




VES Business School
Agenda of IQAC Meeting
7th January 2023, (Saturday)
Time: 11 am

1. Discussion on Pre Ph.D Course
2. Develop a document control process
3. SIP, discuss in terms of policy preparation & restructuring
4. Qualitative / Quantitative software for Research centre
5. Library to provide orientation for new research scholar joinees
6. Discussion on motivating faculty towards publication
7. Reviewing whether the institute conducts an energy audit
8. Proposing solar power
9. Proposing green building facility
10. Proposing recycling units
11. Proposing active student's involvement in govt initiated / private organisation initiated / self initiated green programs and projects




Dr. Debjani Banerjee,
Member Secretary, IQAC,
VES Business School






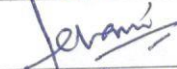





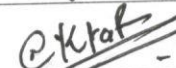
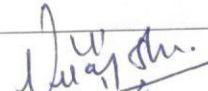



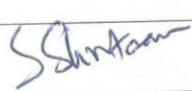
Dr. Sachin Deshmukh,
Chairman IQAC,
VES Business School



VES Business School

IQAC Meeting Attendance Sheet, Date : 7th January 2023


2022-23

Sr.No	Name	Designation	IQAC Designation	Attendance
1	Shri. Suresh Malkani	VES Trust Representative	President	
2	Shri. Rajesh Gehani	VES Trust Representative	Secretary	
3	Dr. Sachin Deshmukh	Director	Chairman	
4	Dr. Debjani Banerjee	Associate Dean Quality Assurance & Accreditation	Member Secretary IQAC	
5	Dr. Pradip Kumar Mitra	Associate Dean, Accreditation and Member Secretary,	Invited Member	
6	Dr. Sandeep Bhardwaj	Dean Academics	Member	
7	Dr. Brijesh Sharma	Associate Dean Academics & General Management	Core Member	
8	Dr. Pranjal Muley	Associate Dean BA	Core Member	
9	Dr. Snehal Chincholkar	Assistant Professor	Member	
10	Dr. Neerja Kashive	Head Research	Member	
11	Prof. Nikita Ramrakhiani	Assistant Professor	Core Member	
12	Mr. Kishor Moghe	Social Contributor	Member	
13	Mr. Niraj Mishra	Social Contributor	Member	
14	Mr. Gautam Rangras	Alumni Representative	Member	
15	Mr. Sagar Ahuja	Alumni Representative	Member	
16	Mr. Anil Singh	Alumni Representative	Member	
17	Mrs. Neelam Dubey	Parent	Member	
18	Mr. Dinesh Narayan Dubey	Parent	Member	
19	Mr. Sanjay Biswas	Industry Representative	Member	
20	Ms. Divya Dixit	Industry Representative	Member	
21	Dr. Pramod Rajput	Industry Representative	Member	
22	Mr. Murali Raman	Industry Representative	Member	
23	Mr. Arpit Shrivastava	Industry Representative	Member	
24	Mr. Vijay Agrawal	Industry Representative	Member	
25	Mr. Sanjay Shrivastaava	Industry Representative	Member	
26	Mr. Manoj Das	Industry Representative	Member	

27	Mr. Nandkishor Narawade	Assistant Registrar	Member	
28	Mr. Arun Saxena	Assistant Director Placement & Corporate Relations	Member	
29	Ms. Hetal Palan	Assistant Director - Branding, Marketing & Student Relations	Member	
30	Ms. Geeta Iyer	Librarian	Member	
31	Ms. Supriya Phatkare	Assistant Librarian	Member	
32	Ms. Megha Singh	Executive Accreditation & IQAC	Core Member	
33	Ms. Mahek Aggarwal	Student Representative PGDM Batch 2022-24	Member	
34	Mr. Deepshankar Buragohain	Student Representative PGDM Batch 2022-24	Member	
35	Ms. Garima Kapoor	Student Representative PGDM Batch 2022-24	Member	
36	Mr. Eeshan Bhattacharya	Student Representative PGDM Batch 2022-24	Member	

SANGHITA SHAHANI

VES TRUST REP

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VES Trust office

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VES Business School
Minutes of IQAC Meeting
7th January 2023, (Saturday)
Time: 11 am

1. Review of VES Business school, Vision & Mission statements

Suggested Vision statement

To strive for excellence in Management Education by serving the changing needs of industry and society.

Suggested Mission statement

To be an institute of higher education by-

- Associating with professional bodies and peer institutes for research & academic excellence
- Engaging in innovative activities for social outreach and
- Creating employable professionals"

Suggested Values

At VES Business School we focus on providing professional development and education that

- Is rigorously focused on creating the best outcomes for students.
- Enables and encourages all of our students to set their sights high and achieve their ambitions.
- Goes beyond qualifications, giving students the skills and qualities they need for long-term success in a global economy.
- Is highly relevant, innovative and future focused.

2. Discussion on Pre Ph.D. Course.

Pre PhD course received AICTE approval in September 2022, having intake capacity total seats 10. Interviews have been conducted and admissions completed in the month of November 2022. 1st Batch commenced from December 2022, 5 students enrolled.

3. Develop a document control process

From AACSB point of view the institute is required to develop a docket in which every document of each process owner activity is captured meticulously along with the objective & learning outcome. As these areas are also required by IQAC, accreditation and ranking survey submissions. Currently the activity records are captured through google drive AQAR excel.

Trustee Mr. Vijay Talreja suggested Dr. Pranjal Muley to check with VESIT institute their ERP CMS module, if VBS can build its own private cloud space for the same.

4. SIP, discuss in terms of policy preparation & restructuring

New SIP policy is to be restructured for including industry stakeholders. Based on student observations it was found students visit, interaction & people research was lacking few components, such as some students were weak on communication skills & soft skills. A workshop was conducted for students to overcome language barrier and polish their communication skills. The new SIP policy includes common excel templates for capturing data, to monitor the progress of SIP, a weekly meeting with be conducted by the faculty mentor with their interns.

5. Qualitative / Quantitative software for Research centre

Dr. Debjani Banerjee suggested certain softwares are needed which are licensed library softwares. Few suggestions such as SAS or SPSS which are convenient to faculty can be considered.

6. Library to provide orientation for new research scholar joiners

Librarian Miss Supriya Jadhav was suggested to fix up a meeting date for providing research scholars with necessary supporting information.

7. Discussion on motivating faculty towards publication

Since high rated journal publication charge fees, Director Dr. Sachin Deshmukh suggested faculty members can approach him directly for smaller budgets.

8. Reviewing whether the institute conducts an energy audit

Mr. Nandkishor mentioned the institute needs to conduct energy audit regularly as a requirement of AICTE.

9. Proposing solar power

Trustee Mr. Vijay Talreja mentioned the Centralised Solar power set up is in process at trust level.

10. Proposing green building facility

Proposal sent to trust for approval

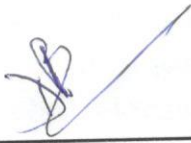
11. Proposing recycling units

Proposal sent to trust for approval

12. Proposing active student's involvement in government initiated / private organisation initiated / self-initiated green programs and projects

Mr. Rajesh Jamwal mentioned the feedbacks received from companies is that students lack soft skills when it comes to marketing skills, Prof. Rupali, faculty of VBS had previously conducted few mock GD PI sessions to add value to students CV.

Simultaneously placement is also trying to train students, he suggested there needs to be a strong connection between alumni and industry people. Students attendance is also observed to be very poor for attending student interactive company sessions organised by them.



Dr. Debjani Banerjee,
Member Secretary, IQAC,
VES Business School



Dr. Sachin Deshmukh,
Chairman IQAC,
VES Business School



VES Business School
Action Taken Report of IQAC Meeting
7th January 2023, (Saturday)
Time: 11 am

1. Review of VES Business school, Vision & Mission statement

The below revised vision mission and values have been approved

Revised Vision statement

To strive for excellence in Management Education by serving the changing needs of industry and society.

Revised Mission statement

To be an institute of higher education by-

- Associating with professional bodies and peer institutes for research & academic excellence
- Engaging in innovative activities for social outreach and
- Creating employable professionals"

Revised Values

At VES Business School we focus on providing professional development and education that

- Is rigorously focused on creating the best outcomes for students.
- Enables and encourages all of our students to set their sights high and achieve their ambitions.
- Goes beyond qualifications, giving students the skills and qualities they need for long-term success in a global economy.
- Is highly relevant, innovative and future focused.

2. Discussion on Pre Ph.D. Course.

1st Batch 2022-23 commenced from December 2022 classes are going on and will end on 31st December 2023. Classes are being conducted in campus every Saturday & Sunday.

3. Develop a document control process

Prof. Pranjal being in charge mentioned they are continuing with the google drive with the limited space of 50 GB of every staff account. However, looking at growing size of data we are looking for two options:

- 1> Developing in-house data storage (as recommended by honourable Trustee Mr. Vijay Talreja) called NAS server for proposal.
- 2> Buying separate cloud storage.

Have had talks to develop NAS server and have received quotation as well. Exploring cloud storage possibility including separate google drive (as we are comfortable working on google) for storage only. In talks with google personnel to provide customised solution.

Received two quotations, one from Google workspace and other from a vendor of NAS server. Both are for approx. 10 TB central storage, proposed further with the director for approval.

Dr. Sandeep Bhardwaj Dean academics has developed a "Document Control procedure docket". The document describes the objective and procedure completely.

4. SIP, discuss in terms of policy preparation & restructuring

The SIP manual has been thoroughly reviewed and revised. The final draft is shared. A Google sheet has been made with all parameters to monitor. This will help the concerned heads to monitor the progress of the students SIP projects. SIP manual is revised on 15th April 2023, to monitor the issue & challenges, weekly meetings are conducted in the month May & June 2023.

5. Qualitative / Quantitative software for Research centre

Dr. Neerja Kashive provided input, for Qualitative Nvivo software & for Quantitative Software Smart PLS, proposal have been submitted and approval awaited from trust in next budget cycle.

6. Library to provide orientation for new research scholar joinees

Library orientation for PhD scholar was conducted by Librarian Ms. Supriya Jadhav on 7th Jan 2023, in which librarian gave information about all the resource of library & how to access them. VBS library subscribe to Proquest (E journal & e-books), Ticker plant, CMIE database. Library shares EBSCO (E Journal & E books), Emerald cases, Turnitin. In this orientation librarian explained about each E resource and how to use them for their research work.

On the same day, Pearson e book training was organized for VSBS Students on how to access them. It was organized by library and conducted by Pearson resource person Mr. Akshay Naik.

7. Discussion on motivating faculty towards publication

Director Dr. Sachin Deshmukh suggested faculty members can approach him directly for smaller budgets. New research policy has been made, awaiting approval signature from trustee.

8. Reviewing whether the institute conducts an energy audit

Energy audit for 2020-21 has been conducted by VES trust level in June 2022 and report generated.

9. Proposing solar power

Proposal in process at VES Trust level

10. Proposing green building facility

Green building audit for 2021-22 of VES Business School was carried out on 20 March 2023 and report generated.

11. Proposing recycling units

Proposal in process at VES Trust level

12. Proposing active student's involvement in government initiated / private organisation initiated / self-initiated green programs and projects

For 2021-2023 batch students

1. Doubts clearing session for students conducted by the respective specialization faculties. Subject fundamentals based feedback was taken from students by the faculties.
2. Placement department has conducted specialization wise one on one counselling sessions with the students to evaluate rejection areas during company interviews, identify improvement areas them about the importance in research, preparation, practicing articulation of their answers by creating video resumes.
3. Mock GD / PI sessions conducted by the Alumni and in-house faculties as per student's specialization.
4. For Mock GD / PI sessions - students expected were - 60. Students attended were - 33
5. As a voluntary exercise students are asked to create self video resumes and are given instant feedback this helps them in developing confidence for appearing future company interviews.
6. 27 students did not turn up for the mock GD / PI sessions and no communications received from them so far, hence based on instructions from top management, they have been debarred from the placements processes.

For 2022-2024 batch

1. Super 30 students have been activated and are under strict monitoring by placement department to conduct preparatory activities such as making presentations, Group discussions and aptitude tests on a weekly basis.
2. Continuous doubt clearing sessions are held
3. Students groups have been notified to continuously attend placement related additional sessions on every Saturday in a bid to help them develop better communication skills, confidence, personality as well as preparation for SIP and placements thereafter.
4. Attendance for the preparatory activities has been observed to be poor.



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