

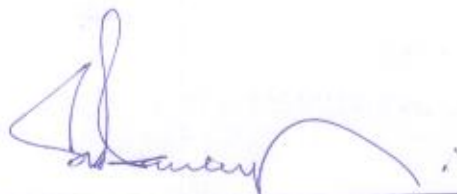
07-11-2019

**Internal Quality Assurance Cell****NOTICE**

The 15<sup>th</sup> meeting of IQAC Committee will be held on Thursday, 14<sup>th</sup> November 2019 at 1<sup>st</sup> floor, Conference room at 1:00 pm. The following business will be transacted at the meeting.

**AGENDA**

1. To read and approve the minutes of 14<sup>th</sup> IQAC meeting held on 18<sup>th</sup> July 2019
2. To discuss the matters arising out of minutes
3. To brief the members on the Action taken report on the minutes of the meeting held on 18<sup>th</sup> July 2019
4. To provide details to the members about the Value-Added Courses
5. To announce the date for Mentoring to the members
6. To brief the members on the respective Conclaves
7. To update the members on the Alumni Meet
8. To update the members on the Examination schedules
9. To discuss any other matter with the permission of the Chair



Prof. Somesh Banerji  
IQAC Coordinator

### Minutes of the meeting of Members of the IQAC

IQAC 2019-20/MoM/Q2

14.11.2019

The 15<sup>th</sup> meeting of the members of IQAC Committee was held on 14<sup>th</sup> November 2019 at first floor conference room at 1:00 pm.

The following members were present:

Sr No	Name	Designation	Role
1	Dr. C. Babu	Director	Chairperson
2	Dr. Sharad Kumar	Dean Academics & Research	Member
3	Dr. Sarita Vichore	Professor	Member
4	Prof. Somesh Banerji	Associate Professor	IQAC Coordinator
5	Dr. Sarika Jain	Associate Professor	Member
6	Dr. Sanchita Banerjee	Associate Professor	Member
7	Dr. Sumana Chaudhuri	Assistant Professor	Member
8	Dr. Shailja Badra	Assistant Professor	Member
9	Prof. Priyanka Oza	Assistant Professor	Member
10	Dr. Dhanashree Potey	Assistant Professor	Member
11	Mr. (Rotarian) Manoj Nayak	VP & Chief Information Security Officer, SBI Life Insurance Company Ltd.	Industry Expert
12	Ms. Sunita Pujar	Librarian	Member
13	Ms. Aaliya Mulla	Alumna	Member

The following members who expressed their inability to attend the meeting were granted a leave of absence:

1. Ms. Kavita Darji, Registrar
2. Ms. Nisha Walavalkar, Student representative, PGDM
3. Ms. Mitali Vete, Student representative, MMS

The following points were put forth, discussed, and accepted in the meeting:

#### Agenda 1: To read and approve the minutes of 14<sup>th</sup> IQAC meeting held on 18<sup>th</sup> July 2019

The minutes of 14<sup>th</sup> IQAC meeting held on 18<sup>th</sup> July 2019 were read and approved.

**Agenda 2: To discuss the matters arising out of minutes**

No points were raised by the members in the meeting

**Agenda 3: To brief the members on the Action taken report on the minutes of the meeting held on 18<sup>th</sup> July 2019**

The ATR's for the minutes held on 18<sup>th</sup> July, 2019 were presented to the committee.

**Agenda 4: To announce and present to the members on the Value-Added Courses**

Dr. Sharad Kumar, Dean, and Prof. Pooja Goswami made the presentation on Value Added Courses for PGDM students. Dr. Sharad Kumar stated that reshaping the Rural Immersion program should be taken up. And to create some more differentiators to make the PGDM program attractive. He also added that Outbound is compulsory. Students to opt for one out of three options:

- Rural Immersion
- Workshop
- Certification

**Agenda 5: To announce to the members the dates for Mentoring**

Dr. Padma, stated that Mentoring will start effectively from 2<sup>nd</sup> November 2019.

**Agenda 6: To brief the members on the respective Conclaves**

Update on the Conclaves was given by the respective heads as follows:

- Finance Conclave will be held on 16<sup>th</sup> November. Awaiting sponsors confirmation and then final budget will be made for approval. Speakers have been finalized.
- HR Conclave is on 23<sup>rd</sup> November. - Four speakers are finalized. Budget approval was under process.
- Touge will be on 30<sup>th</sup> November. Sponsorship is underway. Speakers are also almost finalized.
- Opession will be held on 7<sup>th</sup> December. Out of four speakers, three have confirmed. Confirmation from one speaker is awaited.

**Agenda 7: To update the members on the Alumni Meet**

Prof. Maneesh Gupta updated that the Alumni Meet date is scheduled for 14<sup>th</sup> December 2019. The venue would be Mumbai Metro, Andheri (East).

**Agenda 8: To update the members on the Examination**

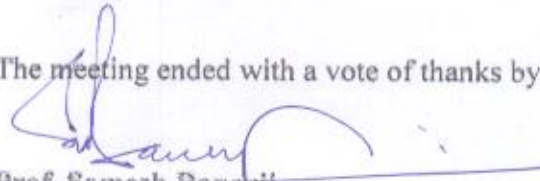
Dr. Sarika Jain informed that faculty members to send the computer lab related exam request much in advance (at least ten days before) to the examination and admin department to organize the lab requirement accordingly. She further added that the respective faculty member should be available during their exam in the computer lab.

- Regarding question papers – three sets of the question paper should be prepared, and two sets to be sent to the examination department.
- The question paper should have a different case study with questions.
- Faculty members to send duly vetted question papers on time to the examination department.
- Dr. Babu asked faculty members to submit a course outline, question papers, and answer sheets on time to Dr. Sarika Jain.

**Agenda 9: To discuss any other matter with the permission of the Chair**


- The Director informed that due to budgetary issues, DSIMS was cutting down few expenses. He mentioned that this academic year, the library will not subscribe to both databases EBSCO-Business Source Premier along with 'E-Books and Harvard Business School Publishing - Case Studies. Faculty members have to depend on open access resources like - Google Scholar etc.
- 12<sup>th</sup> December 2019, close to hundred principals of different graduate colleges would be invited for a seminar on National Education Policy by Dr. Sengupta between 2 pm and 5 pm at DSIMS.
- 11<sup>th</sup> January 2020, big event on E-Cell at DSIMS would be conducted in association with HEF. Prof. Nilesh will be in-charge of this event
- All Ph.D. holding faculty members to fill up the form sent on email immediately as it is required for NAAC purposes. This form to be sent to Mumbai University for further registration.

The meeting ended with a vote of thanks by the IQAC Coordinator.



Prof. Somesh Bencrji  
IQAC Coordinator

Read Confirmed and Signed on



Dr. C Babu  
Chairperson



**Internal Quality Assurance Cell****Action Taken Report**

Ref: IQAC 2019-20/MoM/Q2/14.11.2019

ATR No. 2019-20/02

**Agenda 4:** Suggestions for re-shaping the Rural Immersion intervention to make it more impactful and flexible were put forward by Dean.

**Agenda 5:** Mentoring has commenced from 2<sup>nd</sup> November 2019, as reported by Dr. Padma

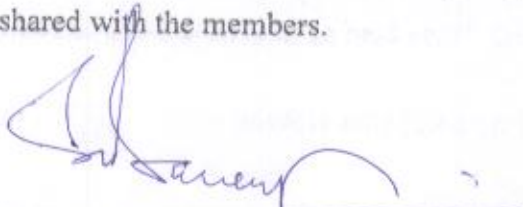
**Agenda 6:** Conclaves – Financia, HR-O-Scope, and Touge were successfully conducted as per schedule. Opession is to be held on 7<sup>th</sup> December 2019.

**Agenda 7:** The Alumni Meet is scheduled on 14<sup>th</sup> December 2019.

**Agenda 8:** Guidelines regarding the setting of Question Papers and the use of Computer Lab for exam purposes were laid down by the Controller of Examinations.

**Other Agenda Points:**

Director advised Faculty to use more open access resources, in preference to paid resources like EBSCO and HBS, in view of budgetary constraints. E-Cell and HEF program details were shared with the members.



Prof. Somesh Banerji  
IQAC Coordinator



Dr. C Babu  
Chairperson

