

**Dr. G.D.POL FOUNDATION**  
**YMT College of Management**  
**Institutional Area, Sector-4, Kharghar, Navi Mumbai-410-210**

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The meeting of the Internal Quality Assurance Cell (IQAC) of Dr. G.D. Pol Foundation, YMT College of Management was held on **09/08/2017** at 11.00 am at the Director's cabin, Kharghar.

This meeting was called vide notice dated **01/08/2017** and following business was transacted:

**1) Chairperson of the Meeting**

Prof. Swati Padoshi, Chairperson IQAC, occupied the seat of the Chairman of the meeting and the meeting proceeded on.

**2) Confirmation of the previous meeting**

Prof. Harshada Mulay read out the minutes of the previous meeting and requested the meeting to confirm the same.

**3) Agenda Discussion**

**a. Reformation of IQAC Committee**

As per the recommendation of NAAC committee Institution is proposing for reconstruction of Internal Quality Assurance Cell. The proposed composition of committee for the academic year 2017-2018 and 2018-2019 is as follows:

<b>Chairperson:</b>	Prof.Swati Padoshi
<b>IQAC Coordinator :</b>	Prof. Harshada Mulay
<b>Member from Management :</b>	Prof. Hrishikesh Pol
<b>Senior Administrative Officer :</b>	Prof. Japita Bhowmik
<b>Senior Faculty :</b>	Prof.Praveen Gupta
<b>External Expertise :</b>	Mr.Sandeep Padoshi Mr.Sunil Bhatia
<b>Alumni Member :</b>	Mr.Subhash Nirbhavane Mr.Navin Dubey

She also informed that Student Members of the committee are the General Secretary of the academic session.

**Proposed by :** Prof. Harshada Mulay

**Seconded by :** Prof. Praveen Gupta

**b. Prof. Praveen Gupta read out the review of previous quarterly decisions:**

**As per the IQAC suggestions following area of improvement was successfully incorporated:**

1. MOU was signed between Taloja Industries Association (TIA) and YMT College of Management on 12<sup>th</sup> Aug, 2017.

2. Library Committee updated about in house Book Exhibition on the occasion of Library Day on 12<sup>th</sup> Aug, 2017. This was implemented as per NAAC suggestion. Committee also updated that Library Module is designed and will be getting implemented for MMS Sem I as a part of academic curriculum that consists of News Analysis on 22.08.2017, EBSCO Training on 09.09.2017, Book Review on 12.09.2017, Journals on 19.09.2017, Research Paper Writing on 26.09.2017, Visit to Nehru Centre Library on 10.10.2017, Announce best reader of the year award for students (competition open for one year).

**Proposed by** : Mr. Sunil Bhatia

**Seconded by** : Prof. Japita Bhowmik

**c. Action plan for quality improvement in new academic session**

IQAC recommended following improvements for the new academic sessions-

1. **Training & Placement**- Placement needs to plan and identify the technological companies which will provide stipend for internship of MCA students. More concentration has to be given for the students to select the company according to their choice of interest in technology. Additional attention is to be given so that companies of internship also provide final placement for the same students and also seminar on new /latest technologies to be conducted. They also suggested to take supportive measures for the improvement of unsuccessful candidates during placement.
2. **Academics**- IQAC proposed to have Parents –Teacher meeting with one-on-one interaction and discussion about the student performance in the current semester for both the courses.
3. **Mentoring** -IQAC recommended having Student Mentoring and keeping the track of improvement with the help of student handbook. They also advised to work on slow learners.
4. **Research**- IQAC advised to have peer review of all the research papers for the conference hence suggested to have editorial peer review board for the same. They also suggested to have an international guest for the conference.

**Proposed by** : Mr.Sandeep Padoshi

**Seconded by** : Prof. Harshada Mulay

The resolution was passed unanimously.

**Vote of Thanks**

Prof. Harshada Mulay, IQAC coordinator proposed the vote of thanks.

Place: Mumbai

Date: 11.08.2017

HOD/Director/Co-ordinator

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The meeting of the Internal Quality Assurance Cell (IQAC) of Dr. G.D. Pol Foundation, YMT College of Management was held on **17/11/2017** at 12.30 pm at the Director's cabin, Kharghar.

This meeting was called vide notice dated **06/11/2017** and following business was transacted:

**1). Chairperson of the Meeting**

Dr. Swati Padoshi, Chairperson IQAC, occupied the seat of the Chairman of the meeting and the meeting proceeded on.

**2). Confirmation of the previous meeting**

Prof. Harshada Mulay read out the minutes of the previous meeting and requested the meeting to confirm the same.

**3). Agenda Discussion**

**a. Prof. Praveen Gupta read out the review of previous quarterly decisions:**

1. Placement team of YCOM updated that 100% Students received stipend for their internship for MCA. For final placements more concentration was given for the students to select the company according to their choice of interest in technology. Additional attention is given which resulted in absorption of 27% students in the same companies of internship. Latest technology seminar on Big Data Analytics-Hadoop was successfully completed.  
Post interview exercise was conducted by having written feedback from the organizations, for the improvement of unsuccessful candidates.
2. Department coordinators informed that as per IQAC recommendation Parents –Teacher meeting was conducted on 7th Oct'2017 for MCA Sem I, Sem III & Sem V students and MMS Sem III (All specialization) successfully.
3. Mentoring committee updated that the Mentoring Session structure has been changed for the quality results as suggested by IQAC. For the first time we have introduced the Student Handbook for the tracking of mentee improvement. Interaction with mentee has been done on one to one basis. With this exercise we found out the slow learners and special attention and corrective measures were taken by respective Faculty.
4. Research committee updated that as per suggestion peer review of all the research papers for the conference is in progress and conference committee have formed the editorial

peer review committee for improvement. They also informed that research committee is in finalization of international guest for the conference.

5. Library committee updated that the said Library Module was executed successfully according to dated schedule.
6. ISR Committee updated that A Walkathon – ‘Rally for Rivers’ was organized by the institute on 25.10.17 to spread the awareness about environmental cause. It was conducted to support the plantation of trees along the river banks. Participants were students, faculties and staff of the institute along with volunteers from the social group “Isha Foundation.”

A street play spreading awareness for corruption is expected to enact by the students of MMS 1<sup>st</sup> Sem, in association with Hindustan Petroleum Corporation Ltd. It is proposed to be played at prominent public places throughout Navi Mumbai several numbers of times for two days i.e. 30<sup>th</sup> Nov. 2017 and 1<sup>st</sup> Dec. 2017. First and second year students will be participating in One Vision Health & Research Foundation walkathon at Sanpada & Vashi on 7th January 2018.

**Proposed by :** Mr. Sumil Bhatia  
**Seconded by :** Prof. Japita Bhowmik

**b. Action plan for quality improvement in new academic session was announced-**

1. **Collaboration-** It is advised to have more industry association for more industry-academia exposure.
2. **Library-** IQAC has advised to have publisher’s book exhibition to have access to the new reading books/ materials, digital information. They also emphasized on the scalability training participation for librarians which will have value add in the knowledge. Library Automation needs to be initiated for the ease and quality improvement.

**Proposed by :** Prof. Praveen Gupta  
**Seconded by :** Prof. Harshada Mulay

**Vote of Thanks**

Prof. Harshada Mulay, IQAC coordinator proposed the vote of thanks.

Place: Mumbai

Date: 20.11.2017

HOD/Director/Co-ordinator

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The meeting of the Internal Quality Assurance Cell (IQAC) of Dr. G.D. Pol Foundation, YMT College of Management was held on **7/02/2018** at 11.00 am at the Director's cabin, Kharghar.

This meeting was called vide notice dated **15/01/2018** and following business was transacted:

**1). Chairperson of the Meeting**

Dr. Swati Padoshi, Chairperson IQAC, occupied the seat of the Chairman of the meeting and the meeting proceeded on.

**2). Confirmation of the previous meeting**

Prof. Harshada Mulay read out the minutes of the previous meeting and requested the meeting to confirm the same.

**3). Agenda Discussion**

**a. Prof. Harshada Mulay read out the review of previous quarterly decisions-**

1. YMT college of Management has signed MOU with Retailer Association of India for Post Graduate Program in Retail Management was announced on 22nd December 2017. This course is of 11 months duration and 1 month internship in renowned retail organizations like Macdonald, Shopper Stop, Titan etc.

YMT college of Management has organised Students Exchange program in association with ABVP on Thursday 18th January 2018. Students from Northeastern states participated in visit and visited entire foundation as a part of national integration tour.

2. Library committee updated that Publishers book exhibition was organized on 22.12.2017 and Shroff, Wiley, Vakratund and Himalaya publishing houses participated for the same. Approximately 2400 books were displayed.

For the Scalability of Librarians, they are participating in 10 days workshop from 23.12.2017 to 30.12.2017 organized by R Jhunjhunwala College Library, Ghatkopar (w).

Library Automation Process has been initiated and the vendors are identified. The proposals are shared with the management to take further decision.

**Proposed by** : Mr. Sandeep Padoshi  
**Seconded by** : Prof. Harshada Mulay

**Vote of Thanks**

Prof. Harshada Mulay, IQAC coordinator proposed the vote of thanks.

Place: Mumbai

Date: 08.02.2018

HOD/Director/Co-ordinator