



# St. Francis Institute of Management and Research

## Minutes of IQAC Meeting

**Date: 21 April 2018**

**Time: 10.30 a.m.**

**Venue: MDP Room, First Floor, SFIMAR Campus.**

### **The Agenda:**

1. Periodic updates on:
  - Curricular Aspects
  - Teaching- Learning and Evaluation
  - Research, Consultancy and Extension
  - Infrastructure and Learning Resources
  - Student Support and Progression
  - Governance, Leadership and Management
  - Innovations and Best Practices
  - Customer feedback
2. Discussion on improvement strategies for academic and non-academic activities to achieve SFIMAR's Vision and Mission.

### **IQAC Steering Committee Members- 2017-2018**

**Chairperson:** Dr S.S. Mohanty, Director SFIMAR

**Administrative Officers:** Mr Louis Vaz- Administrator, Ms Sangeeta Varma- CMC  
Manager

#### **Faculty & Staff Members:**

- Dr G. Ramesh- MMS- Program Head
- Dr. Sulbha Raorane- PGDM Program Head
- Dr Natika Poddar- Part-time Program Head
- Mr Vaibhav Kulkarni- NAAC Steering Committee Member

- Ms Sanchayita Banerjee- NAAC Steering Committee Member
- Mr Pushkar Parulekar - NAAC Steering Committee Member
- Mr Jackson John- NAAC Steering Committee Member
- Ms. Papinder Kaur Nagi – SFIMAR Librarian
- Mr Prakash Lalwani – Incharge IT Dept.

**Members from Management:** Bro. Alphonse Nesamony, Chairman, SFIMAR

**Nominees from local society, students and alumni:**

- Bro. Mathew Thekkemury- Asst. Superior General CMSF
- Bro. Xavier Munda- Registrar, SFIMAR
- Ms Marissa M. Fernandes - Alumni Representative
- Mr. Engelbert Gonsalves -- Alumni Representative
- Mr Vaibhav Shah - -- Alumni Representative
- Ms. – Ela Gopal – Student Representative
- Mr. – Jubin Desai - Student Representative
- Ms. Perpetual Fernandes-
- Ms Benedicta Mendonca
- Ms Stella Rodrigues - parent Representative
- Ms Mala De- parent Representative
- **Two nominees from employers/  
industrialists/stakeholders**
- Mr Ashok Patil, Corporate Representative
- Ms Bloswita Rodrigues- Accounts Officer, SFIMAR

**IQAC Coordinator:** Ms Vaishali Kulkarni

The meeting started with a review of IQAC-II 2017-18 ATR. The Major points discussed during the IQAC Meeting were as follows:

The IQAC coordinator presented the departmental updates in terms of the new initiatives taken during AY 2017-18.

Bro. Alphonse Nesamony mentioned that SFIMAR signed MOUs with Collaboration with corporate and educational institutes at the National and International level namely:

- Binary University, Malaysia
- DCM for digital Marketing Workshop
- Tata Institute for Social Sciences (TISS) to strengthen the institute corporate interaction.

Director Dr S S Mohanty started that SFIMAR has adopted innovative pedagogy in MMS /PGDM and Part-time Courses like,

- Monitoring of Project-based pedagogy for MMS and PGDM students.
- Implementation and monitoring of role plays and group discussions

He also mentioned that the placement of SFIMAR students is in progress and almost 90 percent placement is done.

Chairman Bro. Alphonse Nesamony stated that to implement the Vision and Mission of SFIMAR and to instil an entrepreneurial spirit among the student's various entrepreneurial ideas and development generation activities were conducted in the institute. Namely,

- Business Model Canvas and Business Plan Preparation
- Guest lectures on entrepreneurship development
- PRERNA Club coordinators put up a stall for selling refreshments during Exuberance -2018
- Video Screening to develop entrepreneurial spirit and also to throw light upon issues like social entrepreneurship and women entrepreneurship
- *One Minute Pitch* to the investor using the online evaluation system.
- Initiated The budding entrepreneur award 2018

#### **Training for students:**

Mr Engelbert Gonsalvis, an Alumni representative suggested that more emphasis should be given on technical training related to the respective specialization areas of the students. He mentioned that along with general HR training, the HRIMS aspect should be included in the student skill set development programme.

Ms MARRISA, SFIMAR Alumni representative mentioned that students should take summer internship more seriously as summer internship would help students in getting PPOs from corporate.

Ms Sangeeta Varma, CMC in charge, mentioned that this year more alumni are involved in student development activities through mentoring, mock interviews sessions and sponsoring awards for students.

Customer feedback was taken for Student-Faculty, Corporate, Guest lecture, resource person feedback, etc. during Feb-Mar 2018. All the feedbacks were collected as per the feedback schedule and analyzed. The results were shared with the Director, Chairman and the stakeholders. Appropriate action was taken against the low performing areas. Feedback forms received from the corporate and shared with the students. The students receiving satisfactory and need improvement remarks were called and advised accordingly. This year again Google forms were administered because of which the Institute got a satisfactory response as compared to last year. The major feedback points were discussed, and suggestions were invited from IQAC members for improvement.

Director Dr S S Mohanty mentioned that SFIMAR has applied for the SFIMAR research centre at Mumbai University. He also mentioned that the Part-time programme (MMM and MFM) got a 3-year affiliation from the University of Mumbai.

PGDM Programme head, Dr Sulbha Raorane mentioned that 3 Months Summer Internship initiated for PGDM students to enhance industry-institute interaction. She also stated that **SOCH 2017** is the new initiative of the PGDM department by SFIMAR DLLE Group in association with the Look within the team. This year the theme for SOCH was on the youth and the growing suicides and depression cases. SOCH 2017 got a good response from colleges.

Dr S S Mohanty mentioned that to develop the competency of faculty members FDPs were conducted on the latest research tools and techniques.

Chairman Bro. Alphonse Nesamony stated that SFIMAR has upgraded its physical, IT and learning management infrastructure in AY 2017-18.

Dr S S Mohanty mentioned that Syllabus for PGDM was revised in BOS for A.Y. 17-18 and as per the new syllabus following new subjects were introduced –


- Business Data Analytics- Tri 5
- Marketing Research & Analytics- Tri5
- Personal Effectiveness and Corporate communications- Tri 1
- HR automation-Tri 4
- Tri 5 one specialization subject was introduced.

To develop team spirit and leadership among students SFIMAR conducted Outbound training for MMS and PGDM students.

**Other issues pertaining to Academics and non-academics.**

1. All the departmental heads presented the upcoming activities plans of their respective departments.
2. Statutory and regulatory bodies' requirement was discussed updated and filed.
3. The action plan for the upcoming event calendar was chalked out and the budget for the same was invited.
4. All the departmental SOPs were monitored and revised as per the requirements.

**Prepared by:** Vaishali Kulkarni – IQAC Coordinator

  
**Approved by:** Dr S. S. Mohanty, Director

*Director*

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