

RefNo : VESIMSR/IQAC/2022-23/Q2/Meeting 02

Agenda for IQAC Meeting to be held on 14-01-2023

Venue: VESIM Campus MDP Room

Time 11 am to 1pm

1. Status of Research Scholar under University of Mumbai and New Enrollment Details in PHD.
Dr. Seema summarized the present status of research scholars registered under University of Mumbai and SNDT University.
2. Status of Applications for the New Batch of Research Scholar intake of 10 students.
3. Proposals of new facilities for Green campus
4. Feedback for ERP Systems Installed for VESIM
5. Initiatives for Staff Welfare Facility
6. Discussion on motivating faculties towards publication
7. Policy on sharing of Revenues on areas of Consulting, MDPs, FDPs and Certificate Courses.
8. Joining of New Certificate Courses apart from their own specialization
9. New initiatives taken for the students' e-learning facilities and cyber security.
10. Any other issues with the permission of the chair.

Dr. Pradip Kumar Mitra,
Member Secretary, IQAC,
VESIMSR



Dr. Satish Modh,
Chairman IQAC,
VESIMSR

VESIMSR

IQAC Q2 Meeting Attendance Sheet_ 14th January 2023

2022-23

Sr .No	Name	VESIM Designation	IQAC Designation	Attendance
1	Mr. Suresh Malkani	VES Trust Representative	President	
2	Mr. Rajesh Gehani	VES Trust Representative (Secretary)	Invited member	<i>Rajesh Gehani</i>
3	Mr. Prakash Lulla	VES Trust Representative (Treasurer)	Invited member	<i>Prakash Lulla</i>
4	Dr. Satish Modh	Director	Chairman	<i>Satish Modh</i>
5	Dr. Pradip K Mitra	Associate Dean Finance	Member Secretary IQAC	<i>Pradip K Mitra</i>
6	Dr. Sandeep Bhardwaj	Dean Academics	Member	
7	Dr. Disha Shah	Associate Professor Finance	Core Member	<i>Disha Shah</i>
8	Dr. Satish Billewar	Associate Professor Operations & Systems	Core Member	<i>Satish Billewar</i>
9	Dr. Anju Motwani	Assistant Professor Finance	Core Member	<i>Anju Motwani</i>
10	Mrs. Sonalii Choudhary	Manager HR (Establishment), EA to Director	Core Member	<i>Sonalii Choudhary</i>
11	Dr. Jyoti Chandwani	Associate Dean Academics	Member	<i>Jyoti Chandwani</i>
12	Dr. Seema Sant	Associate Dean HR	Member	<i>Seema Sant</i>
13	Dr. Repak Shrinivas	Assistant Professor Operations	Member	<i>Repak Shrinivas</i>
14	Mr. Kishor Moghe	Social Contributor	Member	
15	Mr. Amarjit Singh	Alumni Representative	Member	
16	Ms. Chandralekha Rijhwani	Alumni Representative	Member	<i>Chandralekha Rijhwani</i>
17	Mrs. Ranu Datta	Parent	Member	
18	Mrs. Harsha Bhatia	Parent	Member	
19	Mrs. Vinaya Naik	Parent	Member	
20	Mrs. Shivani Rane	Parent	Member	
21	Mr. Arpit Shrivastava	Industry Representative (Manager Risk Advisory Team of	Member	
22	Mr. Vijay Agrawal	Industry Representative (Senior Group VP Motilal Oswal)	Member	
23	Mr. Sanjay Shrivastaava	Industry Representative (MD- Muenzer Bharat Pvt Ltd)	Member	
24	Mr. Manoj Das	Industry Representative (Founder InventOn))	Member	

25	Mr. Hitesh Kalwani	Alumni Representative	Member	
26	Mr. Chander Thapar	Industry Representative (Hiranandani Constructions Pvt	Member	Chander
27	Ms. Divya Dixit	Industry Representative	Member	Divya
28	Mr. Pratik Gupta	Founder & CEO Alax Opto Enterprises	Member	Pratik
29	Mr. Vivek Prabhu	Registrar	Member	
30	Mrs. Akshata Rane	Deputy Registrar	Member	
31	Mr. Arun Saxena	Assistant Director Placement & Corporate Relations	Member	Arun 14/04/23
32	Ms. Geeta Iyer	Librarian	Member	Geeta
33	Ms. Isha Paradkar	Student Representative MMS Batch 2021-23	Member	
34	Mr. Shikhar Rishi	Student Representative MMS Batch 2021-23	Member	
35	Ms. Pranal Rane	Student Representative MMS Batch 2021-23	Member	
36	Mr. Sanket Phalke	Student Representative MMS Batch 2021-23	Member	
37	Ms. Vanshika Keshwani	Student Representative MMS Batch 2021-23	Member	
38	Mr. Onkar Darshetkar	Student Representative MMS Batch 2021-23	Member	

39 Mr. Ashok Shabri Hon. Associate Advocate
VES

Ashok

VESIMSR

MINUTES OF IQAC MEETING

14TH JANUARY 2023 (SATURDAY) TIME: 11:45 a.m.

1. Status of Research Scholar under University of Mumbai and New Enrolment Details in PH.D.

Dr. Seema updated the members of IQAC about the status of research centre. 8 students under Mumbai University have submitted their thesis. And we have published advertisement for 8 vacant seats. With SNDT University we have 16 research scholars whose research is ongoing.

2. Status of Applications for the New Batch of Research Scholar intake of 10 students.

Dr. Seema also updated that we have applied for 10 more seats under University of Mumbai in September 2022 and for the same committee review from university expected is in April -May 2023. Dr. Modh suggested that the vacant seat of Ph. D admissions should be posted on Alma shine (Alumni portal) as well as the same should be posted on VESIM website.

ATR: Vacant seats of Ph.D. admissions was posted on Alma shine as suggested by Director Sir. For The fresh vacancies for 4 students for Ph. D centre under Mumbai University has been filled up. Induction date for the new batch is scheduled for 20th May 2023.

3. Proposals of new facilities for green campus

Dr. Mitra updated the members that we have finalised auditor and the same has been approved by trust and will soon get the green audit done at VESIM. The audit will ensure following crucial points.

- To examine the current practices, which can impact on environment such as of resource utilization, waste management etc.
- To identify and analyze significant environmental issues.
- Setup goal, vision, and mission for Green practices in campus.
- Establish and implement Environment Management in various departments.
- Continuous assessment for betterment in performance in green.
- Water management, Energy management, Carbon footprints, Biodiversity, Solid waste management



ATR: Energy Audit has been done by Energetic Consulting Private Limited. All other green practices on campus as proposed will now be led by the college of architecture under the guidance of VES trust.

4. Feedback for ERP Systems Installed for VESIM

Ms. Sonali narrated that HR and leave management tabs are active in master soft ERP. However, managing service books in ERP are difficult, on which Shri. Gehani guided that the same should be discussed with the vendor and get the modification done in ERP supporting maintenance of service books. However, alternatively we should maintain the hard copy also.

Dr. Billewar updated that the admission and accounts tab of ERP is functioning smoothly. Attendance tab and faculty mapping is due. We will start recording in attendance in ERP from February onwards.

ATR: Faculty mapping has been done in ERP and nowadays the attendance of the students is recorded through ERP only. Any problem faced are getting resolved smoothly. Recording of Service book of faculties and staff has been started.

5. Initiatives for Staff Welfare Facility

Following are some of the staff welfare initiatives proposed by Dr. Mitra & Mr. Prabhu.

A. Advanced Excel - Our day-to-day jobs require advance excel skills having advanced skills in excel enables us to present information to the management in a better way.

B. Goggle operations - Email is an important method of business communication that is fast, cheap, accessible, and easily replicated, however there are many functions in mail which we require to quickly search from 1000+ emails.

C. Photoshop - Photoshop is an essential skill for our staff who are working or wanting to work in graphic design, creating posters/creative for social media or websites, we have spoken to Rochiram School and taken permission from their trustee as well.

D. We have already contacted Prof. Shariar Karim and will be starting with the I Aspire - Module from 31st January to 28th February 15 hours training session.

ATR: The Soft skill training has been delivered by prof. Shariar Karim which was completed by March 2023.

E. POSH - This training was conducted on 7th January 2023



F. Cyber security – As per latest AICTE guidelines an institute is supposed to conduct one session on Cyber security every month. Dr. Mitra updated that we recently have conducted the session on Data Security by Dr. Ketan Modh from University of Malta.

G. Blood check-up Drive - We have conducted the blood check-up drive on 10th January, with SRL Diagnostics.

ATR: Apart from blood check up drive a session on balanced diet by Nutritionist has been conducted.

H. Educational Enhancement - We should support this initiative, wherein we need to support and motivate our staff to get enrol for higher studies and certifications. Ms. Sonali added that the policy was there earlier. Shri.Gehani instructed to share the policy and details of people benefited out of it.

ATR: The Benefit for educational enhancement policy have been received by two non-teaching staff. Ms. Shweta Malap & Ms. Kirti Mahatre. In order to enhance the knowledge relating to investment a seminar was conducted by Dr. Anita Bobade from NMITD.

I. Dr.Modh suggested that we should offer Medical insurance for teaching staff. We should first prepare proposal for group insurance, which will be yearly policy and is based on number of people working with us during the year. Mr. Prakash proposed that the policy should have the cover up to 10 lac Rupees and will be the family floater policy (2 + 2) i.e. will cover spouse and 2 children under 18 if any of the insure. 50% of the premium will be paid by staff & 50% by trust. Shri.Gehani suggested that Mr. Rajesh Ramrakhiani from trust office should be connected and should take quote from the same company from whom we have bought non-teaching medical policy.

ATR: Training on Advance excel, google operations Photoshop have been planned for coming months.

6. Discussion on motivating faculties towards publication

Dr. Mitra highlighted that the marks allotted in NBA for Academic research – 75 for Case Publication- 25 and for Student publication- 10. Dr. Modh highlighted the practice of publication rewards by other premier institutes.

To enhance the number of good research publications he proposed rewards. The reward money will be paid quarterly subject to appearance of the name of the author's inclusion along with the title in the concerned database and verification will be done by IQAC. He further added that for Publication in Web of Science – 1, 00,000 (Sharing will be as per author's contribution in the paper), For Publication in Scopus indexed Journal- 50,000 and For Publications in Other UGC care Journal-25,000.



There will be no payment of reimbursement given for Article Processing Charges being paid by the faculties for Open Access Journal. We don't want to promote paid journals or predatory journals.

The reward will be paid subject to only verification of the faculties name appearing in the database only and the Journal's indexing with the database at the time of payment of award whether it is open access or not. Even if it is open access but indexed with above mentioned database the author can manage his/her APC from the reward money.

Publication of cases will also be paid provided it falls in the above categories of indexed publications.

Shri. Gehani guided that we should first design a detailed policy on the same. He also suggested that we can add a clause that such rewards would be given for 2nd publication in respective journal groups.

ATR: the reward policy for faculties for their publications in prestigious journals has been formulated and approved by the trust and the same is communicated to the faculties.

7. Policy on sharing of Revenues on areas of Consulting, MDPs, FDPs and Certificate Courses.

Shri. Gehani Sir reserved the agenda to be discussed with Director later.

ATR: Institute is yet to receive the guidance from the trust office on the policy of revenue sharing for consulting MDP, FDP and certificate courses.

8. Joining of New Certificate Courses apart from their own specialization

Dr. Mitra highlighted that in regard to the added certification courses which we offer to students, some students wish to pursue certification of cross specialisation along with the one offered in their chosen specialisation. Shri. Gehani suggested that data like Number of student's interested, cost implication, feedback and entire need analysis needs to be done. Keeping these facts, we need to first form policy on the same.

ATR: Joining of new certificate courses for cross specialisation will be implemented from next academic year.

9. Any other issues with the permission of the chair.

- Shri. Gehani updated that currently CCTV cameras are installed in institute. Access to CCTV will be directly to Director and 2 other staff members which will be selected by Director.

ATR: CCTV and WIFI complete procurement has been done and installation is in process.



- Dr. Modh shared that from coming Qmester onwards 1 day every week will be dedicated to entrepreneurship, incubation, and live projects and if this succeeds, we will launch a certificate course.

ATR: we have started incubation day where one entire day has been dedicated for activities related to entrepreneurship & creativity for the same Mr. Pratik Gupta, a leading entrepreneur based in Mumbai has also joined us to share his experience in entrepreneurship and is also guiding students for live projects, accordingly the decision related to launch of the certificate course would be taken.

- Shri. Gehani Sir updated that VES incubation centre is on the verge of registration.
- Dr. Modh suggested that Qmester plan presently have 10 sessions of 2 hours each. We are supposed to prepare the course pack of 7 sessions of 3 hours each.

ATR: As Guided by Director Sir, all faculties have prepared their course pack taking into consideration 7 sessions of 3 hours each.

- Dr. Mitra updated that Conference of the institute is planned in April and the theme of the same is "Connecting Globally".

ATR: International conference TIES 2023 was conducted from 10 to 14 April successfully. Two workshops were conducted spread across three days and 26 participants attended the workshop. On 4th day Panel Discussion on ""Stronger Together – Driving Diversity, Equity and Inclusion within Organisation and In the Broader Community"" was done followed by plantation drive. We received 50 research papers for presentations in the conference. Participants were from across India, and some were from international university.

Shri.Gehani said proposal of Solar Panel all over buildings of VES is under consideration. VESIM building having sports facility on terrace may face challenges in installing solar panel.

ATR: Recently Sports facility on terrace of VESIM Building is now fully operational.

- Dr. Mitra welcomed new members Dr. Anju Motwani and Mrs. Sonali Chaudhary as core IQAC members.
- Meeting ended with vote of thanks by Dr. Modh.



Dr. Pradip Kumar Mitra,
Member Secretary, IQAC,
VESIMSR





Dr. Satish Modh,
Chairman IQAC,
VESIMSR