

RSET's



Deviprasad Goenka
management college of media studies
INDIA'S PREMIER MEDIA SCHOOL

Deviprasad Goenka Management College of Media Studies (DGMC)
RSET Campus, S. V. Road, Malad (w), Mumbai 400 064, Maharashtra, India

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management.

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1. College Development Committee (CDC)

● **Institutional Committees: (2022-23)**

1	Staff Secretary	<ul style="list-style-type: none"> Mrs. Sunita Cordeiro
2	Admission Committee	
	Convener	<ul style="list-style-type: none"> Dr. Ameer Vora
	Co-convener	<ul style="list-style-type: none"> Yashwant Baing, Registrar
	Scrutiny and document verification	<ul style="list-style-type: none"> For BAMMC (Open Category) Kinjal Sheth Tandon Ponselvi S. For BAFTNMP (Open Category) Srinivasrao C For BAMMC and BAFTNP (Sports/Cultural/PH/LD) Viraj Bandekar Shalu Balan For MACJ/MAFTNMP Ponselvi S
	Non- teaching staff: Computer / ERP entry	<ul style="list-style-type: none"> Devendra Koli - BAMMC Shravani Vichare - BAFTNMP Sarika Shah - MACJ, MAFTNMP, PGP Suchit Sawant - Computer help desk for students with queries in computer lab
3	Attendance Committee	<ul style="list-style-type: none"> Ponselvi S Viraj Bandekar Nilanksha Sachdev Devendra Koli
4	Examination Committee	<ul style="list-style-type: none"> Kanchan Luthra Nilansha Sachdev Sarika Shah Suchit Sawant
5	Discipline Committee	<ul style="list-style-type: none"> Srinivasrao Challapalli



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		<ul style="list-style-type: none"> ● Selvi P
6	CAP	<ul style="list-style-type: none"> ● Kinjal Sheth Tandon ● Viraj Bandekar ● Devendra Koli ● Shravani Vichare ● Sushant ● Ajinkya
7	Students Grievance Redressal Committee	<ul style="list-style-type: none"> ● Kanchan Luthra ● Rakhi Patekar ● Viraj Bandekar
8	Unfair-means Inquiry Committee	<ul style="list-style-type: none"> ● Ponselvi S ● Srinivasrao Challapalli ● Shruti Joshi
9	Anti Ragging Committee	<ul style="list-style-type: none"> ● Yashwant Baing ● Sarika Shah ● Shravani Vichare
10	IQAC Committee Co-ordinator	Srinivasrao Challapalli
	Criteria 1	Kinjal Sheth Tandon
	Criteria 2	Kanchan Luthra
	Criteria 3	Shruti Joshi
	Criteria 4	Nilanksha Sachdev
	Criteria 5	Viraj Bandekar
	Criteria 6	Shalu Balan & Chandroday Ghosh
	Criteria 7	Ponselvi S
		<ul style="list-style-type: none"> ● Yashwant Baing ● Sarika Shah ● Sunita Codeiro
11	Library Committee	<ul style="list-style-type: none"> ● Rakhi Patekar ● Srinivasrao Challapalli ● Kinjal Sheth Tandon ● Shruti Joshi



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12	Training and Placement Cell Committee	<ul style="list-style-type: none"> ● Dr. Ameer Vora ● Kinjal Sheth Tandon ● Shravani Vichare ● Shruti Joshi ● Ponselvi S ● Kanchan Luthra
13	Women Development Cell	<ul style="list-style-type: none"> ● Kanchan Luthra ● Nilanksha Sachdev ● Shalu Balan ● Sunita Cordeiro ● <u>Student representative</u> <ul style="list-style-type: none"> ○ CR BA FTNMP ○ CR BA MMC ○ CR MA CJ ○ CR MA FTNMP ● NGO - Vaccha <ul style="list-style-type: none"> ○ Darshana Joshi
14	Student Council Committee	<ul style="list-style-type: none"> ● Srinivasrao Challapalli ● Kinjal Sheth Tandon
15	Scholarship/ Free-ship Committee	<ul style="list-style-type: none"> ● Yashwant Baing ● Suchit Sawant ● Sarika Shah ● Vinayak Nagula
16	Culture Committee	<ul style="list-style-type: none"> ● Kinjal Sheth Tandon ● Srinivasrao Challapalli ● Chandrodoy Ghosh
17	NSS Committee	<ul style="list-style-type: none"> ● Viraj Bandekar ● Shruti Joshi ● Shravani Vichare
18	Rotaract Committee	<ul style="list-style-type: none"> ● Ponselvi S ● Shalu Balan
19	Sports Committee	<ul style="list-style-type: none"> ● Shalu Balan ● Viraj Bandekar
20	Fine Arts Committee	<ul style="list-style-type: none"> ● Shalu Balan
21	Seminars/ Conferences/ Workshops	<ul style="list-style-type: none"> ● Dr. Ameer Vora ● Ponselvi S ● Kanchan Luthra



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		<ul style="list-style-type: none">● Nilanksha Sachdev● Shalu Balan● Shruti Joshi● Sunita Cordeiro
22	Literati Committee	<ul style="list-style-type: none">● Ponselvi S● Shruti Joshi
23	Film Society	<ul style="list-style-type: none">● Srinivasrao Challapalli● Chandroday Ghosh
24	Photography and Cinematography Club	<ul style="list-style-type: none">● Srinivasrao Challapalli● Viraj Bandekar
25	Advertising and Branding Club	<ul style="list-style-type: none">● Kinjal Sheth Tandon● Srinivasrao Challapalli
26	Guest Lecture series Committee	<ul style="list-style-type: none">● Dr. Ameer Vora● Srinivasrao Challapalli● Sunita Cordeiro
27	Prospectus, Handbook and Magazine Committee	<ul style="list-style-type: none">● Srinivasrao Challapalli● Nilanksha Sachdev● Ponselvi S● Kanchan Luthra● Shalu Balan● Viraj Bandekar● Shruti Joshi● Sunita Cordeiro
28	Radio Club	<ul style="list-style-type: none">● Chandroday Ghosh● Ponselvi S● Viraj Bandekar● Shruti Joshi● Kanchan Luthra
29	Festival - Core Committee	<ul style="list-style-type: none">● Ponselvi S● Shruti Joshi● Srinivasrao Challapalli● Chandroday Ghosh



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2. Standard Operating Procedure:

Objective: The objective of this Standard Operating Procedure (SOP) is to decentralize the clubs and committees in the college, involving all the staff, including students and various clubs, to promote active participation and ownership in the decision-making process and execution of activities.

Scope: This SOP applies to all the clubs and committees in the college.

Responsibilities:

The HOI will oversee the decentralization process and provide the necessary resources and support and identify staff members to lead and coordinate the clubs and committees in their respective departments.

The students will actively participate in the clubs and committees and take ownership of the activities.

Process:

- Formation of clubs and committees: The HOI will identify the clubs and committees required for the college and delegate the responsibility of forming and coordinating these clubs and committees to the respective department heads.
- Formation of club/committee team: The club conveners will form a team of students who are interested in joining the club/committee.
- Identification of club/committee objectives and activities: The club/committee team will identify the objectives and activities of the club/committee based on the interests and needs of the staff and students.
- Execution of activities: The club/committee team will execute the activities identified by them, with the support and guidance of the department head.
- Evaluation of activities: The club/committee team will evaluate the activities executed by them and provide feedback to the department head for improvement.
- Communication and collaboration: The club/committee team will communicate and collaborate with other clubs and committees in the college for joint activities and events.
- Report: The department head will make reports of the activities executed by the clubs and committees.
- Recognition and rewards: The HOI will recognize and reward the clubs and committees for their outstanding performance and contribution to the college.

Conclusion:

The decentralization of clubs and committees in the college will promote active participation and ownership in the decision-making process and execution of activities.

The involvement of all the staff, including students, will create a sense of belonging and promote teamwork and collaboration. The SOP provides a framework for the formation, coordination, and execution of activities by the clubs and committees in the college.



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3. Case Study: DGMC College December Fever - 20th to 24th December 2022

Overview

DGMC College organized a vibrant four-day celebration to foster community spirit and engagement among students and faculty. Spearheaded by the Student Council, led by Srinivasrao Challapalli and Kinjal Sheth Tandon the event integrated dance, sports, and entrepreneurship, encouraging active participation from all attendees.

Objectives of the Event

The primary objectives of "December Fever" were:

- Encourage student engagement and community-building through themed activities.
- Promote collaboration between different student bodies and committees.
- Celebrate diversity and creativity among the student population through theme-based events.

Event Schedule

Student Council's "December Fever" took place over from the 18th to the 23rd Dec 2023 DGMC;s annual Student's week & December Fever; organized by the students council dazzled the campus this year with a week-long celebration filled with themed days, engaging activities, and a spirit of unity and joy. From spirited dress-up days to thrilling competitions, the event provided a platform for students to showcase their talents, creativity, and sportsmanship.

December 18th - Blazer Day: The week commenced with a touch of elegance, as students donned their blazers, adding a dash of formality to the festive fun. Quiz competitions and team-building activities tested both academic prowess and collaborative skills, setting the tone for a week of exciting challenges.

December 19th - Retro Day: The day unfolded with a festive atmosphere, the air buzzing with excitement and unity. Stalls set up by the Film Society Club offered a range of interactive games and activities inspired by classic Bollywood, drawing enthusiastic participation from attendees. And the heart of the event was a meticulously curated screening of the iconic film "Jaane Bhi Do Yaaro" in the afternoon. Students eagerly gathered, anticipating the timeless comedy and captivating performances that awaited them

December 20th -Red and Black and Hat Day: Christmas cheer exploded on campus with this vibrant day. Adorned in red and black, students sported an array of creative Christmas hats, from classic Santa hats to whimsical elf ears and reindeer antlers, showcasing student ingenuity and festive spirit.



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December 21st - 22nd - White and Blue Day: A nautical theme took center stage, with students channeling their inner seafarers in shades of white and blue. The competitive spirit soared as students battled it out in various sports tournaments. From basketball and badminton to cricket and tug of war, the air crackled with friendly rivalry and cheers of support. The day culminated in a spectacular trophy ceremony, recognizing athletic prowess and teamwork. Awards were presented to the winners of all competitions, recognizing their contributions to the week's festivities. The evening ended on a heart-warming note, with a video montage capturing the memories and laughter of the week.

December 23rd - Personality Contest Day: Confidence reigned supreme on this day. Students took the stage, showcasing their talents and personalities through speeches, singing, and Shayari and dance routines. The judges, a panel of distinguished faculty and industry professionals, assessed not only talent but also stage presence and audience engagement. The week ended with a lot of fun memories.

Students under the Annapurna Project of the Department of Life Long Learning and Extension (DLLE) of DGMC set up a food stall during the December Fever Event, during which. Student Anastasia and Alycia, along with assistance from PEC members, spearheaded this entrepreneurial initiative. The Annapurna stall operated for three days, from December 18th to December 20th, 2023. This marked the 18th stall set up by the Annapurna team, offered delicacies like Pani Puri, Bhel Puri, Sev Puri, Dahi Vada, White Sauce Pasta, Rice Dosa with Chutney, Chinese Bhel, and Cupcakes, Carrot Halwa, Bhel, and Masala Uttapa, throughout the three days of the December Fever.

DLLE field coordinator, Seema Agarwal, and faculty in charge, Prof. Divya Narang, graced the stall on its opening day, appreciating the efforts and taste of the food prepared by the DLLE members.

December Fever proved to be a resounding success, bringing the DGMC community together in a celebration of creativity, competition, and festive spirit. The December Fever undoubtedly remains a highlight of the DGMC's calendar, leaving students eagerly anticipating the next year's festivities.

Field Coordinator, Seema Agarwal, and faculty in charge, Prof. Divya Narang, graced the food stall set up by the DLLE students

https://drive.google.com/file/d/1P9AevEwO4I2x9pLh3lGlpXcNICSvH4B/view?usp=drive_link

Key Highlights



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- **Theme-based Days:** Each day had a specific theme (e.g., Retro Day, Blue and White Day, Red and Black Day), encouraging students to express themselves creatively through their attire.
- **Diverse Activities:** The week featured a blend of academic, fun, and social activities, ranging from Retro-themed events to charity sports matches for orphans.
- **Community Building:** The event fostered a strong sense of community and allowed students and faculty to collaborate on various activities.
- **Student Leadership:** The event planning and execution were primarily student-driven, giving leadership and organizational responsibilities to the Student's Council, Library Committee, and Rotaract Club.

Conclusion

“December Fever” at DGMC was a well-planned, diverse, and engaging student event week that catered to a wide range of interests and fostered a collaborative environment within the college community. Through its creative themes and charity events, the week not only encouraged participation but also emphasized the importance of community involvement and leadership skills among students.



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Notice: 950/2022

15th Dec 2022

NOTICE

December Fever for the AY 2022-2023

The Student's Council is delighted to announce the students week 'December Fever' from 20th Dec to 24th Dec 2022.

Students to make a note of the schedule of the December Fever and follow the days, events and dress code planned.

We look forward to your active participation.

Sr. no	Date	Day	Event	Organized by	Time	Venue
1	20th December 2022	Tuesday	Retro Day	Student's Council	-	-
2	21st December 2022	Wednesday	Comicverse	Library Committee	11:00 AM	Seminar Hall
			Chocolate Day	Student's Council	-	-
3	22nd December 2022	Thursday	Traditional Day	Student's Council	-	-
			A Stage for Teachers	Rotaract Club	11:00 AM	Seminar Hall



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4	23rd December 2022	Friday	Sports Day (Outdoor)	Sports Committee	7:00 AM	Turf
			Blue and White Day	Student's Council	-	-
			Sports for Orphans	Rotaract Club	4:00 PM	Turf
5	24th December 2022	Saturday	Sports Day (Indoor)	Sports Committee	9:00 AM	Classrooms
			Red and Black Day	Student's Council	-	-
			Prize Distribution	Student's Council	2:00 PM	Seminar Hall

Students are requested to enjoy the December Fever week responsibly.



Dr. Amee Vora
Principal

