

SAVITRIBAI PHULE PUNE UNIVERSITY,
Ganeshkhind, Pune.

Local Inquiry Committee Report
Academic Year
2017-2018



Navjeevan Education Society's,
NAVJEEVAN INSTITUTE OF MANAGEMENT

Shivshakti Chowk, 4th Scheme, CIDCO, Nashik-42008.

Phone No.-0253-2393827, Fax-0253-2390319

Web site – www.navjeevanmba.com, Email ID - navjeevan.mba@gmail.com

COLLEGE CODE: 0342
BCUD ID: - IMMN017670

SAVITRIBAI PHULE PUNE UNIVERSITY
REPORT OF THE LOCAL INQUIRY COMMITTEE

Date:-17/03/2017

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

Savitribai Phule Pune
University, Pune.

Sub.:- Report of Local Inquiry Committee for Affiliation of Continuation of MBA Programme for the Year 2017-2018.

**Ref.:- Savitribai Phule Pune University letter no. CA/LIC/17/NS/MMT/12,
Dated-02/02/2017**

Respected Sir,

With reference to your letter mentioned above, we the following members **Local Inquiry Committee** Visited the Institute, **Navjeevan Education Society's, Navjeevan Institute of Management, 342, Nashik-8** on 17/03/2017 at 04.30pm.

Sr.	Name of the Member	Designation	Status
1	Prof. Dr. Khedkar Eknath B.	(Chairman)	Present
2	Prof. Dr. Berad Nilesh R.	(Member)	Present
3	Prof. Dr. Charak Kuldip S.	(Member)	Absent
4	Prof. Dr. Bharati Devidas B.	(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
4	Prof. Dr. Suvarna R. Shinde	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 Report University Format	✓	01 to 16
1	Letter of Savitribai Phule Pune University Dated 02/02/2017	✓	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 2016-17	✓	22 to 26
4	Maharashtra Government Resolution for Recognition of Programs.	✓	27
5	List of LMC and Governing Body Members	✓	28, 29
6	Attendance Register (Muster, Teaching & Non-Teaching)	✓	30, 32
7	List of Teaching & Non Teaching Staff (As per prescribed format)	✓	90, 91
8	Roster, Teaching	✓	33 to 35
9	Roster, Non – Teaching (if applicable)	NA	NA
10	Last Three Years Advertisements for Recruitment	✓	36 to 38
11	Salary Statements and Acknowledge of Concerned Bank	✓	39, 40
12	P. F. returns (Form 6-A, 3A & Monthly P. F. Challan)	✓	41, 42
13	Build Up Area Statement dully signed by Architect	✓	43 to 47
14	Land Use Certificate, 7/12 extract & NA Order	✓	48 to 51
15	Summary of Library Details & Last Five Pages of Accession Register	✓	52 to 56
16	Summary of Equipment/Computer etc. & Last Three pages of Dead Stock Register.	✓	57 to 62B
17	Balance Sheet with Audit Reports	✓	63 to 72
18	Academic Calendar For The Current Year	✓	73, 74
19	NBA Accreditation Letter / Reaccreditation Letter No. (NAAC)	--	--
20	College Covered Under 2(F) & 12(B)	--	--
21	Pro-rata details	✓	75 to 78
22	Fixed Deposit Receipts	✓	79 to 85
23	Last Year Affiliation Fees Receipt received from Savitribai Phule Pune University (if applicable)	✓	86 to 89
24	University Affiliation Letter (2015-16 & 2016-17)	✓	21
25	Recognition letter, Director, Teaching Staff Approval Letter	✓	95 to 99A
26	Seminar, Guest Lecture, Industrial Visit & List of Equipment	✓	100 to 106

On examination of the various documents submitted to the committee and inspection of infrastructure, instructional 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
Fax No. With STD Code	(0253) 2390319
E-mail ID	navjeevan.mba@gmail.com
Web site	www.navjeevanmba.com

4. Savitribai Phule Pune University 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	Dr. Preeti Mahesh Kulkarni
Designation	Director
Qualification	MBA, P.h.D.
Experience	16 Years
Highest Degree	P.h.D.
Specialization	Marketing
Total Experience	16 Years
Date of Birth	04/05/1979
Phone No.	(O): 0253-0393827
	(R): - -
	(M): 9890646845
E-mail	preetimaheshk@gmail.com
Whether approved by S.P.P.U., Pune	Yes
If yes, please maintain the approval letter No.	CCO/1458, Date:-01/09/2016 Enclosed Page No.- 96

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 Enclosed Page No.- 21	CA/1549, dt. 15/04/2015 Academic Year 2015-16 & 2016-17 (Continuation of Affiliation)

6.(a) Continuation of Affiliation for AICTE approved Existing courses for the academic year : 2017-18.**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	60	42	102

6.(b) Name of R.T.I. Officer & Appellant officer.		
Name	Mr. Somnath W. Choudhari	Prof. Dr. Suvarna R. Shinde
Designation	CEO, Navjeevan Edu. Society	Asst. Professor NIM
Qualification	B.Com., LL.B., GDC&A	MBA, Ph.D.
Phone No.	(O):-0253-2393837, 2379748	(O):-0253-2393837
	(R):- --	(R):-0253- --
	(M):- 8806664301	(M):-9604101118
E-mail	choudhri_sw@rediffmail.com	suvarna.barge@gmail.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 : **11/02/2017**

8. Whether Governing Body has been constituted : **Yes**
 And Date of last meeting : **11/03/2017**

9. Academic Calendar of the Institute

First Term : From 18th July 2016 to 16th Dec. 2016
 Second Term : From 26th Dec. 2016 to 15th May 2017

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
2	MBA	2015 (2015-2017)	Western/1-2809532683/2016 EOA	--	CA/1549, Dt. 15/04/2015

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 2017-2018.

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
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	06 Regular	04 Approved
			02 Adjunct	

14. Registrar / Office Superintendent :-

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

14. (a) Non-teaching Staff Details

S.N.	Name	Designation	Qualification	Date of Joining
1	Mr. Mangesh M. Yadav	O.S.	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. Yogesh R. Yeole	Clerk	B.Com., GDCA	09/11/2016
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	Smt. Hema R. Mandlik
B	Qualification	M.Lib., SET
C	Date of Appointment	11/02/2017
D	Date of Joining	13/02/2017
E	Date of Birth	20.01.1980
F	Contact	9421558920
G	E-mail ID	hrmandlik2013@gmail.com
H	University Approval No. & Date	CCO/1720, Date:-24/07/2015 (Adhoc 2015-16)

15.(a) Library Staff Details

SN	Name	Designation	Qualification	Date of Joining
1	Mrs. Mohini S. Deshpande	Asst. Librarian	B.Lib.	17/10/2016

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)	6,88,804/-

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.	3640	12356	12	02

17. Details of Computer Facilities:

Sr.No.	Course	No of P-IV / Latest Configuration	Peripherals
1.	M. B. A.	40 (P-IV)	5

18. Internet Facility Details:- BSNL Broad Band 16 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	2	2	66	66
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		7	598	631.97

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

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Principal/Director Office	1	1	20	20
Board Room	-	-	-	-
Office all inclusive	1	1	150	151
Department Office	1	1	20	27
Cabins for Head of Department	1	1	35	35
Faculty Rooms	1	1	35	35
Examination Control Office	1	1	30	32
Placement Office	1	1	50	50
Central Store	1	1	30	39
Maintenance	1	1	10	16.26
Security	1	1	10	12
House Keeping	1	1	10	39
Pantry for Staff	1	1	10	39

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

Particulars	For existing intake			
	Nos.		Area	
	Required	Available	Required	Available
Toilets (Ladies & Gents)	2	2	150	152
Boys Common Room	1	1	75	76
Girls Common Room	1	1	75	76
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	472	483.01

22. Investment on Equipment (Department wise)

S.N.	Department	Equipment Cost
1	MBA	1854436/- (Page No. 92)

23. Audited Balance sheet attached (Page No. 63 to 72) Yes

24. Fees: As per Shikshan Shulka Samiti, Govt. of Maharashtra (Page No.-93, 94)

Final Fees: (2015-16)

1	Tuition Fees	62291
2	Development Fees	6229
3	Other Fees	-
	Total	68520

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)	0.5 Acres	.94 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/ UPS	Yes
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

28. Observations



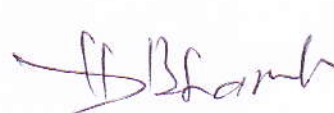
1. The Institute is having Sufficient Infrastructure, Computers, Equipments, Books and journals etc. as per AICTE norms.
2. The Institute is having Approved Director.
3. The Institute is having Approved Librarian.
4. The Institute is having 50 % Approved Teaching Faculties.
5. The Institute has made facilities for handicapped and blind persons.

Recommendations:

The undersigned committee unanimously recommends that: **Navjeevan Education Society's, Navjeevan Institute of Management, CIDCO, Nashik – 0342** be granted **Continuation of Affiliation / recognition** for **Master in Business Administration (MBA)** for MBA First and MBA Second year for the **Academic Year 2017-18** with intake capacity of 60 students.

Terms & Conditions:

Nil

 Prof. Dr. Khedkar Eknath B., Chairman, Local Inquiry Committee		
 Prof. Dr. Berad Nilesh R. Member, Local Inquiry Committee.	ABSENT Prof. Dr. Charak Kuldip S. Member Local Inquiry Committee.	 Prof. Dr. Bharati Devidas B. Member, Local Inquiry Committee.

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><i>31/03/2017</i> <i>17.03.2017</i></p> <p>Prof. Dr. Khedkar Eknath B. Chairman, Local Inquiry Committee</p>		
<p><i>N</i></p> <p>Prof. Dr. Berad Nilesh R. Member Local Inquiry Committee.</p>	<p>ABSENT</p> <p>Prof. Dr. Charak Kuldip S. Member Local Inquiry Committee.</p>	<p><i>Bharati</i></p> <p>Prof. Dr. Bharati Devidas B. Member Local Inquiry Committee.</p>

Place:- Nashik

Date:- 17.03.2017

CERTIFICATE

Institute Name:- Navjeevan Education Society's, **Navjeevan Institute of Management, CIDCO, Nashik-08.** Savitribai Phule Pune University 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 thereunder as required under Section 81 of the Act.

This Certificate is given on behalf of Local Inquiry Committee.

Place : Nashik

Date : 17.03.2017



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



SKY IS THE LIMIT

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 2017-18, 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 : 17.03.2017



Institute Seal

Dr. Mrs. Preeti M. Kulkarni

Director

Navjeevan Institute of Management

CIDCO, Nashik-08.