



G.H. Raisoni Institute of Business Management, Jalgaon

Gat No. 57/1, Shirsole Road, Mohadi, Jalgaon-425002
Ph.No.0257-2262781/82, Fax No.0257-2262784
Website: www.raisoni.net

INTERNAL QUALITY ASSURANCE CELL REPORT 2016-17

1. IQAC CELL STRUCTURE :

SN	Name	Post
01	Prof. Dr. Preeti Agarwal	IQAC, Chairperson
02	Prof.(CS) Rajkumar Kankariya	IQAC, Coordinator
03	Mr. Pritam Raisoni	Management Representative
04	Prof. Dr. O.S. Bihade	Management Representative
05	Dr.P.T.Chaudhari	Invitee Members from Academics
06	CA Darshan Jain	Invitee Member from Society
07	Prof Makarand Wath	Faculty Representative
08	Prof. Deepak Sharma	Faculty Representative
09	Prof. Rafik Shaikh	Faculty Representative
10	Miss.Shradha Chawala	Student Representative



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2. Objectives of IQAC Cell :

- To ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- To ensure internalization of the quality culture;
- To ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- To provide a sound basis for decision-making to improve institutional functioning;
- To act as a dynamic system for quality changes in HEIs;
- To build an organised methodology of documentation and internal communication.

3. Following work has been done by IQAC Committee

- Annual Quality Assurance Reports for 2015-16 and 2016-17 are submitted to NAAC Bangalore.

4. IQAC contribution in institutionalizing quality assurance strategies and processes

- Regular academic monitoring of all the classes
- Monthly Compliance of Teaching plan by HODs of MBA & MCA Department
- Monthly performance Review
- Monthly CR meetings.
- Internal Academic audit once in a semester.
- Students feedback
- Faculty mentoring
- Industry Feedback

5. No. of IQAC Meetings

- welve IQAC meetings are held till the submission of IIQA for the reassessment through NAAC.
- Minutes of the respective meetings are taken during the meeting and placed on record.
- Action Taken Report are prepared on yearly basis.



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6. IQAC initiatives through its Meetings :

Certification Courses launched during last 5 Years:

Following Certification Courses have been started in the Institute through initiatives of IQAC namely:

1. Certificate course in Advanced Excel
2. Certificate course in Tally ERP (with GST)
3. Certificate Course in Startups & Entrepreneurship Development
4. Certificate course in Banking Technology
5. Certificate course in Android
6. Certificate course in Advertise and Public Communication
7. Certificate course in Product & Brand Management
8. Certificate Course in Advertise and Public Communication
9. Certificate Course in Android
10. Certificate Course in Python

Faculty Development Programs (FDPs):

To ensure the Teaching and Learning quality the following Faculty Development Programs are conducted:

1. Workshop on Teaching Pedagogy
2. Workshop on Advanced Excel
3. Workshop on Lesson Plan & Course File Preparation
4. Workshop on Case Study.
5. Workshop on SPSS
6. Workshop on Research Paper and Thesis Writing
7. Workshop on Power Point Presentation
8. National Conference
9. International Conference
10. Workshop on Effective use of Modern ICT aids for Teachers
11. Workshop on Outcome Based Education
12. Workshop on Android





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7. Internal Academic Audits done through IQAC team.

1. First Internal Academic Audit of MBA and MCA Departments conducted during 1-4 Sept, 2015.
2. Second Internal Academic Audit of MBA and MCA Departments conducted during 22-25 Jan, 2016.
3. Third Internal Academic Audit of MBA and MCA Departments conducted during 20-24 Aug, 2016
4. Fourth Internal Academic Audit of MBA and MCA Departments conducted during 22-25 Jan, 2017.

- Attended theory classes of the faculties members (including New joiners of the institution).
- They were evaluated on scale Of 1 to 5 (5-Excellent, 4-Very Good, 3-Good, 2-Satisfactory, 1-Poor) on various parameters
- UG/PG Classes attended by IQAC In charge and Two IQAC Members:

They were evaluated on following Parameters

- Voice Audible or not/clarity
- English Language Proficiency
- Teaching Skills
- Lesson Plan Preparation
- Preparation and PPT Contents
- Attainment of Program and Course Outcome
- Blackboard/Whiteboard visibility/font
- Feedback was given to the concerned faculty, concerned head of the department and Director.
- Detailed report was submitted to heads of the department and Director.



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Action Taken Report Based on IQAC Meetings held in 2016-17

<u>Sr.No</u>	<u>Decision Taken in the IQAC Meeting regarding</u>	<u>Action Taken</u>
1.	Result Analysis of May 2016 Examination	Discuss on Result of May 2016 Examination was done and Remedial Classes for Slow Learners and Live Projects for Fast Learners were assigned.
2.	Workshop on Research Paper and Thesis Writing	Workshop on Case Study was conducted from 22/07/2016 to 23/07/2016
3.	To conduct Workshop on Android	Workshop on Android conducted from 08/11/2016 to 09/11/2016
4.	To Prepare Course Files	Subject Course Files have been prepared by respective faculty members for the academic year 2016-17 and reviewed by Internal Audit Committee.
5.	To conduct Workshop on GST	Workshop on GST conducted on 01/03/2017 to 02/03/2017
6.	To conduct Workshop on Outcome based training	Workshop on Tally conducted on 06/03/2017 to 06/03/2017
7.	To Sign Memorandum of Understandings (MOUs) with Industry	Mr. Tanmay Bhale and Prof Rafik Shaikh are assigned the responsibility to sign the MOUs with the Industry.
8.	To increase the participation in University Level Research Festival Avishkar 2016-17	It was decided to to increase the participation in University Level Research Festival Avishkar 2016-17 by Faculty members and Students
9.	To Prepare Annual Quality Assurance Report for the year 2016-17	To Prepare Annual Quality Assurance Report for the year 2016-17 and will submit the same to NAAC.



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10.	To Start 1.Certificate Course in Advertise and Public Communication 2. Certificate Course in Android 3. Certificate Course in Python	Prof Prashant Deshmukh and Prof Kalyani Neve have been delighted responsibilities to look after the Contents and effective implementation of these courses
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Prof. (CS) Rajkumar Kankariya
Coordinator, IQAC
Co-ordinator
IQAC
G.H.Raisoni Institute of
Business Management, Jalgaon



Dr. Preeti Agarwal
Chairperson, IQAC
DIRECTOR
**G.H.RAISONI INSTITUTE OF
BUSINESS MANAGEMENT
JALGAON**

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