

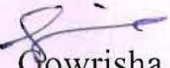
Rashtreeya Sikshana Samithi Trust
R V Institute of Management
Internal Quality Assurance Cell

Members Meeting

IQAC members' meeting is scheduled on 28.06.2014 at 10.30 am in the Board Room to discuss the following agenda:

AGENDA

- To brief the members about the quality system in RVIM
- To discuss about new initiations to be taken to enhance quality in academics and administration.
- To give an outline to frame specific strategy for quality improvement and future plans.
- Any other issues with the permission of the chair.


Gowrisha
Coordinator, IQAC





Rashtreeya Sikshana Samithi Trust

R V Institute of Management

CA – 17, 36th Cross, 26th Main, 4th 'T' Block Jayanagar, Bangalore – 560 041

Minutes of the IQAC Quarterly Meeting held on June 28, 2014

IQAC members' meeting was held on 28.06.2014 at 10.30 am in the Board Room to discuss the following agenda:

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- To brief the members about the quality system in RVIM
- To discuss about new initiations to be taken to enhance quality in academics and administration.
- To give an outline to frame specific strategy for quality improvement and future plans.
- Any other issues with the permission of the chair.

The meeting was presided over by the Director who is also chairman of the IQAC and the following members of the IQAC were present in the meeting:

1. Dr. T V Raju
2. Mr. Karan Kumar
3. Dr. R Krishna
4. Sri. B N Vijay Kumar
5. Dr. Jyotirmoy Ghosh
6. Dr. Anupama K Malagi
7. Mr. Gowrisha
8. Mr. Manjunath.M
9. Mr. Siddaramanna
10. Smt. Sujatha Srinath
11. Ms. Punya Gopinath
12. Ms. Sushmitha

Dr. Anupama K Malagi welcomed all the members of IQAC for the meeting and the meeting was commenced with silent prayer.

At the beginning of the meeting, all the members were requested to introduce themselves

Minutes:

1. To brief the members about the quality system in RVIM

The meeting was initiated by the Chairperson Dr. T. V. Raju, Director, RVIM. Sir gave a brief introduction about the establishment of the IQAC even prior to the NAAC Accreditation. He also spoke about the initiatives taken by the institution towards 'preparing the students for life'.

Mr. Gowrisha, co-ordinator of the IQAC made a presentation on the Quality System at RVIM. He brought out all the pertinent issues regarding the present MBA curriculum, various activities and committees at RVIM. The presentation included the following aspects:

- ◆ Quality initiatives at RVIM
- ◆ NAAC Accreditation
- ◆ About IQAC
- ◆ Revised MBA curriculum by Bangalore University from 2014.

2. To discuss about new initiations to be taken to enhance quality in academics and administration.

A discussion was held on identifying the requirements of the students, expectations of the students and retaining the attention of the students in the class. Further, how to improve the teaching quality of the faculty member, how to write and publish papers was also discussed in the meeting.

The Chairperson of the committee elicited suggestions from the members regarding the right level of academic freedom for quality enhancement.

Dr. R. Krishna gave the following suggestions:

- To come up with an appropriate mechanism to prevent students from abstaining from classes.
- To co-ordinate with the alumni to have industrial visits –at least one in a fortnight.

Shri. Karan Kumar made the following observations:

- How to make the classroom sessions interesting – By way of Experiential learning, Learning together and organizing small group activities.
- He stressed on the aspect of 'Joy of Teaching and Joy of Learning'.
- He suggested that student –centric learning should become the unique feature of RVIM with specifically designed lecture rooms.

- He suggested that adequate industry exposure to be brought in from alumni by way of arranging regular guest lectures and interactions.
- Students should be allowed to attend seminars and also have flexibility in working hours.
- He suggested that the Institution Repository to be prepared in the form of Knowledge Bank.

Dr. Jyotirmoy Ghosh suggested that industrial visits should be strengthened.

Shri. B. N. Vijaykumar suggested that students should be encouraged to take up projects related to urban problems and issues.

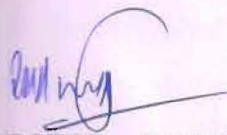
Ms. Sushmita , the student representative made the following observations:

- Activities to be made part of the classroom sessions.
- Industrial visits to be done regularly.
- Lesson plan to be made more effectively to avoid last minute rush.

Ms. Punnya Gopinath, representing the alumni mentioned that teachers have to build a rapport with students and bring about alumni reconnect as Brand Ambassadors.

Dr. T. V. Raju, summed up the discussions and also gave his final remarks.

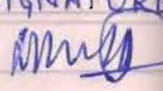
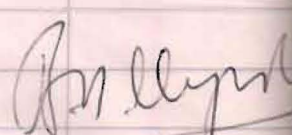
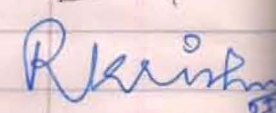
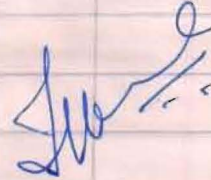
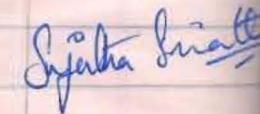
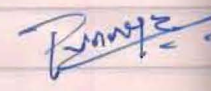
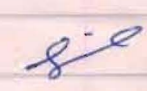

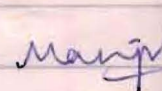
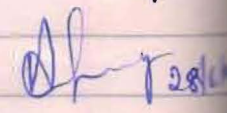
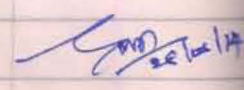
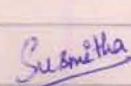
Mr. Gowrisha concluded the meeting with vote of thanks.


DIRECTOR – RVIM &
CHAIRPERSON - IQAC

Director
R.V. INSTITUTE OF MANAGEMENT
SSMRV College Campus
C.A. 17, 36th Cross, 26th Main,
4th 'T' Block, Jayanagar,
BANGALORE - 560 041.

QUARTERLY MEETING HELD ON 28.06.2014 at 10.30 AM

BOARD ROOM, RVIM

Sl. No	NAME	DESIGNATION	SIGNATURE
01.	DR. T. V. RAJU	Chairperson	
02.	SRI. D. P. NAGARAJ	Member	
03.	SRI. B. N. VIJAY KUMAR	Member	
04.	DR. R. KRISHNA	Member	
05.	MR. KARAN KUMAR	Member	
06.	MR. MEGHASHYAM KARANAM	Member	
07.	SMT. SUJATA SRINATH	Member	
08.	Ms. PUNNYA GOPINATH	Member	
09.	MR. GOWRISHA	Co-ordinator	
10.	DR. JYOTIRMAY GHOSH	Member	
11.	MR. MANJUNATH. M	Member	
12.	DR. ANUPAMA. K. MALAGI	Member	
13.	MR. SIDDARAMANNA	Member	
14.	Ms. SUSHMITHA	Member	



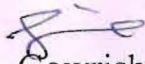
Rashtreeya Sikshana Samithi Trust
R V Institute of Management
Internal Quality Assurance Cell

Members Meeting

IQAC members second quarter meeting was held on September 27, 2014 from 11.00 am to 1:00 pm in the IQAC Room to discuss the following agenda-

Agenda:

- Reading and Approval of minutes of the previous meeting.
- To brief the members about the new quality enhancement initiatives by IQAC.
- To take the suggestions from the members to enhance the quality in academics and administration.
- To take members' approval for the major events planned to organize.
- Any other issues with the permission of the chair.


Gowrisha
Coordinator, IQAC





Rashtreeya Sikshana Samithi Trust

R V Institute of Management

CA – 17, 36th Cross, 26th Main, 4th T Block Jayanagar, Bangalore – 41

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Agenda:

- Reading and Approval of minutes of the previous meeting.
- To brief the members about the new quality enhancement initiatives by IQAC
- To take the suggestions from the members to enhance the quality in academics and administration.
- To take members' approval for the major events planned to organize.
- Any other issues with the permission of the chair.

The meeting was presided over by the Director and the following members of the IQAC were present in the meeting:

1. Dr. T V Raju, Director, RVIM and chairman of the IQAC
2. Sri. D P Nagaraj
3. Smt. Sujatha Srinath
4. Dr. Jyotirmoy Ghosh
5. Dr. Anupama K Malagi
6. Dr. Noor Firdoos Jahan
7. Sri. Manjunath.M
8. Sri. Gowrisha
9. Sri. Siddaramanna
10. Ms. Sushmitha

Dr. Anupama K Malagi welcomed all the members of IQAC for the meeting and the meeting was commenced with silent prayer.

Minutes:

- Mr. Gowrisha, co-ordinator of the IQAC presented the minutes of the previous meeting and Members approved the same.

- **To brief the members about the new quality enhancement initiatives by IQAC**

Mr. Gowrisha made a presentation on the new quality enhancement initiatives undertaken by the IQAC in the institute. The presentation included the following aspects:

- ◆ New Quality initiatives at the institute
- ◆ New programmes to be offered to the students
- ◆ Steps for the overall development of the students
- ◆ Workshop organised by IQAC
- ◆ Major events planned for next three months

a. **New quality enhancement initiatives at the institute:**

Mr. Gowrisha briefed about the quality initiatives undertaken in the institute. The initiatives are:

- **Faculty Performance Review Meetings and Presentations**

He mentioned in the meeting that as a good step for the quality enhancement among the faculty members, all the faculty members were asked to make a power point presentation on their performance, contribution and achievements during the period of one year to the Director. The Director had analysed each presentation and gave his feedback and guidance to each faculty member. Further he said that this performance review will help the institute to design training programmes for the faculty members and also improve over all academic quality.

- **Academic Consultants** – The institute will appoint academic consultants. They will guide and mentor the faculty members of different departments in their specialised area. This will help in enhancing the skills of the faculty members and also helps them to deliver better in the class room.
- **Dynamic and upgraded Student Information System (SIS)** – The SIS is made more dynamic where the students can refer to the details of their attendance, test details, test marks and assignments.
- **Industry–Academia Interaction Programmes** – All the departments are organising continuously more number of industry academic interaction programme. These programmes helped the students to bridge the knowledge gap of the industry and academics.
- **Research Projects by Faculty members and Paper Publication** – All the faculty members were informed in the staff meeting to take at least two minor projects and one major project per year. Further informed the Research Centre to encourage the faculty

members to write the papers for the conferences and publish their research works continuously.

- **Orientation Programme for I semester students in a new way:** The orientation for the first semester students is organised in such a way that the programme helped the students in overall development of their personality and adopt themselves to the course.
- **Internship Orientation at each stage of the internship training** – The Internship and project committee had organized lectures on different topics of the internship on all the weeks to bring quality mindset among the students towards their won project work.

b. New programmes to be offered to the students:

The IQAC has planned the following programmes to be offered to our students:

- Intensive Computer Training for I semester students
- Certificate Course on “Principles of Management” for I semester students
- Foreign Language Classes for III semester students
- Proficiency Course for III semester students

The members suggested for PG Diploma course for III semester instead of Proficiency course. The members supported for intensive computer programme. They have given suggestions to frame the guidelines for these new programmes and streamline the programmes.

c. Steps for the overall development of the students:

The main motto of our institute is to prepare the students for their life and not only for the university examinations. In order to achieve this, the institute has initiated necessary steps by allotting the sessions in the time table itself.

The activates are:

- ✓ Sports
- ✓ Cultural activities
- ✓ Entrepreneurship Development Programmes
- ✓ Management Events
- ✓ Yoga

d. Workshop organised by IQAC

The coordinator updated on the workshop for Faculty Members organized by IQAC on the theme “Curriculum Enrichment and Capacity Building” on August 26, 2014.

e. Major events planned for next three months

- Management Fest on 17 October, 2014
- National Conference on 6 December, 2014
- Workshop and Seminar/Panel Discussion

Highlights of the Discussion and suggestions given by the members:

To enhance the quality at our institute, the following suggestions were given by the members:

The chair person of IQAC Dr. T V Raju, Director, RVIM suggested that

- All the programmes are to be conducted as per the schedule and the same is to be documented as per the procedure. Further the documentation committee is asked to record all the programme details and take the report from the departments from time to time.
- To enhance the quality among the faculty members, the IQAC was informed to arrange the lectures, workshops and seminars for the faculty members on various topics which help in enhancing the teaching skills of the faculty.
- All the departments' coordinators are to be informed to provide the information required by the IQAC.
- The research and consultancy committee is suggested to frame the guidelines for projects to be undertaken (major and minor), papers to be published by the each faculty members.
- The IQAC has to prepare the guidelines for conducting the certificate course and the PG Diploma courses.

Ms. Sushmita, student representative had given following suggestions:


- Training to the III semester Students on MS Excel based on their specialisation
- To offer SAP course to the interested students
- Training the students on using EBSCO and JGATE
- Extending the Library hours.

Members' approval has been taken for the following major events planned to organize:

- Management Fest in the month of October, 2014
- National Conference on 6 December, 2014
- FDP or Workshop for Teaching staff and Non-teaching staff

Dr.T.V.Raju, Chairman of the IQAC summed up the proceedings and gave his final remarks.

Mr. Gowrisha, Coordinator of IQAC concluded the meeting with vote of thanks.

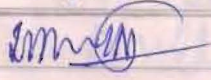
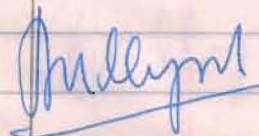
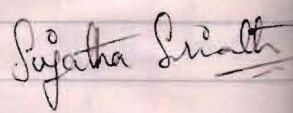
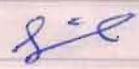
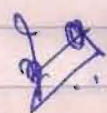

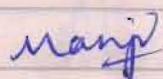
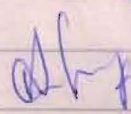
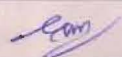
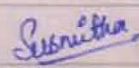


**DIRECTOR – RVIM &
CHAIRPERSON - IQAC**

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QUARTERLY MEETING HELD ON 27.09.2014

IQAC, RVIM

Sl.No	NAME	DESIGNATION	SIGNATURE
✓ 01	DR. T. V. RAJU	Chairperson	
✓ 02	SRI. D. P. NAGARAJ	Member	
03	SRI. B. N. VIJAY KUMAR	Member	
04	DR. R. KRISHNA	Member	
05	MR. KARANKUMAR	Member	
06	MR. MEGHASHYAM KARANAM	Member	
✓ 07	SMT. SUJATA SRINATH	Member	
08	MS. PUNNYA GOPINATH	Member	
✓ 09	MR. BOWRISHA	Co-ordinator	
✓ 10	DR. SYOTIRMOY GHOSH	Member	
✓ 11	DR. NOOR FIRDOOS JAHAN	Member	
✓ 12	MR. MANJUNATH. M	Member	
✓ 13	DR. ANUPAMA K. MALAGI	Member	
✓ 14	MR. SIDDARAMANNA	Member	
✓ 15	MS. SUSHMITHA.	Member	




Rashtreeya Sikshana Samithi Trust
R V Institute of Management
Internal Quality Assurance Cell

Members Meeting

A quarterly IQAC members meeting is scheduled on 24.12.2014 from 4.00pm onwards in the IQAC Room to discuss the following agenda:

- Reading and Approval of minutes of the previous meeting.
- To brief the members about various activities and Programmes held in the institute from October to till date.
- To discuss and finalise the date for workshop to be organised by the IQAC – Planned for January, 2015.
- To take members' approval for the major events planned to organize.
- Submission of Annual Quality Assurance Report (AQAR) to NAAC in the month of February 2015.
- Any other issues with the permission of the chair.


Gowrisha
Coordinator, IQAC





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R V Institute of Management

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Minutes of the Meeting

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7. Dr. Noor Firdoos Jahan
8. Mr. Manjunath.M
9. Mr. Gowrisha

10. Mr. Siddaramanna

11. Smt. Sujatha Srinath

12. Ms. Sushmitha

The meeting was commenced with silent prayer and Dr. Anupama K Malagi welcomed all the members of IQAC for the meeting.

Minutes:

1. Mr. Gowrisha, co-ordinator of the IQAC presented the minutes of the previous meeting and Members approved the same.
2. **To brief the members about various activities and Programmes held in the institute from October to till date:**

Mr. Gowrisha, Coordinator, IQAC, briefed about the various activities and Programmes organized by the institute during the stated period. The highlights of the presentation are as follows:

Faculty Development Programmes

- One Faculty Development Programme on '**Accounting for Managers**' was organized by the Department of Finance on September 26, 2014. Dr. V Rajesh Kumar, Academic Consultant, Bangalore and Mr. CA Vinayak Pai V, IFRS & USGAAP Expert, Consultant and Corporate Coach, Bangalore were the resource persons.
- Centre for Information Technology & Department of General Management organised one day FDP on "**Introduction to Mediation and Moderation Analysis using SPSS and AMOS**" on November 29, 2014. Resource Person for the programme was Mr. Shankar M, Synthesis Solutions, Bangalore.

Imperium 2014

- Management Fest Committee hosted a one day Management Fest "**Imperium 2014**" for Post Graduate Management Students on November 14, 2014. More than 250 management students from 30 management institutions have participated in different events held during the fest. Events were held in the areas of Marketing, Finance, Human Resources, Managerial Skills, Business quiz and business plan.

Student Training Programmes

- All the III semester students are undergoing mandatory training sessions on a weekly basis to enhance their employability skills.
- All the I semester students are undergoing mandatory communication and other soft skills training sessions on weekly basis.
- All the I semester students are undergoing mandatory computer basic course with special focus on MS Excel.

Workshops and Seminars

- All the five departments have organised one workshop each for III semester students based on their area of specialisation.
- Workshops were also conducted for I semester students.
- The departments have also organised Seminars for both I and III semester students on contemporary topics in the management and business.
- Regular guest lectures were organised for the students on each subject and other issues of importance.
- **Other activities conducted :**
 - Green Marketing Competition
 - CSR activities: Management week through social responsibility activities, Swacch Bharat programme, etc.
 - Entrepreneurship Development Programmes
 - Cultural events
 - Management events

Value added Courses

- I Semester MBA: Certificate Course on “Principles of Management”.
- III Semester MBA:
 - Finance specialisation: PG Diploma in Strategic Financial Management
 - Marketing specialisation: PG Diploma in Contemporary Marketing Management
 - Human Resources specialisation: PG Diploma in Applied HR Practices

- SAP Course
- **Foreign Language Class** for I and III semester students
 - * I Semester – German
 - * III Semester - French

National Conference on “MSMEs’- Role in Propelling Economic Development of India”

- We have organized National Conference on December 6, 2014.
- The Inaugural Programme was graced by Sri. Jeba Kumar, Chief of National Institute of Personnel Management, Bangalore who was the Chief Guest. The programme was presided over by Sri. B. R. Viswanath Setty, Trustee, Rashtreeya Shikshna Smaithi Trust, Bangalore.
- In the six technical sessions 55 papers were presented. In each track one paper is awarded with best paper prize.
- Chief Guest for the Valedictory Programme was Sri. Ashok Dhingra, Executive Coach and Management Consultant, Bangalore. The Programme was presided over by Dr. M P Shyam, Trustee, RSST and Chairman, Governing Council, RVIM, Bangalore.

Other Programmes and Initiatives

- Centre for Leadership And Management in Public Services in association with **Centre for Public Policy, RVIM** organised Panel Discussion on “**Innovation in Public Services**” on December 13, 2014.
- **Library Committee Initiatives:** To make library more user friendly, dynamic and to motivate the students to use facilities offered at Library and Digital Library the library committee initiated many activities and awareness programmes.
- The Center for Indian Culture and Heritage had organised lectures for students and faculty members on various topics.

3. To discuss and finalise the date for workshop to be organised by the IQAC – Planned for January, 2015

After a brain storming session by the members of IQAC, it was decided in the meeting to conduct a workshop on the topic “**Quality Initiatives in Higher Education in Management**” in the month of January 2015. The workshop intends to provide an

insight into various aspects of quality dimensions that are imperative in delivering quality inputs by faculty members. The entire coverage would be delivered through Power Point presentations of the concepts by the resource persons, reinforced by exercises/games, case studies and role-plays. The topics which should be covered in the workshop were also finalized and the topics include:

Value Stream Design – VSDiA	Basics of Quality Philosophy
Concept of 5 ‘S’	Benchmarking Quality
Kaizen	Suggestion Scheme
Quality Circles	

The committee members were informed to finalise the resources persons for the programme in consultation with respected Director Sir. The programme is to be delivered to our faculty members and the faculty members from other institutions.

4. Members’ approval has been taken for the following major events planned to organize:
- To organize Vidyaarathi Adhiveshnam (Student Conference), Cultural fest, Drama fest and Management fest for Undergraduate College students.
 - To organize FDPs and Workshops for teaching staff.

5. Submission of Annual Quality Assurance Report (AQAR) to NAAC in the month of February 2015:

After discussion it was decided in the meeting that the members of the IQAC has to take active role in preparing the AQAR. The coordinator of the IQAC was informed to allocate the responsibility to all the members of IQAC. The members were asked to shoulder the responsibility and complete the work assigned to them so that the AQAR can be submitted to NAAC office on time.

6. Any other issues with the permission of the chair.

- a. Mr. Karan Kumar suggested that the institute should plan to offer one more foreign language i.e. Japanese Language to the students of RVIM since there is a lot of demand for the same in the market.
- b. Further Mr. Karan Kumar said that the SAP course which is offered to the interested students should be made compulsory and should insist all the students to take the course compulsory. There are lots of employment opportunities for those who have completed the SAP.

- c. Dr. Krishna suggested that the institute should plan for ISO Certification which will help to increase the brand image of the college.
- d. Respected Director Sir mentioned in the meeting that we should concentrate on Teachers and Students quality. In order to bring in the quality among the faculty members, the institute is planning to continuously train the faculty members on various skills. In order to increase the students quality, the institute is organiaing continuous training programmes to the students on various topics. We believe that we are preparing the students for their life and not for their examination. Therefore all our efforts are towards increasing the quality of students.
- e. Ms. Susmitha III semester MBA student thanked the Director for implementing the suggestions given by her in the last quarterly meeting.

Dr. T V Raju, Chairman of the IQAC summed up the proceedings.

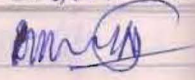
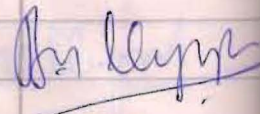
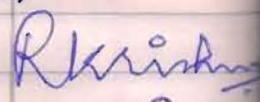
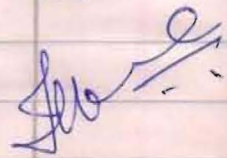
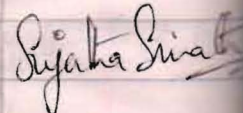



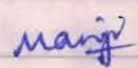
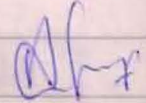
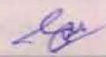
Mr. Gowrishha concluded the meeting with vote of thanks.



**DIRECTOR – RVIM &
CHAIRPERSON - IQAC**

Director
R.V. INSTITUTE OF MANAGEMENT
SSMRV College Campus
C.A. 17, 36th Cross, 26th Main,
4th 'T' Block, Jayanagar,
BANGALORE - 560 041.

QUARTERLY MEETING HELD ON 24.12.2014

Sl. No	NAME	DESIGNATION	SIGNATURE
01	DR. T. V. RAJU	Chairperson	
02	SRI. D. P. NAGARAJ	Member	
03	SRI B. N. VIJAY KUMAR	Member	
04	DR. R. KRISHNA	Member	
05	MR. KARAN KUMAR	Member	
06	MR. MEGHASHYAM KARANAM	Member	
07	SMT. SUJATA SRINATH	Member	
08	MS. PUNNYA GOPINATH	Member	
09	MR. GOWRISHA	Co-ordinator	
10	DR. JYOTIRMAY GHOSH	Member	
11	DR. NOOR FIRDOOS JAHAN	Member	
12	MR. MANJUNATH. M	Member	
13	DR. ANUPAMA. K. MALASI	Member	
14	MR. SIDDARAMANNA L.S.	Member	
15	MS. SUSHMITHA	Member	