



July 05, 2025

## **Event Calendar for the Academic Year (July 2025 - June 2026)**

All the Faculty /Staff coordinators are required to book the date for the respective event in the **Google Calendar** to avoid overlapping the events. Coordinators on their own are not supposed to change the Dates/Months of given activities as all the activities are distributed throughout the year unless unavoidable circumstances with prior approval. This event calendar is made for the PGDM Program.

### **I. Institutional Event:**

<b>Sr. No.</b>	<b>Institutional Event/Activity</b>	<b>Month of the Event</b>	<b>Name of Coordinators</b>
1.	Induction Program-PGDM	July 2025 (As per AICTE Guidelines)	Dr. Archita Pal Choudhury ( <b>Lead Coordinator</b> ) <b>Members:</b> Mr. Ashley Sequeira, Ms. Surekha Kurne, Ms. Sonal Lopes, Ms. Vaishali
2.	*Summer Xcellence Project Presentation Competition	Sep. 2025	Ms. Sujata Salvi ( <b>Lead Coordinator</b> ), Dr. Neha Kothari <b>Members:</b> TPO, Ms. Navika Pednekar & Ms. Elvira Mendonca
3.	*Alumni Connect PGDM I <sup>st</sup> Year Students	November 2025	TPO( <b>Lead Coordinator</b> ) <b>Members</b> – Ms. Navika Pednekar, Ms. Elvira Mendonca, Ms. Shakuntala Poojary, Class Representative and Facilitator
	*Alumni Connect PGDM II <sup>nd</sup> Year Students	February 2026	TPO( <b>Lead Coordinator</b> ) <b>Members</b> – Ms. Navika Pednekar, Ms. Elvira Mendonca, Ms. Shakuntala Poojary, Class Representative, and Facilitator
4.	*Sampark- Alumni Meet	March 2026	TPO( <b>Lead Coordinator</b> ) <b>Members</b> – Merin, Ms. Navika Pednekar, Ms. Elvira Mendonca, Ms. Surekha Kurne
5.	*Graduation Day	May 2026	Mr. Ashley Sequeira ( <b>Lead Coordinator</b> ), <b>Members</b> – Dr. Sulbha Raorane, Dr. Monali Sharma, Dr. Archita Pal Choudhury, Dr. Minal Parekh & PGDM Admin Team
6.	*Pathh	June 2026	Dr. Monali Sharma( <b>Lead Coordinator</b> ) <b>Members</b> - Prof. Dr. Sulbha Raorane, Dr. Aashish Joshi , Ms. Surekha Kurne

Sr. No.	Institutional Event/Activity	Month of the Event	Name of Coordinators
7.	*Faculty Development Program (Internal Faculty Members) (FDP including MOOCs/Swayam/NPTEL etc.) & MDP	Quarterly 2026	<b>Lead Coordinator</b> – Ms. Merin Joseph, Dr. Minal <b>Members</b> – Ms. Neha Kothari, Ms. Sonal Lopes
8.	Entrepreneurship Development Program (EDP)	July 2025 - Dec. 2025	<b>Lead Coordinator</b> - Ms. Merin Joseph <b>Members</b> – Ms. Sujata Salvi, Mr. Ashley Sequeira, Ms. Surekha Kurne
9.	*Staff Development Program (SDP)	May-June 2026	<b>Lead Coordinator</b> – TPO <b>Members</b> – Ms. Aarti Maurya, Ms. Vaishali Tiwari, Mr. Shyam, Ms. Seema
10.	*Luminance-Annual Day	March-2026	<b>Lead Coordinator</b> - Ms. Sujata Salvi, <b>Member</b> – Dr. Minal Parek, Ms Neha Kothari
11.	ISR Initiatives & DLLE	2025-26	<b>Lead Coordinator</b> - Ms. Sujata Salvi <b>Member</b> – Dr. Sulbha Raorane,, Dr. Ashish Joshi

## II. \*Clubs/Forums

Sr. No.	Club/Forum	Coordinator's Name & Members
1	Finatics Forum (Finance) & Field Visit	Dr. Ashish Joshi
2	Nirmiti Forum (Marketing) & Field Visit	Mr. Ashley Sequeira
3	Renaissance Forum (HR) & Field Visit	Ms. Sujata Salvi
4	Prerna Club (Entrepreneurship)	<b>Lead Coordinator</b> -Mr. Ashley Sequeira <b>Member</b> -Ms. Sujata Salvi
5	Institution's Innovation Council (IIC)	<b>Lead Coordinator</b> -Mr. Ashley Sequeira <b>Member:</b> Dr. Archita Pal Choudhury, Ms. Sujata Salvi
6	Green Club	<b>Lead Coordinator</b> -Ms. Neha Kothari <b>Members:</b> Ms. Surekha Kurne, Mr. Narendra Prajapati

**Note:** It is suggested that at least one activity in each trimester must be conducted.  
It is recommended to conduct one inter-college competition/ program by each club.



### III. \*Festivals / Celebration Days:

Sr. No.	Festival Name	Coordinator
1	Independence Day	<b>Lead Coordinator:</b> Mr. Anthony Fernandes <b>Member:</b> Mr. Narendra Prajapati, Ms. Vaishali Tiwari, Mr. Madaswami, Merin Joseph
2	Christmas Celebrations Committee (Internal / External) [including gifts]	<b>Lead Coordinator:</b> Ms. Neha Kothari <b>Members:</b> Ms. Sujata Salvi, Ms. Sonal Lopes, Ms. Elvira Mendonca, Dr. Minal Parekh
3	Republic Day	<b>Lead Coordinator:</b> Mr. Anthony Fernandes <b>Member:</b> Mr. Narendra Prajapati, Ms. Vaishali Tiwari, Mr. Madaswami, Dr. Minal Parekh

### IV. Industrial Visit:

International Study Tour for II <sup>nd</sup> year Students	<b>Planning</b> – Chairman, Dr. Sulbha Raorane, Mr. Ashley Sequeira, Dr. Archita Pal Choudhury
	<b>Execution</b> - Mr. Ashley Sequeira (Lead Coordinator) <b>Member:</b> Ms. Sonal Lopes
Domestic Industrial Visit	<b>Planning</b> – Chairman, Dr. Sulbha Raorane, Dr. Monali Sharma, Dr. Minal Parekh
	<b>Execution:</b> Dr. Minal Parekh (Lead Coordinator), Dr. Monali Sharma <b>Members:</b> Mr. Prakash Lalwani, Dr. Aashish Joshi
Outbound Training	<b>Lead Coordinator:</b> Ms. Neha Kothari (It must be conducted in the Month of September 2024), Dr. Ashish Joshi <b>Member:</b> Ms. Sujata Salvi, Ms. Surekha Kurne
Field Visits	<b>Specialization Facilitators: Lead Coordinator: Ms. Merin Joseph</b>

### V. RESEARCH & CONSULTANCY DEVELOPMENT CELL

- ▶ **Research Development Committee (RDC)** –Dr. Sulbha Raorane (Lead Coordinator), Dr. Monali Sharma, Ms. Sujata Salvi
- ▶ **Research Development Committee Meeting** – Ms. Sujata Salvi



**\*PUBLICATIONS:**

Sr. No.	Publication Name	Faculty Coordinator	Remarks
1	SFIMAR Research Review (SRR)	<b>Lead Coordinator:</b> Prof. Dr. Sulbha Raorane <b>Members:</b> Dr. Monali Sharma, Mr. Narendra Prajapati, Mr. Prakash Lalwani	Bi-Annual

**VI. NEWSLETTER**

1	Newsletter – Farishta	<b>Lead Coordinator:</b> Dr. Ashish Joshi, <b>Members:</b> Ms. Sujata Salvi, New Library Assistant	Bi-Annual/Quarterly
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**VII. Quality Management-Accreditation Team (IQAC, ISO, NAAC, and NBA)**

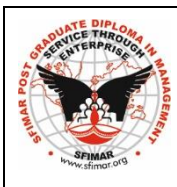
- ▶ **IQAC Committee** – Dr. Sulbha Raorane (IQAC Chairperson), Dr. Monali Sharma (**IQAC Coordinator**), Ms. Neha Kothari, Ms. Sujata Salvi, Dr. Ashish Joshi, Ms. Surekha Kurne
- ▶ **ISO:** Ms. Neha Kothari (**Lead Coordinator**) and Dr. Minal Parekh (**Co- Coordinator**)  
**Members:** Dr. Monali Sharma, Ms. Surekha Kurne, Ms. Sonal Lopes
- ▶ **NBA** – Dr. Monali Sharma (**Lead Coordinator**)  
**Members** – Dr. Archita Pal Choudhury, Ms. Sujata Salvi, Ms. Surekha Kurne

**VIII. Projects:**

- ▶ **Summer Projects:** PGDM-I<sup>st</sup> year – Ms. Sujata Salvi
- ▶ **Winter Project:** PGDM II<sup>nd</sup> year – Dr. Monali Sharma
- ▶ **Social Project & IKS:** PGDM I<sup>st</sup> & II<sup>nd</sup> year- Ms. Neha Kothari

**IX. FACULTY & ACADEMIC RESOURCES ENRICHMENT COMMITTEES**

- ▶ **\*Innovations and Development for Excellence in Academics (IDEA):** Dr. Archita Pal Choudhury (one meeting per quarter)
- ▶ **\*Mentoring Review Committee:** Dr. Archita Pal Choudhury
- ▶ **\*International Collaboration Core Committee:** Prof. Dr. Sulbha Raorane (Director),



Dr. Monali Sharma, Dr. Archita Pal Choudhury , Mr. Ashley Sequeria.

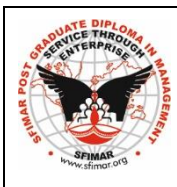
- ▶ **\*SFIMAR Support Group for IIC & CII survey: (Quarterly Review Meeting):** Dr. Ashish Joshi, Mr. Ashley Sequeria, Ms. Sujata Salvi.
- ▶ **Faculty Meeting:** Dr. Archita Pal Choudhury (Once in every Trimester)
- ▶ **PGDM Faculty-Staff Meeting** (Monthly) Prof. Dr. Sulbha Raorane –Director, Ms. Sonal Lopes, Ms. Merin Joseph

**\*ACADEMIC INDUSTRY LIAISON COMMITTEES** - This committee will cover the following:

- ▶ **Placement Committee:** Bro. Alphonse Nesamony (Chairman), Bro. T. V. George (Registrar), Placement Officer (Lead Coordinator), Prof. Dr. Sulbha Raorane (Director-PGDM), Dr. Archita Pal Choudhury (Faculty Placement Coordinator) Ms. Navika Pednekar, Ms. Shakuntala Poojary, Ms. Elvira Mendonca
- ▶ **Branding & Admission Promotion Committee:** Bro. George Vitus, Dr. Ashish Joshi (Lead Coordinator), Dr. Minal Parekh (Co-Coordinator), Mr. Ashley S., Ms. Surekha Kurne, Ms. Sonal Lopes, Ms. Aarti Maurya & Mr. Prakash Lalwani, Ms. Vaishali Tiwari, Mr. Shyam, Ms. Seema

## **X. CAMPUS DEVELOPMENT AND MONITORING COMMITTEES-**

- ▶ **Anti-Ragging Committee:** Dr. Sulbha Raorane-Director, Mr. Sudhakar Kudalkar-Senior Inspector, Mr. Boniface D'Souza-Media Representative, Ms. Thillothama Vaidya-NGO Representative, Dr. Monali Sharma, Dr. Archita Pal Choudhury, Mr. Anthony Fernandes, Ms. Sonal Lopes, Parents Representative, 1 student (Male) and 1 student (Female)
- ▶ **Anti-Ragging Squad:** Bro. T.V. George-Registrar, Dr. Archita Pal Choudhury & Mr. Anthony Fernandes
- ▶ **Internal Complaints Committee:** Ms. Sujata Salvi (Lead Coordinator), Ms. Elvira Mendonca, Mr. Ashley Sequeira, Ms. Thillothama Vaidya-NGO Representative, Ms. Surekha Kurne, 2 students from 1st year.
- ▶ **Grievance Redressal Committee (Students):** Prof. Dr. Sulbha Raorane (Lead Coordinator), Dr. Monali Sharma, Ms Sujata Salvi, Dr. Ashish Joshi., Ms. Tillothama Vaidya-NGO, 2 students
- ▶ **Grievance Redressal Committee (Faculty/Staff):** Prof. Dr. Sulbha Raorane (Lead Coordinator), Bro. Vitus George- Administrator, Dr. Archita Pal Choudhury, Dr. Monali Sharma, Mr. Sreeraj Nair, 2 students.
- ▶ **Online Grievance Redressal Committee :** Prof. Dr. Sulbha Raorane (Lead Coordinator), Ms. Neha Kothari, Mr. Prakash Lalwani, Mr. Narendra Prajapati.
- ▶ **SC/ST Committee:** Prof. Dr. Sulbha Raorane, Bro. T. V. George, Ms. Sujata Salvi



- ▶ **College Women Development Committee:** Prof. Dr. Sulbha Raorane (Lead Coordinator), Ms. Sujata Salvi, Bro. T. V. George, New Faculty, Ms. Elvira Mendonca, Ms. Tillothama Vaidya-NGO, and 2 students.
- ▶ **Discipline Committee:** Dr. Monali Sharma, Mr. Prakash Lalwani, Dr. Ashish Joshi, as well as PGDM facilitators for the A.Y. 25-26

## **XI. OTHERS**

**\*Staff Picnic:** Ms. Merin Joseph (Lead Coordinator), Ms. Surekha Kurne

**\*Inter Collegiate Student Competitions Coordinator-** Dr. Neha Kothari, Mr. Ashley Sequeira, Dr. Archita Pal Choudhury, Ms. Merin Joseph.

### **PGDM Facilitators for the academic year 2025-26**

- ▶ I<sup>st</sup> year – Ms. Sujata Salvi
- ▶ II<sup>nd</sup> year – Academic coordinator will take care of general matters & specialization-wise matters will be taken care of by the facilitators.
- ▶ II<sup>nd</sup> year for Finance Specialization– Dr. Minal Parekh
- ▶ II<sup>nd</sup> year for Marketing Specialization– Ms. Merin Joseph
- ▶ II<sup>nd</sup> year for HR Specialization–Dr. Neha Kothari

### **Faculty Coordinator For A.Y. 2025-26**

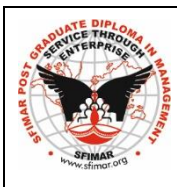
- ▶ **PGDM Academic Coordinator:** Dr. Monali Sharma
- ▶ **PGDM Examination Coordinator:** Mr. Ashley Sequeira, Dr. Minal Parekh (Co-Coordinator)
- ▶ **PGDM Placement Coordinator (Faculty)** – Dr. Archita Pal Choudhury

## **XII. \*OTHER REGULAR IMPORTANT INSTITUTE ACTIVITIES**

- ▶ **Social Media & Institute Website (updating and monitoring):** Mr. Ashley Sequeira (**Lead Coordinator**)

**Members** -Prof. Dr. Sulbha Raorane, Dr. Monali Sharma, Mr. Prakash Lalwani, Ms. Sonal Lopes, Ms. Vaishali Tiwari, Dr. Ashish Joshi and PGDM I<sup>st</sup> year students.

- ▶ **Membership and Association with Professional Bodies, Inst. Membership with Professional Bodies (Follow-up and activities monitoring):** Chairman, Director, Dr. Monali Sharma and Mr. Narendra Prajapati.



## \*INSTITUTE SUPPORT TEAM AND COMMITTEES

- ▶ **General Hospitality & Logistics Team:** Mr. Abhishek Vengurlekar, Mr. B.V. Abraham, Mr. Subhas Karas, Mr. Anthony Fernandes, Ms. Aarti Maurya.
- ▶ **Technical Support- All events:** IT team, Mr. Anthony Fernandes and Mr. Madasamy.
- ▶ **Events Material Support and Food Committee:** Bro. Albin Tete, Mr. Abhishek Vengulakar, Mr. Abraham, Mr. Anthony Fernandes.
- ▶ **Internal Finance Committee:** Bro. Alphonse Nesamony (Chairman), Prof. Dr. Sulbha Raorane (Director), Bro. T.V. George (Registrar), Mr. Abraham, Ms. Sabina Rodrigues, and Ms. Aarti Maurya.

## PGDM INSTITUTE SUPPORT TEAM AND COMMITTEES

**Student Development Committee:** New Faculty & Ms. Neha Kothari

**PGDM Board of Studies (BOS)** – Bro. Alphonse Nesamony (Observer), Prof. Dr. Sulbha Raorane (BOS Chairperson), Dr. Monali Sharma (BOS Lead Coordinator), Dr. Archita Pal Choudhury, Ms. Surekha Kurne, and Industry and Academic Expert Members.

**PGDM Board of Governors (BOG)-** Bro. Alphonse Nesamony (Chairman), Prof. Dr. Sulbha Raorane (Member Secretary), Mr. Ashley Sequeira, Dr. Monali Sharma, Ms. Surekha Kurne, and Industry and Academic Expert Members.

**Examination & Attendance Committee:** Prof. Dr. Sulbha Raorane, Mr. Ashley Sequeira (Secretary), Dr. Minal Parekh, Bro. T.V. George, specialization-wise facilitators, Ms. Sonal Lopes.

**Note:** \*Institute activities which be carried by SFIMAR and SFIMAR PGDM jointly

# Jointly to be organized by SFIMAR, SFIMAR-PGDM, and SFIT on a quarterly basis spread throughout the year as per the calendar of MIC (Ministry of Education's Innovation Cell)

# All Faculties should try for sponsored projects such as FDP, MDP, Minor and Major Projects

Sd/-

**Prof. Dr. Sulbha Raorane**  
Director-PGDM

Sd/-

**Bro. Alphonse Nesamony**  
Chairman