</p>	<p>a) DG to initiate action as required.</p>

	<p>junior members of faculty. He offered to take one of our faculty members under his wing for writing a joint paper with him.</p> <p>ii. The institute should nominated faculty to participate in FDP's conducted by IIMs.</p> <p>iii. Faculty should also execute summer assignments in corporate organisations.</p> <p>b) Dr. Mittal also agreed to the conduct of a joint workshop by JIMS and USMS on outcome Based Learning.</p>	<p>b) DG to liaise with Dr. R.K. Mittal for scheduling joint workshop in November 2017.</p>
6	<p><b><u>Institutional Publication (JIMS 8M)</u></b></p> <p>Dr. Preeti Singh informed that JIMS 8M, the quarterly journal in Management had been indexed in Scopus, Thomson-Reuters and EBSCO Host</p>	<p>For information</p>
7	<p><b><u>Corporate Social Responsibility</u></b></p> <p>a) Director General informed that the Institute is at the forefront in CSR activities. The Institute regularly distributes sweets and woollens to the needy in the slum areas around Kalkaji. In all CSR activities students take active part and are sensitised towards their societal obligations.</p> <p>i. DG informed that more initiatives will be undertaken under the 'Swachh Bharat' initiative of Govt. of India</p> <p>ii. The Institute has adopted 08 schools in rural area of Faizabad, UP in partnership with an International NGO, BLSP (Bharat Lok Seva Parishad). These schools impart basic education to the underprivileged in remote parts of Uttar Pradesh under the EKAL Vidyalaya scheme.</p>	<p>a) Director General suggested that such initiatives could be brought under the ambit of the JIMS-WWHI initiative. Dr. Preeti Singh to initiate action and submit progress report by end Nov 2016.</p>

	<p>iii. The Institute also regularly organises BLOOD DONATION camps</p> <p>b) Prof. Mittal suggested that students should also be involved in imparting practical education and should conduct skills in Computer, Tailoring etc courses for women and youth of under privileged sections. He also suggested that students should undertake week long projects in rural areas.</p>	<p>b) Director/HODs to give suggestions in this regard by 05 Nov 2016.</p>
8	<p><b><u>Infrastructure (Physical, Library, IT)</u></b></p> <p>Director General informed Committee members of the following:</p> <p>a) Old editions of around 200 books in the library have been replaced by new titles</p> <p>b) ICT integration of the syllabus has been done thru installation ERP</p> <p>c) Smart Boards are being introduced in the class rooms to make learning more interactive</p>	<p>Director to ensure ERP is fully implemented in campus by end Nov. 2016.</p>
9	<p><b><u>FDP/Continuing Education</u></b></p> <p>a) FDP on Research Methodology and Data Analysis Using SPSS &amp; EVIEWS was held from June 20-26, 2016. 27 academicians/corporates participated.</p> <p>b) 3 day FDP on Entrepreneurship conducted in association with NEN. 40 delegates attended the session.</p> <p>c) Workshop on 'Gender Sensitization' was held on 13 Aug 2016 in partnership with NGO, WWHI.</p> <p>d) All Faculty have enrolled for MOOCS training courses with a view to upgrade their skills and expertise.</p> <p>e) Dr. R.K.Mittal advised that faculty should also be encouraged to conduct lectures in premier and reputed</p>	<p>(a) to (d) Director/HODs to identify more such programs/courses to ensure continual training and development of faculty through the year.</p> <p>e) D.G. to initiate action in this regard.</p>

	colleges and institutes.	
10	<p><b><u>NIRF Rankings</u></b>  Institute should participate in NIRF Ranking survey undertaken by Govt. of India as private B-School surveys conducted by various agencies will lose their relevance in the coming years.  Institute should aim to be in the TOP 50</p>	Director to ensure NIRF proposal for Survey 2016 is uploaded by mid Nov. 2016.
11	<p><b><u>Foreign University Collaboration</u></b>  a) Director informed that students of PGDM(IB) visit NTU Singapore each year to undergo a week-long immersion programme in Marketing. PGDM students also go for a semester study to CUAS, Germany on a transfer of credits scheme.   b) DG informed that initiatives were being taken to facilitate Faculty exchange with Westminster University, UK and NNBS, Holland</p>	<p>a) For information   b) DG to initiate necessary action in this regard.</p>
12	<p><b><u>Alumni Engagement</u></b>  Director informed that information about various events and birthday greetings were being regularly sent to all alumni. He added that the alumni were invited for interaction with the students in the Guest Lecture series, Orientation Program, SIP/ Mentorship/ Dissertation viva voce etc.  Alumni activities like Alumni Meets Picnic and Alumni Sports Day are also being organised each year to stay connected with the alumni</p>	Director/ HODs to ensure that various social media platforms are activated for sharing information with Alumni. Progress report to be rendered by mid Dec. 2016.
13	<p><b><u>Faculty Feedback</u></b>  Faculty feedback is taken twice in a semester/trimester .In the last feedback in July/August some students had suggested the following:  a) Faculty to give more examples in class in subjects such as Marketing Management and Business Policy.  b) More Group Discussions should be conducted to learn more perspectives on topical issues such as GST.</p>	(a) & (b) Director/HODs to guide faculty and ask them to outline their approach to make learning more effective in the current semester/trimester. Status report to be submitted by 15 Dec. 2016.
14	<b><u>Students Support and Progression</u></b>	

	Directors and HODs informed that a large number of students had participated in extra/co-curricular activities in the intervening period since the last meeting in May 2016.	Director/HODs to submit status report in this regard by 15 Nov 2016.
15	<p><b><u>Students Placement and Internship</u></b></p> <p>As placement session has begun and companies are likely to start visiting campus students CVs should be updated. They should also be prepared for interviews and GD sessions to be taken by prospective recruiters.</p>	Director to draw action plan for preparing students for company specific placement interviews. Students should also engage in more GDs/Pis under expert guidance of faculty. Programme Schedule for mock GDs/Pis to be drawn up by 03 Nov 2016.

In conclusion DG stated that all above activities were intended to achieve progress with regard to implementation of quality initiatives as envisaged in the Institute's strategic/perspective plan (2015-19). He urged all present to pursue all aforementioned activities with utmost vigour

**Dr. (Cdr.) Satish Seth**  
**Director**

Encl: Strategic Plan (2015-19)