

Jaipuria Institute of Management, Noida
A-32A, Institutional Area Sector-62,
Noida 201 309, UP

MINUTES OF THE IQAC MEETINGS HELD

TERM I – TERM VI

Internal Quality Assurance Committee on the course audit reports for the courses taught in Trim I & Trim IV of the Academic Year 2020-21.

The IQAC review of trim I & trim IV was done in three phases

The first phase includes IQAC -Academic Review Report to be filled in by concerned course faculty. An E-mail was floated to all faculty member from IQAC chair (Dr D.N Pandey) on 17/11/20 requesting them to fill the form available in their MOODLE dashboard. All the forms were duly filled and submitted in MOODLE by 29/11/20. (e mail attached).

The IQAC academic review form details (form attached) are as follows:

Section A: Quantitative Compliance with Course Outline

Section B: Planned/Actual Assessment of CLO Attainment; Deviations from CLO (if any)

Section C: Alignment of assessment task with CLO

Section D: Any innovation in Course Delivery and/or Evaluation (with evidence)

This portion was duly filled and signed by the concerned faculty. The form was submitted via their individual Moodle account.

The second phase consist of area level review with all area members. The mail was sent 21ST December, 2020 to all area chairs from IQAC chair. Area chairs are requested to lead the process by calling meeting and complete the rating process in consultation with area members.

Under this, the concerned Area members met through ZOOM meeting and evaluated the course on the basis of rubrics given in part two. The rubrics takes into account the four criteria: a) Compliance, b) Innovation, c) Quality of Continuous Component and d) Quality of Central Component.

Based on the rubrics, the course is evaluated and graded accordingly by the Area. The rubrics considered for evaluation criteria were as follows

Phase three is IQAC Committee Review 29th December, 2020 Comprises of the Director, Dean Academics, IQAC coordinator.

In this meeting the IQAC Committee met to discuss the IQAC Report of all courses. On the basis of the Area rating, the Committee gave specific comments pertaining to the course and thereafter, moderated the rating in case of discrepancy.

Following is the list of courses reviewed and suggestions made in the meeting:

Term I

Business Text Analysis: Reading & Writing (Six sections)

Abhijit Nair (B & MB) Compliance has done. Looking forward to more innovation

Dr. Shalini Verma (MA & SM) The Power of Habits and One Minute manager - two books were introduced by her compulsorily and it was made sure that all the students read it and the feedback from the student community about the utility of it was worthwhile.

Managerial Economics (Six sections) Economics & International Business

Dr. Vranda Jain (A, B & MA) More innovation required in pedagogy as per the demanding requirement of course)

Dr. Ritika Gugnani (C, MB, SM) The delivery of the course is completely aligned with Course Outline. Discussion forums, Turnitin assignments, Simulations, Newspaper articles, scenario-based quizzes, class discussions, worksheets, online polls, break out room activities have contributed in enriching the learning quotient of the course. Although the guest talks have been well received by students and is visible in feedback received from students, it is suggested that an entrepreneur/ start up perspective of Managerial Economics concepts and applications can further add value).

Accounting Fundamentals (Six sections) Finance

Dr. Puneet Dubish (B, MB, MA) The guest talk should be increased to 2 as per norms

Organizational Behaviour (Six sections) Human Resource & Organisation Behaviour

Dr. Shalini Srivastava (A, C & MB) More Innovation in the course is required

Dr. Abdul Qadir (B & SM) Well executed course outline and showed novel initiatives

Dr. Rahul Singh (MA) The area appreciated the no. of cases delivered in the course

Principles of Management (Six sections) Human Resource & Organisation Behaviour

Dr. Swati Agarwal (A&C) Innovative and appropriate

Dr. Pragya Gupta (B, MA, MB & SM) innovative and up to the mark

Data Analysis Using Spreadsheet (Six sections) Information Management & Operations

Dr. Surender Kumar-B, MB, SM One more guest talk as per the norms

Dr. Renuka Mahajan- A, C & MA-In addition to Compliance, innovations, quality of continuous evaluation as well as Central Component course is delivered with industry exposure and quality teaching. Overall observation during this this and feedback of students itself speak about the efforts of faculty. I must appreciate the hard work and effective delivery of the course by faculty.

Statistics for Management (Six sections) Information Management & Operations

Dr. Richa Misra (A, C&MA) In terms of compliance, innovations, industry exposure and quality of continuous evaluation as well as Central Component course is delivered with high level of quality input. Sudden change in pedagogy and evaluation and successful completion is highly appreciable. As per all criteria are concerned faculty has done tremendous efforts)

Prof. Sonali Singh (B, MB & SM) Delivery of the course is done as the designed course outline, during this period of COVID, faculty innovatively change traditional way of teaching to online format, continuous evaluation at regular interval of time with individual feedback and record of the same is really a great hard work. Quality of Continuous Component (from starting of course when students joined and till last related student was exposed to great learning environment, Quality of Central Component (high alignment and effective delivery) is highly appreciable.

Fundamentals of Marketing (Six sections) Marketing

(No Suggestion by area Chair & members)

Term IV

Data Visualization (Information Management & Operations)

Dr. Rajesh Sharma- As per all given criteria, course is delivered with complete compliance, satisfactory level innovations, industry exposure and quality of continuous evaluation as well as Central Component. This course is delivered with high quality teaching and related activity. I must recognize faculty for his efforts.

Predictive Analytics (Information Management & Operations)

Dr. Rajesh Sharma-As per all given criteria, course is delivered with complete compliance, satisfactory level innovations, industry exposure and quality of continuous evaluation as well as Central Component. This course is delivered with high quality teaching and related activity. I must recognize faculty for his efforts.

Corporate Valuation (Finance)

Prof. Ravi Agarwal-GR1&GR2- More punctuality in compliances

Financial Markets and Institutions (Finance)

No suggestion by Area members & Chair

Investment Management - Equity Research (Finance)

No suggestion by Area members & Chair

Industrial Relations & Labor Laws (Human Resource & Organisation Behaviour)

Course Taught by Visiting Faculty

Performance Management System (Human Resource & Organisation Behaviour)

Dr. Swati Agarwal-Innovation was in compliance

Talent Acquisition (Human Resource & Organisation Behaviour)

Dr. Rahul Singh-Effectively managed the pedagogy with additional cases

Business Forecasting Information Management & Operations (Information Management & Operations)

Dr. Tavishi (GR1&GR2) Course delivered as per course the designed course outline, Innovation (transformation from traditional way of teaching to online format, continuous evaluation at regular interval of time) Quality of Continuous Component (from starting of course when students joined and till last related student was exposed to great learning environment, Quality of Central Component (high alignment and effective delivery is highly appreciable). Overall efforts by faculty are highly appreciable.

Supply Chain Management Information Management & Operations (Information Management & Operations)

Prof. Keshav Sharma (GR1&GR2) All the components like compliance (course delivered as per course the designed course outline), Innovation (transformation from traditional way of teaching to online format, continuous evaluation at regular interval of time, more number of quizzes) Quality of Continuous Component (from starting of course when students joined and till last related student was exposed to great learning environment, Quality of Central Component (high alignment and effective delivery is highly appreciable). As per the discussion in all area member meeting and overall observation during this term I would appreciate the efforts made by faculty

Sales Management and Business Development Marketing (Marketing)

(No suggestion by Area members & Chair)

Services Marketing (Marketing)

(No suggestion by Area members & Chair)

Digital Marketing & E-commerce (Marketing)

(No suggestion by Area members & Chair)

Marketing on Internet, social media and Mobile (Marketing)

(No suggestion by Area members & Chair)

Consumer Behaviour (Marketing)

(No Suggestion by area member & Chair)

The IQAC academic audit the meeting ended thanking the faculty members (Course instructor, area chair, IQAC committee members) for their reach deliberation and efforts in conducting the audit process of Term I & Term IV course.



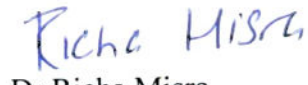
Dr D.N Pandey

(IQAC Chair)



Dr Swati Aggarwal

(IQAC Member)



Dr Richa Misra

(IQAC Coordinator)

Internal Quality Assurance Committee on the course audit reports for the courses taught in Trim II & Trim V of the Academic Year 2020-21.

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The first phase includes IQAC -Academic Review Report to be filled in by concerned course faculty. An E-mail was floated to all faculty member from IQAC chair (Dr D.N Pandey) on 17/11/20 requesting them to fill the form available in their MOODLE dashboard. All the forms were duly filled and submitted in MOODLE by 29/11/20. (e mail attached).

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Following is the list of courses reviewed and suggestions made in the meeting:

Term II

Business and Economic Environment

Prof. Ritika Gugnani (A, B&MA)-There has a huge challenge in moving from completely online delivery to managing the course in hybrid mode and then moving back to online mode again.

The Area suggests that Industry reports can be given for analysis in study group projects. Question bank for Quizzes should be exhaustive.

Prof. Vranda Jain (C, MB&SM)- There has a huge challenge in moving from completely online delivery to managing the course in hybrid mode and then moving back to online mode again.

An additional guest talk was conducted and is taken well by the Area.

All the guest speakers were the new contacts.

The Area suggests that Industry reports can be given for analysis in study group projects.

Question bank for Quizzes is exhaustive

Business, Environment and Social Sustainability (Seminar)-MA

Prof. Tavishi Tewari-MA, MB &SM There are 2 CLOs mentioned in the outline for this course. Hence CLO3 should be removed.

If the situation (COVID) permits, the same projects can be undertaken field-based.

Corporate Finance

No Suggestion by area Chair & members

Management Accounting

No Suggestion by area Chair & members

Workshop on Design Thinking

Prof. Deepak Singh-A, B, C, MA&MB-Turnitin based assignment recommended - the project report assignment could be converted into Turnitin based assignment.

Need to mention the delivery mode

Managing Human Resources

Prof. Pragya Gupta-A&SM-Complete adherence to course outline and execution

Prof. Swati Agarwal-B&MA-Well executed

Prof. Rahul Singh-C&MB-Complied with the norms

Operations Management

Prof. Rohit Sharma-A- In terms of Compliance, Innovation, Quality of Continuous Component, faculty has done appreciable job to adhere to the Course Outline and the institute norms, Transformational innovation in pedagogy and assessment tools, and proper alignment of assessment tasks with CLOs.

Prof. Ankur Chauhan-B, C&SM-Overall lot of efforts are made by faculty members in order to adherence to the Course Outline and the institute norms, Transformational innovation in pedagogy and assessment tools, and proper alignment of assessment tasks with CLOs are there in both types of evaluation).

Marketing Management-A

Prof. Ajay Bansal-A&MA-The course fulfilled the expectations of the area.

Prof. Banasree Dey-B-The course met the expectations of the area.

Prof. Poonam Sharma-C-The course learning outcomes were attained.

Prof. Vinita Srivastava-MB-CLOs were effectively met.

Prof. Deepak Singh-SM-The learning outcomes were met.

Professional Spoken Communication

No Suggestion by area Chair & members

Term V**Banking Operations & Credit Analysis**

No Suggestion by area Chair & members

Corporate Restructuring

No Suggestion by area Chair & members

Financial Derivatives & Risk Management

No Suggestion by area Chair & members

Financial Analytics

No Suggestion by area Chair & members

Wealth Management

No Suggestion by area Chair & members

Compensation Management

Prof. Abdul Qadir, Well executed

HR Analytics

Prof. Abdul Qadir-Well executed with scenario-based exercises

Human Resource Information System

Prof. Abdul Qadir-New tools and innovative approach

Learning & Development

Prof. Shalini Srivastava-adhered to the plan and well executed

Managing People in Service Firms

Prof. Rahul Singh-Practice oriented treatment of the course and delivery

Materials and Inventory Management

Prof. Sonali Singh-GR1&GR2Sincere efforts of faculty in the delivery of course in terms of Compliance, Innovation, Quality of Continuous Component in continuous as well as central evaluation are really great.

Optimization Techniques in Business Operations

Prof. Surender Kumar-Everything is done as per the standard guideline

Brand Management

Prof. Prof. Santosh Kumar-GR1 -The course enabled students to be entry level Brand Managers.
Prof. Vinita Srivastava-GR2-The course focused upon providing the necessary skills for first line brand Managers.

Prof. Rajesh Sharma-GR3 &GR4-The course equipped the students to be first line brand Managers.

Customer Relationship Management

Prof. Banaree Dey-GR1 & GR2 The course provided requisite skills for customer relationship management profiles

Prof. Joy Patra-GR3 -The course provided necessary skills for customer relationship management profiles.

Distribution and Channel Management-GR1

Prof. BD Nathani-GR1-The course provided requisite skills for Channel Management profiles

Prof. SR Singhvi-GR2-The skills were provided to be entry level Channel Managers

Negotiation Skills

No Suggestion by area Chair & members

Text Analytics

No Suggestion by area Chair & members

Online Branding and Reputation Management

Prof. Joy Patra-GR1 &GR2-The CLOs were met effectively.

Retail Marketing

Prof. B. D. Nathani-GR1 &GR3-The students were provided with comprehensive view of Retailing and application of marketing concepts in practical retail environment.

Prof. Poonam Sharma-GR2-The students were provided with comprehensive view of Retailing and application of marketing concepts in practical retail environment.

The IQAC academic audit the meeting ended thanking the faculty members (Course instructor, area chair, IQAC committee members) for their reach deliberation and efforts in conducting the audit process of Term II & Term V course.



Dr D.N Pandey

(IQAC Chair)



Dr Swati Aggarwal

(IQAC Member)



Dr Richa Misra

(IQAC Coordinator)

Internal Quality Assurance Committee on the course audit reports for the courses taught in Trim III & Trim VI of the Academic Year 2020-21.

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Term III

Introduction to Business Analytics

Prof Dipankar Chakrabarty: Complete project-based pedagogy with working on datasets. The Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool).

Applied Managerial Communication

Prof. Shalini Verma-A, C&SM-Adhered to all decided elements within the course and brought aspects of thought that would help students improve further.

Prof. Abhijit Nair-B, MA&MB-Adhered to all decided elements within the course and brought aspects of thought that would help students improve further.

Business, Environment and Social Sustainability

Prof. Tavishi Tewari-A, B&C-Local field visits can be undertaken if the situation improves (For group Project. More Indian cases can be discussed.

Advanced Corporate Finance

(No Suggestion by area Chair & members)

Management Information System

Prof. Renuka Mahajan-A, B, C&MA-Faculty efforts are really appreciable to do the following things in the course. 1. discussed emerging domains of digital innovation, 2. project based on real business situations, and 3. guest talk on emerging software salesforce used extensively as an end to end MIS (Salesforce provides complete CRM solutions for all business sizes and needs. The

Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool

Operations Research

Prof. Sonali Singh: It is really appreciable that the entire course was taught in online mode using excel in place of end-term exam, comprehensive viva-voce so as to correctly gauge the understanding of the subject. The Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool

Marketing Planning & Control

Prof. Poonam Sharma-GR1-The design of the course was met fully.

Prof. Ajay Bansal-GR2&GR4-The course was delivered to real life situation.

Prof. Vinita Srivastava-GR3-The course covered total curriculum.

Business Research Methods

Prof. Richa Misra-A, B, MB&SM-The Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool. i.e. Google doc based data collection, case studies presented as role-playing, solving cases using break room, analyzing data using a spreadsheet application, face-to-face session, joining synchronously online, or viewing the class asynchronously online at their convenience).

Strategic Management

(No Suggestion by area Chair & members)

Strategy Simulation (Workshop)

(No Suggestion by area Chair & members)

Workshop on Entrepreneurship

(No Suggestion by area Chair & members)

Term VI

Introduction to Machine Learning & Intelligence

Prof. Deepankar Chakrabarti: The faculty has made a lot of efforts in terms of innovation by using the latest tools and techniques. i.e., Complete hands-on with Tensorflow/Keras and Google Colab with datasets. The Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool

Career Advancement through Personal Effectiveness

Prof. Radhika Bansal-FA, FB&GR1-Covered every aspect and also brought in a lot of innovation. The students have said this would be useful if we have this course in 3rd Trimester.

Prof. Pragya Gupta-GR2-Covered every aspect and also brought in a lot of innovation...the students have said this would be useful if we have this course in 3rd Trimester.

International Business

Prof. Tavishi Tewari-F2F&Online The course outline may include more practical-oriented topics. Post pandemic business practices should be incorporated

International HRM

Prof Rahul: Fully compliant with the course requirements and a scope for improvement in innovation

Project Management

Prof. Keshav Sharma-F2F&Online-Great efforts by faculty to improve quality through innovation. For example, An ONLINE WORKSHOP on Project Management Software- MS PROJECTS by MICROSOFT was conducted to impart hands-on training in using the said software for Project Management. The workshop was conducted (with External Consultant/Trainer Mr. NAVEEN MISRA as Guest Faculty and Course faculty) first time in ONLINE MODE. Students had good learning and the ONLINE WORKSHOP was successful in meeting its objectives. 2. In Group Project, student members of the group assessed their peer group members (on a scale of 5 out of total marks-20) based on student's involvement and contribution in the completion of the group

project. The Course Outline and the institute norms have fully adhered to, proper alignment of assessment tasks with CLOs is there. The difficulty level of the CLO's is clearly exhibited in assessment tasks and transformational innovation has been done in the Course related to pedagogy and assessment tool

B2B Marketing

Prof. Santosh Kumar Sood-FA&FB-The requirements were met

Prof. Vinita Srivastava-FC-All the criteria of the course was met

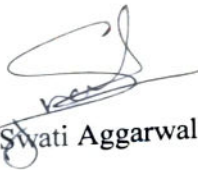
Prof. S. R. Singhvi-GR3-The course was designed to meet the real-life requirement.

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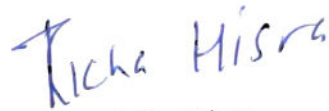
Dr D.N Pandey

(IQAC Chair)



Dr Swati Aggarwal

(IQAC Member)



Dr Richa Misra

(IQAC Coordinator)