



St. Francis Institute of Management and Research

Minutes of IQAC Meeting

Date: 7 March 2020

Time: 11.00 am

Venue: MDP Room, First Floor, SFIMAR Campus.

The Agenda:

1. Implementation of Online platforms for teaching-learning and administrative work.
2. Update on club/forum activities

Members present:

1. Bro. Alphonse Nesamony
2. Dr D Henry- Director
3. Dr. Vaishali Kulkarni-IQAC Coordinator
4. Mr Prakash Lalwani- IT Incharge
5. Dr G Ramesh- program Head MMS
6. Dr. Sulbha Raorane- program Head PGDM
7. Dr Natika Poddar – Head Part-time programme
8. Ms. Bloswita R.-MMS Admin
9. Ms Surekha K- PGDM Admin Representative

Discussion & Actions:

Director mentioned that the Institute is planning to implement online platforms for:

- Teaching-learning
- Institute promotion
- Administrative activities

IT in charge mentioned that he has got quotations from 3 -4 vendors for online platforms installation. He also mentioned that SFIMAR has a licence for Microsoft 360 and Microsoft Teams could be implemented.

Director mentioned that the demo sessions to be conducted for all the faculty/ staff members to evaluate the online packages for installation.

Director D Henry mentioned that clubs and forum activities were organized as per the event calendar. Malay club, green club activities and HR summit were organized.

Minutes Prepared by: Dr Vaishali Kulkarni- IQAC Coordinator



Approved by: Dr D Henry Babu - Director

Director

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