



St. Francis Institute of Management and Research

**Minutes of the 28th Meeting of Innovation & Development for Excellence in Academics (IDEA)
Committee held on April 12, 2016, at 10.00 am in the MDP room**

The following members were present /absent:-

Sr. No	Name	Present/ Absent	Sr. No	Name	Present/ Absent
1	Bro. Alphonse Nesamony- Chairman	Absent	13	Prof. Sanchayita Banerjee	Present
2	Dr. S. S. Mohanty- Director	Present	14	Prof. Jestin Johny	Absent
3	Dr. Thomas Mathew- Research Advisor	Absent	15	Prof. Tushar Panigrahi	Present
4	Mr. Augustine Kurias- Special Invitee & observer	Present	16	Prof. Sinimole KR	Present
5	Bro. K.C. Joseph- Registrar	Present	17	Prof. Sujeesha Naidu	Absent
6	Dr. Sulbha Raorane- coordinator	Present	18	Prof. Vasudha Rao	Absent
7	Prof. Simmi Prasad	Present	19	Dr. Natika Poddar	Present
8	Prof. Vaibhav Kulkarni	Present	20	Prof. Kiran Rodrigues	Present
9	Prof. Vaishali Kulkarni	Present	21	Prof. Renita D'souza	Present
10	Dr. G. Ramesh	Present	22	Prof. Jackson John	Exam. duty
11	Prof. Shilpa Peswani	Present	23	Prof. Pushkar Parulekar	Present
12	Dr. M.F. Kumbar	Present	24	Dr. Smita Jesudasan	Present
			25	Prof. Paul P. Alukal	Present

Agenda: Further discussion on micro strategies adopted/suggested/implemented by faculties for improving the qualities in higher education

Points	Discussion	Action to be taken
Academic & Research Associate	This point will be discussed only after getting a Ph.D. center.	Dr. G. Ramesh, along with Director, will work further for appointing a research associate (On hold) DOI: 22nd Oct. 2013 , DOC:
Pedagogy 1. Management Games	Mr. Augustine Kurias suggested to Dr. Smita & Prof Kiran to implement beer games for all specializations. Dr. Smita updated that they will start the beer game in the 3 rd Semester for specialization, i.e., in July 2016.	Dr. Smita Jesudasan with Prof Kiran will submit updates on further implementation of the beer game. DOCE(E): December 4, 2015 (Done) DOC: July 16
	Prof. Sinimole updated that she has already identified students & explained to them how to work on graphic calculators. Students have already started working on the same. The faculty will go through SUDOKU by the next meeting. Prof. Shilpa has updated that she has already tried SUDOKU.	Dr. G. Ramesh & Prof. Sinimole will implement mathematic games for basic mathematics and submit updates in the next Meeting on May 10, 2016. DOI (E)(E): July 2016


	Mr. Augustine Kurias has suggested that everybody should go through SUDOKU before the next meeting.	Prof. Paul will submit updates on Sudoku & Kakuro by the next meeting DOC: July 16
2. Case study	From the next meeting onwards, we will discuss new case studies.	
3. Roleplay	Director sir mentioned that role play is a vital teaching pedagogy. The case study can be converted into role play. Faculty can use this teaching pedagogy in the class and discuss their outcomes in this meeting.	
4. Murmuring	Prof. Vaibhav updated that there are no new updates for murmuring. The Director sir mentioned that we could involve even students for murmuring. Chairman sir mentioned that objectives of murmuring should be appropriately set.	For new Murmurings, the prescribed procedure will be followed, and updates will be submitted in the next meeting on May 10, 2016 .
5. Mentoring	Prof. Paul has submitted written updates that mentoring meeting was held on March 31, 2016, to discuss the progress of the first-year mentees. Committee has suggested submitting the summary report of the mentoring meeting.	Prof. Paul will submit a summary report of a mentoring meeting held on March 31 in the next Meeting on May 10, 2016 .
6. G.D.	Prof. Jackson & Prof. Renita updated that they will compile G.D. marks & submit them to MMS & PGDM program heads and a copy to Director.	Prof. Jackson & Prof. Renita will submit further updates for MMS & PGDM GD in the next Meeting on May 10, 2016 .
Technology in H.E.	Dr. Kumbar has updated that nobody came with any query for Moodle. The faculty mentioned that they need some more time to work on it. Director Sir mentioned that a team consisting of Dr. Kumbar, Dr. G. Ramesh, Dr. Sulbha, Dr. Natika, and Prof. Vasudha should review the various options available in Moodle and ERP, and then ERP can be customized based on what is available in Moodle and not in the ERP. Dr. G. Ramesh will submit the final report on review on Moodle & ERP by December 16. He further emphasized that since Moodle is a free platform and widely used globally, its use should be promoted.	Dr. G. Ramesh will submit the final report on review on Moodle & ERP by December 16 The team will submit further updates on ERP & Moodle by May 10, 2016 DOC: December 2016
1. Moodle software		
2. Moodle Software application study for students	Dr. Kumbar will conduct student training for software application study.	Dr. Kumbar will conduct a Software application study for MMS II & PGDM II & for MMS I & PGDM I and submit his updates in the next Meeting on May 10, 2016 DOC: December 16

3. ERP	The Director sir mentioned that in ERP, two modules are already done. Attendance & Leave application, and they are currently under testing. By December, we are in a position to implement all modules of ERP.	Director sir will get updates from Mr. Lalwani on ERP & also organize hands-on training for faculty on the academic module. DOC (E): December 16
Admission Procedures	Mr. Augustine Kurias suggested including one aptitude test in the process of choosing a specialization. Dr. G. Ramesh mentioned that GDPI and 16PF tests are being conducted during the initial admission process. Director Sir suggested an aptitude test for subject specialization before the students go for their specializations.	The next meeting invites any New ideas for admission procedures or May 10, 2016
Professional Development & Career Management	Dr. Natika updated about NISM that students are not getting time for practice. They can practice in May. Mr. Augustine Kurias suggested that technical skill in trading is supposed to be the focal point from our side.	Dr. Natika will submit the monthly report to Director sir and further updates by the next meeting on May 10, 2016
	Prof. Vaishali updated that she has conducted PMP workshop on 4 th , 5 th & 6 th April 16. She will submit a written report to IDEA Committee.	Prof. Vaishali will submit a written report on PMP by the next meeting on May 10, 2016
	Dr. G. Ramesh mentioned that in a week, he is going to arrange Meeting with Ms. Snehal, who is representing NUSSE. It is part of TISS. Dr. G. Ramesh will submit a written report on the same.	Dr. G. Ramesh will submit his updates by the next meeting on May 10, 2016
Value Addition	Now Prof. Shilpa will submit a yearly report of activities by May 16.	Prof. Jackson & Prof. Shilpa Peswani will submit a yearly report of activities by May 16. DOI: Beginning of every Academic year DOC: End of every Academic year
Evaluation Strategies, Attendance & Assessment	Because of Ph.D. Viva, prof. Tushar did not get time, so he will work on it and get back to us.	Prof. Tushar will submit updates in the next meeting.
LLLE	Dr. Sulbha Raorane updated that extension projects are submitted to the university, the report will be submitted in this Meeting by May 16.	LLLE further updates will be submitted in the next meeting on May 10, 2016 DOI: Beginning of every Academic year DOC: End of every Academic year
Thought Leader Programme	Dr. G. Ramesh mentioned that the Grading report of TLP we will receive from CMC by the next meeting.	Further updates on TLP will be submitted in the next meeting on May 10, 2016 DOI: Beginning of every Academic year DOC: End of every Academic year
Lead By Example	Director sir mentioned that specialization facilitators would submit a list of the area with students enrolled for it. Dr. G. Ramesh	Updates on LBE progress will be submitted on May 10, 2016

	<p>mentioned that this list would come in the 3rd Semester, i.e., July 16. Director sir further mentioned that 1st prepare area wise group and then prepare program plan. He further mentioned that we have to select the most upcoming areas for LBE.</p>	<p>Specialization Facilitators will submit a list of the area with students enrolled for it in the 3rd Semester, i.e., by July 16 DOI: Beginning of every Academic year DOC: End of every Academic year</p>
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Director Sir mentioned that all faculty & staff already appeared for the Cambridge English language test. Dr. Sulbha, Prof. Kiran, Prof. Tushar mentioned that there were technical and voice cracking problems.

The next meeting is scheduled for May 10, 2016, at 10.00 am in the MDP room.


Minutes Prepared By:

Dr. Sulbha Raorane





Approved By:

Dr. S. S. Mohanty
 Director, SFIMAR



St. Francis Institute of Management and Research

**Minutes of the 36th Meeting of Innovation & Development for Excellence in Academics (IDEA)
Committee held on Dec 20, 2016, at 3.30 pm in the MDP room**

The following members were Present /Absent:-

Sr. No	Name	Present/ Absent	Sr. No	Name	Present/ Absent
1	Bro. Alphonse Nesamony- Chairman	Present	13	Prof. Sanchayita Banerjee	Present
2	Dr. S. S. Mohanty- Director	Present	14	Prof. Jestin Johny	Absent
3	Dr. Thomas Mathew-Research Advisor	Absent	15	Prof. Tushar Panigrahi	Absent
4	Mr. Augustine Kurias- Special Invitee & observer	Present	16	Prof. Sinimole KR	Absent
5	Bro. K.C. Joseph- Registrar	Absent	17	Prof. Sujeesha Naidu	Absent
6	Dr. Sulbha Raorane-coordinator	Present	18	Prof. Vasudha Rao	Present
7	Prof. Simmi Prasad	Absent	19	Dr. Natika Poddar	Present
8	Prof. Vaibhav Kulkarni	Absent	20	Prof. Kiran Rodrigues	Present
9	Prof. Vaishali Kulkarni	Present	21	Prof. Renita D'souza	Absent
10	Dr. G. Ramesh	Present	22	Prof. Jackson John	Absent
11	Prof. Shilpa Peswani	Absent	23	Prof. Pushkar Parulekar	Present
12	MS. Papinder Kaur Nagi	Present	24	Dr. Smita Jesudasan	Present
			25	Prof. Paul P. Alukal	Absent

Agenda: Further discussion on micro strategies adopted/suggested/implemented by faculties to improve higher education quality.

Points	Discussion	Action to be taken
Academic & Research Associate	This point will be discussed only after getting a Ph.D. center.	Dr. G. Ramesh, along with Director, will work further for appointing Research Associate. (On hold) DOI: 22nd Oct. 2013 , DOC:
I. Pedagogy	Dr. Smita updated about a new game, i.e., Bean Game. This game is basically on financial planning. It is already played abroad. Dr. Smita and Prof. Kiran will implement this game to finance students in sem.4 and tri. 3 after Jan 17.	Dr. Smita & Prof. Kiran will submit further updates by the next meeting. DOI: Dec 16 DOC: Mar.17
1. Management Games	Dr. G. Ramesh mentioned that MARK-STRAT would 1 st put up to students & he will see how many are interested accordingly. He will work out for a license. In Jan, he will put up this to students and submit updates here. The game will be put up for Marketing	MARK-STRAT Game will be put up for marketing students & evaluate their response. . DOI: Dec 16 DOC: Mar 17

	Students and evaluate their responses.	
	Dr. Smita mentioned that she would first work on finance bean games and then work on mathematic games.	Dr. G. Ramesh, Dr. Smita & Prof. Sinimole will submit further updates on Mathematics Games after bean game implementation. (on hold)
	In his written updates, Professor Paul mentioned that he has already implemented SUDOKU and KAKURO for PGDM and MMS 1 st year students. Committed suggested Prof. Paul submit a small report with students' feedback & few photographs.	Prof. Paul will submit updates on SUDOKU & KAKURO by the next meeting On Jan 17, 2017 DOI: August 2016 DOC: Oct 15, 2016
	Regarding Finance quizzes, Dr. Natika mentioned that Professor Shilpa would work on them and implement them for her costing subject next semester. i.e., 2 nd Sem.	Prof. Shilpa will submit further updates by the next meeting On Jan 17, 2017 Doc :
2. Project based Case study	Dr. G. Ramesh updated about his retail management case study and mentioned that his case study is completed. Director's review has been done. He will implement this case study for a classroom in semester 3/semester 4. The committee suggested he take an analytical part in the class and report the progress in the meeting.	Dr. G. Ramesh will submit his updates on the case study by the next meeting On Jan 17, 2017 DOC(E): November 2016
	Regarding the project-based case study, prof. Sanchayita has done a case study on consumer behavior, Prof. Jackson has done a case study on service management for part-time & a marketing management case study for PGDM & MMS. Prof Simmi has also implemented a project-based case study for her subject. The Director sir mentioned that he has already planned one meeting with the program head. They will discuss and submit updates here. The Director sir mentioned that it should be a live project. Primary data is required in that. He further mentioned that it should be Application-oriented, Live project/Real Project, Primary Data collection is required.	The faculty will give further updates on the project-based case study by the next meeting on Jan 17, 2017
3. Roleplay	Prof. Jackson mentioned that he has already implemented role play for 2 nd year. The committee suggested he submit a written report.	The faculty will give updates on role play by the next meeting. For Prof. Jackson's Role Play-DOC: 2nd year Oct 16 & for 1st year Dec 16


4. Murmuring	The committee suggested that murmuring faculty Coordinators should open & check the murmuring box regularly.	For any new Murmurings, a prescribed procedure will be followed, and updates will be submitted in the next meeting On Jan 17, 2017
5. Mentoring	He mentioned that the mentor allocation list had been circulated for both MMS & PGDM first-year students in his written updates. We will have a mentoring meeting once the new term starts. (Towards the end of January 2017)	Prof. Paul will submit further updates in the IDEA meeting On Jan 17, 2017
6. G.D. for 1 st Year students	Professor Jestin mentioned that he has already prepared a written report with remarks against weak students for G.D. and submitted it to Director sir. Director sir mentioned that he has already reviewed the student's weak area and what actions have to be taken? The Director sir mentioned that he has further sent this CMC for necessary action.	Faculty who are conducting G.D. will submit further updates by the next meeting On Jan 17, 2017
II. Technology in H.E.	Once ERP is done, then we will work on Moodle.	Till ERP implementation & completion, Moodle is on hold.
1. Moodle software		
2. Moodle Software application study for students		
3. ERP	Chairman Sir mentioned that the date of completion could not be decided. User acceptance test has to be organized department wise to test whether ERP is working correctly.	The review committee will submit further updates here. DOC (E)(E):
III. Professional Development & Career Management	Dr. Natika mentioned that for virtual lab practice license would be expired on Jan 10, 2017. No further updates for 2 nd year. A similar program can be implemented for 1 st year.	Dr. Natika will submit further updates by the next meeting On Jan 17, 2017
	Dr. G . Ramesh mentioned that he met Mr. Tanmay Nayak on Nov 22, 2016. Mr. Nayak is going to send one formal proposal on Jan 17.	Dr. G. Ramesh will submit his updates by the next meeting On Jan 17, 2017
IV. Value Addition	The committee suggested that we have to identify weaker students and groom them based on various aspects, including mindfulness.	Prof. Jackson & Prof. Shilpa Peswani will prepare a plan with the Director sir & work on it further & will submit further updates by the next meeting On Jan 17, 2017 DOI: Beginning of every Academic year DOC: End of every Academic year

V. Evaluation Strategies, Attendance & Assessment	As Prof. Tushar was absent, no updates.	Dr. Tushar will submit updates on Ms-Excel training in the next meeting.
VI. LLE	Dr. Sulbha Raorane has updated that the poster competition is already done. The next activity we will plan for is Jan 17.	The team will submit further updates in the next meeting On Jan 17, 2017 DOI: Beginning of every Academic year DOC: End of every Academic year
VII. TLP GD & VIVA for 2 nd year	TLP GD marks are already submitted to CMC. They will process it further from a placement point of view. One copy will be given to Director sir as well as MMS and PGDM department.	Further updates on G.D. & VIVA will be submitted in the next meeting by the respective faculty. DOI: Beginning of every Academic year DOC: End of every Academic year
VIII. Lead By Example	Director sir mentioned that LBE we can start from the second semester onwards. Proper structure will be prepared and implemented for the second sem. Onwards.	Updates on LBE progress will be submitted On Jan 17, 2017 DOI: Beginning of every Academic year DOC: End of every Academic year

General comments:

- **Regarding Website:** The HTML training director has already prepared one schedule and circulated it to all faculty and staff to count their interest and availability for training.
- **Regarding Business Line on Campus (BLOC):** Ms. Papinder mentioned that the BLOC demo had been done for faculty and MMS and PGDM students, but students are not yet registered for the same. So the committee has suggested that Ms. Papinder do one more demo, and this time class facilitators will join her. She is planning it on third/Jan 4 17.
- **Point Shifted from RDC to IDEA meeting:** Dr. G. Ramesh mentioned that he designs a marketing Analytics syllabus. He has submitted it to Dr. Kalim Khan, but he has not given any input, so he has submitted it to BOS.
- **MOOC:** Dr. Natika will send one email regarding IIM online courses to a faculty member to review.

The next meeting is scheduled for Jan 17, 2017, at 10.00 am in the MDP Room.


Minutes Prepared By:
Dr. Sulbha Raorane
PGDM-Programme Head

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Approved By:
Dr. S.S. Mohanty
Director, SFIMAR





St. Francis Institute of Management and Research

Minutes of the 47th Meeting of Innovation & Development for Excellence in Academics (IDEA) Committee held on November 14, 2017, at 10.00 am in the MDP room.

The following members were Present /Absent: -

Sr. No	Name	Present/ Absent	Sr. No	Name	Present/ Absent
1	Bro. Alphonse Nesamony-Chairman	Present	15	Dr. Sinimole KR	Present
2	Dr. S. S. Mohanty-Director	Absent	16	Prof. Sujeesha Naidu	Absent
3	Dr. Thomas Mathew-Research Advisor	Absent	17	Prof. Vasudha Rao	Absent
4	Mr. Augustine Kurias-Special Invitee & Observer	Present	18	Dr. Natika Poddar	Present
5	Bro. Xavier Munda - Registrar	Present	19	Prof. Kiran Rodrigues	Present
6	Dr. Sulbha Raorane-Coordinator	Present	20	Prof. Jackson John	Absent
7	Dr. G. Ramesh	Absent	21	Prof. Pushkar Parulekar	Present
8	Prof. Vaibhav Kulkarni	Present	22	Dr. Smita Jesudasan	Present
9	Prof. Vaishali Kulkarni	Absent	23	Prof. Paul Alukal	Absent
10	Prof. Simmi Prasad	Absent	24	Prof. Col. Venkat Raman	Present
11	Prof. Shilpa Peswani	Present	25	Prof. Akhilesh Yadav	Present
12	Ms. Papinder Kaur Nagi	Present	26	Dr. Vinita Bhatia	Present
13	Prof. Sanchayita Banerjee	Present	27	Mr. Prakash Lalwani	Present
14	Prof. Jestin Johny	Absent	28	Dr. Mohan Mathew	Present

Agenda: Further discussion on micro strategies adopted/suggested/implemented by faculties to improve higher education quality.

Points	Discussion	Action to be taken
Academic & Research Associate	Prof. Akhilesh Y. has already emailed his report for weak students. These reports will be compiled and submitted to program heads. As per the suggestion given by the committee, the Program heads have already prepared a special report on weak students and submitted it to Director, sir.	We will monitor those students who are weak, and we will give them the best support. DOI: 22nd Oct. 2013 , DOC:
I. Pedagogy	Dr. Smita mentioned that they would conduct Management Games next semester.	Dr. Smita & Prof. Kiran will submit further updates in the next meeting. DOI: December 16 DOC: Mar.18
1. Management Games		
TFD: 10.00-10.05 am		
	Dr. G. Ramesh, in his written updates, mentioned there was only one License for him. The game experienced by the MMS-II students was not effective. He was further	Dr. G. Ramesh will submit further updates in the next meeting. DOI: December 16 DOC: July 17

	<p>looking for games with a lesser price. He will update more in the next meeting.</p> <p>Dr. Mohan Mathew finalized the below-mentioned date for outbound training:</p> <p>PGDM I– November 22, 2017 MMS I (B) – December 02, 2017</p> <p>The outbound training coordinator will submit a report based on students' feedback.</p>	<p>The outbound training coordinator will submit a report based on students feedback in the next meeting on December 12, 2017</p>
<p>2. Project-based Case Study(PBCB)</p> <p>TFD: 10.05-10.10 am</p>	<p>The faculty will submit a report to Program Heads, and they will present the report in this meeting.</p> <p>Mr. Augustine Kurias suggested creating a database for Project Based Case Study and trying to keep on qualification for PBCB.</p>	<p>The faculty will give further updates on the project-based case study by the next meeting on December 12, 2017</p>
<p>3. Roleplay</p> <p>TFD: 10.10-10.15 am</p>	<p>Prof. Sanchayita and Dr. Vinita will submit a report in the next meeting.</p>	<p>Faculty will give further updates on role play by the next meeting on December 12, 2017</p>
<p>4. Murmuring</p> <p>TFD: 10.15-10.20 am</p>		<p>For any new Murmurings, a prescribed procedure will be followed, and updates will be submitted in the next meeting on December 12, 2017</p>
<p>5. Mentoring</p> <p>TFD: 10.20-10.25 am</p>	<p>PGDM specialization-wise students list in the process, and it will require finalization by November 2017.</p> <p>Prof. Paul and Prof. Jackson will submit a weaker students list after consulting with the faculty.</p>	<p>Mentoring Coordinators will submit further updates on December 12, 2017</p>
<p>6. G.D. for 1st Year students</p> <p>TFD: 10.25 -10.30 am</p>	<p>Respective faculty are conducting G.D. as per the process given by Director sir.</p> <p>Prof. Akhilesh Yadav submitted a report on G.D. for Tri 1.</p> <p>G.D. will be conducted as soon as possible.</p> <p>Below mentioned Assessment Parameters for G.D.:</p> <ul style="list-style-type: none"> • Subject/General Knowledge • Analytical Ability • Communication Skills • Interpersonal Skills <p>Chairman sir mentioned that if faculty finds someone weak students in the G.D. process,</p>	<p>Faculty who are conducting G.D. will submit further updates by the next meeting on December 12, 2017</p>

	they can improve him/her. If not possible, then they can send him/her to a mentor. Mentor will submit a weak students list to mentoring coordinators, Prof. Paul and Prof. Jackson. They will submit weak students' report by January 2018.	
II. Technology in H.E.	Once ERP is done, then we will work on Moodle	Till ERP implementation & Completion, Moodle is on hold.
7. Moodle software		
8. Moodle S. application study for students	Students training for software application study will be on hold.	
9. ERP TFD: 10.30 -10.35 am	Mr. Lalwani mentioned that the SMS & Email format is ready for sending to parents. Specific Calculations need to be checked by Technical Team by November 18, 2017 and implemented by December 01, 2017. The dashboard is on hold by December 15, 2017. The Director sir will finalize the dashboard details basis on information received from different departments.	Mr. Lalwani will submit further written updates by the next meeting. DOC (E)(E): by next week, i.e., on December 12, 2017 DOC-Oct. 2017.
10. Uses of technology in different functional areas TFD: 10.35 -10.40 am	Prof. Shilpa mentioned that she would finalize the faculty for FDP, and the topic is 'Structured Equation Modeling.'	Prof. Shilpa will submit updates by the next meeting on December 12, 2017
III. Professional Development & Career Management TFD: 10.45-10.50 am	Professor Natika mentioned that the NISM Certification course will be conducted on 07th & 09th January, 2018 and 51 students registered for the same. For Mock-stock MMS & PGDM, 87 students were participating on November 14, 2017. Venue SFIMAR.	Faculty will submit further updates by the next meeting on December 12, 2017
	Dr. G. Ramesh, in his written report, mentioned that regarding the TISS program, six sessions covering 13 hours got completed, and he will submit the feedback and evaluation after complete the program sessions.	Dr. G. Ramesh will submit updates by the next meeting on December 12, 2017
IV. Value Addition TFD: 10.55-11.00 am	Dr. G. Ramesh, in his written updates, mentioned that Abhimaan Club students, along with Dr. G. Ramesh and Prof. Shilpa, visited 'Shanti Daan' in November 2017 and donated Groceries and Cloth worth around Rs. 8000/- Dr. Smita submitted a report on 'Stock Mind 6'. It was conducted in SFIMAR for the first-year MMS students. Around 64 students completed the college round, irrespective of	Respective faculty coordinators will submit a Written plan for their club activities by the next meeting on December 12, 2017 DOI: Beginning of every Academic year DOC: End of every Academic year

	<p>the Finance specialization. The winners of the event are:</p> <ol style="list-style-type: none"> 1. Winner: Abel George – MMS I, DIV –A 2. First Runner up Nitin Gowda-MMS I, DIV-B 3. Second Runner up Onkar-MMS I, DIV B 	
V. Institutional Certification Program.	Director sir and Ms. Chhaya will compile a list of Institutional Certification Course and submit a report in the next meeting.	
VI. DLLE TFD: 11.00 -11.05 am	Dr. Sulbha Raorane updated that the DLLE SFIMAR group was organizing 2 nd term DLLE training workshop on December 06, 2017	The team will submit further updates in the next meeting on December 12, 2017 DOI: Beginning of every Academic year DOC: End of every Academic year.
VII. TLP Activities & VIVA for 1 st year TFD: 11.05 -11.10 am	Dr. G. Ramesh, in his written updates, mentioned that the VIVA for MMS I has commenced from September 29, 2017, as per the roster.	Further updates on G.D. & VIVA will be submitted in the next meeting by the respective faculty. DOI: Beginning of every Academic year DOC: End of every Academic year.
VIII. Lead by Example TFD: 11.10 -11.15 am	Mr. Augustine Kurias requested the Director sir to prepare one report on Investment Banking Certification & submit a hard copy to Mr. Augustine Kurias.	LBE further updates will be submitted by the next meeting. DOI: Beginning of every Academic year DOC: End of every Academic year

General Comments: TFD: 11.15-11.20 am

- Prof. Vasudha submitted a written updates report on IOT as mentioned below:
 - IOT workshop is planned for the end of November (i.e., 27, 28, 29-tentatively).
 - It will be conducted only for I.T. and Operations students.
- Dr. Natika mentioned that faculty are sending Learning outcomes of different activities to a faculty group.
- Consultancy, outbound training and MDP headed by Director and Dr. Mathew. They will conduct meeting separately and submit updates in this meeting.

The next meeting is scheduled for **December 12, 2017**, in the MDP Room at **10.00 am**.



Minutes Prepared By: *Sulbha Raorane*
PGDM-Programme Head

Approved By: Dr. S.S. Mohanty
Director, SFIMAR



St. Francis Institute of Management and Research

**Minutes of the 58th Meeting of Innovation & Development for Excellence in Academics (IDEA)
Committee held on October 16, 2018, at 10.00 am in the MDP room.**

The following members were Present /Absent: -

Sr. No	Name	Present/ Absent	Sr. No	Name	Present/ Absent
1	Bro. Alphonse Nesamony- Chairman	Present	16	Prof. Sujeesha Naidu	Absent
2	Dr. S. S. Mohanty-Director	Present	17	Prof. Vasudha Rao	Absent
3	Dr. Thomas Mathew-Research Advisor	Absent	18	Dr. Natika Poddar	Present
4	Mr. Augustine Kurias-Special Invitee & Observer	Present	19	Prof. Kiran Rodrigues	Present
5	Bro. Xavier Munda - Registrar	Present	20	Prof. Jackson John	Present
6	Dr. Sulbha Raorane-Coordinator	Present	21	Prof. Pushkar Parulekar	Present
7	Dr. G. Ramesh	Present	22	Dr. Smita Jesudasan	Present
8	Prof. Vaibhav Kulkarni	Present	23	Prof. Paul Alukal	Absent
9	Prof. Vaishali Kulkarni	Present	24	Prof. Col. Venkat Raman	Present
10	Prof. Simmi Prasad	Present	25	Prof. Akhilesh Yadav	Absent
11	Prof. Shilpa Peswani	Present	26	Dr. Vinita Bhatia	Present
12	Ms. Papinder Kaur Nagi	Present	27	Mr. Prakash Lalwani	Present
13	Prof. Sanchayita Banerjee	Present	28	Dr. Mohan Mathew	Present
14	Prof. Jestin Johny	Present	29	Prof. S.C. Kalia	Present
15	Dr. Sinimole KR	Present			

Agenda: Further discussion on micro strategies adopted/suggested/implemented by faculties to improve higher education quality.

Points	Discussion	Action to be taken
Academic & Research Associate	Dr. G. Ramesh mentioned that student Mr. Mahesh has been placed in an insurance company. All registered students got the placement.	Program Heads will submit further updates in the next meeting. DOI: Beginning of the A.Y. DOC: End of the Academic year
I. Pedagogy	Dr. Smita J mentioned that Bean Game is conducted from July to December for PGDM, and for MMS, they will conduct in the 2 nd semester.	Dr. Smita & Prof. Kiran will submit further updates in the next meeting. DOI: July 18 DOC: Mar.19
1. Management Games		
TFD:10.00-10.05 am		

Marketing Game	Balance Quarters of Marketing Game conducted by Dr. G. Ramesh on Friday, September 14, 2018.	The faculty will submit further updates in the next meeting. DOI: Aug. 2018 DOC: Oct. 2018
2. Project-Based Learning TFD: 10.05-10.10 am	For tri 1 and tri 4 and semester 3 MMS, the faculty will submit the project-based study report with the learning outcome.	The project-based study plan for this academic year will be submitted by faculty by the next meeting on November 13, 2018.
3. Roleplay TFD: 10.10-10.15 am	Dr. Natika will complete the role play by the end of November 2018 and report will be submitted in December 2018.	The faculty will give further updates on role play by the next meeting on November 13, 2018.
4. Murmuring TFD: 10.15-10.20 am	Prof. Vaibhav K. updated that he has explained Murmuring to students of MMS I-Div-B. He will explain about murmuring to MMS I-Div-A students later.	For any new Murmurings, the prescribed procedure will be followed, and updates will be submitted in the next meeting on November 13, 2018.
5. Mentoring TFD: 10.20-10.25 am	Mentoring team will send 1 st year mentoring list by the end of November 2018.	Mentoring Team will give further updates on mentoring by the next meeting on November 13, 2018.
6. G.D. for 1st Year students TFD: 10.25 -10.30am	Mr. Augustine Kurias suggested that we find weak students from 1 st year based on the 10 th , 12 th & Graduation, CET, G.D. & Math's marks record. PGDM weaker student list is submitted.	Faculty who are conducting G.D. will submit further updates by the next meeting on November 13, 2018.
II. Technology in Higher Education	Mr. Lalwani mentioned that he had conducted a live presentation of the Grievance Module. This module is a live module in the ERP system.	Mr. Lalwani will give a presentation on the Grievance module on September 19, 18, and submit further written updates by the next meeting on November 13, 2018. DOC(E)(E)
1. ERP TFD: 10.30 -10.35 am	Grievance committee information and notification have to be put up for students.	
2. Dashboard	Mr. Lalwani mentioned that IFW is still working on the dashboard. It will be completed tentatively in November 2018.	Mr. Lalwani will submit updates by the next meeting on November 13, 2018.
3. Uses of technology in different functional areas TFD: 10.35-10.40 am	Smart computer lab-203 is ready to conduct lectures for 30 students. IDEA Committee suggested improving the capacity of the innovation lab.	Mr. Lalwani will submit updates by the next meeting on November 13, 2018.
III. Professional Development & Career management TFD: 10.40-10.45 am	Dr. G. Ramesh updated that MDP is done on 'Understanding Strategic Marketing through Simulation.' Around 14 people were attended this MDP. The IDEA committee suggested submitting a brief report on MDP and the same report in the Institute brochure and Website.	The faculty will submit further updates by the next meeting on November 13, 2018.

	Dr. G. Ramesh mentioned that a total of 56 students (MMS-I-25 and PGDM-I-31) are registered for the TISS program. It was already started on October 06, 2018, every Saturday from 2.00 pm to 5.00 pm.	Dr. G. Ramesh will submit updates by the next meeting on November 13, 2018.
IV. Value Addition TFD: 10.45-10.50 am	'Hygiene Committee' and 'Abhiman Club' jointly conducted a rally on 'No Plastic Use' on September 29, 2018. This program is to be conducted on October 04, 2018, during the feast.	Respective faculty coordinators will submit updates by the next meeting on November 13, 2018. DOI: Beginning of every Academic year DOC: End of every Academic year
V. Institutional Certification Program.	Dr. G. Ramesh mentioned that Mr. Ganesh from BCCI has not yet sent any details. Prof. Vaishali K. updated that the PMP Certification program was conducted on September 20, 21, 24 and 25, 2018. Dr. Natika mentioned that she had invited another proposal for the NISM program. It is at the stage of negotiation. He has not yet sent any details.	The faculty will submit updates by the next meeting on November 13, 2018.
VI. DLLE TFD: 10.50-10.55 am	All MMS and PGDM DLLE registration has been done. Activities are in process.	The team will submit further updates in the next meeting on November 13, 2018. DOI: Beginning of every Academic year DOC: End of every Academic year.
VII. TLP Activities & VIVA for 1st year TFD: 10.55-11.00 am	Dr. G. Ramesh has mentioned that viva is going on as per the schedule.	Further updates on G.D. & VIVA will be submitted in the next meeting by the respective faculty. DOI: Beginning of every Academic year DOC: End of every Academic year.
VIII. Lead by Example TFD: 11.00 -11.05 am	The director has already sent the proposal of 'Executive Program' to Binary University and will form an in-house finance committee for the same.	LBE further updates will be submitted by the next meeting. DOI: Beginning of every Academic year DOC: End of every Academic year.
IX. Consultancy	Report on Consultancy with NTPC is submitted.	The faculty will submit further updates on consultancy by the next meeting.

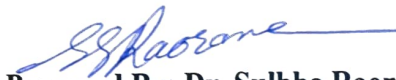
General Comments: TFD: 11.05 am to 11.10 am


- Ms. Papinder N. and Mr. Lalwani are working on D-space. It will be completed by the end of November 2018.
- Prof. Col. Venkat and Dr. Mohan Mathew will be conducting the 'Outbound Training Program' as per the below-mentioned schedule:

Date	Course
November 03, 2018	MMS I – Div A
November 15, 2018	PGDM I
November 15, 2018	PGDM I
January 13, 2019	Part-Time students

The next meeting is scheduled for **November 13, 2018**, in the MDP Room at **10.00 am**.




Minutes Prepared By: Dr. Sulbha Raorane
PGDM-Programme Head


Approved By:
Director, SFIMAR



St. Francis Institute of Management and Research

Minutes of the 67th Meeting of Innovation & Development for Excellence in Academics (IDEA) Committee held on July 17, 2019, at 3.30 pm in the MDP Room.

The following members were Present /Absent: -

Sr. No	Name	Present/ Absent	Sr. No	Name	Present/ Absent
1.	Bro. Alphonse Nesamony- Chairman	Present	16	Prof. Vasudha Rao	Absent
2.	Dr. D. Henry-Director	Present	17	Prof. Kiran Rodrigues	Present
3.	Dr. G. Ramesh	Present	18	Prof. Jackson John	Present
4.	Dr. Thomas Mathew- Research Advisor	Present	19	Prof. Pushkar Parulekar	Present
5.	Mr. Augustine Kurias- Special Invitee & Observer	Present	20	Dr. Smita Jesudasan	Present
6.	Bro. Xavier Munda – Registrar	Present	21	Prof. Paul Alukal	Absent
7.	Dr. Sulbha Raorane- Coordinator	Present	22	Prof. Col. Venkat Raman	Present
8.	Dr. Natika Poddar	Present	23	Prof. Akhilesh Yadav	Present
9.	Prof. Vaishali Kulkarni	Absent	24	Dr. Vinita Bhatia	Absent
10.	Prof. Simmi Prasad	Present	25	Mr. Prakash Lalwani	Present
11.	Prof. Shilpa Peswani	Present	26	Dr. Mohan Mathew	Present
12.	Ms. Papinder Kaur Nagi	Present	27	Prof. S.C. Kalia	Absent
13.	Prof. Sanchayita Banerjee	Present	28	Dr. Simeon Simon	Absent
14.	Prof. Jestin Johny	Absent			
15.	Prof. Sujeesha Naidu	Absent			

Agenda: Further discussion on micro strategies adopted/suggested/implemented by faculties to improve higher education quality.

Points	Discussion	Action to be taken
Academic & Research Associate	Dr. G. Ramesh updated that, Ph. D. Centre application will reconsider in the coming Board of Deans meeting at the Mumbai University. Pro. Vice-Chancellor-University agrees to reconsider it.	Dr. G. Ramesh will submit further updates in the next meeting. DOI: Beginning of the A.Y. DOC: Letter will be sent by January 16, 2019.
I. Pedagogy	Dr. Smita J & Prof. Kiran R. will conduct Bean Game for this academic year.	Dr. Smita & Prof. Kiran will submit further updates in the 4th Semester.

1. Management Games		DOI: July 19 DOC: Mar.20
2. Project-Based Learning	Ms. Blosswita will be prepared and compile a project-based study list for MMS and share it with us.	The project-based study plan for this academic year will be submitted by faculty by the next meeting on August 13, 2019.
3. Roleplay		Faculty will give further updates on role play by the next meeting on August 13, 2019.
4. Murmuring	Prof. Jackson will give requisition to Mr. Sabu for a new key, and Mr. Sabu will give a new key for the murmuring box.	The faculty will sit with Director and Program Head and select Guest lecture topics. For any new Murmurings, the prescribed procedure will be followed, and updates will be submitted in the next meeting on August 13, 2019.
5. Mentoring	Mentoring team updated that the mentoring meeting will be conducted at July end for 2 nd -year students.	Mentoring Team will give further updates on mentoring by the next meeting on August 13, 2019.
6. G.D. for 1st Year students	Report on G.D. sessions for MMS and PGDM has been submitted by respective faculty.	Faculty who are conducting G.D. will submit further updates by the next meeting on August 13, 2019.
II. Technology in Higher Education	All faculty and staff will submit relevant data for website uploading by June 15, 2019.	Mr. Lalwani will submit further written updates by the next meeting on August 13, 2019.
1. ERP	Dr. Smita, Dr. Vaishali and Mr. Lalwani will meet Mr. Jaswal regarding the website for NBA point of view. The website committee suggested that Mr. Lalwani give 2 to 3 prototype websites to select one prototype website for the institute. The I.T. website committee meeting will be scheduled for July 24, 2019 at 4.30 pm, and also, they will be finalized prototype.	DOC(E)(E)
2. Dashboard	Mr. Lalwani updated that the dashboard is ready in the new ERP system.	Mr. Lalwani will arrange a demo session on February 15, 2019, at 4.00 pm.
3. Uses of technology in different functional areas	Smart Lab is done.	Mr. Lalwani will submit updates by the next meeting on August 13, 2019.

III. Professional Development & Career Management	<p>On 13th & 14th August FDP is organized for SFIT faculty.</p> <p>Dr. G. Ramesh has mentioned that the TISS YLPS Certificate Distribution Program will be conducted in August 2019 and the induction program.</p>	<p>The faculty will submit further updates by the next meeting on August 13, 2019.</p> <p>Dr. G. Ramesh will submit updates by the next meeting on August 13, 2019.</p>
IV. Value Addition	<p>Under Institute (ISR) program, a Life skill training program will be implemented in the coming academic year 2019-20.</p>	<p>Respective faculty coordinators will submit updates by the next meeting on August 13, 2019.</p> <p>DOI: Beginning of every Academic year</p> <p>DOC: End of every Academic year.</p>
V. Institutional Certification Program.	<p>Dr. Simon has already explained the registration of the NPTEL Certification Program. Many students have already registered for the same. He should submit a list of registered students and their progress in the respective program department.</p> <p>Students will do these e-certification programs and get the certification. It will be reviewed every six months—one student, one certification for one Semester.</p>	<p>The faculty will submit updates by the next meeting on August 13, 2019.</p> <p>All Institutional certification master copies will be kept in the file with Chairman Sir.</p>
VI. DLLE	<p>DLLE student registration is in process for the academic year 2019-20.</p>	<p>The team will submit further updates in the next meeting on August 13, 2019.</p> <p>DOI: Beginning of every Academic year</p> <p>DOC: End of every Academic year.</p>
VII. TLP Activities & VIVA for 1st year	<p>Viva marks were included in the internal subject marks for the academic year 2018-19.</p> <p>Viva will start from the month of August-2019 for Semester III for the academic year 2019-20.</p>	<p>Further updates on G.D. & VIVA will be submitted in the next meeting by the respective faculty.</p> <p>DOI: Beginning of every Academic year</p> <p>DOC: End of every Academic year.</p>
VIII. International Collaboration	<p>Dr. G. Ramesh will discuss with Binary University about the sign of MoA, and he updated in the meeting.</p>	<p>The next meeting will submit further updates.</p> <p>DOI: Beginning of every Academic year</p> <p>DOC: End of every Academic year.</p>
IX. Consultancy	<p>Dr. Mohan M mentioned that Monginis would start the session from August-2019. We will receive the schedule from Monginis.</p> <p>Dr. G. Ramesh and Dr. Mohan M are met with Mr. Suresh Kotak. Mr. Suresh K has suggested having a commodity Management certificate, Textile</p>	<p>The faculty will submit further updates on consultancy by the next meeting.</p>

Management Certificate. The discussion point will be shared with Director and Chairman by July 21, 2019.	
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General Comments:

- Professor Vasudha R. has already submitted a report on the online and offline program of 'BlockChain System.' She will submit further updates in the next meeting.
- Prof. Vasudha R. has updated that, 'Block Chain System' offline program for two days workshop and cost is Rs. 6000/-. Online program plans will be submitted to Director sir by July 27, 2019.
- Ms. Papinder mentioned that copyright for the 'Anveshi' logo would be received by July End. The trademark for the 'Anveshi' logo will be received by December 19.
- Dr. Simon and Mr. Lalwani have already discussed Google classroom. Dr. Simon and Mr. Lalwani will conduct one demo session. Dr. Simon will send an email to the faculty for the Demo session.
- Institution Innovation Council – Prof. Kiran has updated that the calendar of activities will be planned for next year and will be implemented.
- Dr. Smita J updated that NBA Clause no 1 and 8 reviews are done. Clause 7 review has been done internally with Top Management. The registration process for NBA has started, and the pre-qualifier has to be uploaded.
- Prof. Kiran mentioned that ITC registration is a must. He will find out the last date for the registration.
- Committee has appreciated Prof. Sujeesha for her award.

The next meeting is scheduled for **August 13, 2019**, in the MDP Room at **10.00 am**.

Sulbha Raorane
Minutes Prepared By: **Dr. Sulbha Raorane**
PGDM-Programme Head



H. H. H.
Approved By:
Director, SFIMAR