Annexure 10

Mandatory Disclosures

Academic Year 2019-20

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

1. Name of the Institution
    • Address including Telephone, Mobile, E-Mail

    ISDI School of Design and Management
    Tower 2 A, 4th Floor, One India Bulls Center,
    Senapati Bapat Marg, Lower Parel, Mumbai – 400013
    Telephone - 022-24213552 email - enquiries@isdi.in

2. Name and address of the Trust/ Society/ Company and the Trustees
    • Address including Telephone, Mobile, E-Mail

    Innovation Trust
    Tower 2 A, 4th Floor, One India Bulls Center,
    Senapati Bapat Marg, Lower Parel, Mumbai – 400013
    Telephone - 022-242135562 email - enquiries@isdi.in

3. Name and Address of the Vice Chancellor/ Principal/ Director
    • Address including Telephone, Mobile, E-Mail

    Ms. Meena Krishna, In-Charge Director
    ISDI School of Design and Innovation
    Tower 2 A, 4th Floor, One India Bulls Center,
    Senapati Bapat Marg, Lower Parel, Mumbai – 400013
    Telephone - 022-24213552 email – meena@isdi.in

4. Name of the affiliating University – We are a Standalone Institution.

5. Governance
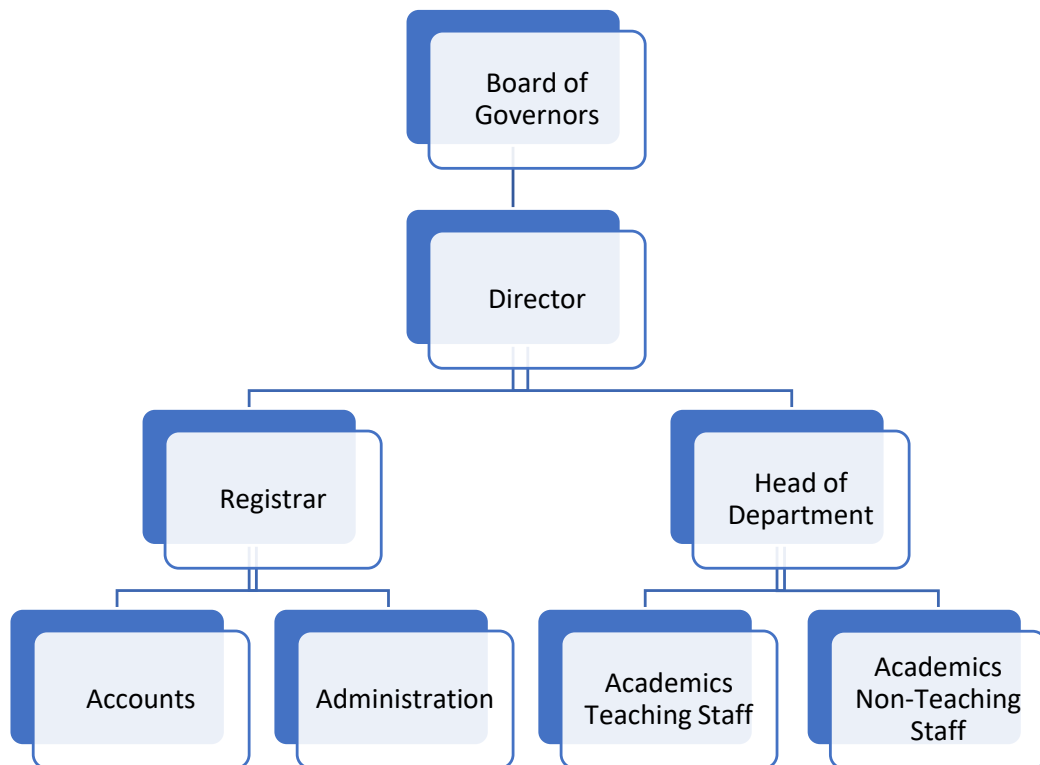   • Members of the Board and their brief background

   Board of Governors Members, ISDI School of Design and Innovation

Sr.No	Title	First Name	Last Name	Designation
1.	Dr.	Indu	Shahani	President & Chair
2.	Mr.	CVL	Srinivas	Industry Expert – Country Manager, India WPP
3.	Mr.	Siddharth	Shahani	Nominee of the Trust
4.	Dr.	Pradyumna	Vyas	Faculty Industrial Design– National Institute of Design (NID)
5.	Mr.	Sandeep	Ozarde	Industry Expert – Co - Founder, Leaf Design
6.	Mr.	Abhimanyu	Kulkarni	Industry Expert – Studio Director, Philips Design, India
7.	Dr.	Vijay	Khole	Educationist – Former Vice Chancellor, University of Mumbai
8.	Ms.	Meena	Krishna	In-charge Director, ISDI
9.	Dr.	Shefalika	Narain	Faculty, ISDI
10	Mr.	Deepak	Singh	Faculty, ISDI
11.	Ms.	Sharmeen	Honey	AVP – Career Services

   • Members of Academic Advisory Body

Sr.No	Title	First Name	Last Name	Designation
1.	Dr.	Vijay	Khole	Former Vice Chancellor, University of Mumbai
2.	Dr.	Pradyumna	Vyas	National Institute of Design (NID) - Faculty Industrial Design
3.	Ms.	Priyanka	Agarwal	Co- Founder, COO, Chief Experience Officer, Fractal Ink
4.	Mr.	Abhimanyu	Kulkarni	Studio Director, Philips
5.	Mr.	Sandeep	Ozarde	Co- Founder, Leaf Design

- Frequently of the Board Meeting and Academic Advisory Body –
  The Board of Governors meetings will be held once every quarter four times in a year.

- Organizational chart and processes

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                    Board of
                    Governors
                        |
                     Director
                        |
         +--------------+--------------+
      Registrar                   Head of
                                 Department
         |                           |
    +----+----+              +-------+--------+
 Accounts  Administration  Academics      Academics
                           Teaching Staff  Non-Teaching
                                           Staff
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- Nature and Extent of involvement of Faculty and students in academic affairs/improvements
  a) Both faculty and students inputs are taken into curriculum development and enhancement.
  b) Faculty members are also a part of Anti-Ragging committee and Internal Discipline Committee.
  c) Students and faculty are actively involved in monitoring quality in teaching and learning processes.
  d) Faculty members are nominated on Board of Governors, Academic Advisory, Curriculum development committees, Examination committee and Discipline committee.
  e) Faculty and Students play active role in organising placement related activities including Industry round table conferences.
  f) Faculty members are available for a one on one mentorship of students.

- Mechanism/ Norms and Procedure for democratic/ good Governance

  ISDI endeavours to conduct its affairs with integrity and openness and to the highest ethical standards, and has developed a number of governance policies designed to ensure that:
- its decision making processes are transparent;
- plans are implemented effectively and ethically
- regulations and compliance structures are adhered to stringently
- any potential conflicts of interest are identified; and
- possible malpractice can be reported and investigated openly and objectively.

  Different committees as mentioned under are formed through which the required feedback can be collected and action be implemented to achieve the vision.

- Student Feedback on Institutional Governance/ Faculty performance

  The Institution follows the AICTE recommended student feedback form

STUDENT'S FEEDBACK FORM

(To be used by institutions)

Academic Year:		Name of the Faculty	
Course		Semester	
		Date of the feedback	

For getting filled in through student

S. No.	Description	Very Poor	Poor	Good	Very Good	Excellent
		(1)	(2)	(3)	(4)	(5)
1	Has the Teacher covered entire Syllabus as prescribed by University/ College/ Board?					
2	Has the Teacher covered relevant topics beyond syllabus					
3	Effectiveness of Teacher in terms of:					
	(a) Technical content/course content					
	(b) Communication skills					
	(c) Use of teaching aids					
4	Pace on which contents were covered					
5	Motivation and inspiration for students to learn					
6	Support for the development of Students' skill					
	(i) Practical demonstration					
	(ii) Hands on training					
7	Clarity of expectations of students					
8	Feedback provided on Students' progress					
9	Willingness to offer help and advice to students.					
	Total					

(1) Anti-Ragging Committee has been formed to prohibit, prevent and eliminate the scourge of ragging including any conduct by any of the ragging activities. The committee will work in accordance with All India Council for Technical Education notified Regulation No. 37-3/Legal/AICTE/2009 dt 01.07.2009. Affected students can contact the committee members mentioned hereunder –

Sr.No	Name	Designation
1	Ms. Meena Krishna	Chairperson
2	Mr. D.Sivananadan	Member- Senior Police Officer
3	Mr.Ramakrishnan P	Member-Faculty
4	Ms.Meenal Sutaria	Member – Faculty
5	Ms. Divya Vijaychandran	Member – Faculty
6	Ms. Sharmeen Honey	Member – Non-Teaching
7	Ms. Piyali Khanra	Member – Non-Teaching
8	Ms. Ashwini Darvesh	Member – Non-Teaching
9	Mr. Harsh Bhatia	Member – Student
10	Ms. Kashvi Gandhi	Member – Student

- Establishment of Online Grievance Redressal Mechanism

   In order to ensure transparency by the Institution, imparting education, in admissions, with Paramount Objective of preventing unfair practices, and to provide a mechanism to students for redressal of their grievances, the following Regulations, are made based on the notification issued by AICTE, New Delhi vide F.No.37-3 Legal/2012 dated 25th May, 2012. Any grieved member can lodge the complaint on the institute's website.

Sr No.	Name	E-mail ID
1	Ms. Bhargavi Deshpande	bhargavi@isdi.in
2	Mr. Anando Dutta	anando@isdi.in
3	Ms. Kanika Sharma	kanika@isdi.in
4	Ms. Sonia Malick	sonia@isdi.in
5	Mr. Vaibhav Mohite	vaibhav@isdi.in

- Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University

   Prof. Anando Dutta has been appointed as Ombudsman.

6. Programmes
   - Name of Programmes approved by AICTE –

Sr No.	Course
1	Post Graduate Diploma in Design

Name of the Course	No of Seats	Duration
Post Graduate Diploma in Design	30	2 year

- Fee - All PGDM Courses – Rs, 10,45000/-
- Placement Facilities - Placement facility is available for all full time courses
- Campus placement in last three years with minimum salary, maximum salary and average salary - This being the first year of operations the information related to placements with minimum and maximum salaries will be provided after the first cycle of placement is completed.

7. Faculty
    - Branch wise list Faculty members:

Sr No.	Course	Faculty Members
1	Post Graduate Diploma in Design	3

- Permanent Faculty : 03
- Adjunct Faculty : NIL
- Permanent Faculty: Student Ratio : 1:15
- Number of Faculty employed and left during the last three years : NIL

8. Profile of Vice Chancellor/ Director/ Principal/ Faculty - www.isdi.in/aictefaculty.html

9. Fee
    - Details of fee, as approved by State Fee Committee, for the Institution

Academic Year	Course	Payment Schedule	Amount in Rs. (Per Year)
2019-20	Post Graduate Diploma in Design	July Aug	45,000/- 5,00,000/-

- Time schedule for payment of fee for the entire programme

Academic Year	Course Fees (Rs.)	Month of Payment
2019-20	Admission Fee – 45,000/- Course Fee – 5,00,000/-	July 2019 Aug 2019
2020-21	Course Fee – 5,00,000/-	July – Aug 2020

- No. of Fee waivers granted with amount and name of students

Program	First Name	Last Name	Scholarship
PGDD	Nitesh	Gothe	73,1500/-
PGDD	Ansh	Puri	67,9250/-
PGDD	Gurvindesingh	Punj	83,6000/-
PGDD	Jayesh	Chavan	45,9800/-
PGDD	Hardeep	Rait	45,9800/-

- Number of scholarship offered in 2019-20 by the Institution, duration and amount

Course	Year	No.of Students	Amount
PGDD	1	5	1,58,3175/-

- Criteria for fee waivers/scholarship –
  Need Based Scholarship & Merit Based Scholarship

- Estimated cost of Boarding and Lodging in Hostels - Non - Residential Program

10. Admission
  - Number of seats sanctioned with the year of approval

Sr No	Course	No. of Seats	Year of Approval
1	Post Graduate Diploma in Design	30	2019

  - Number of Students admitted under various categories in the year 2019-20

Sr No	Course	Academic Year	Open	SC	ST	NT	DT-VJ	OBC	SBC	Total
1.	PGDD	2019-20	5	0	0	0	0	0	0	5

  - Number of applications received during last two years for admission under Management Quota and number admitted

11. Admission Procedure
  - Mention the admission test being followed, name and address of the Test Agency and its URL (website)

    GMAT, GATE, GRE, NID, CEED (isdi.in/pgdd)

- Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test)
  The institute accepts the scores of the above mentioned tests and does not have any particular preference of one over the other as long as a student has scored the required cut-off marks.

- Calendar for admission against Management/vacant seats:

Activities	Date
Advertisement for vacant seats	July 2019
Last date of submission of applications	11th July 2019
Declaration of Results	13th July 2019
Last date of submission of applications	14th July 2019
Declaration of Results	17th July 2019

- The policy of refund of the fee, in case of withdrawal, shall be clearly notified – As per the Government policy -https://www.ugc.ac.in/pdfnews/5437737_UGC-Notice-reg-Fees-refund-Eng.pdf

12. Criteria and Weightages for Admission
- Describe each criterian with its respective weightages i.e. Admission Test, marks in qualifying examination etc.

Criteria	Weightage
Qualifying Entrance Test	35%
Academics (X, XII, Grad)	15%
GDPI	45%
Extra Curricular Activities	5%
Total	100%

13. Information of Infrastructure and Other Resources Available
- Number of Class Rooms and size of each   : 5 (312 Sq.Mt Carpet area)
- Number of Studio/Workshop and size of each   : 1 (148 Sq.Mt Carpet Area)
- Number of Laboratories and size of each   : 1 (70 Sq Mt Carpet Area)
- Number of Drawing Halls with capacity of each   : Not Applicable
- Number of Computer Centres with capacity of each : 1 (94 Sq Mt Carpet Area)

- Central Examination Facility, Number of rooms
  and capacity of each   : 1 (30 Sq Mt Carpet Area)
- Barrier Free Built Environment for disabled
  and elderly persons   : Available
- Occupancy Certificate   : Available
- Fire and Safety Certificate   : Available

- Hostel Facilities : Not Available
- Library : Available
- Number of Library books/ Titles/ Journals available (program-wise)

Library Books/e-books/Print Periodicals					
Programme	No of Volumes	e-Books Volumes	Titles	e-Books Titles	Journals
Management	420	220	93	28	15

- List of online National/ International Journals subscribed : Available
- E- Library facilities : Available
- Laboratory and Workshop : Available
- List of Major Equipment/Facilities in each Laboratory/ Workshop : Available
- List of Experimental Setup in each Laboratory/ Workshop :

- Computing Facilities
- Internet Bandwidth : 200 MBPS
- Number and configuration of System : 25
- Total number of system connected by LAN : 20
- Total number of system connected by WAN : 5
- Major software packages available : Available
- Special purpose facilities available : Available

- Innovation Cell : Available
- Social Media Cell : Available
- Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments : Awaited

- List of facilities available

  The Institute has a variety of learning spaces across the campus to ensure a fully immersive and inclusive academic environment. In addition to multiple classrooms, seminar rooms and student spaces, the institution proposes to augment the learning methodology using technology and digital formats of delivery, thereby, increasing management efficiencies.

  Tiered Classrooms : Large tiered classrooms with 60, 80, or 100 with the entrance in the front, an aisle up the middle for the instructor to move, a multiple-screen system for video projection and teleconferencing, and 360-degree swivel seats, designed for easy classroom discussions.

Classrooms

Studio / Workshops

Fashion Lab

Fashion Studio

Large Auditorium

Library

Computer Lab

- Extra-Curricular Activities
  The students are encouraged to be part of various student driven clubs and their aligned activities, such as Film Club, Sports Club etc. The course curriculum and pedagogy is designed to be learner centric. Students are encouraged and closely mentored to initiate their own student organizations and intellectual clubs. These student run activities are designed to enhance their academic and practical learning on campus. The activities and events organized by the students provide quality exposure to real industry challenges and a professional work culture. Students also take an active part in school development activities enhancing and building their

grasp on the 4 C's (Collaboration, Creativity, Critical thinking and Communication) which are essentials of the 21st Century.

- Soft Skill Development Facilities
  The students are encouraged to participate in various skill development activities like solving case studies, research paper writing and design hackathons. The institution focuses on the overall personality development of their students and provide them with industry exposure by inviting top industry stalwarts. The students get a unique learning environment wherein they are allowed and encouraged to work on live projects with strict timelines to understand industry functions better. The students skill sets are identified and groomed through one-on-one mentoring sessions. The design skills of the students are desired through various pitch and online competitions and their innovative ideas are incubated through suitable mentors.

- Teaching Learning Process
  The institute uses the latest technology in enhancing the learning experience of the students. The classrooms are equipped with all the latest softwares which help the teacher to bring in global resources into the classroom as an aid to teaching. Flipped classrooms are a regular practice where students are given a topic from the curriculum to research on and bring to the classrooms for discussions and feedback.

- Academic Calendar (2019-20) – Post Graduate Diploma in Design

Trimester 1

Program	Date
Orientation Program	17th July 2019 – 2nd July 2019
Commencement of Regular Classes	5th August 2019
Ganesh Festival break	2nd Sep 2019- 4th Sep 2019
Mid-Term Evaluation	20th September 2019
Diwali Break	25th Oct 2019 – 29th Oct 2019
Trimester End Examination Dates	4th Nov 2019 – 8th Nov 2019
First Trimester Ends	8th Nov 2019
First Term Result	Last week of November '19

Trimester 2

Program	Date
Commencement of Trimester 2	25th Nov 2019 – 26th Feb 2020
Christmas Break	23rd Dec 2019 – 1st Jan 2020
Mid Term Examination Dates	20th Feb 2020 – 26th Feb 2020
Mid Trimester Ends	26th Feb 2020
Mid Term Results	First / Second week of Jan' 20

Trimester 3

Program	Date
Commencement of Trimester 3	2nd Mar 2020 – 22nd May 2019
Trimester End Examination Dates (Tentative)	18th May 2020 – 22nd May 2020
Trimester Ends	22nd May 2020
End Term Result	Last week of May
Internships	June – July 2020

- Internal Continuous Evaluation System and place   : Yes
- Student's assessment of Faculty, System in place   : Yes

- For each Post Graduate Courses give the following:
- Title of the Course – Post Graduate Diploma in Design

- Curricula

  Year 1

PG-DD
Year - One
Course Name
Trimester - 1
Design thinking
Design Research methods
Design theory & Elements
History of Design
Design Culture & Society
Design Project 1 - social innovation
Course Name
Trimester - 2
Computer Aided Industrial Design
Product Aesthetics & semantics
Materials & manufacturing processes
Human Factors & ergonomics
Models and prototypes
Design project 2 - Tech Innovation
Course Name
Trimester - 3
Business design & planning

Quantitative reasoning & financial methods
Strategic Innovation Management
Innovation Marketing & Branding
Integrated Research & Development
Design Studio 3 - Business innovation
Summer Break
Internship

Year 2

PGDD-STRATEGIC DESIGN		PGDD-PRODUCT INNOVATION		PGDD-INTERACTION DESIGN
Year - Two		Year - Two		Year - Two
Course Name		**Course Name**		**Course Name**
Trimester - 4		Trimester - 4		Trimester - 4
Organisational design		Design for manufacturing		Cognitive Ergonomics
Operations Management		Automation		Interaction Design
Digital & social Marketing		Basic robotics		Programming 1
Service Design		Biomimetics		Motion Graphics
Entrepreneurial strategy		Internet of Things		Virtual reality
Course Name		**Course Name**		**Course Name**
Trimester - 5		Trimester - 5		Trimester - 5
IPR & legal systems		Designing for Systems		Digital Production
Business Analytics		Augmented reality		Data visualisation
Business communication		Futurism studies		Programming 2
Course of independent study		Course of independent study		Course of independent study
Course Name		**Course Name**		**Course Name**
Trimester - 6		**Trimester - 6**		**Trimester - 6**
Thesis project		Thesis project		Thesis project
Document design		Document design		Document design
Industry Interface Graduate show		Industry Interface Graduate show		Industry Interface Graduate show

14. Enrolment of students in 2019-20 (Year of Establishment)

Sr No	Course	Academic Year	Enrolment
1	Post Graduate Diploma in Design	2019	5

15. List of Research Projects/ Consultancy Works

- Number of Projects carried out, funding agency, Grant received   - NIL
- Publications (if any) out of research in last three years out of masters projects - NIL
- Industry Linkage   - Yes
- MoUs with Industries (minimum 3)   - Yes

16. LOA for Academic Year 2019-20
     EOA for Academic Year 2020-21

17. Accounted audited statement for the last three years:

18. Best Practices adopted, if any

●Nurturing students as competent designers with collaborative abilities and an innovative mindset combined with technical skills to real-life design challenges.
●Mandatory projects taken by each student to create social impact.
●One-on-one mentoring sessions and their special skills are polished through continuous grooming activities.
●The students get a unique learning environment with state of the art equipment and an active industry engagement.