SAVITRIBAI PHULE PUNE UNIVERSITY REPORT OF THE LOCAL INQUIRY COMMITTEE

Date: - 04/03/2015

To, The Dy. Registrar, Academic Section, S. P. Pune University, Pune-411 007. S. P. Pune University ID – 342

Sub.:- Report of Local Inquiry Committee for Affiliation of Continuation of MBA Programme for the Year 2015-2016 & 2016-2017.

Ref.:- S.P. Pune University letter no. CA/LIC/14/NS/MMT/24, Dated-07/01/2015

Respected Sir,

With reference to your letter mentioned above, we the following members Local Inquiry Committee Visited the Institute, Navjeevan Institute of Management, 342, Nashik-8 on 04/03/2015, at 03.00pm.

Sr.	Name of the Member	Designation	Status
1	Prof. Dr. Khedkar Eknath B.	(Chairman)	Present
2	Prof. Dr. Sanjay Dharmadhikari	(Member)	Present
3	Prof. Dr. Charak Kuldip S.	(Member)	Present
4	Prof. Dr. Shete Rajkumar V.	(Member)	Present

The following members of the Management and Institute were present during the visit.

Sr.	Name of the Member	Designation
1	Mr. Subhash G. Deshmukh	Managing Trustee
2	Mr. Vijay B. Kale	Secretary
3	Prof. Dr. Preeti M. Kulkarni	Director I/C
4	Prof. Ninad J. Panchakshari	Asst. Professor

Annexure – I (Sr 1 to 23) (Attested Photocopies attached with LIC report)

The following documents were furnished before the committee:

Sr.	Document	Please Tick ()	Page No.
#	Local Inquiry Committee Format	✓ /	01 to 16
1	Letter of S. P. Pune University Dated 07/01/2015	✓	17, 18
2	A Society Registered Under the Registration of Societies Act 1860 Through The Chairman or Secretary of Society of Trust Registered Under The Charitable Trusts Act 1950 or Any other Relevant Acts Through The Chairman or Secretary of The Trust or A Company Established Under Section 25 of Companies Act 1956	√	19, 20
3	AICTE Approval Letter for the Academic Year 2014-15	√	21 to 24
4	Maharashtra Government Resolution for Recognition of Programs.	√	25
5	List of LMC and Governing Body Members	√	26, 27
6	Attendance Register (Muster, Teaching & Non-Teaching)	✓	28, 29
7	List of Teaching & Non Teaching Staff (As per prescribed format)	√	30 to 32
8	Roster, Teaching	√	33 to 39
9	Roster, Non – Teaching (if applicable)	NA	NA
10	Last Three Years Advertisements for Recruitment	✓	40 to 44
11	Salary Statements and Acknowledge of Concerned Bank	✓	45 to 48
12	P. F. returns (Form 6-A, 3A & Monthly P. F. Challan)	√	49, 50
13	Build Up Area Statement dully signed by Architect	✓	51 to 55
14	Land Use Certificate, 7/12 extract & NA Order	√	56
15	Summary of Library Details & Last Five Pages of Accession Register	√	56 a
16	Summary of Equipment/Computer etc. & Last Three pages of Dead Stock Register.	✓	56 b
17	Balance Sheet with Audit Reports	✓	57 to 66
18	Academic Calendar For The Current Year	✓	67 to 70
19	NBA Accreditation Letter / Reaccreditation Letter No. (NAAC)		
20	College Covered Under 2(F) & 12(B)		
21	Pro-rata details	✓	72 to 77
22	Fixed Deposit Receipts	✓	78 to 84
23	Last Year Affiliation Fees Receipt received from S.P. Pune University (if applicable)	✓	85 to 88
24	University Affiliation Letter (2013-14 & 2014-15)	√	89 to 96
25	Director, Teaching Staff Approval Letter	✓	97 to 102
26	Seminar, Guest Lecture, Industrial Visit & List of Equipment	✓	103 to 110
27	Shikshan Shulk Samiti Fees Approval Letter.	✓	111, 112

On examination of the various documents submitted to the committee and inspection of infrastructural, instructure and other facilities the committee has to report as under.

1. Name and Address of the Society / Trust

Name	Navjeevan Education Society
Address	At. Maadsangavi, Post-Vinchurgaoli, Adgaon
Taluka	Nashik
District	Nashik
Pin Code	422 003
Phone No. With STD Code	0253-2303844
Fax No. With STD Code	0253-2393827, 2379748
E-mail ID	navjeevan.mba@gmail.com
Web Site	www.navjeevanmba.com

2. Registration No. & Year:

Registration No. MAN/879/Nashik 11th August 1983. **Enclosed Page No.- 19,20**

3. Name and Address of the Institute / College

Name	Navjeevan Institute of Management,
Address	Shivshakti Chowk, 4 th Scheme, CIDCO
Taluka	Nashik
District	Nashik
Pin Code	422 008
Phone No. With STD Code	(0253) 2393827, 2379748
Fax No. With STD Code	(0253) 2390319
E-mail ID	navjeevan.mba@gmail.com
Web site	www.navjeevanmba.com

4. University of Pune ID / AICTE ID / DTE Code No.

UOP - ID	3	4	2						<u> </u>	
AICTE - ID	1	-	1	3	4	4	4	R	1	1
DTE - Code	М	В	-	5	1	1	6	- 0	+	Т
										1

Annexure - II

5. Name and Designation of the Head of the Institute (Principal / Director)

Name	Prof. Dr. Preeti Mahesh Kulkarni
Designation	Director I/C
Qualification	MBA, P.hD.
Experience	14 Years
Highest Degree	P.hD.
Specialization	Marketing
Total Experience	14 Years
Date of Birth	04/05/1979
Phone No.	(O): 0253-0393827, 2379748
	(R):
	(M): 9890646845
E-mail	preetimaheshk@gmail.com
Whether approved by	No
University of Pune	
If yes, please maintain the	
approval letter No.	

6. Information on Establishment of the Institute

Year of Establishment	1994
Date on which first affiliation was accorded by University	MBA - CA/1386/1994 dt. 9/8/1994
Year of Commencement of the first batch	1994-1996
Details of Last affiliation letter with year of approval	CA/6077, dt. 18/06/2014
	Academic Year 2013-14 & 2014-15
	(Continuation of Affiliation)

6.(a) Continuation of Affiliation for AICTE approved Existing courses for the academic year: 2015-16 & 2016-17.

A. Under Graduate (If applicable)

SN	Name of Course	Sanctioned intake (Year wise)	Actual Admitted (Year wise)
L		N. A.	

B. Post Graduate (If applicable)

SN	Name of Course	Sanctioned intake (Year wise)		Actual Admitted (Year wise)			
		1 st	2 nd	Total	1 st	2 nd	Total
1	M.B.A.	60	60	120	60	35	95

6.(b) Name of	R.T.I. Officer & Appellant officer.		
Name	Mr.Somnath W. Choudhari	Mr. Ninad J. Panchakshari	
Designation	CEO, NES	Asst. Professor	
Qualification	B.Com., LL.B., GDC&A	M.Com., CA.	
Phone No.	(O):-0253-2393837, 2379748	(O):-0253-2393837, 2379748	
	(R):	(R):-0253	
	(M):- 8806664301	(M):-9822661346	
E-mail	Choudhri sw@rediffmail.com	ninad_ca@rediffmail.com	

6.(c) Whether Institute / College is Aided / Un-aided :- Un-aided.

6.(d) Whether college in registered as a Minority Institute if yes, type of Minority Linguistic / Religious etc.: **N. A.**

7. Whether Local Managing Committee has been Constituted as per Maharashtra University Act 1994. And Date of last Meeting

: Yes

: 04/07/2014

8. Whether Governing Body has been constituted And Date of last meeting 18/08/2014

9. Academic Calendar of the Institute

First Term

: From 14th July 2014 to 20th Dec. 2014

Second Term

: From 1st Jan. 2015 to 16th May 2015

10. Details of First affiliation for existing courses:

A. Under Graduate (If applicable)

SR.	Course	Year of Affiliation	AICTE Approval No.	Government G.R. No.	University Affiliation Letter No.
			N	I.A.	

B. Post Graduate (If applicable)

SR.	Course	Year of Affiliation	AICTE Approval No.	Government G.R. No.	University Affiliation Letter No.
1	МВА	1994	F 440- 27/BOS(M)/94 Dated-4/07/1994	NGC 3594/MBA 7497/MS 3 Dt. 18 th July 1994	MBA - CA/1386/1994 dt. 9/8/1994
2	МВА	2014	Western/1- 2013467585/2014 EOA		CA/6077, Dt. 18/06/2014

11. New Course(s) / Increase in intake to be affiliated for the academic year 2015-16 & 2016-17 N.A.

A. Under Graduate

S.N.	Name of Course			Intake		
		1 st	2 nd	3 rd	4 th	Total
			N.A.			

B. Post Graduate

S.N.	Name of Course			Intake		
		1 st	2 nd	3 rd	4 th	Total
			N.A.			

12. Course(s) under consideration for extension of affiliation of exiting courses for the academic year 2015-2016 & 2016-2017.

A. Under Graduate

S.N.	Name of Course			Intake		
		1 st	2 nd	3 rd	4 th	Total
			N.A.			
			141/41			

B. Post Graduate

S.N.	Name of Course	Intake				
		1 st	2 nd	3 rd	4 th	Total
1	MBA	60	60	-	-	120

13. Faculty strength for the existing programmes (As per prescribed format)

S.N.	Course	Sanctioned Intake	Faculty Strength		
			Required	Approved Faculty	
1	M.B.A.	60	08	03 Approved	
				02 Non Approved	

14. Registrar / Office Superintendent :-

Α	Name of the Registrar / O.S.	Mr. Mangesh M. Yadav
В	Qualification	BA, MBA
С	Date of Appointment	04/03/2015 (NES-NIM/APPT./2014-15/446)
D	Date of Joining	05/03/2015
Е	Date of Birth	11/03/1987
F	Contact	9881266527
G	E-mail ID	mangesh1439@gmail.com
Н	University Approval No. & Date	

14. (a) Non-teaching Staff Details

S.N.	Name	Designation	Qualification	Date of Joining
1	Mr. Mangesh M. Yadav	Sr. Clerk	B.A., M.B.A.	01/06/2005
2	Mr. Arun E. Bhalerao	A/c Officer	B.Com., M.B.A.	13/08/2004
3	Mr. Pravin G. Deshpande	Clerk	B.Com.	01/06/2012
4	Mr. Jitendra V. Aher	Comp. Lab. Incharge	B.A., MCM (Appear)	22/07/2013

14.(b) Supporting Staff Details

S.N.	Name	Designation	Qualification	Date of Joining
1	Mrs. Vaishali Suryawanshi	Peon	10 th	01/07/2013

15. Librarian:-

Α	Name of the Librarian	Ms. Rupali Ramrao Sawant
В	Qualification	M.Lib.
С	Date of Appointment	30/07/2014
D	Date of Joining	01/08/2014
E	Date of Birth	20 th Feb.1986
F	Contact	8975915775
G	E-mail ID	nashikrupali@gmail.com
Н	University Approval No. & Date	

15.(a) Library Staff Details

SN	Name	Designation	Qualification	Date of Joining
1	Mr. Mukund P. Pathak	Peon	10 th	05/09/2000

16. Library Facilities

S.N.	Particular	Availability
01	Total area of the library	78.95sqm.
02	Seating capacity of the library	30
03	Reprographic facility	Yes
04	Working hours of Library	10:00am to 05:00pm
05	Library networking facility	Yes
06	Usage data of the library (in terms of books issued to the faculty & students etc.)	Yes
07	Annual library budget (% of annual students fees collected)	10%

16.(a) Details of the Library Books:

SN	Course	Total Number of Titles	Total Number of volumes	Number of Journals	
				National	International
1	M.B.A.	4774	10005	17	02

17. Details of Computer Facilities:

Sr.No.	Course	No of P-IV / Latest Configuration	Peripherals
1.	M. B. A.	31 (P-IV), 30 (N-Computing)	5

18. Internet Facility Details:- BSNL Broad Band 8 mbps, TATA 2 mbps

19. Instructional Area (Carpet Area) in Sq. M.

(a) Existing Programmes (UG):

N. A.

(b) Existing Programmes (PG)Number of Divisions = number of PG programs x 2 =

Particulars	For existing intake				
	Nos.		Area		
	Required	Available	Required	Available	
Class Room	2	2	132	142	
Tutorial Rooms	4	4	132	132	
Laboratories	N.A.				
Seminar Hall	1	1	150	154	
Computer Center	1	1	150	152	
Library and Reading Room	1	1	100	117.97	
Research Laboratory		N	J.A.		
Total		9	400	697.94	

20. Administration Area (Carpet Area) in Sq.M.

Particulars	For existing intake				
	Nos.		Area		
	Required	Available	Required	Available	
Principal/Director Office	1	1	30	14	
Board Room	-	-	-	-	
Office all inclusive	1	1	_	151	
Department Office	-	-	_	-	
Cabins for Head of Department	-	-	-		
Faculty Rooms	1	1	35	35	
Examination Control Office	1	1	-	32	
Placement Office	1	1	35	35	
Central Store	1	1	-	39	
Maintenance	-	_	_	-	
Security	1	1	10	12	
House Keeping	1	1	-	39	
Pantry for Staff	1	1	_	39	

21. Amenities Area (Carpet Area) in Sq. M.

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Toilets (Ladies & Gents)	2	2	-	116
Boys Common Room	1	1	75	78
Girls Common Room	1	1	75	78
Cafeteria	1	1	150	154
Stationary Stores & Reprography	1	1	12	12.93
First Aid Cum Sick Room	1	1	10	12.14
Total	7	7	322	451.07

22. Investment on Equipment (Department wise)

S.N.	Department	Equipment Cost
1	MBA	1825436/- (Page No. 10a)

23. Audited Balance sheet attached Yes

24. Fees: As per Shikshan Shulka Samiti, Govt. of Maharashtra (Page No.-111,112)

Final Fees: (2014-15)

	Total	70170	
3	Other Fees	_	
2	Development Fees	6379	
1	Tuition Fees	63791	

25. Land Availability

Land Category (Rural/ District Head Quarter/ State Capital/ Metropolitan City)	Area required as par land category (Acres)	Total Area available (Acres)
Urban (Mega City)	0.5Acres	1 Acres

(a) Whether the said land is demarcated by	fencing/	Yes /	No
boundary wall for the institution (Tick (b) Whether the land is contiguous (Tick	appropriate box)	igstyle	<u> </u>
(Tick	appropriate box)	res	No

Navjeevan Institute of Management, Nashik

List of Equipments

Sr.No		Particulars	Amt Rs.
	1	LCD Projectors	35275
	2	Audio System	10140
	3	Water Cooler	54420
	4	Xerox Machine	306125
ļ	5	EPBAX	14970
	6	UPS	5550
:	7	Inverter with Battery Backup	37500
:	8	Computers	1144316
	9	Printers	36890
	10	AC	180250
		Total	1825436



26. Other facilities

S.N.	Parameter	Availability
1	Language Laboratory	Yes
2	All whether approach road	Yes
3	Potable water supply	Yes
4	Electrical generator	No
5	Digital Library	No
6	Parking facilities	Yes
7	Medical Facilities	Yes
8	Insurance facilities	Yes
9	Reprographic Facilities in the institutions.	Yes
10	Sewage Disposal	Yes
11	Telephone and FAX	Yes
12	General Notice Board and Departmental notice Board	Yes
13	Medical and Counseling Facilities	Yes
14	Institute web site	Yes
15	First aid facility	Yes

27. Court case	s? If any? Give details?	No

28. Observations

- 1. Institute has provided adequate infrastructure for MBA courses.
- 2. Management has provided continuous light, gas, water, supply to institute.
- 3. Institute has ganset for continuous electric supply.
- 4. Institute has authorized corporation connections of water.
- 5. Institute has library, computer lab, language lab and adequate teaching aids.
- 6. Financial position of the institute and trust are good.
- 7. As per University norms institute has maintain requisite FDR in association with university authority.
- 8. The institute should obtain approval of Director.
- 9. The institute should obtain the approval of appointed librarian as per University norms.
- 10. Faculty ratio with respect to cadre such as professor, Associate Professor and Assistant Professor is not maintained as per University norms.
- 11. These are the shortfall of books library as per AICTE norms.
- 12. Common boys and girls provided by the institute.
- 13. Seminar hall is available.
- 14. Sports facilities such as sports room, sports instruments, small size ground is available in the institute.
- 15. Staff quarters is available, however not a single staff is stayed/ utilized the said facility.
- 16. Institute has maintained service books of the faculties.
- 17. Institute has done regular cutting of provident fund of the staff as per statutory norms.

Recommendations:

The undersigned committee unanimously recommends that:

Navjeevan Institute of Management, CIDCO, Nashik - 0342

be granted Continuation of Affiliation / recognition for Master in Business Administration (MBA) for two years i.e. the Academic Year 2015-2016 and 2016-2017 with intake capacity of 60 students subject to the fulfillment of following conditions within three months.

Terms & Conditions:

- 1. Qualified Director be appointed as per AICTE norms.
- 2. Qualified Faculty be appointed as per AICTE norms.
- 3. Qualified Librarian be appointed as per AICTE norms.
- 4. Books worth Rs. 50,000/- be purchased.

The above conditions should be complied within the period of 3 months and the Compliance Report be submitted to the University through the Chairman of the Committee.

3/13/2015

Prof. Dr. Khedkar Eknath B., Chairman, Local Inquiry Committee

Prof. Dr. Sanjay Dharmadhikari Member,

Local Inquiry Committee.

Prof. DA Charak Kuldip S. Member

Local Inquiry Committee.

Prof. Dr. Shete Rajkumar V.

Member,

Local Inquiry Committee.

Report excepted

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18/2/15

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दूरध्वनी क्रमांक:

०२०-२५६९१२३३ २५६०१२५७ २५६०१२५८ २५६०१२५९

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सावित्रीबाई फुले पुणे विद्यापीठ

: 'युनिपुणे' टेलिग्राफ

फॅक्स

: ०२०-२५६९१२३३ वेबसाइट : www.unipune.ac.in

इ-मेल : dyracademic@unipune.ac.in

दि.: 17/03/2015

शैक्षणिक विभाग

गणेशखिंड, पुणे-४११००७.

संदर्भ क्र.: CA/1074

प्रति,

मा. संचालक,

नवजीवन एज्युकेशन सोसायटी नवजीवन इन्स्टिट्युट ऑफ मंनेजमेंट पता: शिवशक्ती चौक ४ थी स्किम सिडको नाशिक ०८ ता.: नाशिक जि: नाशिक

विषय:- शैक्षणिक वर्ष २०१५-२०१६,२०१६-२०१७, या वर्षाकरिता सलग्नीकरणाचे नुतनीकरण

महोदय,

वरील विषयासंदर्भात विद्यापीठ अधिकार मंडळाने घेतलेल्या निर्णयानुसार आपणास कळविण्यात येते की, आपल्या संस्थेस शैक्षणिक वर्ष २०१५-२०१६,२०१६-२०१७, या वर्षाकरिता खालील रकान्यात नमूद केलेल्या अभ्यासक्रमांच्या सलग्नीकरणाच्या नुतानिकरणास / नैसर्गिकवाढीस अहवालातील अटी व शर्तीची पूर्तता विद्यापीठाचे हे पत्र निर्गमित झाल्याच्या तारखेपासून तीन महिन्याच्या आत पूर्ण करण्याच्या अटीवर परवानगी देण्यात येत आहे .

अनु. क्र.	अभ्यासक्रमाचा तपशील	विद्यार्थी संख्या	प्रथमपाळी/व्दितीय पाळी	संलग्नीकरणाचा प्रकार
1	मास्टर ऑफ बिझनेस अडमिनिस्ट्रेशन (एम.बी.ए.)	60	2015-2016 : - वर्ष प्रथम व व्दितिय- Div No.1,,2016-2017 : वर्ष प्रथम व व्दितिय- Div No.1,,	

कळावे.

सोबत : अहवाल

आपला,

उपकुलसचिव

शैक्षणिक

दूरध्वनी क्रमांक:

०२०-२५६९१२३३ २५६०१२५७ २५६०१२५८ २५६०१२५९



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सावित्रीबाई फुले पुणे विद्यापीठ



टेलिग्राफ

गणेशखिंड, पुणे-४११००७. ृ'युनिपुणे'

फॅक्स

: ०२०-२५६९१२३३

वेबसाइट

; www.unipune.ac.in

इ-मेल

dyracademic@unipune.ac.in

शैक्षणिक विभाग

दि.: 15/04/2015

संदर्भ क्र.: CA/1549

प्रति,

मा. संचालक,

नवजीवन एज्युकेशन सोसायटी नवजीवन इन्स्टिट्युट ऑफ मंनेजमेंट पता: शिवशक्ती चौक ४ थी स्किम सिडको नाशिक ०८ ता.: नाशिक जि: नाशिक

विषय:- अटींच्या पूर्ततेच्या पडताळणी अहवालबाबत...

महोदय,

वरील विषयासंदर्भात विद्यापीठ अधिकार मंडळाने घेतलेल्या निर्णयानुसार आपणास कळविण्यात येते की, आपल्या संस्थेस शैक्षणिक वर्ष २०१५-२०१६,२०१६-२०१७, या वर्षाकरिता खालील रकान्यात नमूद केलेल्या अभ्यासक्रमांच्या सलग्नीकरणाच्या नुतानिकरणास / नैसर्गिकवाढीस अखिल भारतीय तंत्रशिक्षण परिषद, नवी दिल्ली व तंत्रशिक्षण संचालनालय, महाराष्ट्र शासन यांचे अभ्यासक्रम व प्रवेश क्षमता मान्यतेच्या अधीन राहून अहवालातील अटींच्या पूर्ततेचा पडताळणी अहवाल मान्य करण्यात येत आहे

अनु. क्र.	अभ्यासक्रमाचा तपशील	विद्यार्थी संख्या	प्रथमपाळी/व्दितीय पाळी	संलग्नीकरणाचा प्रकार
1	मास्टर ऑफ बिझनेस अडमिनिस्ट्रेशन (एम.बी.ए.)	60	2015-2016 : - वर्ष प्रथम व व्दितिय- Div No.1,,2016-2017 : - वर्ष प्रथम व व्दितिय- Div No.1,,	- नूतनीकरण

कळावे.

आपला,

्र उपकुलसचिव ४४ शैक्षणिक विभार

Navjeevan Education Society's



NAVJEEVAN INSTITUTE OF MANAGEMENT

AFFILIATED TO : SAVITRIBAI PHULE PUNE UNIVERSITY, 342, APPROVED BY AICTE : 431/27-81/M-94

Shivshakti Chowk, 4th Scheme, CIDCO, Nashik - 422 008.

ACCREDITED BY *NAAC*

Ph. No. (0253) 2393827, 2379748
 Fax No.: (0253) 2390319

E-mail : info@navjeevanmba.com, navjeevan.mba@gmail com → Web site : www.navjeevanmba.com

UNDERTAKING

I hereby undertake that-

- (1) The Institute has constituted a separate Local Managing Committee (LMC) as required under section 85 of the Maharashtra University Act,1994 and meetings of the LMC were held during the year 2015-16 & 2016-17, as well as Women's Grievance Committee, Reservation Grievance Committee, etc.
- (2) The emoluments including allowances that are required to pay to the teachers and other employees of the College/Institution are and shall be in accordance with the grades and allowances as per the rules. All the appointments of teachers and other employees are strictly made in accordance with the rules and regulations.
- (3) All the necessary facilities are provided to the students.
- (4) All the necessary funds such as Building fund, security fund, etc. are deposited in the Scheduled Bank.
 As directed by the University.
- (5) The Institute has complied with all the provisions of MUA,1994 and provisions of statutes, ordinances, regulations and rules made in this behalf by the University from time to time

Place : Nashik

Date :04/03/2015

CIDCO-4
NASHIK-9
NASHIK-9
NASHIK-9

Dr. Mrs. Preeti M. Kulkarni

Director I/C

Navjeevan Institute of Management

Cidco, Nashik-08.