



N. L. Dalmia[®]
**Institute of Management
Studies and Research**
(A School of Excellence of N. L. Dalmia Educational Society)

12th June 2023


CIRCULAR

All concerned IQAC members are hereby informed that meeting of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 17th June 2023 at 1:30 pm in MDC, NLDIMSR Campus.

Proposed Agenda:

1. To discuss about the plan of action for hosting the India Finance Conference
2. To prepare the Academic Calendar for the year 2023-24
3. To inform the members about the approval received for Online ODL programs
4. To discuss the progress of NAAC and SAQS Peer Review Team visits
5. To discuss the plan of action for the AACSB Accreditation process initiation
6. Preparation of Student Manual
7. Feedback mechanism




Prof. Dr. Maqsood Ahmed Khan
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Minutes of Internal Quality Assurance Cell (IQAC)

Date: 17th June 2023

Time: 01:30 pm

Venue: MDC

Agenda:

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12. To discuss the plan of action for AACSB Accreditation process initiation
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List of members who attended the meeting:

Sr. No.	Category	Name of the Member
1	Chairperson	Prof. (Dr.) M.A.Khan Director, NLDIMSR
2	IQAC Coordinator	Dr. Vaishali Kulkarni
3	Administrative Officers/ Executives	Ms. Sumedha Naik, Ms. Sujata D'Souza, Ms. Kaushal Faldu
4	Members of the Management	Dr. Seema Saini
5	Teachers Representatives	Dr. Jyoti Nair
6	Teachers Representatives	Dr. Mangesh Kasbekar
7	Teachers Representatives	Prof. Anand Dhutraj
8	Teachers Representatives	Dr. Baisakhi Mitra Mustaphi
9	Teachers Representatives	Prof. Jai Kotecha
10	One/two nominees from local society, Students and Alumni	Mr. Gaurav Jain - Sr. Group Vice President - Motilal Ostwal Group Mr. Raja Ramesh Rayudu - Assistant Vice President - Yes Bank
11	Nominees from Employers/ Industrialists/ Stakeholders	Ms. Toral Kotecha - Sr. Manager Partnerships and Alliances - LXME
12	Nominees from Employers/ Industrialists/ Stakeholders	Ms. Harshita Shah - Manager HR - A - 1 Fence Products Company Pvt. Ltd.
13	Alumni Members	Mr. Mubasshir Bakir - Associate Director - Crisil Ltd.
14	Alumni Members	Mr. Aniruddh Kulkarni - Financial Analyst (Large Corporates) - Crisil Ltd.
15	Alumni Members	Ms. Shweta Singh - Manager - HDFC
16	Student Members	Siddhesh Dharmadhikari (PGDM Finance, Division C, Batch 2022-2024)
17	Student Members	Nidhi Vijaywargia (PGDM Finance, Division B, Batch 2022-2024)
18	Student Members	Mr. Dhruv Ashar (PGDM Finance Batch 2022-2024)
19	Student Members	Ms. Suhani Bansal (PGDM Marketing, Batch 2022-2024)



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The major points discussed during the IQAC Meeting were as follows:

To discuss about the plan of action for hosting the India Finance Conference

The members were informed about the approval received to host the India Finance Conference in December 2023. It was suggested that a dedicated committee be formed to oversee all IFC-related activities. Additionally, the need to identify potential sponsorship opportunities for the event was discussed.

To prepare the Academic Calendar for the year 2023-24

Preparation of the Academic Calendar for A.Y.2023-24 is in process, and the members decided to finalize the same by the third week of June 2025, so it can be approved by the Managing Council and the same can be circulated to the students at the beginning of the academic session.

To inform the members about the approval received for the Online ODL programs

The members were informed about the approval received for Online ODL programs. It was decided to prepare a plan of action for the preparation of the website for Online ODL and also to prepare a marketing plan for the same.

To discuss the progress of the NAAC and SAQS Peer Review Team visits

The members were informed about the submission of NAAC and SAQS Self-Assessment Reports (SAR), and they were also informed about the tentative schedule for the Peer Review Team visit of NAAC and SAQS. The members were also informed about the progress of the preparation for the Peer Review Team Visits.



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To discuss the plan of action for the AACSB Accreditation process initiation

The members were informed about the renewal of AACSB Accreditation membership and about the start of the AACSB Accreditation process. They were also informed that the Initial Self-Assessment Report needs to be submitted by December 2023, and the same will be discussed during the February 2024 IAC Meeting of AACSB.

Preparation of Student Manual

The members were informed about the progress of the preparation of the Student Manual by the Program Office. The same will be circulated to the students of Batch 2023-25 during the Induction process.

Feedback mechanism

A robust feedback mechanism is in place, ensuring that regular feedback is collected, thoroughly analysed, and appropriate actions are taken. Action Taken Reports (ATRs) are systematically prepared to document the responses and improvements made.

The Program Office conducted the Program Exit Survey for the Batch of 2021–2023. The collected responses have been analysed, and corresponding Action Taken Reports have been compiled. Additionally, the Program Office administers Course Outcome Surveys at the end of each trimester to assess learning outcomes and enhance course delivery.

Other feedback mechanisms include Library Feedback, Faculty Development Program (FDP) Feedback, and Institute-level Feedback. These are also regularly collected, analysed, and used to inform continuous improvement across all aspects of the academic ecosystem.




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