

16-03-2022


## Internal Quality Assurance Cell

### NOTICE

The 25<sup>th</sup> meeting of IQAC Committee will be held on Saturday, 24<sup>th</sup> March 2022 at 11:00 am at 1<sup>st</sup> floor conference room. The following business will be transacted at the meeting.

### AGENDA

1. To read and approve the Minutes of 24<sup>th</sup> IQAC Meeting held on 8<sup>th</sup> January 2022
2. To discuss the Matters arising out of Minutes
3. To brief the members on the ATR of the Minutes of the Meeting held on 8<sup>th</sup> January 2022
4. To inform about MMS Admission 2022-23
5. To discuss on Students Social Media Committee
6. To update on Examination
7. To update on MMS Degree Distribution
8. To discuss on Course Completion
9. To report on Managers in Making (MiM)
10. To update on Summer Internship Programme (SIP) and Capstone projects
11. To brief about Sabrang / Versus & Alumni Cricket Tournament
12. To update on CSR
13. To inform about AQAR 2020-21
14. To report on Research activities
15. To brief on Social media activities
16. To announce the New initiatives
17. To discuss any other matter with the permission of the Chair



**Dr. Sumana Chaudhuri**  
IQAC Coordinator, DSIMS

## Minutes of the meeting of Members of the IQAC

IQAC 2021-22/MoM/Q4

24.03.2022

The 25<sup>th</sup> meeting of the members of IQAC Committee was held on 24<sup>th</sup> March 2022 at 1<sup>st</sup> floor conference room 11:00 am.

The following members were present:

SN	Name	Designation	Role
1	Dr. C. Babu	Director	Chairperson
2	Dr. Sarika Jain	Professor	Member
3	Dr. Sumana Chudhuri	Associate Professor	IQAC Coordinator
4	Dr. Sanchita Banerjee	Associate Professor	Member
5	Prof. Priyanka Oza	Assistant Professor	Member
6	Dr. Dhanashree Potey	Assistant Professor	Member
7	Mr. Mangesh Prakash Wachasundar	Deputy Quality Manager, Crane Process Flow Technologies (India) Ltd.	QM Expert
8	Dr. Shailja Badra	Assistant Professor	Member
9	Ms. Sunita Pujar	Librarian	Member
10	Ms. Prajyot Mahajan	Student representative	Member

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

- Mr. Satish Karandikar, QM Expert
- Ms. Kavita Darji, Registrar
- Ms. Rupali Sarwagi, Alumna
- Mr. Pankhil Parekh, Student representative

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

**Agenda 1: To read and approve the minutes of 24<sup>th</sup> IQAC meeting held on 8<sup>th</sup> January 2022**

The minutes of 24<sup>th</sup> IQAC meeting held on 8<sup>th</sup> January 2022 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 8<sup>th</sup> January 2022**

The ATR's for the minutes held on 8<sup>th</sup> January 2022 were presented to the committee.

**Agenda 4: To inform about MMS Admission 2022-23**

- Dr. Babu, Director, DSIMS updated regarding the MHCET examination will be held in the month of August and the MMS new batch may begin by end of November/December 2022.

**Agenda 5: To discuss on Students Social Media Committee**

- SM Committee in-charge informed that a mail has been sent to HODs and Event Heads to nominate one student per domain and after the receipt of nominations, the committee would be formed, in a week or two.
- Further it was announced that 3 professors are in-charge of Social Media promotion. Dr. Babu asked the in-charge professors to update all the recent activities in the social media. MOU/SEP/Yoga etc can be uploaded in the social media. He also asked to involve the campus photographer as and when required and all the details should go to Mr. Vikas to do the needful.

**Agenda 6: To update on Examination**

- Capstone marks are pending to receive. Marketing Workshop marks are pending and the results are expected to be released by beginning of the next week

**Agenda 7: To update on MMS Degree Distribution**

- Dr. Babu informed that Chief Guest for MMS Degree Distribution Ceremony is pending. This will be done in a week's time. Also, he asked the faculty members to suggest anybody who holds the designation as CEO, MD working for a commercial organisation. Prof. Priyanka said that all the requirements for MMS Degree Distribution are ready. Only invitation is pending. Further, she informed that the details of the arrangements of the Ceremony to be held on 23<sup>rd</sup> April, 2022. Dry run to be held on the previous day, 22<sup>nd</sup> April on the 6<sup>th</sup> Floor Seminar Hall. Live Streaming would be done on the 6<sup>th</sup> Floor, MDP Room.

**Agenda 8: To discuss on Course Completion**

- It was updated that FYMMS (Sem II) has started and will continue another week before the students leave for Summer Internship (SIP); the rest of the sessions will be conducted Post SIP. SYMMS (Sem IV) Internal courses are over & exam is on 30 April 2022; some sessions of University paper Project Management will continue till mid-May and it's exam is on 20 May 2022.

**Agenda 9: To report on Managers in Making (MiM)**

- MiM presentation was made by Prof. Anthony. He made two suggestions in his presentation (1) to give 10 minutes to every session where students will be asked questions from the previous session as a recap, one question per student and (2) one hour every month which contains:
    - Domain wise interaction with faculties
    - 30 minutes every fortnight
    - Stress Interview type interaction
- Faculty members present had different opinion / suggestions hence it was decided that after crystalizing the suggestions / thoughts from other faculty members the same points can be discussed in the weekly faculty meeting.

**Agenda 10: To update on Summer Internship Programme (SIP) and Capstone projects**

- Prof. in-charge updated that pre-SIP workshop will be conducted on 27<sup>th</sup> & 28<sup>th</sup> April 2022 for MMS Batch (A & B) division. The SIP term for students will start from 9<sup>th</sup> May till 2<sup>nd</sup> July 2022.
- Dr. Nehal said final capstone viva went off well. 25<sup>th</sup> & 26<sup>th</sup> there will be MMS VIVA for all specialization. Some faculty members suggested that quality and discipline should be tightened for Pre-SIP

**Agenda 11: To brief about Sabrang / Versus & Alumni Cricket Tournament**

- Sabrang will be held on 6<sup>th</sup> May, 2022 at Saraf Hall. As this cultural event is for one day everything is clubbed in one format under the theme 'Talent Show'. Working on communicating with other college students to collaborate and also working invite & sponsorship. Under the supervision of one faculty member, it is been decided to allow students on Sunday for practice.
- Versus dates are fixed for two days – 22<sup>nd</sup> & 23<sup>rd</sup> April, 2022. Both outdoor games and indoor games are organized like cricket, football, table tennis, carom etc., at the Turf.
- Prof. Zubin and Prof. Maneesh are in-charge of this tournament. Prof. Zubin said that all the requirements needed for this tournament has been forwarded to Admin department except Jersey. Alumni are expected to get three quotations for the Jersey.

**Agenda 12: To update on CSR**

- Dr. Sarika informed that Earth Day celebrated for four days during the month of April between 19<sup>th</sup> till 21<sup>st</sup>. She also added that the detailed plans for this year's CSR activities will be shared in 2/3 weeks' time. Dr. Sarika asked for voluntarily self-nominate two faculty members as it is difficult to manage alone the CSR activity like to communicate with students and make them more pro-active.

**Agenda 13: To inform about AQAR 2020-21**

- IQAC Coordinator Dr. Sumana said that the AQAR report work to be owned by the seven criterion owners and the quality assurance initiatives of the Institute falls under their respective criterion need to be shared with the IQAC.

**Agenda 14: To report on Research activities**

- It was announced that International Research Conference is deferred as it will be jointly held with AMDISA in September 2022.

**Agenda 15: To brief on Social media activities**

- Dr. Babu asked the faculty members to write a few blogs in 200 to 500 words as this is required by Shiksha.com and MBA Universe. Faculty members are waiting for the suggestion / points from the Director to write a blog.
- It is discussed that on 6<sup>th</sup> July the video shoot will be held for the faculty members and on 9<sup>th</sup> July video shoot for Alumni has been fixed.

**Agenda 16: To announce the New initiatives**

- **Leadership Series – Fireside Chat on Leadership** - It was announced by Prof. Apurva Mehta, that Mr. Satish Rao, CEO of Swiss Pharma Company has been invited on 21<sup>st</sup> May, 2022 on the 6<sup>th</sup> floor, Seminar Hall (623) @ 2.00 pm onwards to talk on the book written by him 'Can I Fly'. This session will be in the form of the conversation rather than a lecture. Few copies of the book 'Can I Fly' was suggested by the faculty members in the library for reference.
- **Meet the Celebrity** - The Director announced that the Institute has invited Mr. Devdutt Pattanaik as Meet the Celebrity on 21<sup>st</sup> May. The online session will be held for one hour from 4.00 pm onwards. Students, Alumni and Trustees are the target audience.
- Invited Devdutt Pattanaik as **Meet the Celebrity** on 21<sup>st</sup> May. The online session will be held for one hour from 4.00 pm onwards. Students, Alumni and Trustees are the target audience.

**Agenda 17: To discuss any other matter with the permission of the Chair**

- It is discussed that since we are back to the normalcy after covid, the office timing needs to be maintained like earlier. The fixed office timing should be maintained between 10.00 am to 3.00 pm. The muster will be kept on the 2<sup>nd</sup> floor from now onwards to maintain the attendance.

- Faculty meetings will be conducted offline henceforth on the 6<sup>th</sup> Floor, MDP Room.
- Certificate of Accreditation received from the Executive Committee of the NAAC team. This will be shown on the Convocation Day and then it will be kept in the admin office.
- Dr. Sumana Chaudhuri is in-charge of IQAR. Team of members will be announced in due course.
- NAAC Workshop on 28<sup>th</sup> & 29<sup>th</sup> April will be held in Vidyalankar. The details will be shared by Dr. Babu to all faculty members. Interested faculty members can attend the workshop.

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



**Dr. Sumana Chaudhuri**  
IQAC Coordinator

**Read Confirmed and Signed on**



**Dr. C Babu**  
Chairperson



## Internal Quality Assurance Cell

### Action Taken Report

Ref: IQAC 2021-22/MoM/04/24.03.2022

ATR No. 2021-22/04

**Agenda 1:** Minutes of the 24<sup>th</sup> IQAC meeting held on 8<sup>th</sup> January 2022 were read and approved, as reported.

**Agenda 2:** No matters were raised by the members in the meeting, as reported.

**Agenda 3:** Members were briefed on the ATRs for the meeting held on 8<sup>th</sup> January 2022, as reported.

**Agenda 4:** Nil

**Agenda 5:** Social Media Committee has been formed and the committee assigned the tasks to students as per the domain nominated by the faculty members. The in-charge professors updated about the recent activities of DSIMS on the social media. The campus photographer was involved in all the activities.

**Agenda 6:** Capstone marks were received and results were declared on 30<sup>th</sup> April 2022. Marketing Workshop marks were declared on 4<sup>th</sup> May 2022.

**Agenda 7:** MMS Degree Distribution Ceremony was held on Saturday, April 23, 2022 and Shri Rajiv Rehlan, MD & CEO of NCCL was the Chief Guest of the ceremony. Live Streaming has been provided to the remote audience.

**Agenda 8:** FYMMS (Sem II) Classes completed as per the schedule. As mentioned the rest of the sessions will be conducted Post SIP. SYMMS (Sem IV) exams held 30<sup>th</sup> April 2022; and the University paper, Project Management exam held on 20 May 2022.

**Agenda 9:** Managers in Making (MiM) will continue with the same syllabus for the current year batch, but will make additions (as suggested by faculty members) in next batch.

**Agenda 10:** Pre-SIP workshop conducted on 27<sup>th</sup> & 28<sup>th</sup> April 2022 for MMS Batch (A & B) division. The SIP term for students started from 9<sup>th</sup> May 2022.

**Agenda 11:** Sabrang held on 6<sup>th</sup> May, 2022 at Saraf Hall, Versus held on 22<sup>nd</sup> & 23<sup>rd</sup> April, 2022. Both outdoor games and indoor games were organized like cricket, football, table tennis, carom etc., at the Turf.

**Agenda 12:** Under the banner of CSR activities, as informed by Dr. Sarika, Earth Day has been celebrated for four days from 19<sup>th</sup> to 21<sup>st</sup> April 2022.

**Agenda 13:** Last date of Submission of AQAR 2020-21 is July 31<sup>st</sup> 2022. So it will be submitting before that.

**Agenda 14:** The Remsons International Research Conference will be held on 24<sup>th</sup> September 2022.

**Agenda 15:** Blogs were written by the faculty members and uploaded on social media and video shoots held on 6<sup>th</sup> & 9<sup>th</sup> July for faculty and Alumni.

**Agenda 16:** – As announced for *Leadership Series – Fireside Chat on Leadership initiative*, Mr. Satish Rao, CEO of Swiss Pharma Company has been invited on 21<sup>st</sup> May, 2022 to talk on the book written by him 'Can I Fly'. And another initiative, for *Meet the Celebrity*, Mr. Devdutt Pattanaik took an online session on on 21<sup>st</sup> May at 4 pm. Students, Alumni and Trustees were attendees of the session.

**Agenda 17: To discuss any other matter with the permission of the Chair**

- Regular timings were maintained by all the staff and faculty members
- Faculty meetings were started conducting offline
- Certificate of Accreditation received from the Executive Committee of the NAAC team has been displayed in the Convocation Day



**Dr. Sumana Chaudhuri**  
IQAC Coordinator, DSIMS



**Dr. C Babu**  
IQAC Chairperson, DSIMS

