



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

**Minutes of IQAC Meeting**

**Date: 08<sup>th</sup> July 2023**

**Time: 10.00 am**

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

**The Agenda**

1. Introduction of the Members of IQAC
2. Welcome by the Director
3. Minutes of the previous meeting
4. Research Publications
5. Consultancy
6. Sponsored Projects
7. Examination and Assessment
8. International Exchange
9. Faculty appraisal and growth
10. Staff Appraisal and Opportunities
11. Students outside Mumbai and Maharashtra
12. Branding of the Institution
13. Vote of Thanks - Dr Smita Jesudasan, IQAC Coordinator

**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. Ms. Vasudha Rao



8. Ms. Sanchayita Banerjee
9. Dr Raja Babu
10. Dr. V. Thangavel
11. Mr. Prakash Lalwani
12. Ms. Sangeeta Varma
13. Ms Bloswita Rodrigues
14. Mr Hardik Shah
15. Mr Saurabh Oak
16. Ms Bhuvaneshwari
17. Mr. Dilip Churi
18. Ms. Vrinda Trivedi
19. Ms. Martina Thomas Chacko

### **Discussion and Actions**

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

Dr. Smita Jesudasan presented the Minutes of the previous meeting with the members of the IQAC.

### **Research Publications**

Dr. Smita Jesudasan presented the research publications details of the faculty members for the academic year 2022-23.

- Research Papers Published – 8
- Book Chapters Published -2
- Case Studies Published – 1

She also presented the indexing and listing details of the research publications-

#### **Indexing and Listing**

- ABDC-3
- Scopus -1
- UGC Care -3
- Peer Reviewed-2



The faculty members who have published research papers have been presented in the following table-

S. No.	Name of the Faculty	No. of papers published
1.	Dr. Natika Poddar	2
2.	Prof. Sanchayita Banerjee	1
3.	Dr. V. Thangavel	2
4.	Prof. Paul Alukal	1
5.	Dr. Raja Babu P	1
6.	Prof. Jinal Vishal Lathia	1
Total Research Papers Published by Faculty		8

Bro. Alphonse Nesamony stated that Dr. Simmi Prasad has also published research papers in the academic year 2022-23.

### Consultancy

Dr. Smita Jesudasan informed us that 4 Faculty members have undertaken consultancy assignments in the academic year 2022-23. Their details are as follows: -

1. Dr. G. Ramesh Nair, along with Bro. Aloysius Joseph Provincial, CMSF-SPP, Guwahati, Assam, Consultancy on 'School Assessment and Competency Measure of the Teachers of the School' on February 10-11, 2023, at Lourdes Mount School Vatapara, Thiruvananthapuram, CBSE, ICSE, and State Board.
2. Dr Natika Poddar, Dr Sasmita Singh and Prof. Sandeep Kudtarkar – Expert sessions on Financial Management, Entrepreneurship and Project Management to B.E. Final Year Students at SFIT.
3. Dr Natika Poddar – Consultancy Assignment as Co-trainer and facilitator for a 3-day Leadership Development program for Corporate DETMOLD GROUP on 24th June 2023.

Dr Shalini Sinha stated that a consultancy committee had been formed to foster deeper engagement and closer collaboration with the industry and to leverage the expertise of the faculty members of SFIMAR. Ms Bhuvneshwari suggested that consultancy assignments for the MSME sector can be conducted after identifying their requirements. She also stated that



stress management, mental and emotional health, time management, cross-cultural sensitivity, change management, and people skills could be identified for training programmes in minor concerns or other educational institutions. The involvement of faculty members in consultancy assignments is contingent upon their respective capabilities, as Bro expresses. Alphonse Nesamony. Dr Natika Poddar stated that the faculty members have identified areas for consultancy, and the brochure is planned. Ms Blowsita said the brochure could be circulated to the alum members and students to generate awareness of the consultancy areas.

### Sponsored Projects

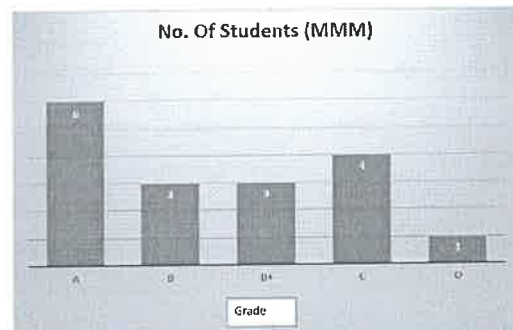
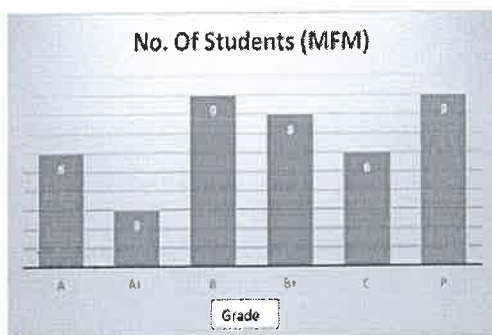
Dr Natika Poddar informed in the meeting that ICSSR WRC sponsored a five-day 'Symposium on National Education Policy 2020' for Rs 25000. The symposium was held from 26 September 2022 to 30 September 2022. She also said that St. Francis Institute of Management and Research (SFIMAR), Borivali organised One Week Online Faculty Development Program / Certificate Program on "OUTCOME BASED EDUCATION: PARADIGM SHIFT IN HIGHER EDUCATION" from 6th May to 12th May 2023 in collaboration with MHRD Govt. of India and Guru Angad Dev Teaching Learning Centre of MHRD (PMMMNMTT), SGTB Khalsa College, University of Delhi.

Bro. Alphonse Nesamony stated that such training programmes can be conducted globally for higher educational institutions in the US, Europe, etc.

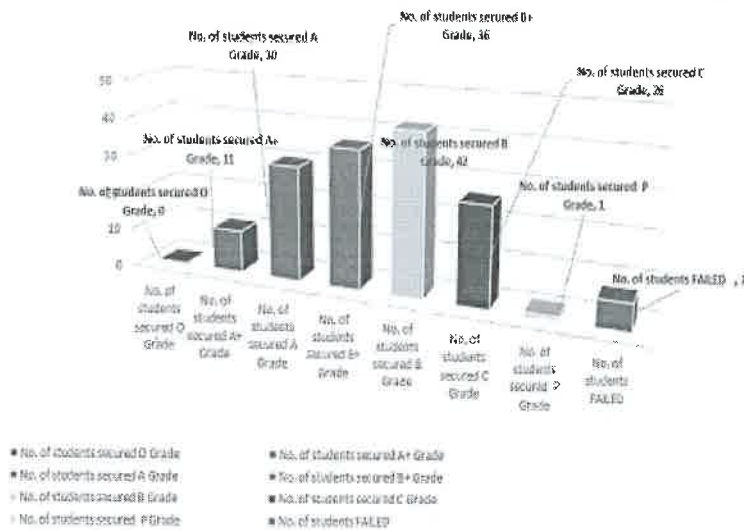
### Examination and Assessment

Dr Smita Jesudasan presented the results of the programmes offered in SFIMAR -

- Three Years Management Programme- MMM/ MFM- Semester 5, 100%

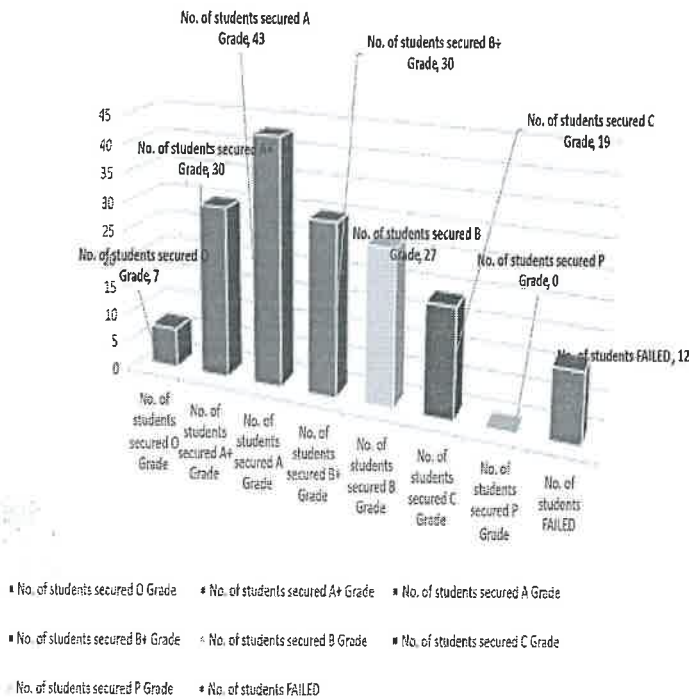


■ MMS Programme -Semester 3 , 95.42%



No. of students appeared	153
No. of students secured O Grade	0
No. of students secured A+ Grade	11
No. of students secured A Grade	30
No. of students secured B+ Grade	36
No. of students secured B Grade	42
No. of students secured C Grade	26
No. of students secured P Grade	1
No. of students FAILED	7

• MMS Programme-Semester 1 , 92.86% Pass Percentage



No. of students appeared	168
No. of students secured O Grade	7
No. of students secured A+ Grade	30
No. of students secured A Grade	43
No. of students secured B+ Grade	30
No. of students secured B Grade	27
No. of students secured C Grade	19
No. of students secured P Grade	0
No. of students FAILED	12

**Ms Sanchayita Banerjee stated the following updates -**

- Vmedulife software has been procured for OBE and LMS
- Question Papers are prepared based on mapping to Course Outcomes and Bloom Taxonomy Levels



- SFIMAR has hosted the University Examinations for MMS and part-time programmes
- Dr G Ramesh and Dr Natika Poddar were the paper Setters for the University Examinations
- Dr G Ramesh, Dr Natika Poddar, Dr Smita Jesudasan, Dr Sasmita Singh, and Prof. Sandeep K. were the Assessors for the University Examinations.

### **International Exchange**

Dr Smita Jesudasan presented the updates for the international collaboration –

- International Guest Lectures
  1. On the 13th of August 2022, Dr Mike Ivanoff, CEO and founder at Global Box and professor- at the University of the Fraser Valley, the international guest speaker, spoke about “Building the Workforce of the 21<sup>st</sup> Century”.
  2. The Business Ethics & Business Communication Guest Lecture was held on 7 January 2023 on the topic “Intercultural Sensitivities- The Japanese Culture” by Mr. Kuniaki Takahashi, deputy CEO at Universal Sompo General Insurance.
- International Study Tour to Dubai – British University in Dubai and Panis Shah and Associates
- International MOUs – Binary University, Malaysia and Ottawa University, USA
- Study Abroad Programme at Binary University, Malaysia.
- International Summer Placements in Canada
- Certification on HR Functions - Session on 27th Aug. Saturday: "Learning & Development / Training & Development“ by Ms. Sheril Dsouza, Charles Darvins University of (Australia)

Mr Hardik Shah stated that international collaboration activities must be communicated to students. Ms Bhuvaneshwari remarked that they can be posted on the social media. Mr. Saurabh Oak recommended implementing both student exchange and faculty exchange.

### **Faculty and Staff Growth/ Performance Appraisal**

Dr Smita Jesudasan stated that the following programmes were conducted for the growth and development of the faculty and staff members -

1. Picnic at Kamath Residency Resort from 16th to 17th June 2023
2. Yoga Day celebrated on 21st June 2023
3. Session on Stress Management and Meditation by B.K. Dhiraj on 23rd June 2023



#### 4. Canva workshop on 27, 30 June and 3rd July 2023

Dr Shalini Sinha stated that the AICTE guidelines will be followed for the performance appraisal of faculty and staff members. She also said that a FDP can be conducted on Artificial Intelligence and Machine Learning. Chairman Bro. Alphonse Nesamony stated that a Canva Workshop can be performed for alum members.

#### **Students Diversity**

Dr Smita Jesudasan presented the student break up for outside Mumbai and Outside Maharashtra State -

Outside Maharashtra State: 4

Outside Mumbai: 16

Total 20

#### **Branding of the Institution**

- Banner displayed at Borivali, Mira Road, and Vasai
- Advertisement in Suvarta- Marathi magazine at Vasai
- Distribution of pamphlets-- during CET exam, CMAT exam, Udaan, and Exuberance
- Arranged Webinar for aspirants.
- Theatre advertisement at Bhayandar, Mira Road, Vasai, Goregaon, Dahisar
- Regular notification in WhatsApp groups formed from various sources (Webinar registration, degree college visits, etc.)
- Degree College visits
- Posts on Social Media Platforms -Instagram, Facebook, LinkedIn, YouTube Live
- Faculty Meet with Corporate Summer Internship Guides
- Exuberance Advertisement with Radio Mirchi
- Cinema Theatre Screen Advertising
- Industrial Guest Lectures

Ms Martina stated that Google Ad Manager advertisements can be used for social media. Ms Bhuvaneshwari said that LinkedIn can be used for branding. Ms Vrinda suggested that students can repost the activities of SFIMAR on social media.



**Any other matter with the permission of the Chair**

Bro. Alphonse Nesamony stated that SFIMAR follows an inclusive environment, and many welfare measures have been implemented for disabled students. Mr Saurabh Oak suggested that sessions be conducted on Project Management by PMI. Dr Natika Poddar cited that the best start-ups from first-year students were awarded on an annual day. Mr Dilip Churi stated that students at SFIMAR will do well because of the many activities conducted for their well-being and holistic development.

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

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

