

UNIVERSITY OF PUNE

REPORT OF THE LOCAL INQUIRY COMMITTEE

Date:-01/02/2014

To,
The Dy. Registrar,
Academic Section,
University of Pune,
Pune-411 007.

University of Pune
ID - 342

Sub.:- Report of Local Inquiry Committee for Affiliation of Continuation of MBA Programme for the Year 2013-2014 & 2014-15.

Ref.:- University of Pune letter No. CA/LIC/13/NS/MMT/11, dated-28/12/2013.

Respected Sir,

With reference of your letter mentioned above, we the following members **Local Inquiry Committee** Visited the Institute, **Navjeevan Institute of Management**, 342, Nashik-8 on 01-02-2014 at. 02.00p.m.

Sr.	Name of the Member	Designation	Status
1	Prof. Khedkar Eknath B.	(Chairman)	Present
2	Prof. Dr. S. B. Kolte	(Member)	Present
3	Prof. Dr. Khandve Eknath T.	(Member)	Present
4	Prof. Wagh Bhiwa G.	(Member)	Present

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

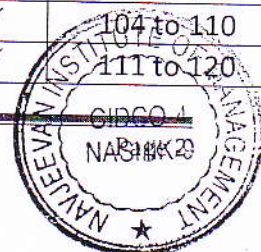
Sr.	Name of the Member	Designation
1	Mr. Subhash G. Deshmukh	Managing Trustee
2	Mr. Vijay B. Kale	Secretary
3	Prof. Dr. Preeti M. Kulkarni	Director I/C
4	Prof. Ninad J. Panchakshari	Asst. Professor



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 University of Pune Dated 28/12/2013	✓	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 2013-14, 2014-15	✓	21 to 25
4	Maharashtra Government Resolution for Recognition of Programs.	✓	26, 27
5	List of LMC and Governing Body Members	✓	28, 29
6	Attendance Register (Muster, Teaching & Non-Teaching)	✓	30 to 33
7	List of Teaching & Non Teaching Staff (As per prescribed format)	✓	34 to 37
8	Roster, Teaching	✓	38 to 43, 53, 54
9	Roster, Non – Teaching (if applicable)	--	--
10	Last Three Years Advertisements for Recruitment	✓	44 to 48
11	Salary Statements and Acknowledge of Concerned Bank	✓	49, 50
12	P. F. returns (Form 6-A, 3A & Monthly P. F. Challan)	✓	51, 52
13	Build Up Area Statement dully signed by Architect	✓	55 to 59
14	Land Use Certificate, 7/12 extract & NA Order	✓	60
15	Summary of Library Details & Last Five Pages of Accession Register	✓	61 to 65
16	Summary of Equipment/Computer etc. & Last Three pages of Dead Stock Register.	✓	66 to 71
17	Balance Sheet with Audit Reports	✓	72 to 81
18	Academic Calendar For The Current Year	✓	82 to 85
19	NBA Accreditation Letter / Reaccreditation Letter No. (NAAC)	✓	86
20	College Covered Under 2(F) & 12(B)	--	--
21	Pro-rata details	✓	87 to 90
22	Fixed Deposit Receipts	✓	91 to 98
23	Last Year Affiliation Fees Receipt received from University of Pune. (if applicable)	✓	99, 100
24	University Affiliation Letter (2011-12 & 2012-13)	✓	101 to 103
25	Director, Teaching Staff Approval Letter	✓	104 to 110
#	Seminar, Guest Lecture, Industrial Visit & List of Equipment	✓	111 to 120



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							
AICTE - ID	1	-	1	3	4	4	4	8	4	1
DTE - Code	M	B	-	5	1	1	6			



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	13 Years
Highest Degree	P.hD.
Specialization	Consumer Behaviour
Total Experience	13 Years
Date of Birth	04/05/1979
Phone No.	(O): 0253-0393827, 2379748
	(R): - -
	(M): 9890646845
E-mail	preetimaheshk@gmail.com
Whether approved by University of Pune	No
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/394, dt. 21/01/2013 Academic Year 2011-12 & 2012-13 (Continuation of Affiliation)

6.(a) Continuation of Affiliation for AICTE approved Existing courses for the academic year : 2013-14 & 2014-15.**A. Under Graduate (If applicable)**

SN	Name of Course	Sanctioned intake (Year wise)	Actual Admitted (Year wise)
		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	39	47	86



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 is registered as a Minority Institute if yes, type of Minority Linguistic / Religious etc. : N. A.**

7. Whether Local Managing Committee has been : Yes
 Constituted as per Maharashtra University Act 1994.
 And Date of last Meeting : 30/11/2013

8. Whether Governing Body has been constituted : Yes
 And Date of last meeting 16/08/2013

9. Academic Calendar of the Institute

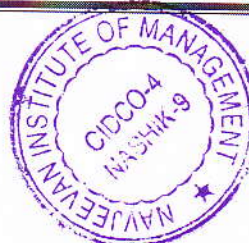
First Term : From 15th July 2013 to 19th Dec. 2013
 Second Term : From 13th Jan. 2014 to 30th May 2014

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.A.

B. Post Graduate (If applicable)

SR.	Course	Year of Affiliation	AICTE Approval No.	Government G.R. No.	University Affiliation Letter No.
1	MBA	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



11. New Course(s) / Increase in intake to be affiliated for the academic year 2013-14 & 2014-15
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 2013-2014 & 2014-15.

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
	-	-	-	-	-	-

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



14. Registrar / Office Superintendent :-

A	Name of the Registrar / O.S.	NA
B	Qualification	
C	Date of Appointment	
D	Date of Joining	
E	Date of Birth	
F	Contact	
G	E-mail ID	
H	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., MBA (Appear)	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	Mr. Mukund P. Pathak	Peon	10 th	05/09/2000
2	Mrs. Vaishali Suryawanshi	Peon	10 th	01/07/2013

15. Librarian:-

A	Name of the Librarian	Dr. Mrs. Ujvala Sudhir Ulhe
B	Qualification	M.Lib., PhD
C	Date of Appointment	30/07/2008
D	Date of Joining	01/08/2008
E	Date of Birth	12/08/1973
F	Contact	9011824988
G	E-mail ID	Uju_1973in@indiatimes.com
H	University Approval No. & Date	--



15.(a) Library Staff Details

SN	Name	Designation	Qualification	Date of Joining
	--	--	--	--

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)	100000/-

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.	4748	9535	14	--
				Online Date Base EBSCO & J-Gate	

17. Details of Computer Facilities:

Sr.No.	Course	No of P-IV / Latest Configuration	Peripherals
1.	M. B. A.	60 (N-Computing) 09 (P-IV)	26

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.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	30
Board Room	-	-	-	-
Office all inclusive	1	1	-	151
Department Office	-	-	-	-
Cabins for Head of Department	-	-	-	-
Faculty Rooms	1	1	-	30
Examination Control Office	1	1	-	32
Placement Office	1	1	30	30
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	18 lacs

23. Audited Balance sheet attached

Yes

24. Fees: As per Shikshan Shulka Samiti, Govt. of Maharashtra**Final Fees: (2012-13)**

1	Tuition Fees	76215
2	Development Fees	5335
3	Other Fees	-
	Total	81550

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/
boundary wall for the institution (Tick appropriate box)

Yes ☒ No ☐

(b) Whether the land is contiguous (Tick appropriate box)

Yes ☒ No ☐



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 cases? If any? Give details?**No**




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 the **Academic Year 2013-2014 and 2014-15** with **intake capacity of 60 students** subject to the fulfillment of following conditions within **three months**.

Terms & Conditions:

1. Qualified Director be appointed and approval be obtained from University of Pune.
2. Required Qualified teaching faculty be appointed as per norms and approval be obtained from University of Pune.
3. Approval for Librarian be obtained from University of Pune.
4. Five Hundred Books be purchased.
5. Industry-institute interaction be strengthen through organizing seminars, workshops, Guest Lectures & Industrial Visits.

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.

<p style="text-align: center;"><i>3rd time</i> <i>01/02/14</i></p> <p style="text-align: center;">Prof. Khedkar Eknath B., Chairman, Local Inquiry Committee</p>		
<p style="text-align: center;"> Dr. S. B. Kolte Member, Local Inquiry Committee.</p>	<p style="text-align: center;"> Prof. Dr. Khandve Eknath T. Member Local Inquiry Committee.</p>	<p style="text-align: center;"> Prof. Wagh Bhiwa Gobji Member, Local Inquiry Committee.</p>



NO RELATION CERTIFICATE

This is to certify that, no members from the **Local Inquiry Committee** has any relation with the Teaching, Non-Teaching staff members and Management of Directors or are the Members / Trustees of the Navjeevan Education Society's Navjeevan Institute of Management, CIDCO, Nashik-0342.

This Certificate is given on behalf of LIC.

<p style="text-align: center;"><i>3 hi Thia</i> <i>01/02/14</i></p> <p style="text-align: center;">Prof. Khedkar Eknath B. Chairman, Local Inquiry Committee</p>		
<p style="text-align: center;"><i>[Signature]</i></p> <p style="text-align: center;">Dr. S. B. Kolte Member Local Inquiry Committee.</p>	<p style="text-align: center;"><i>[Signature]</i></p> <p style="text-align: center;">Prof. Dr. Khandve Eknath T. Member Local Inquiry Committee.</p>	<p style="text-align: center;"><i>[Signature]</i></p> <p style="text-align: center;">Prof. Wagh Bhiwa Gobji Member Local Inquiry Committee.</p>

Place:- Nashik

Date:- 01/02/2014



CERTIFICATE

Institute Name:- **Navjeevan Institute of Management, CIDCO, Nashik-08.**
University of Pune ID: **0342**


I hereby certify that-

1. The Local Inquiry Committee (LIC) has verified all the papers and documents such as Salary Payment Record, P.F. Records etc. of the College/Institute as required by the University.
2. Out of available funds institute has deposited for various funds viz. Building Fund, Security Fund, Reserve Fund, etc. accordingly.
3. The College /Institute has complied with all the provisions of Maharashtra University Act, 1994 and the provisions of Statutes, Ordinances, Regulations and Rules made there-under as required under Section 81 of the Act.

This Certificate is given on behalf of Local Inquiry Committee.

Place : Nashik

Date :01/02/2014


Prof. Khedkar Eknath B.
Chairman
Local Inquiry Committee





SKY IS THE LIMIT

Safal Navjeevan Education Society's

NAVJEEVAN INSTITUTE OF MANAGEMENT

AFFILIATED TO UNIVERSITY OF PUNE : 342, APPROVED BY AICTE : 431/27-81/M-94, ACCREDITED BY *NAAC*

Shivshakti Chowk, 4th Scheme, CIDCO, Nashik - 422 008. • 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 2013-14 & 2014-15, 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 : 01/02/2014



Dr. Mrs. Preeti M. Kulkarni

Director I/C

Navjeevan Institute of Management

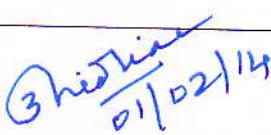
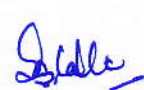




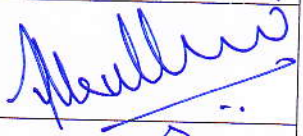
Cidco, Nashik-08.

Navjeevan Education Society's,
NAVJEEVAN INSTITUTE OF MANAGEMENT

Shivshakti Chowk, 4th Scheme, Cidco, Nashik.

Date:-01/02/2014

Attendance Report of Local Inquiry Committee Members and Governing Body Members

S.N.	NAME OF THE MEMBERS	DESIGNATION	SIGNATURE
01.	Prof. Khedkar Eknath B.	Chairman – LIC	
02.	Prof. Dr. S. B. Kolte	Member – LIC	
03.	Prof. Dr. Khandve Eknath T.	Member – LIC	
04.	Prof. Wagh Bhiwa Gobji	Member – LIC	
05.	Mr. Subhash G. Deshmukh	Managing Trustee	
06.	Mr. Vijay B. Kale	Secretary	
07.	Dr. Mrs. Preeti M. Kulkarni	(Director I/C)	
08.	Prof. Ninad J. Panchakshari	(Asst. Professor)	