

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Date: 12th September 2018

Venue: Seminar hall, FCRIMS

Members Present:

(1) Fr. Peter Fernandes	-	Member from Management
(2) Dr. Sujata Chincholkar	-	Chairman
(3) Dr. Manisha Karandikar	-	Co-ordinator
(4) Dr. Rakesh Walke	-	Member (Faculty)
(5) Mrs. Bindal Totlani	-	Member (Faculty)
(6) Ms. Neeta Keswani	-	Member (Placement Officer)
(7) Mr. Saurabh Sinha	-	Employer
(8) Mr. Rahul Lall	-	Alumnus
(9) Mr. Aditya Tikde	-	Student co-ordinator
(10) Ms. Purti Pradhan	-	Student co-ordinator
(11) Mr. Tanmay Savla	-	Student co-ordinator
(12) Ms. Sylvia Mathew	-	Student co-ordinator

Dr. Manisha Karandikar welcomed the members of IQAC for the second meeting of IQAC.

The IQAC team had some new members, Fr. Peter Fernandes, Mr. Tanmay Savla & Ms. Cynthia Mathew. Fr. Peter represents the management and had replaced Fr. Ivon Almeida. Mr. Tanmay Savla & Ms. Cynthia Mathew who are the Team Leaders of the junior batch were inducted as IQAC members. Since the admissions of Junior batch were done in July 2018, they were not present in the earlier meeting. After a quick introduction of new members, the meeting proceeded with the agenda set for the day.

Dr. Manisha Karandikar, the coordinator of the IQAC, briefed the members about the implementation of the initiatives discussed in the last IQAC meet. The committee members were informed about the orientation course conducted by the institute for the junior batch. The contents of the course and the implementation of the same were shared during the meeting. The student coordinator of junior batch Mr. Tanmay Savla shared with the team that since many students did not have a bachelor's degree in management, this orientation program helped in laying a foundation for the MMS program. Ms. Neeta Keswani told the committee that the feedback was collected on the entire orientation program and the feedback was average. The faculty members agreed that they would look at this feedback while devising the orientation program for next batch.

Dr. Manisha Karandikar also informed about the orientation program organized for the parents of the students of Junior batch. The faculty members discussed their experience of the program. The student co-ordinators had no feedback on this session. They said there were no discussions among their peers on the same. Fr. Peter suggested that we should collect feedback from the parents as well from next year.

In order to promote Entrepreneurship spirit among students, a session was conducted by CIBA for the Junior batch students as a part of Orientation program as was suggested in the last meeting of IQAC.

Ms. Neeta Keswani updated the IQAC team on initiation of the Extension Centre activities conducted by Department of Lifelong Learning of Mumbai University. She expressed that the process is long but will definitely help students evolve.

Dr. Manisha Karandikar briefed the committee about the employability/competency tests that were conducted for the Junior batch. Since the tests were shared with all committee members before it was administered, the committee members were aware about the contents of the test. The feedback received by Dr. Manisha Karandikar on the test was shared in the meeting. Dr. Manisha Informed the committee that the employability/competency test was conducted for the Junior batch and the results would be out by end of September. Mr. Saurabh Sinha asked the faculty members to share the scores with all IQAC members so that we can collectively decide on means of improving the required competencies of students.

The discussions then moved on the pedagogy being followed by the faculty members for various courses. Dr. Sujata Chincholkar, the chairman of the committee emphasized on the importance of MCQs as an effective means of assessment of students. Faculty members opined that some subjects have Multiple choice questions (Quiz) as part of assessment. Ms. Neeta Keswani also backed this suggestion as it would improve the performance of students in aptitude tests conducted by companies as a part of their recruitment program. It was decided that MCQs would be included in as many subjects as possible in this semester and then looking at the outcomes, it would be decided in the next IQAC meet whether it should be made mandatory in all courses of MMS.

Mr. Surabh Sinha suggested that the institute should form a forum for the educators/faculty members wherein industry managers would be invited to discuss on the practices followed in the industry on a specific topic covered in the syllabus. This would keep the faculty members updated on the recent industry trends and the knowledge can then be passed to the students via lectures. Ms. Neeta Keswani added that this would also help the industry to improve industry interface. Mr. Saurabh Sinha assured the committee that he can touch base with

relevant people in the industry for this forum. Further faculty could also look at subjects taken in other colleges for discussions at these forums.

Mr. Saurabh Sinha urged the faculty members to look at Agnel Charities as a company and look at means by which value can be added to the various institutes in this trust. He suggested that they can form small teams of students who are advanced learners and take up an annual problem that has to be solved by them. He also mentioned that faculty member should guide this team but students should play a main role in these activities. Eg. The recruitment process at Agnel's could be streamlined by HR students; Operations students could look at managing the canteen better so as to improve the efficiency of the system. Marketing students could look at creating awareness about some of the institutes. This could give students 'hands on' experience and will also benefit the institution as a whole. Thus it would turn to be a 'win-win' situation for both the students as well as institute. Fr. Peter agreed that the administration of Agnel's could be improved by this initiative. Rahul Lall, alumnus of FCRIMS also liked the concept and opined that it would help the students immensely. Dr. Sujata told Fr. Peter that they would seek his help for identifying problems that could be offered to students as projects as he can be a connecting point between all the institutes of Agnel Charities. The team leaders of the senior batch were also excited and requested the college to implement this as soon as possible so that they can also be a part of this initiative.

Dr. Manisha Karandikar thanked the members for being present at the meeting and concluded the meeting