



St Francis Institute of Management and Research

IQAC

Annual Action Taken Report for the Academic Year 2016-17

Sr No.	Date of the Meeting	Action Areas	Action Taken
1	1.10.2016	Periodic updates on: <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • SFIMAR Incubation Centre 'SFIMARebiz' is implemented and the Incubation policy is approved. • Feedback was collected from stakeholders using the new approved feedback forms. • Mentoring process is strengthened and structured using the action worksheet and personal details templates. • Monitoring of the Group Discussion held frequently for student's attendance and performance. • The RFID system is not implemented as it is not cost-effective. • E-books package and educational films CD's/DVD's is added to LIRC collection
2	1.10.2016	Discussion on improvement strategies for academic and non-academic activities to	Mock GD's and PI's were conducted for students to prepare them for final placements.

		achieve SFIMAR's Vision and Mission	
3	21.01.2017	<p>Periodic updates on:</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Peer Appraisal is implemented for the faculty members specialization-wise from the Academic Year 2016-17 on the parameters of collaboration, participation, meeting targets, independence, attitude, communication, responsiveness, responsibility level, contribution towards others, and maintenance of records, professional behavior, and student-teacher relationship. • 'No Objection Form' from students is designed and approved for Research papers Co-authored with faculty and students to be published. • Schedule for two rounds of viva prepared and shared with faculty and students to improve the conceptual knowledge of students. Slots are earmarked in the timetable for each semester /trimester of the MMS and PGDM programme. • SOPs devised for Online examination. • Review of pedagogies used by faculty members in course

			delivery in the IDEA meetings conducted monthly.
4	21.01.2017	Discussion on improvement strategies for academic and non-academic activities to achieve SFIMAR's Vision and Mission	Successful completion of all the grooming activities planned by the CMC department.
5	8.04.2017	<p>Periodic updates on:</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • ERP system introduced to streamline the Academic and Administrative activities. • Alumni feedback collected through online mode in the Academic Year 2016-17. • Canteen feedback was collected, analyzed, and communicated to the vendor. • LIRC feedback collected was analyzed separately for faculty/staff and students.
6	8.04.2017	Discussion on improvement strategies for academic and non-academic activities to achieve SFIMAR's Vision and Mission	<ul style="list-style-type: none"> • Modified the Internal and External issues of the Institute after review.
7	23.06.2017	<p>Periodic updates on:</p> <ul style="list-style-type: none"> • Curricular Aspects • Teaching- Learning and Evaluation 	<ul style="list-style-type: none"> • Feedback has been communicated to the departments regarding the analyzed feedback to implement

		<ul style="list-style-type: none"> • Research, Consultancy, and Extension • Infrastructure and Learning Resources • Student Support and Progression • Governance, Leadership, and Management • Innovations and Best Practices • Customer feedback 	<p>the actions for further improvement.</p> <ul style="list-style-type: none"> • Preparation for NBA Accreditation is in the process by adopting Outcome-Based Education. • Access card/Biometric to monitor the footfalls of the users could not be implemented due to common entry and exit points in the Library. • Web OPAC on open access through the SFIMAR library website is implemented. • Students are encouraged by their mentors to register for MOOCs on the Swayam portal to enhance their knowledge and prepare them for placements. • Specialization Facilitators organized Field Visits to local industries and business units for their respective specializations to familiarize the students with the practical approach to solving business problems. • Successful implementation of Eminent Speaker Series for the second time to share the profound knowledge and expertise of prominent speakers among the students.
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8	23.06.2017	Discussion on improvement strategies for academic and non-academic activities to achieve SFIMAR's Vision and Mission	<ul style="list-style-type: none"> • Implementation of Incubation center • Initiated Consultancy activities • Organized FDP for faculty and SDP for staff members on Basic and Advanced Excel, Research Methodology.
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