International Institute for Population Sciences GOVANDI STATION ROAD, DEONAR, MUMBAI 400088



Criterion: VI

6.5.3 - Incremental improvements made for the preceding during the year with regard to quality (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

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अन्तर्राष्ट्रीय जनसंख्या

बी.एस. देवसी मार्ग, देवनार, मुंबई - ४०० ०८८. भारत

स्वास्थ एवं परिवार कल्याण मंत्रालय, भारत सरकार का स्वायत्त संगठन

Sr. No.8080

International Institute for Population Sciences

(स्थापना / Established in 1956) बेहतर भविष्य के लिए क्षमता निर्माण Capacity Building for a Better Future

(Deemed to be University) An autonomous Organisation of Ministry of Heath & Family Welfare, Govt. of India B.S.Devashi Marg, Deonar, Mumbai - 400 088. INDIA

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) of the Institute held on Thursday, March 07, 2024.

A meeting of the Internal Quality Assurance Cell (IQAC) of the Institute was held on **Thursday, March 07, 2024, at 02:00 PM** in the Seminar Hall of the Institute. The following members were present: Prof. Dewaram A. Nagdeve - Chairperson Prof. R. Nagarajan - Member Dr. T.R. Dilip - Member Dr. Suresh Jungari - Member Mr. Prashant Borde - Member Mr. Aniket Chattopadhyay - Member Mr. Sudarshan Bhadra - Member Mr. Anjani Kumar Mishra - Member Dr. Anil Kumar - Member Prof. Nandita Saikia - Coordinator

Prof. S.K. Singh, Prof. Hemkhothang Lhungdim (Invitee), Dr. Harihar Sahoo, Dr. Kaushalendra Kumar, Dr. Guru Vasishtha, Dr. K. Praveen Kumar, and Mr. Priyajit Samaiyar and Mr. Deepak could not attend the meeting due to prior engagements.

Prof. Dewaram A. Nagdeve, Acting Director & Professor, welcomed all the members of the IQAC. As this is the Second meeting after the completion of the tenure of the members of the first IQAC and the accreditation of IIPS by NAAC, Prof. Dewaram A. Nagdeve thanked all the outgoing members of the IQAC for their contribution to the IQAC and in obtaining the NAAC accreditation for IIPS. IQAC Coordinator also extended her special thanks to Ms. Lavina Tauro, Mr. Amol Hase, and Mr. Vikash for compiling and uploading the data for AQAR.

Agenda Item No. 1: Confirmation of the minutes of the meeting of the IQAC held on February 01, 2023.

The members of the IQAC confirmed the minutes of the previous meeting of the IQAC held on February 01, 2023, as circulated with the agenda papers.

Agenda Item No. 2: Presentation of Action Taken Report (ATR) on the minutes of the IQAC meeting held on February 01, 2023.

Prof. Nandita Saikia presented the Action Taken Report of the IQAC meeting held on March 07, 2024, and the members of the IQAC noted the ATR as circulated with the agenda papers.

Agenda Item No. 3: To note the AQAR submitted by the Institute on December 29, 2023, to NAAC for the year 2022-23.

Prof. Nandita Saikia presented the AQAR for the year 2022-23 which was submitted on December 29, 2023, and the members of the IQAC noted the AQAR as circulated with the agenda papers. IQAC members suggested initiating value-added courses, already approved and

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Agenda Item No. 4: To consider the quality measures to be initiated by the Institute in the Academic Year 2024-25.

Dr. Anil Kumar inquired about the commencement of the undergraduate program, its seat availability, student-to-teacher ratio, and committees. Mr. Sudarshan Bhadra replied that the course is scheduled to start in 2025 with 55 seats in the first phase, and as far as Committees are concerned committees are formed, and Dr. Suresh Jungari is also one of the committee members.

It has been reported by the IQAC Coordinator, Professor Nandita Saikia, that the collection of feedback for the design and review of the syllabus from employers and alumni is pending. However, the feedback from teachers has already been completed.

Agenda Item No. 5: To consider the quality measures to be adopted/strengthened by the Institute in line with the NAAC Indicators.

Dr. Anil Kumar raised concerns about the academic audit system. Prof. Nagarajan suggested that IIPS should initiate academic audit system by developing evaluation strategies. Prof. Nagarajan and Prof. Anil Kumar suggested that the Academic Audit system should include external experts from other Institutes/Universities. Mr. Borde suggested the NAAC points related to Academic Audit: Criteria, Period, Process, and Outcome. He also recommended that Administrative feedback should be incorporated. Prof. Dewaram Nagdeve proposed budget allocation for NSS and Student National Competitions, to be submitted to Mr. Aniket Chattopadhyay, AFO for budget allocation. Dr. Dilip T.R. suggested a mentoring process, soft skills enhancement, and increasing opportunities. Mr. Sudarshan suggested adding soft skills to value-added courses and ensuring internship opportunities for students. It is also suggested by the members that form an Ethics/ Code of Conduct Committee.

It has been reported by the IQAC Coordinator, Professor Nandita Saikia, that the goal of providing incentives to teachers who receive state, national, and international recognition or awards is currently pending.

Agenda Item No. 6: To consider the results of the Student Satisfaction Survey 2022-23.

Prof. Nandita Saikia presented the results of the Student Satisfaction Survey (SSS), highlighting satisfaction levels among MPS and MA/MSc students compared to MBD students. It was suggested to improve satisfaction levels among MBD students by discussing the issue in faculty meetings. The IQAC members suggested sharing the Student Satisfaction Survey Report with all Course Coordinators, as well as in the Board of Studies and Academic Council.

Agenda Item No. 7: To consider the results of the Student's Feedback on Curriculum 2022-23.

Dr. Dilip presented the results of the Student's Feedback on Curriculum 2022-23. The majority of students in all programs (MPS, MBD & MA/) either strongly agreed or agreed on various aspects of the curriculum, learning outcomes, prospects for employability, and various facilities in the Institute. However, satisfaction levels among MBD students were relatively lower compared to MPS and MA/MSc students. It was suggested to discuss the issue with the faculty to take remedial measures. The IQAC members suggested sharing the Student's Feedback on Curriculum with all the Course Coordinators, as well as in the Board of Studies and Academic Council.

Agenda Item No. 8: To consider the Institutional Preparedness for National Educational Policy 2020.

The Institutional preparedness for NEP 2020 was discussed, including the proposed courses and their commencement from the Academic Year 2025-2026 through the Central University Entrance Test (CUET) managed by the National Testing Agency.

Agenda Item No. 9: Any other matter.

Various suggestions were made, including sharing the Student Satisfaction Report and Feedback on Curriculum with all coordinators, and discussing the dissatisfaction among MBD students in faculty meetings. Administrative feedback was also suggested to be included.

The meeting ended with vote of thanks to the chair.

Dæikies 18/03/2024

(Prof. Nandita Saikia) IQAC Co-ordinator

03.2024-

(Prof. Dewaram A. Nagdeve) Acting Director and Professor

Note No. #1

The Academic section received the list of Mentor-Mentee from the co-ordinators of MPS, MBD and MA/MSc for the academic year 2023-24 is attached.

Submitted for approval of competent authority.

Mentor-Mentee list - 2023-24.pdf

03/08/2023 3:21 PM

111

PRABHA PURUSHOTTAM KELKAR (UPPER DIVISION CLERK(ACAD))

Note No. #2

Submitted for approval.

03/08/2023 5:54 PM

ANKUSH KASHINATH GHOTKAR (OFFICE SUPERINTENDENT)

Note No. #3

As per the recommendation of the coordinators, The competent authority may approve the mentor-mentee list for the academic year 2023-24. Submitted for approval.

03/08/2023 5:59 PM

SUDARSHAN BHADRA (ASSISTANT REGISTRAR (ACAD))

Note No. #4

Approved

04/08/2023 1:33 PM

DR. S. K. SINGH (PROFESSOR (SR&DA))

Note No. #5

Kindly do the needful

04/08/2023 2:52 PM

SUDARSHAN BHADRA (ASSISTANT REGISTRAR (ACAD))

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| a Die | Enrollment No. | Name of the student | Student-Mentor List MPS (2023-2024) | Mahila | Adapta |
|-------------|----------------|---|-------------------------------------|----------------------|------------------------------------|
| r. No. 1 | IIPS042023001 | Name of the student Mr. Abin Dev P K | Email PKABINDEV@GMAIL.COM | Mobile 7994471920 | Mentor Prof. Laxmi Kant Dwivedi |
| 2 | IIPS042023002 | Mr. Akshay Kumar Yadav | YAKSHAY1201@GMAIL.COM | 7518960910 | Dr. Suryakant Yadav |
| 3 | IIPS042023003 | Mr. Amir Ali | ALIAMIR25012000@GMAIL.COM | 7865971051 | Dr. Kunal Keshri |
| 4 | IIPS042023004 | Ms. Anamika Tamang | ANAMIKA.123TAMANG@GMAIL.COM | 8158862904 | Dr. Archana Kujur |
| 5 | IIPS042023005 | Mr. Anandha Krishnan M S | MSANANDHAKRISHNAN300@GMAIL.COM | 9605301935 | Prof. Udaya Shankar Mishra |
| 6 | IIPS042023006 | Mr. Animesh Barman | AANIMESH621@GMAIL.COM | 7384741340 | Prof. Archana K.Roy |
| 7 | IIPS042023007 | Mr. Ankit Gupta | ANKITGUPTA228161@GMAIL.COM | 9795359712 | Prof. Aparajita Chattopadhyay |
| 8 | IIPS042023008 | Mr. Anoop Kumar Agrahari | MSABHIPATEL108@GMAIL.COM | 9653097037 | Prof. Kailash Chandra Das |
| 9 | IIPS042023010 | Mr. Anukul Barman | ANUKULBARMAN169@GMAIL.COM | 8373052302 | Dr. Manas Ranjan Pradhan |
| 10 | IIPS042023011 | Mr. Bishal Subba | SUBBABISSAL36@GMAIL.COM | 9101494566 | Dr. Dilip T. R. |
| 11 | IIPS042023012 | Ms. Dhanya Prabhu | DHANYAPRABHU25@GMAIL.COM | 7624813838 | Prof. Sanjay Kumar Mohanty |
| 12 | IIPS042023013 | Mr. Hemant Kumar | HEMANT458KUMAR@GMAIL.COM | 9771586628 | Dr. Manoj Alagarajan |
| 13 | IIPS042023014 | Ms. Itishree Naik | ITISHREENAIK2001@GMAIL.COM | 9777367848 | Prof. T.V. Sekher |
| 14 | IIPS042023015 | Mr. Jayanta Das | JAYANTA9366@GMAIL.COM | 6294609147 | Prof. Nandita Saikia |
| 15 | IIPS042023016 | Mr. Joydeep Mandal | JOYDEEP.GEOGRAPHY@GMAIL.COM | 9609773583 | Dr. Harihar Sahoo |
| 16 | IIPS042023017 | Mr. Jyoti Sankar Hota | JYOTISANKARHOTA@GMAIL.COM | 6372286682 | Prof. Udaya Shankar Mishra |
| 17 | IIPS042023018 | Ms. Km Priti Maurya | MAURYAPREETY1998@GMAIL.COM | 7376354287 | Prof. Murali Dhar |
| 18 | IIPS042023019 | Mr. Malode Akash Bhausaheb | MALODE928@GMAIL.COM | | Dr. Suresh Jungari |
| | | | | 8446366384 | |
| 19 | IIPS042023020 | Mr. Manish Kumar Sharma | BLANKTROLLEY@GMAIL.COM | 6203282094 | Dr. Dipti Govil |
| 20 | IIPS042023021 | Ms. Mary Nancy Tirkey Mr. Muhammed Yasar Arafath | MARYNANCYTIRKEY@GMAIL.COM | 9113483378 | Dr.Kaushalendra Kumar |
| 21 | IIPS042023022 | Paleri | ARAFATHYASARP2000@GMAIL.COM | 9645967911 | Dr. R.Nagarajan |
| 22 | IIPS042023023 | Mr. Niraj Kumar | NJKUMARIAS@GMAIL.COM | 9472837291 | Dr. Sunil Sarode |
| 23 | IIPS042023024 | Mr. Vilas Maruti Patharwat | VILASPATHARWAT123@GMAIL.COM | 9850381459 | Dr. Preeti Dhillon |
| 24 | IIPS042023025 | Mr. Omkar Prabhakar Patil | OMKARPATIL3993@GMAIL.COM | 9075898971 | Prof. Abhishek Singh |
| 25 | IIPS042023026 | Ms. Pooja Das | SONGSTERPOOJA@GMAIL.COM | 7718380829 | Dr. Reshmi R. S. |
| 26 | IIPS042023027 | Ms. Poorvi Pandey | POORVIPANDEYNAINA2010@GMAIL.COM | 8319492542 | Prof. Dhananjay W. Bansod |
| 27 | IIPS042023028 | Ms. Poussali Das | POUSHALIDAS36@GMAIL.COM | 8336895005 | Dr. Hemkhothang Lhungdim |
| 28 | IIPS042023029 | Ms. Prasadya V S | VELAYILPRASADYA@GMAIL.COM | 6238322865 | Dr. R.Nagarajan |
| 29 | IIPS042023030 | Mr. Pravesh Kumar | PK191812@GMAIL.COM | 8299731348 | Dr. Archana Kujur |
| 30 | IIPS042023031 | Mr. Prithvi Raj | URPRITHVI14@GMAIL.COM | 8419035759 | Prof. Archana K.Roy |
| 31 | IIPS042023032 | Ms. Priti | PRITYSHEORAN608@GMAIL.COM | 9588512517 | Prof. Chander Shekhar |
| 32 | IIPS042023033 | Mr. Akshay Gorakh Raut | AKSHAYRA9867@GMAIL.COM | 8975869867 | Dr. Guru Vasishtha |
| 33 | IIPS042023034 | Ms. Revathy B Jayaraj | REVATHYBJAYARAJ@GMAIL.COM | 6282765055 | Prof. Chander Shekhar |
| 34 | IIPS042023035 | Mr. Ripu Daman Yuvraj | RIPUDAMANYUVRAJ99@GMAIL.COM | 7380794004 | Dr. Preeti Dhillon |
| 35 | IIPS042023036 | Mr. Sachin Rathore | RATHISACHIN147@GMAIL.COM | 8865053014 | Prof. Kailash Chandra Das |
| 36 | IIPS042023037 | Mr. Sachin Ujjwal Dhende | SACHINUDHENDE@GMAIL.COM | 9767347081 | Prof. Abhishek Singh |
| 37 | IIPS042023038 | Ms. Sakshi Singh | SAKSHISINGHSS268@GMAIL.COM | 6388144485 | Dr Pradeep Salve |
| 38 | IIPS042023039 | Ms. Satarupa Ghosh | SATARUPA.GHOSH03@GMAIL.COM | 7381428370 | Prof. Aparajita Chattopadhyay |
| 39 | IIPS042023040 | Mr. Mujaffar Najim Saudagar | MUJAFFAR.SAUDAGAR@GMAIL.COM | 9049441565 | Prof. Udaya Shankar Mishra |
| 40 | IIPS042023041 | Ms. Aditi Jayavant Sawant | ADITISAWANTMAILBOX99@GMAIL.COM | 9892013402 | Prof. Sanjay Kumar Mohanty |
| 41 | IIPS042023042 | Ms. Shaoni Das | DASSHAONI2000@GMAIL.COM | 9875696643 | Dr. Dilip T. R. |
| 42 | IIPS042023043 | Ms. Shubhi Yadav | SHUBHIYADAV825@GMAIL.COM | 6307507437 | Dr. Sarang Pradipkumar Pedgaonka |
| 43 | IIPS042023044 | Ms. Shweta Singh | LT.SHWETASINGH1306@GMAIL.COM | 9651395960 | Prof. S.K. Singh |
| 44 | IIPS042023045 | Ms. Sneha Singh | SNEHASINGH8457@GMAIL.COM | 9934426708 | Prof. Dhananjay W. Bansod |
| 45 | IIPS042023046 | Mr. Somenath Mondal | MANDALSOMENATH09@GMAIL.COM | 6295507015 | Dr. Srinivas Goli |
| 46 | IIPS042023047 | Ms. Sreekutty K | SREEKUTTYK2000@GMAIL.COM | 9061766492 | Dr. Manoj Alagarajan |
| 47 | IIPS042023048 | Ms. Sukanya Bose | SUKANYA0BOSE@GMAIL.COM | 9051088393 | Dr Pradeep Salve |
| 48 | IIPS042023049 | Mr. Surajit Karak | SURAJITKARAK7@GMAIL.COM | 7001070423 | Prof. D.A. Nagdeve |
| 49 | IIPS042023051 | Mr. Vikas Babu | VIKASYADAV3107@GMAIL.COM | 9058791259 | Dr. Illias Sheikh |
| 50 | IIPS042023052 | Mr. Vishal Bapu Zite | VISHALZITE1998@GMAIL.COM | 8308281602 | Dr. Guru Vasishtha |



| Sr. No. | Enroliment No. | Name of the student | Email | Mobile | Mentor |
|---------|----------------|-------------------------------------|--------------------------------|------------|----------------------------------|
| 1 | IIPS012023001 | Mr. Aakash Sinha | AAKASH.SINHA1810@GMAIL.COM | 8860095119 | Prof. S.K. Singh |
| 2 | IIPS012023002 | Mr. Aaryan Verma | AARYANVERMA823@GMAIL.COM | 7488043340 | Prof. D.A. Nagdeve |
| 3 | IIPS012023003 | Mr. Abhisek Sahu | ABHISEK00SAHU@GMAIL.COM | 8480403540 | Prof. Hemkhothang Lhungdim |
| 4 | IIPS012023005 | Ms. Akriti Patil | VALLEY82001@GMAIL.COM | 8839604993 | Prof. Kailash Chandra Das |
| 5 | IIPS012023007 | Ms. Anusruta Dey | ANUSRUTADEY@GMAIL.COM | 9330952624 | Prof. T.V. Sekher |
| 6 | IIPS012023008 | Mr. Arunangshu Nath | ARUNANGSHUNATHGR53@GMAIL.COM | 9678823812 | Prof. Chander Shekhar |
| 7 | IIPS012023009 | Ms. Ashapurna Goswami | ASHAPURNAGOSWAMI2980@GMAIL.COM | 9707271749 | Prof. Sanjay Kumar Mohanty |
| 8 | IIPS012023013 | Mr. Dhanapati Mahato | MAHATO.DHANAPATI2020@GMAIL.COM | 9641752276 | Prof. R.Nagarajan |
| 9 | IIPS012023014 | Mr. Gajanan Uttam Dhawse | GDHAWSE@GMAIL.COM | 8552021168 | Prof. Abhishek Singh |
| 10 | IIPS012023015 | Mr. Fasalul Rahman | FAZLMIDDLEVALLEY@GMAIL.COM | 9847628835 | Prof. Murali Dhar |
| 11 | IIPS012023016 | Mr. Giteswar SA | PROHYPER1312@GMAIL.COM | 7608060950 | Prof. Archana K.Roy |
| 12 | IIPS012023017 | Ms. Gitika Kishor | KISHORGITIKA123@GMAIL.COM | 8409536639 | Prof. Dhananjay W. Bansod |
| 13 | IIPS012023018 | Mr. Happy | HAPPY1998SHARMA@GMAIL.COM | 7056455186 | Prof. Aparajita Chattopadhyay |
| 14 | IIPS012023019 | Mr. Harsh Raj | AMHARSHRAJ2@GMAIL.COM | 9661884519 | Prof. Laxmi Kant Dwivedi |
| 15 | IIPS012023020 | Mr. Tushar Jagtap | TUSHAR3473@GMAIL.COM | 9552887224 | Prof. Nandita Saikia |
| 16 | IIPS012023021 | Ms. Jambubati Muduli | JAMBUBATIMUDULI25@GMAIL.COM | 6372683371 | Prof. Udaya Shankar Mishra |
| 17 | IIPS012023022 | Ms. Shital Madhukar Magare | SHITALKM001@GMAIL.COM | 9322260359 | Dr. Manoj Alagarajan |
| 18 | IIPS012023023 | Ms. Moupiya Samadder | PIYAMOU884@GMAIL.COM | 8750047341 | Dr. Harihar Sahoo |
| 19 | IIPS012023026 | Ms. Poulami Sarkar | POULAMISARKAR170@GMAIL.COM | 6297000159 | Dr. Dilip T. R. |
| 20 | IIPS012023027 | Mr. Pruthviraj Balasaheb Jogdand | PRUTHVIRAIJOGDAND358@GMAIL.COM | 8390627668 | Dr. Sunil Sarode |
| 21 | IIPS012023028 | Mr. Vishnukant Tulshiram Randive | VEESHNURANDIVE@GMAIL.COM | 9823253048 | Dr. Srinivas Goli |
| 22 | IIPS012023029 | Ms. Reena Tudu | REENATUDU963@GMAIL.COM | 7488195764 | Dr. Archana Kujur |
| 23 | IIPS012023030 | Ms. Sarbari Chatterjee | SARBARICHATTERJEE10@GMAIL.COM | 7044549093 | Dr. Dipti Govil |
| 24 | IIPS012023032 | Mr. Vitthal Santosh Sonune | SONUNEVITTHAL208@GMAIL.COM | 9657807453 | Dr. Sarang Pradipkumar Pedgaonka |
| 25 | IIP5012023033 | Mr. Souvik Sarkar | SOUVIKSARKARSTRANGE@GMAIL.COM | 8250273592 | Dr. Manas Ranjan Pradhan |
| 26 | IIPS012023034 | Mr. Sovan Majumder | SOVANMAJUMDER.NET@GMAIL.COM | 9062920839 | Dr.Kaushalendra Kumar |
| 27 | IIPS012023035 | Ms. Sreoshi Das | SREOSHIDAS25@GMAIL.COM | 8240470130 | Dr. Suryakant Yadav |
| 28 | IIPS012023036 | Ms. Sushmita Shukla | SUSHMITA24JUNE@GMAIL.COM | 8787250628 | Dr. Preeti Dhillon |
| 29 | IIPS012023037 | Mr. Tarun Rai | TARUNKUMARRAI2000@GMAIL.COM | 9628009237 | Dr. Reshmi R. S |
| 30 | IIPS012023038 | Mr. Trilochana Mlniaka | MKTIRU1233@GMAIL.COM | 8144464595 | Dr. Suresh Jungari |
| 31 | IIPS012023039 | Ms. Udita Bhattacharya | UDITAECON.2021@GMAIL.COM | 8337085708 | Dr. Pradeep S Salve |
| 32 | IIPS012023041 | Mr. Vivek Kumar Das | VIVEKIIFT420@GMAIL.COM | 6204034749 | Dr. Guru Vasishtha |
| 33 | JIPS012023042 | Mr. Sandip Kumar Mandal | SANDIPMANDOL356745@GMAIL.COM | 7047778148 | Dr. Kunal Keshri |



| | | | Student-Mentor List MBD 1 year (2023-2025) | | |
|--------|----------------|------------------------------|--|------------|----------------------------------|
| ör. No | Enrollment No. | Name | Email | Mobile | Mentor |
| 1 | IIPS032023001 | Mr. Abhay Sharma | 2710ABHAYSHARMA@GMAIL.COM | 9336641486 | Prof. S.K. Singh |
| 2 | IIPS032023002 | Mr. Abhinav Kumar | ABHINAV.PATNA786@GMAIL.COM | 8409712443 | |
| 3 | IIPS032023004 | Mr. Akib Ayaz | AKIBAYAZ123@GMAIL.COM | 7379109762 | Prof. D.A. Nagdeve |
| 4 | IIPS032023005 | Ms. Amishi | AMISHI812@GMAIL.COM | 9953324305 | |
| 5 | IIPS032023006 | Ms. Anubha Aditi Kujur | ANUBHAADIKUJUR@GMAIL.COM | 9798618037 | Prof. Hemkhothang Lhungdim |
| 6 | IIPS032023007 | Ms. Baishakhi Das | BAISHAKHIDAS8077@GMAIL.COM | 9804508077 | |
| 7 | IIPS032023008 | Ms. Bistrita Nath | BISTRITANATH@GMAIL.COM | 7439988542 | Prof. Kailash Chandra Das |
| 8 | IIPS032023009 | Mr. Siddartha Biswas | siddhu123450@gmail.com | 9163296155 | |
| 9 | IIPS032023010 | Ms. Debarati Das | DEBARATID2020@GMAIL.COM | 8777723081 | Prof. T.V. Sekher |
| 10 | IIPS032023011 | Ms. Devika K V | DEVIKAKV2002@GMAIL.COM | 7907663911 | |
| 11 | IIPS032023013 | Mr. Gourab Dutta | GOURAB5221@GMAIL.COM | 9330519615 | Prof. Chander Shekhar |
| 12 | IIPS032023014 | Ms. Hithashree B S | HITHASHREE28@GMAIL.COM | 9353027565 | |
| 13 | IIPS032023016 | Mr. Jyotishka Patra | JYOTISHKAPATRA@GMAIL.COM | 9732153361 | Prof. Sanjay Kumar Mohanty |
| 14 | IIPS032023018 | Ms. Karthika P S | K4KARTHIKATME@GMAIL.COM | 9778356624 | Prof. R.Nagarajan |
| 15 | IIPS032023019 | Ms. Kekhrievinuo Yashu | KEKHRIEYASHII@GMAIL.COM | 7628989546 | Prof. Abhishek Singh |
| 16 | IIPS032023020 | Ms. Keviletounuo | KEVILETOUNUORHATSU@GMAIL.COM | 7085309175 | Prof. Murali Dhar |
| 17 | IIPS032023021 | Ms. Laxmi Agarwal | MITTALSUHASHI18@GMAIL.COM | 9531353060 | Prof. Archana K.Roy |
| 18 | IIPS032023022 | Mr. Mayur Mishra | MAYURMISHRA103@GMAIL.COM | 9696377815 | Prof. Dhananjay W. Bansod |
| 19 | IIP\$032023025 | Mr. Mohd Zeeshan | MOHDZSN111@GMAIL.COM | 9675670011 | Prof. Aparajita Chattopadhyay |
| 20 | IIPS032023026 | Ms. Muhsina V S | VSMUHSINASULAIMAN2002@GMAIL.COM | 8590176262 | Prof. Laxmi Kant Dwivedi |
| 21 | IIPS032023027 | Ms. Neelima K | IMNEELIMA2002@GMAIL.COM | 8590247871 | Prof. Nandita Saikia |
| 22 | IIPS032023029 | Mr. Omkar Ojha | SUMITOJHA89016@GMAIL.COM | 6393411204 | Prof. Udaya Shankar Mishra |
| 23 | IIPS032023030 | Mr. Jayveer Ajaysing Patil | JAYVEERPATIL2310@GMAIL.COM | 8275710980 | Dr. Manoj Alagarajan |
| 24 | IIPS032023031 | Mr. Swaraj Pote | SWARAJRAJIV9@GMAIL.COM | 7678097469 | Dr. Harihar Sahoo |
| 25 | IIPS032023032 | Mr. Prajjwal Soni | SONIPRAJJWAL2730@GMAIL.COM | 8318878797 | Dr. Dilip T. R. |
| 26 | IIPS032023033 | Mr. Rebanta Halder | REBANTAHALDER16@GMAIL.COM | 6290486772 | Dr. Sunil Sarode |
| 27 | IIPS032023034 | Ms. Ritwica Das | RITWICADAS.2002@GMAIL.COM | 8697907639 | Dr. Srinivas Goli |
| 28 | IIPS032023035 | Ms. S. Prerana Priyadarshini | S.PRERANA.PRIYADARSHINI@GMAIL.COM | 9078691763 | Dr. Archana Kujur |
| 29 | 1IPS032023037 | Ms. Sanchi Raman | SANCHI.RAMAN.D@GMAIL.COM | 8887756657 | Dr. Dipti Govil |
| 30 | IIPS032023038 | Mr. Sanjay Kumar | SANJAYAMU005@GMAIL.COM | 8938995585 | Dr. Sarang Pradipkumar Pedgaonka |
| 31 | IIPS032023039 | Mr. Shreeyansh Mishra | SHREEYANSH123MISHRA@GMAIL.COM | 9755927978 | Dr. Manas Ranjan Pradhan |
| 32 | IIPS032023040 | Mr. Shubham Jaswal | JASWALSHUBHAM841@GMAIL.COM | 7018635462 | Dr.Kaushalendra Kumar |
| 33 | (IPS032023041 | Mr. Shubham Snehil | ME.ROHAN09@GMAIL.COM | 8292876574 | Dr. Suryakant Yadav |
| 35 | IIPS032023043 | Ms. Sneha Barman | BARMANSNEHA22@GMAIL.COM | 7890990030 | Dr. Preeti Dhillon |
| 36 | IIPS032023044 | Mr. Sourav Chakraborty | CHAKSOURAV2001@GMAIL.COM | 9436529713 | Dr. Reshmi R. S |
| 37 | IIPS032023045 | Mr. Sujash Krishna Basak | BASAKSUJASHKRISHNA@GMAIL.COM | 7439904723 | Dr. Suresh Jungari |
| 38 | IIPS032023046 | Ms. Tanvi Raj | MANISHRAJDHAN@GMAIL.COM | 9905930253 | Dr. Pradeep S Salve |
| 39 | IIP5032023047 | Ms. Tarangini Bhalla | TARANGINIBHALLA@GMAIL.COM | 7540056506 | Dr. Guru Vasishtha |
| 40 | IIPS032023048 | Mr. Tomojit Ukil | UKILTOMOJIT2002@GMAIL.COM | 7439084856 | Dr. Kunal Keshri |



International Institute for Population Sciences Deemed to be University Mumbai

Mentor-Mentee Meeting

The Mentor performs the functions as follows:

- Continuously monitor, counsel, guide and motivate the students in all academic, personal and career concerns.
- Advise students regarding choice of electives, project, placement, training, internships, etc.
- Discover talents and interests of mentees and they define and help them in attaining mentee's goals.
- Advise students in their professional development regarding professional goals, selection of career and higher education.
- Counsel them on their course regarding low attendance and low performance.
- Advice students in their career development regarding employment opportunities.
- Contact parents/guardians if situation demands, eg., academic irregularities, negative behavioural changes and interpersonal relations etc.

Role of Mentor

- Conduct an orientation meeting for the freshers in the first month of the Semester for appraising them about the Institute, courses, facilities available, etc.
- Mentor shall meet their mentees at least twice in a year, one in the beginning of the academic year/first semester and another in the beginning of the second semester. If necessary, Mentor may also conduct regular counselling sessions with mentee(s).
- In the first meeting with the allotted mentees, the FM shall discuss general matters and make them at ease.
- Personal counselling is the main role played by Mentor. Mentor may counsel the students if they have any difficulty in adjusting to the new environment.
- Mentor may also meet their mentees after the declaration of 1st semester examinations results and discuss their performance and comfort level.
- The responsibility of the Mentor extends to the entire duration of their batch at IIPS.
- Mentor may inform the Academic Section if any administrative action is needed for the mentee(s).
- Example of issues to be discussed in the first Mentor-Mentee meeting: (a) Identification of field of interests, strengths and weaknesses of the students, and their hobbies; (b) motivating the students to participate in the various curricular and extra-curricular activities at IIPS; (c) identification of issues related to

attendance, English language, self-esteem, health, getting along with others, hostel, accessing Institute's resources, etc.

Record of Mentor-Mentee meetings

- Mentor has to submit the details of the mentor-mentee meeting sessions to the Academic Section.
- The format for the submission of Mentor-Mentee meeting session is attached

Expected Outcomes of Mentor-Mentee meetings

- A healthy learning environment
- Creation of positive communication channels between teachers & students
- Enhancing a feeling of belonging among students
- Self-confident, bold and an active, enthused student community
- Better attendance, lesser dropouts and good psychological health of students
- Improved academic performance of students
- Vibrant peer group exchanges
- Confident parents

Report on Mentor-Mentee Meeting

- Format for the submission of the Report on Mentor-Mentee Meeting is attached.
- The format contains the date of the meeting, name of the mentor, name of the mentees, details pf mentoring session and issues identified for follow-up, if any.
- The signed hard copy of the report should be submitted to the Academic Section by the Mentors.

International Institute for Population Sciences Deemed to be University

Mumbai

Report on Mentor-Mentee Meeting

| Sl. No. | Components | Details |
|---------|--|---------|
| 1 | Date of the meeting | |
| 2 | Name of the Mentor | |
| 3 | Name of the Mentees | 1. |
| | | 2. |
| | | 3. |
| | | 4. |
| | | 5. |
| 4 | Details of the mentoring session (issues discussed) | 1. |
| | | 2. |
| | | 3. |
| | | 4. |
| | | 5. |
| 5 | Issues identified for follow-up, if | 1. |
| | any. | 2. |

Signature of the Mentor:



Internal Quality Assurance Cell

International Institute for Population Sciences (IIPS), Mumbai

(Accredited by NAAC with A grade)



Alumni Feedback on Curriculum Academic Year

2023 - 2024

Report of Alumni Feedback on Curriculum

In December 2024, IIPS has taken feedback on curriculum of all the Masters Programme offered by the Institute. Under the guidance of Internal Quality Assurance Cell, the Institute has collected feedback through google form from the alumni and 74 alumni responded to the survey.

| Question No. | Question |
|--------------|--|
| 1 | Programme syllabus was well structured |
| 2 | Syllabus was updated enough |
| 3 | Syllabus fulfilled your expectations |
| 4 | Syllabus intellectually stimulated |
| 5 | Syllabus was tuned with UGC-NET/JRF |
| 6 | Syllabus helped to attain new skill |
| 7 | Syllabus provides opportunity for research activities |
| 8 | Syllabus encouraged Extra learning or self-learning |
| 9 | Project work/internship offered under your syllabus was challenging and constructive |
| 10 | Syllabus focused on employability |

The Feedback Questionnaire

Rating Category

| Sl. No. | Category |
|---------|-------------------|
| 1 | Strongly Agree |
| 2 | Agree |
| 3 | Neutral |
| 4 | Disagree |
| 5 | Strongly Disagree |
| | |

Question 1. Programme syllabus was well structured



44.6% of the respondents were agree and strongly agreed that the Programme syllabus was well structured while 6.8% of the respondents were neutral to it. Rest of the 2.7% and 1.4% opined it as disagree and Need updates as per current market need respectively.



Question 2. Syllabus was updated enough

39.2% of the respondents were strongly agreed that the Syllabus was updated enough while

43.2% and 5.4% of the respondents were agreed and neutral to it respectively. Rest of the 9.5% and 2.7% opined it as disagree and need updates as per trends respectively.



Question 3. Syllabus fulfilled your expectations

40.5% of the respondents were strongly agreed that the Syllabus fulfilled your expectations whereas 45.9% and 10.8% of the respondents were agreed and neutral to it respectively. Rest of the 2.7% opined it as disagree.

Question 4. Syllabus intellectually stimulated



41.9% of the respondents were strongly agreed that the Syllabus intellectually stimulated whereas 39.2% and 14.9% of the respondents were agreed and neutral to it respectively. Rest of the 2.7% and 1.4% opined it as disagree and need update respectively.



Question 5. Syllabus was tuned with UGC-NET/JRF

47.3% of the respondents were strongly agreed that the Syllabus was tuned with UGC-NET/JRF whereas 37.8% and 10.8% of the respondents were agreed and neutral to it

respectively. Rest of the 2.7% and 1.4% opined it as disagree and there was no UGC-NET at that time respectively.



Question 6. Syllabus helped to attain new skill

62.2% of the respondents were strongly agreed that the Syllabus helped to attain new skill whereas 28.4% and 6.8% of the respondents were agreed and neutral to it respectively. Rest of the 2.7% opined it as disagree.



Question 7. Syllabus provides opportunity for research activities

63.5% of the respondents were strongly agreed that the Syllabus provides opportunity for research activities whereas 29.7% and 5.4% of the respondents were agreed and neutral to it respectively. Rest of the 1.4% opined it as disagree.

Question 8. Syllabus encouraged Extra learning or self-learning

39.2% of the respondents were strongly agreed that the Syllabus encouraged Extra learning or self-learning whereas 41.9% and 13.5% of the respondents were agreed and neutral to it respectively. Rest of the 5.4% opined it as disagree.



Question 9. Project work/internship offered under your syllabus was challenging and constructive



36.5% of the respondents were strongly agreed that the project work/internship offered under your syllabus was challenging and constructive whereas 41.9% and 13.5% of the respondents were agreed and neutral to it respectively. Rest of the 4.1% and 1.4% opined it as disagree and Need to send a letter to UPAC, NA, Project and internship not offered under curriculum

respectively.



Question 10. Syllabus focused on employability

39.2% of the respondents were strongly agreed that the Syllabus focused on employability whereas 31.1% and 14.9% of the respondents were agreed and neutral to it respectively. Rest of the 10.8% and 1.4% opined it as disagree and please focus on employability; Need to send a letter to UPSC to MBD students for ISS exam respectively.

Alumni feedback on Curriculum help to identify, understand, address and evaluate the problems in curricular aspects and teaching learning process. The consolidated feedbacks result on different aspects which pertaining different domains of university academics will help during curriculum design, redesign and revise.