

04-07-2022

Internal Quality Assurance Cell**NOTICE**

The 26th meeting of IQAC Committee will be held on Thursday, 7th July 2022 at 12:00 pm.
The following business will be transacted at the meeting.

AGENDA

1. To read and approve the minutes of 25th IQAC meeting held on 24th March 2022
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 24 March 2022
4. To report on the Academic performance evaluation of AY 2022-23
5. To brief the members on the plans and timelines of the Academic Calendar 2022-23
6. Formation of Statutory, Non-Statutory and other Committees for AY 2022-23
7. To update on Placement
8. To discuss on the progress of NAAC
9. To brief on Mentoring
10. To brief on MiM
11. To announce the CDC Meeting
12. To discuss on alumni connect
13. To discuss any other matter with the permission of the Chair



Dr. Sumana Chaudhuri
IQAC Coordinator

Minutes of the meeting of Members of the IQAC

IQAC 2022-23/MoM/Q1

07.07.2022

The 26th meeting of the members of IQAC Committee was held on 7th July 2022 at 12:00 pm.

The following members were present:

SN	Name	Designation	Role
1	Dr. C. Babu	Director	Chairperson
2	Dr. Sarika Jain	Associate Professor	Member
3	Dr. Sumana Chudhuri	Associate Professor	IQAC Coordinator
4	Dr. Sanchita Banerjee	Associate Professor	Member
5	Dr. Shailja Badra	Assistant Professor	Member
6	Prof. Priyanka Oza	Assistant Professor	Member
7	Dr. Dhanashree Potey	Assistant Professor	Member
8	Mr. Satish Karandikar	Head, Product Planning, Commercial Vehicle, Mahindra & Mahindra Ltd	Industry Expert
9	Mr. Mangesh Prakash Wachasundar	Deputy Quality Manager, Crane Process Flow Technologies (India) Ltd.	QM Expert
10	Mr. Sharad Shejawal	Registrar	Member
11	Ms. Sunita Pujar	Librarian	Member
12	Ms. Rupali Sarawagi	Alumna	Member
13	Ms. Shormishta Sen	Student representative	Member
14	Mr. Neel Raheja	Student representative	Member

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

1. Ms. Rupali Sarawagi, Alumna

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

Agenda 1: To read and approve the minutes of 25th IQAC meeting held on 24th March 2022

The minutes of 25th IQAC meeting held on 24th March 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 24th March 2022

The ATR's for the minutes of the meeting held on 24th March 2022 were presented to the committee.

Agenda 4: To report on the Academic performance evaluation of AY 2022-23

Report on academic performance of MMS students for the academic year 2022-23 was placed on record by Examination Convener. The result analysis was as follows:

Program	Batch	No. of students appeared	No. of students passed	Pass Percentage (%)
MMS – 2nd year	2020-22 Semester IV	84	84	100%
MMS – 1st year	2021-23 Semester I	98	98	100%

Agenda 5: To brief the members on the plans & timelines of the Academic Calendar 2022-23

Academic Calendar was presented by the chairpersons of the MMS program.

ACADEMIC CALENDAR - A. Y. 2022-2023		
Master of Management Studies (Batch 2021-2023)		
Module/Event	Semester III	Semester IV
Boot Camp	17th October 2022	
Commencement of Regular Classes	18th October 2022 to 15th February 2023	25th February 2023
Mid-term Break		
Diwali Vacation	22nd October 2022 to 26th October 2022	
Term-End Examination	18th January 2023 to 25th January 2023	14th May 2023
University Exam	23rd February 2023	Depending on when the university exams of Semester III gets over
Declaration of Result		
Winter Break	25th December 2022 to 31st December 2022	
Events/Conclaves		
SIP VIVA (II Year)	29th July 2022	
Blood Donation	7th December 2022	
Foundation Day	11th February 2023	
Opseession Convlave	11th March 2023	
Touge Conclave	25th March 2023	
Financia Conclave	18th March 2023	
HR Conclave	18th March 2023	
Sabrang	29th March 2023	
Versus	16th & 17th February 2023	
MMS Convocation 2023	6th May 2023	
Capstone VIVA (II Year)	5th, 6th, and 8th April, 2023	
ACADEMIC CALENDAR (A. Y. 2022-2023)		
Master of Management Studies (Batch 2022-2024)		
Module/Event	Semester I	Semester II
Orientation	28th November 2022 & 29th November 2022	NA
Commencement of Regular Classes	30th November 2022 to 24th February 2023	10th March 2023 to 9th September 2023
Mid-term Break		

Diwali Vacation	22nd October 2022 to 26th October 2022	
Term-End Examination	27th February to 8th March 2023	1st September 2023 to 9th September 2023
Declaration of Result		
Winter Vacation	25th December 2022 to 31st December 2022	
Summer Internship Program	1st May 2023 to 30th June 2023	
Events/Conclaves		
Blood Donation	7th December 2022	
Foundation Day	11th February 2023	
Opseccion Convlave	11th March 2023	
Touge Conclave	25th March 2023	
Financia Conclave	18th March 2023	
HR Conclave	18th March 2023	
Sabrang	29th March 2023	
Versus	16th & 17th February 2023	
MMS Convocation 2023	6th May 2023	

Agenda 6: Formation of Statutory, Non-Statutory and other Committees for 2022-23

Statutory, non-Statutory and other committees noted below were formed.

Statutory Committees 2022-23			
Committee	Members	Designation	Role
Grievance Redressal Committee	Dr.C. Babu	Director	Chairperson
	Dr Sarika Jain	Associate Professor	Member
	Dr C Kaushik	Associate Professor	Member
	Prof Maneesh Gupta	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Convenor
	Mr. Neel Raheja	Student Representative	Member
Anti-Ragging Squad	Dr Nehal Joshipura	Assistant Professor	Member
	Dr Chandrashekar Kaushik	Associate Professor	Member
	Dr Sarika Jain	Associate Professor	Member
	Dr. Shailja Badra	Assistant Professor	Member
	Dr. Sumana Chaudhuri	Associate Professor	Member
Anti-Ragging Committee	Dr. C. Babu	Director	Convenor
	Mr Sharad Shejawal	Registrar	Member-Secretary
	Dr. Sarika Jain	Associate Professor	Member
	Ms. Shilpa Ghume	Program Coordinator	Member
	Mr. George Fernando - Inspector of Police	Representative from Police	Member

	Mr. Shailesh Sayajirao Kasbe - Senior Account - Executive Media Relations, Adfactors PR Pvt. Ltd.	Rep. From Local Media	Member
	Mr. Thomas Adaikalam-Head Volunteering Kotak Education Foundation	Rep. from NGO	Member
	Harsham Acharya	Student Representative	Member
	Aakanksha More	Student Representative	Member
	Vishal Singh	Parents Representative	Member
	Niranjan Shinde	Parents Representative	Member
Internal Complaints Committee	Dr Sarika Jain	Associate Professor	Presiding Officer
	Dr. Sanchita Banerjee	Associate Professor	Member
	Mr Sharad Shejawal	Registrar	Member- Secretary
	Mr. Neel Raheja	Student Representative	Member
	Mr. Akhil Dhar	Student Representative	Member
	Ms. Saie Parab	Student Representative	Member
	Ms. Mangala Marathe SWADHAR -NGO	NGO	Member
	Ms Shilpa Ghume	Non-teaching-Program coordinator(SC/ST/OBC etc)	Member
Internal Quality Assurance Cell	Dr. C. Babu	Director	Chairperson
	Dr. Sarika Jain	Associate Professor	Member
	Dr. Sumana Chudhuri	Associate Professor	IQAC Coordinator
	Dr. Sanchita Banerjee	Associate Professor	Member
	Dr. Shailja Badra	Assistant Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Member
	Dr. Dhanashree Potey	Assistant Professor	Member
	Mr. Satish Karandikar	Head, Product Planning, Commercial Vehicle, Mahindra & Mahindra Ltd	Industry Expert
	Mr. Mangesh Prakash Wachasundar	Deputy Quality Manager, Crane Process Flow Technologies (India) Ltd.	QM Expert
	Mr Sharad Shejawal	Registrar	Member
	Ms. Sunita Pujar	Librarian	Member
	Ms. Rupali Sarawgi	Alumnus	Member
	Ms. Shormistha Sen	Student representative	Member
	Mr. Neel Raheja	Student representative	Member

Non Statutory Committees 2022-23			
Committee	Members	Designation	Role
Unfair Means Inquiry Committee	Dr C Babu	Director	Member
	Dr.Shailja Badra	Assistant Professor	Member
	Prof Anthony Colaco	Assistant Professor	Member
	Dr Sumana Chaudhuri	Associate Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Convener
	Dr Nehal Joshipura	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member-Secretary
Attendance Committee	Dr C Babu	Director	Member
	Dr Sanchita Banerji	Associate Professor	Convener
	Dr.Shailja Badra	Assistant Professor	Member
	Dr Sumana Chaudhuri	Associate Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member-Secretary
Examination Committee	Dr C Babu	Director	Member
	Dr Sumana Chaudhuri	Associate Professor	Convener
	Dr.Shailja Badra	Assistant Professor	Member
	Dr Nehal Joshipura	Assistant Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member-Secretary
	Mr Nair	Executive-Examiner	Member
Disciplinary Committee	Dr C Babu	Director	Member
	Dr.Shailja Badra	Assistant Professor	Convener
	Prof Anthony Colaco	Assistant Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member
Library Committee	Dr. C Babu	Director	Chairperson
	Dr. Sarika Jain	Associate Professor	Member
	Prof. Maneesh Gupta	Assistant Professor	Member
	Dr. Shailja Badra	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member
	Ms. Sunita Pujar	Librarian	Member Secretary
	Ms. Shivani Wagle	Student Representative	Member
	Mr. Suraj Vaishnav	Student Representative	Member
Research Committee	Dr C Babu	Director	Member
	Dr Sumana Chaudhuri	Associate Professor	Convener
	Dr. Sarika Jain	Associate Professor	Member

	Dr Nehal Joshipura	Assistant Professor	Member
	Dr Dhanashree Potey	Assistant Professor	Member
	Ms Sunita Pujar	Librarian	Member
Institute Perspective Plan Committee	Dr C Babu	Director	Convener
	Dr Sumana Chaudhuri	Associate Professor	Member
	Dr Nehal Joshipura	Assistant Professor	Member
	Mr Sharad Shejawal	Registrar	Member-Secretary
	Dr Sarika Jain	Associate Professor	Member
	Dr C Kaushik	Associate Professor	Member
	Dr. Shailja Badra	Assistant Professor	Member
	Dr Sanchita Banerji	Associate Professor	Member
	Prof Anthony Colaco	Assistant Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Member
	Ms Sunita Pujar	Librarian	Member

Other Committees-DSIMS 2022-23			
Committee	Members	Designation	Role
ISR	Dr C Babu	Director	Member
	Dr. Sarika Jain	Associate Professor	Convener
	Mr Sharad Shejawal	Registrar	Member
	Dr Shailja Badra	Assistant Professor	Member
	Mr. Neel Raheja	Student Representative	Member
	Ms. Prachi Tanna	Student Representative	Member
	Mr. Sudhanshu Raut	Student Representative	Member
	Ms. Pooja Gupta	Student Representative	Member
	Ms. Alifiya Contractor	Student Representative	Member
Cultural	Dr Dhanashree Potey	Assistant Professor	Member
	Prof. Priyanka Oza	Assistant Professor	Convener
	Ms. Rajvi Gorasia	Student Representative	Member
	Mr. Neel Raheja	Student Representative	Member
	Ms. Milli Kumari	Student Representative	Member
	Ms Radhika Patodia	Student Representative	Member
	Ms. Akanksha More	Student Representative	Member
	Mr. Numaan Shaikh	Student Representative	Member
	Mr. Sudhanshu Raut	Student Representative	Member
Sports	Prof Maneesh Gupta	Assistant Professor	Convener
	Prof Zubin Sethna	Assistant Professor	
	Ms. Akanksha More	Student Representative	Member
	Mr. Neil Raheja	Student Representative	Member
	Mr. Harsham Acharya	Student Representative	Member

	Ms. Milli Kumari	Student Representative	Member
IIPC	Dr. C. Babu	Director	Member
	Dr. Sarika Jain	Associate Professor	Convener
	Dr. C. Kaushik	Associate Professor	Member
	Prof. Maneesh Gupta	Assistant Professor	Member
	Mr. Neel Raheja	Student Representative	Member
Alumni	Prof. Maneesh Gupta	Assistant Professor	Convener
	Mr. Neel Raheja	Student Representative	Member
	Mr. Jignesh Rajpurohit	Student Representative	Member
		Student Representative	Member
	Ms. Radhika Majithia	Student Representative	Member
	Mr. Siddhant Jadhav	Student Representative	Member
	Mr. Rajvi Gorasia	Student Representative	Member

Agenda 7: To update on Placement

A brief preamble on the Strategic Placement meeting held on 27 th June was presented by Placement Chair Professor. Many suggestions were given by the members, like re-introduction of ABCD grading, improvement in the quality of SIP and feedback after final placements should be in place etc.

Agenda 8: To discuss on AQAR

Director informed that the concerned stakeholders started working on uploading data in AQAR portal.

Agenda 9: To brief on Mentoring

It was discussed that mentoring activities for Second Year students will start after they complete their SIP and join back to the classes. It was proposed to commence mentoring by senior students to junior ones.

Agenda 10: To brief on MiM

It was discussed that the quotation has already been submitted, and the Program will be rolled out once the students will join back to the classes after completing their SIP.

Agenda 11: To update the CDC Meeting

Director informed that the College Development Committee (CDC) Meeting held on 21 May 2022. Institute's Development Plan, Annual Budget, NAAC Results had been discussed and Remsons Research report had been presented in that meeting.

Agenda 12: To discuss on Alumni connect

As a part of Alumni Connect endeavour, video shoot for Alumni would be held on 9 July 2022

Agenda 13: To discuss any other matter with the permission of the Chair

Nil.

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



Dr. Sumana Chaudhuri
IQAC Coordinator, DSIMS

Read Confirmed and Signed on



Dr. C Babu
IQAC Chairperson, DSIMS

Director
DURGADEVI SARAF INSTITUTE OF
MANAGEMENT STUDIES
Malad (W), Mumbai-400 064

Internal Quality Assurance Cell**Action Taken Report**

Ref: IQAC 2022-23/MoM/Q1/07.07.2022

ATR No. 2022-23/01

Agenda 1: Minutes of the 25th IQAC meeting held on 24th March 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 24th March 2022, as reported.

Agenda 4: The Academic performance evaluation for AY 2022-23, for both 1st year and second year of MMS were tabled. No action was necessary.

Agenda 5: Academic Calendar dates have discussed and all concerned stakeholders were advised to ensure that the given timelines were adhered to.

Agenda 6: All members of the Statutory, Non-statutory and other committees have been advised to activate their respective units and set their agendas for the year.

Agenda 7: Placement Cell started incorporating the suggestions received in the meeting for betterment of placement.

Agenda 8: Concerned stakeholders started working on AQAR portal for the AY 2021-22

Agenda 9: Mentoring Cell started working on their proposal.

Agenda 10: MiM Curriculum Planning is getting ready for the new Academic Year

Agenda 11: Concerned stakeholders started working on the suggestions received in the CDC Meeting

Agenda 12: Alumni video shoot held on 9th July 2022.



Dr. Sumana Chaudhuri
IQAC Coordinator



Dr. C Babu
Chairperson, IQAC

Director
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