



## St. Francis Institute of Management and Research (SFIMAR)

### Minutes of IQAC Meeting

**Date: 18<sup>th</sup> May 2023**

**Time: 12 pm**

**Venue: MDP Room**

#### **The Agenda**

To discuss the identified strengths by the NBA Expert Team during the visit and outline the initiatives to be implemented for future institutional development.

#### **Members Present**

1. Bro. Alphonse Nesamony
2. Bro. Xavier Munda
3. Dr Shalini Sinha
4. Dr. G. Ramesh
5. Dr. Natika Poddar
6. Dr. Smita Jesudasan
7. Prof. Sanchayita Banerjee
8. Prof. Vasudha Rao
9. Dr. V. Thangavel
10. Ms Sangeetha Varma
11. Mr Anthony Fernandes
12. Ms Bloswita Rodrigues
13. Mr Abhishek Vengulekar
14. Mr Prakash Lalwani
15. Ms Martina Chacko
16. Ms Vrinda Trivedi



## **Discussion and Actions**

The meeting commenced with the Peace prayer led by Bro. Alphonse Nesamony, Chairman of SFIMAR. Dr. Shalini Sinha, Director of SFIMAR, welcomed the members to the IQAC meeting.

## **Key strengths identified**

- Over two decades of institutional presence in the central region of Mumbai
- Active and effective governing body
- NAAC A+ accreditation
- Strong placement record with 90% placement rate
- Well-managed admissions office with meticulous processes
- Remarkable infrastructure facilities
- Functional and engaged alumni association
- Highly motivated staff
- Strong documentation practices aligned with NBA requirements
- Well-equipped library with substantial e-resources

## **Initiatives to be implemented**

All members present discussed the suggestions shared by the NBA Expert Team during their visit. Following the discussion, Dr. Smita Jesudasan, IQAC Coordinator, presented the initiatives for the academic year 2023–24.

### **1. Research Enhancement Initiatives**

- Awareness sessions to be conducted regarding incentives for publications in ABDC-indexed and Scopus-listed journals through RDC meetings.
- Faculty to be informed about the financial assistance available for presenting papers at conferences and seminars.
- Research Awards were presented to faculty members during the Annual Day celebration.
- Continued guidance to be provided by the Research Advisory Committee to strengthen research orientation.



## **2. Quality Improvement in Academics**

- Mapping of examination questions to Course Outcomes (COs) and Bloom's Taxonomy to strengthen academic alignment.
- Implementation of question paper moderation to ensure quality and rigour.
- Structured feedback system to be used to gather student input and improve teaching-learning processes.

## **3. Faculty / Staff Development Framework**

- Introduction of a 360° Performance Appraisal System for holistic evaluation.
- Organisation of staff outbound training programmes for team building and development.
- Regular Faculty Development Programmes (FDPs) to be conducted to strengthen academic and research skills.

## **4. International Outreach**

- Initiatives to establish MoUs with foreign institutions to promote global exposure and collaboration.

## **5. Branding Strategy**

- Strengthening the institute's digital presence through enhanced social media branding and communication.

## **6. Strengthening Institutional Processes**

- Increasing awareness and institutional alignment with the Vision, Mission, and PEO statements.

## **Conclusion**

The IQAC team acknowledged the valuable recommendations from the NBA Expert Team and agreed to prioritise enhancing research, academic rigour, faculty development, and institutional branding to align with long-term goals.

Dr Smita Jesudasan proposed the vote of thanks.

*Smita*  
**Minutes Prepared by: Dr. Smita Jesudasan - IQAC Coordinator**

*Shalini*  
**Approved by: Dr. Shalini Sinha - Director**

