SKY IS THE LIMIT

Navjeevan Education Society's

NAVJEEVAN INSTITUTE OF MANAGEMENT

Shivshakti Chowk, CIDCO - 04, Nashik - 422 008.
Phone No.: (0253) 2393827, Fax No: (0253) 2390319

Web site: www.navjeevanmba.com
E-mail ID: navjeevan.mba@gmail.com

Submission of Annual Quality Assurance

Report (AQAR)

1st July 2015 to 30th June 2016

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> NAVJEEVAN INSTITUTE OF MANAGEMENT

1.2 Address Line 1

> SHIVSHAKTI CHOWK

Address Line 2

> 4TH SCHEME, CIDCO

City/Town

> NASHIK

State

> MAHARASHTRA

Pin Code

> 422-008

Institution e-mail address

> navjeevan.mba@gmail.com

Contact Nos.

> 0253 2393827

Name of the Head of the Institution:

> DR. PREETI MAHESH KULKARNI

Tel. No. with STD Code:

> --

Mobile:

> 9890646845

Name of the IQAC Co-ordinator:

DR. SUVARNA RAHUL SHINDE

Mobile:

9604101118

IQAC e-mail address:

suvarna.barge@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

MHCOGN11031

1.4 **NAAC Executive Committee No. & Date:**
*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC/32/020 dated 3rd May 2004

1.5 Website address:

www.navjeevamba.com

Web-link of the AQAR:

http://navjeevanmba.com/downloads/

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.05	2004	2009
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

22/06/2012

1.8 AQAR for the year *(for example 2010-11)*

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

    i. AQAR 2013-14 submitted to NAAC on 27/06/2018

   ii. AQAR 2014-15 submitted to NAAC on 27/06/2018

1.10 Institutional Status

   University   State ☑   Central ☐   Deemed ☐   Private ☐

   Affiliated College   Yes ☑   No ☐

   Constituent College   Yes ☐   No ☑

   Autonomous college of UGC   Yes ☐   No ☑

   Regulatory Agency approved Institution   Yes ☑   No ☐

  (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education ☑   Men ☐   Women ☐

                              Urban ☑   Rural ☐   Tribal ☐

   Financial Status   Grant-in-aid ☐   UGC 2(f) ☐   UGC 12B ☐

                     Grant-in-aid + Self Financing ☐   Totally Self-financing ☑

1.11 Type of Faculty/Programme

   Arts ☐   Science ☐   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

   TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☑

   Others   (Specify)   ·   ---

1.12 Name of the Affiliating University *(for the Colleges)*

                                                    SAVITRIBAI PHULE PUNE UNIVERSITY, PUNE

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

---

Autonomy by State/Central Govt. / University | NO |

University with Potential for Excellence | NO | UGC-CPE | NO |

DST Star Scheme | NO | UGC-CE | NO |

UGC-Special Assistance Programme | NO | DST-FIST | NO |

UGC-Innovative PG programmes | NO | Any other (*Specify*) | NO |

UGC-COP Programmes | NO |

2. IQAC Composition and Activities

2.1 No. of Teachers | 04 |

2.2 No. of Administrative/Technical staff | 03 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 02 |

2. 6 No. of any other stakeholder and
     community representatives | 01 |

2.7 No. of Employers/ Industrialists | 02 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held | 03 |

2.11 No. of meetings with various stakeholders: No. | 03 | Faculty | ✓ |

Non-Teaching Staff Students | ✓ | Alumni | ✓ | Others | |

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [✓]

   If yes, mention the amount   [--]

2.13 Seminars and Conferences (only quality related)

   (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

   Total Nos. [3]   International [-]   National [-]   State [-]   Institution Level [✓]

   (ii) Themes

   > 1) Workshop on Research Methodology
   > 2) Six Sigma Green Belt Course for Students and staff members
   > 3) Workshop on Human Rights and Cyber Security

2.14 Significant Activities and contributions made by IQAC

   - Career Guidance and placement Cell Strengthened
   - Awareness among students towards ecological and environmental issues
   - Series of Guest Lecture arranged
   - Engaged in community service through visit to Orphanage and Old Age Home.
   - Strengthened the Alumni bonding by conducting meetings.

2.15 Plan of Action by IQAC/Outcome

   The plan of action chalked out by the IQAC in the beginning of the year towards quality

   enhancement and the outcome achieved by the end of the year *

Date	Plan of Action	Achievements
06/07/2015	Orientation Program for Faculty Members	Achieved
10/07/2015	Mega Job Fair 2015	Achieved
13/07/2015	Commencement of Semester III Classes	Achieved
24/07/2015	Placement Activity	Achieved
29/07/2015	Founders Day Celebration	Achieved
31/07/2015	Placement Activity	Achieved
01/08/2015	Workshop on Research Methodology	Achieved

07/08/2015	Placement Activity	Achieved
08/08/2015	Orientation Program & Health check-up Camp	Achieved
12/08/2015	Library Day	Achieved
14/08/2015	Placement Activity	Achieved
21/08/2015	Placement Activity	Achieved
22/08/2015	Out-bonding Program to Harihar Fort	Achieved
26/08/2015	CSR Activity – Kumbh mela	Achieved
02/09/2015	Guest Lecture by Mr. Anand Chandak Topic: Innovation in Rural Development	Achieved
04/09/2015	Placement Activity	Achieved
05/09/2015	Teacher's Day Celebration, Movie Day	Achieved
11/09/2015	Placement Activity	Achieved
12/09/2015	Workshop on Human Rights and Cyber Security	Achieved
16/09/2015	Industrial Visit – Reliance Industries	Achieved
18/09/2015	CSR Activity – Kumbh Mela	Achieved
19/09/2015	Guest Lecture by Mr. Ashok Sanas Topic: Adoption of Innovative Manufacturing Tools and Techniques	Achieved
21/09/2015	CSR Activity - Festival – Ganpati Visarjan	Achieved
26/09/2015	Guest Lecture by Ms. Monika Gupta Topic: Digital Media Challenges & Innovation	Achieved
02/10/2015	Gandhi Jayanti	Achieved
03/10/2015	Guest Lecture by Dr. Ganesh Wadgaonkar Topic: Health Is Wealth	Achieved
09/10/2015	Placement Activity	Achieved
10/10/2015	Guest Lecture by Mr. Nikhil Sojal Topic: Marketing in the Technology Driven World	Achieved
16/10/2015	Placement Activity	Achieved

17/10/2015	Festival – Navratri Celebration	Achieved
19/10/2015	Placement Activity	Achieved
23/10/2015	Placement Activity	Achieved
26/10/2015	University Online Examination of Semester I & III	Achieved
1/12/2015	University External Examination (Theory) of Semester I & III	Achieved
28/12/2015	Faculty Meeting – Syllabus & Lecture Plan	Achieved
01/01/2016	Commencement of Semester II & IV	Achieved
02/01/2016	Orientation Program for Faculty Members	Achieved
05/01/2016	Placement Activity	Achieved
08/01/2016	Placement Activity	Achieved
09/01/2016	Guest Lecture by Mr. Dhananjay Bele Topic: Global Marketing	Achieved
15/01/2016	Industry Visit – Legrand	Achieved
22/01/2016	Placement Activity	Achieved
24, 25 26, 27/01/2016	Six Sigma Green Belt Course	Achieved
29/01/2016	Placement Activity	Achieved
30/01/2016	Guest Lecture by Mr. Manan Gujrathi Topic: Digital Marketing	Achieved
05/02/2016	Placement Activity	Achieved
06/02/2016	Guest Lecture by Mr. Makrand Pandey Topic: Cyber Securities Issues and Challenges	Achieved
12/02/2016	Placement Activity	Achieved
13/02/2016	CSR Activity – Visit to Old Age Home	Achieved
19/02/2016	Chatrapati Shivaji Maharaj Jayanti Celebration	Achieved

26/02/2016	Placement Activity	Achieved
27/02/2016	Guest Lecture by Pooja (Talerange) Topic: Skill Development	Achieved
04/03/2016	Placement Activity	Achieved
05/03/2016	Guest Lecture by Mr. Santosh Mandlecha Topic: Entrepreneur Development	Achieved
11/03/2016	Workshop on Human Rights	Achieved
18/03/2016	Placement Activity	Achieved
21/03/2016	Workshop in Cyber Security	Achieved
24/03/2016	Online Examination of Semester II & IV	Achieved
22/04/2016	Placement Activity	Achieved
28/04/2016	University External Examination (Theory) of Semester II & IV	Achieved
14/05/2016	Pool Campus	Achieved
16/05/2016	Placement Activity	Achieved
17/05/2016	Placement Activity	Achieved
04/06/2016	Environment Day	Achieved

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ✓   No ☐

Management ✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

> AQAR & IQAC Report were placed before the Management for in-depth discussion on the current challenges and possible outcomes for the institutional development.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	1	0	1	0
UG	0	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	1	0	1	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ☑
    (On all aspects)

    Mode of feedback   :   Online ☐   Manual ☑   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No.
- Being an affiliated Institute, NIM follows the curriculum designed by the university. Hence, the Institute has less flexibility in terms of syllabus.
- The main task of the Institute is Structured and systematic planning and implementation of the curriculum.
- The Institute adheres to the guidelines given by AICTE/UGC and other relevant regulatory bodies.
- The Institute is always trying to improve the quality of curriculum planning and implementation by benchmarking, competency building and offering best of the resources.
- Feedback from stakeholder is an important tool for continuous improvement.

After 3 years syllabus is revised by University. In the academic year 2013-14 university has upgrated the syllabus to CBCS pattern.
1. University revises the syllabus after every 3 years.
2. Syllabus was upgraded to Choice Based Credit System (CBCS) Pattern in Academic Year 2013-14.
3. CBCS Pattern provides an approach in which the students can take course of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Director	Asst. Professors	Associate Professors	Professors
4	1	3	0	0

2.2 No. of permanent faculty with Ph.D.   1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Director		Total	
R	V	R	V	R	V	R	V	R	V
03	02	00	02	00	01	01	00	04	5

2.4 No. of Guest and Visiting faculty and Temporary faculty   10   4   0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	05	01
Presented papers	0	02	0
Resource Persons	0	01	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Introduction of Language Lab & Communication Syllabus, tailor-made according to students' requirements in collaboration with IQAC & placement Cell.
2. For easy access, soft copy of study material developed for the students.
3. Yearly activities were divided in 5 areas namely Curricular, Co-Curricular, Extra-Curricular, Supportive Activities and Administrative activities for effectively managing academic requirements.
4. Regular Club activities like Book reviews were arranged for students for their overall development.

2.7 Total No. of actual teaching days during this academic year

285

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examinations are conducted as per University Rules.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

0	0	0

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MBA	44	02%	23%	36%		61%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Contribution:

- Institute conducted Open Book tests as per each subject/topic.
- Organizing workshops, events and activities.
- Adhering to Time-Table

Monitoring:
- Attendance
- Events Calendar
- Referring Time-Table

Evaluation:

- Feedback from Students in each semester.
- Internal discussion for improvement based on Students' feedback.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	4
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	0
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	5	0	0	0
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Participation in research project competition 'AVISHKAR' unique in its nature is being implemented through Board of College and University Development (BCUD).

- NIM IQAC takes efforts to increase the participation of the students & faculty members for Avishkar.

3.2　　　Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3　　　Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4　　　Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	02	0

3.5 Details on Impact factor of publications:

Range [--]　　Average [--]　　h-index [--]　　Nos. in SCOPUS [--]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects *(other than compulsory by the University)*	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3.7 No. of books published   i) With ISBN No. | 4 | Chapters in Edited Books | 0 |

ii) Without ISBN No. | 0 |

3.8 No. of University Departments receiving funds from

UGC-SAP | 0 | CAS | 0 | DST-FIST | 0 |

DPE | 0 | DBT Scheme/funds | 0 |

3.9 For colleges   Autonomy | 0 | CPE | 0 | DBT Star Scheme | 0 |

INSPIRE | 0 | CE | 0 | Any Other (specify) | 0 |

3.10 Revenue generated through consultancy | 0 |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons | 1 |

3.13 No. of collaborations   International | 0 | National | 0 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 0 | From Management of University/College | 0 |

Total | 0 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows
   Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	01	0	0	0	0

3.18 No. of faculty from the Institution
   who are Ph. D. Guides
   and students registered under them

0

0

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0   SRF 0   Project Fellows 0   Any other 0

3.21 No. of students Participated in NSS events:

University level 0   State level 0

National level 0   International level 0

3.22 No. of students participated in NCC events:

University level 0   State level 0

National level 0   International level 0

3.23 No. of Awards won in NSS:

University level 0   State level 0

National level 0   International level 0

3.24 No. of Awards won in NCC:

University level 0   State level 0

National level 0   International level 0

3.25 No. of Extension activities organized

University forum | 0 | College forum | 0 |

NCC | 0 | NSS | 0 | Any other | 1 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Alumni Meet
- Six Sigma Excel Seminar
- Industrial Visit
- Mega Job fair arranged Twice a year.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	01	0	-	01
Class rooms	08	0	-	08
Laboratories	00	00	-	00
Seminar Halls	01	00	-	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	62	1	Society	63
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1.47	Society	-
Others	-	-	Society	-

4.2 Computerization of administration and library

- Database Hub: For accessing subscribed e-resources
- WiFi enabled campus
- CCTV installed in computer lab to monitor the students

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9005	314918	214	82593	9219	397511
Reference Books	1244	14298	43	23153	1287	37451
e-Books						
Journals	63	149476	24	44585	87	194061
e-Journals						
Digital Database	2	260811	2	175088	4	435899
CD & Video	736		34		770	0
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	62	1	2 Connect ions	1	1	1	6	
Added	0	0	0	0	0	0	0	0
Total	62	1	2 Connect ions	1	1	1	6	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Microsoft Excel Training to be useful in Data Interpretation.
- Microsoft PowerPoint Training for Presenting Powerful Presentations

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.84

ii) Campus Infrastructure and facilities

3.36

iii) Equipments

0.47

iv) Others

0.67

6.34

Total :

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Counselor conducted sessions for awareness
- Placement cell strengthened its team by inducting new members
- Arranged Industry Expert lectures for specialized guidance to students.

5.2 Efforts made by the institution for tracking the progression

- Self-Analysis & Feedback Process to analyze its result and worked in area of weakness.
- Mentors were appointed

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
0	60	0	0

(b) No. of students outside the state

1

(c) No. of international students

0

Men
No	%
42	70%

Women
No	%
18	30%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
10	12	02	36	00	60	13	13	01	33	00	60

Demand ratio   1:1   Dropout % - 10%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Career Guidance and Counselling sessions were arranged for the students.

No. of students beneficiaries   25

5.5 No. of students qualified in these examinations

NET   0   SET/SLET   0   GATE   0   CAT   0

IAS/IPS etc   0   State PSC   0   UPSC   0   Others   0

5.6 Details of student counselling and career guidance

- NIM has an in-house qualified student counsellor who counsels the students on various aspects like, anxiety, confusion, anger management and depression.
- In-house Career counselling & Career Guidance Sessions have been arranged every 3 months to ensure that the students are in their best state of mind to perform in Academics as well as their future endeavours.
- Regular Sessions on Resume building, Group discussion Techniques and Interview Techniques to enhance students' ability to perform better in their Placements.
- Personality & Communications Development Sessions arranged for all the students to become the best they can in their life.
- The Institute focuses on enhancing the Employability Quotient of the students by offering best of the faculties, infrastructure and self-development activities.

No. of students benefitted   120

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
26	45	20	16

5.8 Details of gender sensitization programmes

1. Movie Day on gender equality, masculinity & relationships in collaboration with an NGO
2. Expert shared knowledge of legal rights of women with Students.

5.9 Students Activities

   5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 0 | National level | 0 | International level | 0 |

No. of students participated in cultural events

State/ University level | 0 | National level | 0 | International level | 0 |

   5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 0 | National level | 0 | International level | 0 |

Cultural: State/ University level | 0 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	0	0
Financial support from government	56	3145540
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level | 0 | National level | 0 | International level | 0 |

Exhibition: State/ University level | 0 | National level | 0 | International level | 0 |

5.12   No. of social initiatives undertaken by the students | 3 |

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> # Vision
>
> To be India's leading University-based Business School, offering the holistic development of the people who are going to shape the World in 21st century with their transformational ideas.
>
> # Mission
>
> We are committed to educating and developing tomorrow's leaders and builders of the world, who create value for their stakeholders and Society at large, by providing them the highest Quality and life-transformational learning experience.

6.2 Does the Institution has a management Information System

> Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> We follow the course curriculum of Savitribai Phule Pune University (SPPU), which is one of the leading Universities in India & abroad.
> We impart the students with latest and relevant knowledge in the field of Management theory and practical.
> We provide opportunities to the students, within and outside the institution, for developing necessary managerial skills.
> We impart and develop the right kind of values and attitude to function effectively in managerial / administrative position.
>
> After every 3 years syllabus is revise by University. In the academic year 2013-14 university has up-grated the syllabus to CBCS pattern.
> 1. University revises the syllabus after every 3 years.

6.3.2 Teaching and Learning

> - NIM has always strived towards excellence in the area of education, research and development, which are of vital importance in the journey of achieving its goals.
> - The main objective of such activities is to prepare the cadre of academically superior intellectuals who impart knowledge to students.
> - Faculty members and students of this institution are constantly encouraged to participate in various research activities.
> - There are faculty development activities that support continuous improvement in instructional methods.
> - All faculty members are encouraged to participate in faculty development programs, seminars and conferences to be aware of the modern practices in the profession

6.3.3 Examination and Evaluation

- Weekly test
- Pre-final Examination

6.3.4 Research and Development

- Professional Development Fund
- Faculty Seminars
- Research Partnerships

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

The aim of the Library is to serve the needs of our faculty, research scholars, students and members of Library.

It is the heart of the Institution and acts as a centre for the collection of literature, Predominantly related to holistic development of students and scholars.

Library provides a comprehensive collection of information and acts as a major resource for associate members, research students and professionals Library provides following facilities :

- Provision of students' book bank.
- Library encompasses of around 10300 books and volumes, provision of 87 National & International journals. Facility of General Books (Subject oriented & otherwise) provision of especially prepared faculty Notes, References, Annual reports for extra reference, Ready Reckoners, Overview reports and Annual Library Reports are kept for administrative cause.

The library also enriches its knowledge Bank adding around 75 books per year to enhance the learning process. Around 770 Educational Audio & Video CD are also available.

6.3.6 Human Resource Management

A well established team manages Human Resource of the College. It is responsible for the attraction, selection, training, assessment, and rewarding of employees, while ensuring compliance with employment.

6.3.7 Faculty and Staff recruitment

Faculty Recruitment: As per norms of University & Local Selection Committees.

Staff Recruitment: As per Society Norms

6.3.8 Industry Interaction / Collaboration

- Industry and academia have long shared a mutually beneficial relationship, and here at NIM, we respect and honor that tradition.
- We have a strong commitment to build long lasting mutual relationships with the corporate world.
- By offering tailor-made Training Sessions to meet the growing demand of today's markets. By giving students an insight into the professional world through our Summer internship program, NIM has all ways to set the bar for corporate relationship with Institute.
- We established linkages with the practicing world through the following focused initiatives:
  i) Alumni Cell
  ii) Corporate Relations and Placement Cell
  iii) Consulting assignment with the industry
  iv) Faculty exchange with industry
  v) Arranging expert lecturers of eminent personalities.

6.3.9 Admission of Students

We follow the admission process as per guidelines of AICTE, DTE & SPPU.

6.4 Welfare schemes for

Teaching	P.F., Loan Facility form Navjeevan Credit Society
Non teaching	P.F., Loan Facility form Navjeevan Credit Society
Students	Scholarship, Freeship, EBC Concession

6.5 Total corpus fund generated   0

6.6 Whether annual financial audit has been done   Yes ✓   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	No	No	No	No

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ☐   No ✓

For PG Programmes   Yes ☐   No ✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

--

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

--

6.11 Activities and support from the Alumni Association

- It is our pride that our alumni are working in different array of corporate and Start up and at a very prestigious level.
- We conduct many workshops for First year students and also for Alumni who wants to have their start up and simple wants to enhance their skills and network.
- We conducted chapter meets and coffee meets for Alumni so that they can offer their valuable guidance to students and can also keep connected with the Institute.

6.12 Activities and support from the Parent – Teacher Association

Formal and/or Informal PTA meetings were arranged frequently on one to one or group basis to address the new development to Parents and improve their participation in their ward's growth.

6.13 Development programmes for support staff

- Soft Skills & etiquette training and First aid training

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Plants planted in campus.
- Printing made both sides (Duplex) compulsory for internal non-admin purposes.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Experiential learning in terms of delivering some topics through workshops
- Infrastructure has been upgraded to match the global standards

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- NIM arranges Placement Activity on almost every Friday of the week to place maximum students as per their potential.
- Conducted Orientation Program for Faculty Members for current semester on 6th July'15.
- Arranged Mega Job Fair 2015 on 10th July'15 For Graduates and Post Graduates Students. The objective of the fair is to provide a platform to students for showcasing their skills and abilities and offer a wider choice of selection to recruiters.
- Commencement of Semester III Classes on 13th July'15.
- Celebrated Founder's Day on 29th July'15 with Mr. Subhash Deshmukh & Mrs. Vijaya Deshmukh. They guided students & staff with their experience and shared the Vision & Mission of Navjeevan Education Society (NES) for everyone's involvement in achievement of the same.
- Workshop on Research Methodology conducted on 1st Aug'15 by Director of NIM, Dr. Preeti M. Kulkarni, for making them understand the process to collect information and data for the purpose of making business decisions. Also, discussed on publication research, interviews, surveys and other research techniques.
- Arranged Orientation Program along with Health check-up Camp on 8th Aug'15 for the newly admitted students and students of MBA 2nd Year to help them understand the Industry requirements from MBA students in today's Corporate World.
- Celebrated Library Day on 12th Aug'15 with all the staff members and students. Pooja of Goddess Saraswati was arranged in the Library followed by addressal by the Director to thank Librarian and support staff for their continuous efforts. Also, discussed about the plans of including ebooks and video programs for the benefit of students.
- Arranged Out bonding tour with Students on 22nd Aug'15 to Harihar Fort.
- Arranged Help Camps for Kumbh Mela in Nashik on 26th Aug'15 as it comes after every 12 years and need to be managed carefully and safely.
- Arranged a Guest Lecture by Mr. Anand Chandak on "Innovation in Rural Development" to discuss on Innovation for sustainable rural development.
- Celebrated Teachers' Day on 5th Sep'15 to celebrate his esteemed position of Sarvepalli Radhakrishnan as the second president of India. Also, arranged a Motivational and Learning Movie for the students on the Movie Day.
- Workshop on "Human Rights & Cyber Security" on 12th Sep'15 to make students understand their Rights in relation to Corporate world to make them ready to face any situation in Corporate world. Also, as people use online services more in their daily lives, their expectations of digital privacy and freedom of expression will lead them to demand better protections.
- Arranged Industrial Visit to Reliance Industries on 16th Sep'15 for students to understand the processing and Management aspect of the Business house.
- Arranged Help Camps for Kumbh Mela in Nashik on 18th Sep'15 as it comes after every 12 years and need to be managed carefully and safely.
- Arranged a Guest Lecture by Mr. Ashok Sanas on 19th Sep'15 on "Adoption of Innovative Manufacturing Tools and Techniques" to improve the performance and quality of

- Arranged a Guest Lecture by Ms. Monika Gupta on 29th Sep'15 on "Digital Media Challenges & Innovation."
- Celebrated Gandhi Jayanti in memory of Father of the nation "Mahtma Gandhi" on 2nd Oct'15.
- Arranged a Guest Lecture by Dr. Ganesh Wadgaonkar on 3rd Oct'15 on "Health Is Wealth" to make students realise the benefits of being in good health.
- Arranged a Guest Lecture by Mr. Nikhil Sojal on 10th Oct'15 on "Marketing in the Technology Driven World" for the students to understand the change in Marketing as per updates in Technology.
- Navratri Festival was celebrated on 17th Oct'15 by College students and staff members with great devotion for 10 days. Idol of Goddess Durga was worshipped during Navratri festival.
- Arranged Placement Activity for ICICI Bank, Reliance, Kotak Mahindra on 19th Oct'15.
- Arranged Placement Activity for CVZ Industres on 23rd Oct'15.
- Conducted University Online Examination of Semester I & III on 26th Oct'15.
- Conducted University External Examination (Theory) of Semester I & III starting 1st Dec'15.
- Conducted Faculty Meeting in view of Syllabus & Lecture Planning on 28th Dec'15.
- Commencement of Semester II & IV from 1st Jan'16.
- Conducted Orientation Program for Faculty Members for current semester on 2nd Jan'16.
- Arranged Placement Activity for ICICI Prudential Life Insurance on 5th Jan'16.
- Arranged a Guest Lecture by Mr. Dhananjay Bele on 9th Jan'16 on "Global Marketing".
- Arranged an Industry Visit to Legrand India in Nashik to learn about the processes and management of their business.
- Conducted Six Sigma Course in collaboration with MACCIA Nashik for 4 days on 24th-25th-26th-27th Jan'16 for all the students and staff members to understand the importance of Quality in Industry.
- Arranged a Guest Lecture by Mr. Manan Gujrathi on 30th Jan'16 on "Digital Marketing" for the students to understand latest concepts in Digital Marketing.
- Arranged a Guest Lecture by Mr. Makrand Pandey on 6th Feb'16 on " Cyber Securities Issues and Challenges".
- Visit to Charitable old age home on 13th Feb'16 to make students understand the elders' need for their support to live safely in the society.
- Celebration of "Chatrapati Shivaji Maharaj Jayanti" in NIM Campus with students and staff members.
- Arranged a Guest Lecture by Pooja Talerange on 27th Feb'16 on "Skill Development" to make students employable as per current Industry requirements.
- Arranged a Guest Lecture by Mr. Santosh Mandlecha on 5th March'16 on "Entrepreneur Development" to develop entrepreneurial spirit among the students.

- Workshop on "Human Rights" on 11th March'16 to make students understand their Rights in relation to Corporate world to make them ready to face any situation in Corporate world.
- Workshop on "Cyber Security" on 21st March'16 as people use online services more in their daily lives, their expectations of digital privacy and freedom of expression will lead them to demand better protections.
- Conducted Online Examination of Semester II & IV staring 24th March'16.
- Conducted niversity External Examination (Theory) of Semester II & IV starting 28th April'16.
- Arranged a Pool Campus on 14th May'16 for 2nd Year MBA students.
- Arranged a Placement Activity for HDFC Sales on 16th May'16.
- Arranged a Placement Activity for Vistar Finance, ICICI, Kotak Mahindra on 17th May'16.
- Celebrated Environment Day on 4th Jun'16 for students to make them aware and respect the resources available to human beings.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. CSR Activities: Visit to Charitable Old Age Home with students & Faculty members.
2. CSR Activities: Students and Faculty assisted in Nashik KUMBHMELA arrangements and guiding devotees to the required locations.
3. Mega Job Fair arranged twice in a year, in July'15 and in March'16.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Less Power consuming LEDs had been installed in complete campus.
- Both Sided Printing: This could save half of the trees consumption, contributing significantly to environmental cause.
- Use of Printers in office timings only to reduce power consumption.
- Ensuring recycling of Printer Cartridges to reduce Carbon footprint by giving the empty cartridges back to the Supplier.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTHS:
☐ Approval and affiliation: Approved by AICTE, Affiliation of Savitribai Phule Pune University (SPPU) for MBA Courses.
☐ Experience: Established in 1994. Large educational experience of 23 years in management education related to MBA courses
☐ Offering Professional Education at a very affordable cost
☐ Guidance and Support from well-known Navjeevan Education Society.
☐ Educated & Trained staff to offer the Quality Education with General Awareness.

WEAKNESS:
International enrolment: Efforts for enrolment of international students need to be taken, necessary information is being collected for this initiative.
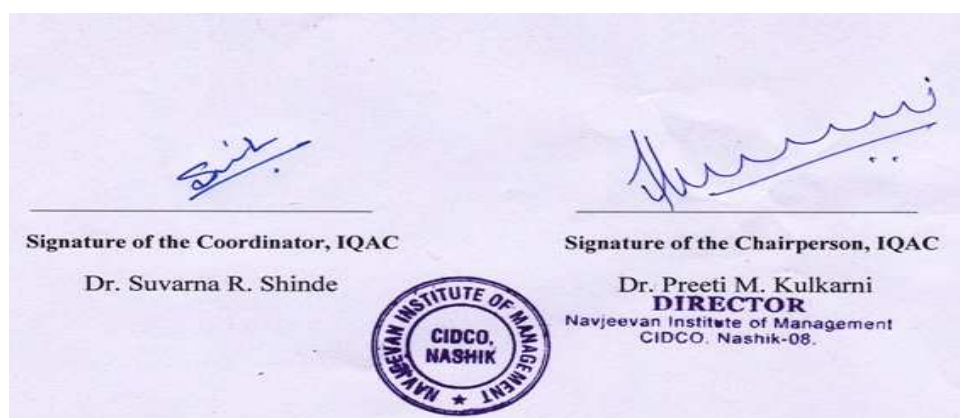☐ Limited land for future expansion of the campus

OPPORTUNITIES:
☐ Strategic alliances and partnerships with Top Indian and International MBA Colleges.
☐ Possibility of revenue generation by consultation, MDPs and research work from the industry.
☐ Student Exchange Programs with Top Indian and International MBA Colleges.
☐ Offering Management Services to SMEs to generate additional revenue.

THREATS / Challenges:
☐ No flexibility in content designing as university curriculum is followed.
☐ Attrition of trained people: Attrition of trained and experienced faculties due to better prospects in other institutes gives temporary setbacks.
☐ Time constraint for imparting additional skills.
☐ Competition faced by other education institutions.

8. **Plans of institution for next year**

- To arrange more Innovative Programs for Students for their holistic development.
- To ensure Gender Parity in admission.
- To achieve high standards in Research and Development

Signature of the Coordinator, IQAC

Dr. Suvarna R. Shinde

Signature of the Chairperson, IQAC

Dr. Preeti M. Kulkarni
DIRECTOR
Navjeevan Institute of Management
CIDCO, Nashik-08.

ANNEXURE

I) **Analysis of Feedback:** Type: Manual from Alumni

- NIM arranges regular Alumni meets for Alumni to stay in touch with the Institute.
- NIM Personnel contacts Alumni often to offer whatever help is required to succeed in their career.
- Regular calls are made or emails are sent to keep the Alumni details updated in NIM Database.
- NIM involves Alumni in all IQAC meetings to improve the overall quality of teaching offered for the holistic development of all the students.

II)   Academic Calendar for the Year:

ACADEMIC CALENDAR YEAR 15-16

SR. NO	PARTICULARS
1	CURRICULAR ACTIVITIES
2	CO CURRICULAR ACTIVITIES
3	EXTRACURRICULAR ACTIVITIES
4	SUPPORTIVE ACTIVITIES
5	ADMINISTRATIVE ACTIVATES

CURRICULAR ACTIVITIES		
Sr. No	Particulars	Date & Notes
1	Starting of the sessions - first semester and third semester	13/7/2015
2	Workshop on research project report(sem-III)	25/7/2015
3	Article review writing (sem-III)	8/8/2015
4	Orientation program (sem –I)	24/8/2015
5	Tutorials / class tests	As per faculty's schedule
6	Internal exams	Oct./Nov. 2015, as per Uni. Schedule of External Exam.
7	Project Viva internal (sem-III)	Oct./Nov. 2015, as per Uni. Schedule of External Exam.
8	Online exam (MBA I , II And Backlog)	
9	External exam & Project Viva-MBA III Sem (External)	Nov'-Dec2015' as per university schedule
10	End of first half of academic year	19/12/2015
11	Starting of the sessions – second semester and forth semester	4/1/2016
12	Internal exams	Mar./Apr. 2016 as per Uni. Schedule of External Exam.
13	Online exam (MBA I , II And Backlog)	Apr'-May 2016 as per university schedule
14	External exam	Apr'-May 2016 as per university schedule
15	End of second half of academic year	As per university schedule

CO CURRICULAR ACTIVITIES		
Sr. No	Particulars	Dates
1	Extempore	21/7/2015, 16/1/2016
2	Report writing	21/8/2015, 6/2/2016
3	Poster competition	12/9/2015, 20/2/2016
4	Management games	26/9/2015, 27/2/2016
5	Group discussion	3/10/2015, 5/3/2016
6	Debate	10/10/2015, 12/3/2016
7	Power point presentation	17/10/2015, 19/3/2016
8	Alumni meet	20/2/2016

EXTRACURRICULAR ACTIVITIES		
Sr. No	Particulars	Date & Notes
1	Founder's day celebration	29/7/2015
2	Industrial visit	In the month of Sept. 2015
3	Participation in various inter college competition	Jan'- Feb' 2016
4	In house cultural activities Ganpati festival, Navratri celebration	17/9/2015, 13/10/2015
5	In house sport & cultural activities	25/1/2016 – 30/1/2016

SUPPORTIVE ACTIVITIES		
Sr. No	Particulars	Date & Notes
1	Six sigma green belt	24/1/2015,25/1/2015,26/1/2015,27/1/2015
2	CSR	12/2/2016,Vanvasi Ashram, Nashik.
3	Assistance in NIMA & AIMA	--
4	Guest Lecture	Every Saturday(as per the availability of expert speaker)

	ADMINISTRATIVE ACTIVITIES –FACUTY'S & STAFF	
Sr. No	Particulars	Date & Notes
1	Lecture plan	Sem I & III - 17/7/2015
		Sem II & IV – 6/1/2016
2	Tutorial and class tests schedule and evaluation	As per faculty schedule
3	SPED forms	11/3/2016
4	Student evaluation report (individual student)	22/3/2016
5	Pune university compliance and reports	As per University schedule

III) **Best Practices of the institution:**

BEST PRACTICE: 1

1. Title of Practice: CSR Activities with students & Faculty members.
2. Objective of Practice: To create Social Awareness among Faculty & students.
3. The Context: Institute believes that all the people associated with us should be socially aware and connected with each other to bring out the best in ourselves.
4. The Practice: Visit to Charitable Old Age Home with students & Faculty members.
5. Evidence of Success: Faculty & students managed the visit and raised a fund to donate to Old Age Home.

BEST PRACTICE: 2

1. Title of Practice: CSR Activities with students & Faculty members.
2. Objective of Practice: To create Social Awareness among Faculty & students.
3. The Context: Institute believes that all the people associated with us should be socially aware and connected with each other to bring out the best in ourselves.
4. The Practice: Students and Faculty assisted in Nashik KUMBHMELA arrangements and guiding devotees to the required locations.
5. Evidence of Success: Faculty & students participated whole-heartedly in the activity to help devotees and manage the event successfully.

BEST PRACTICE: 3

1. Title of Practice: Arranging Mega Job Fair for NIM Students and for all interested students of other Institutes along with Working Professional.
2. Objective of Practice: To create a Single platform for students, working professionals and Recruiters for Job Opportunities and fulfilment.
3. The Context: Institute believes students of all the Institutes in Nashik region should get lots of job opportunities by creating a single platform by bridging the gap between the students and Industry.
4. The Practice: Mega Job Fair was arranged twice in a year, in July'15 and in March'16.
5. Evidence of Success: Lot of students got Job opportunities and a chance to interact with Industry stalwarts directly.