

*Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions
(Revised in October 2013)*



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

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

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- *Contributing to National Development*
- *Fostering Global Competencies among Students*
- *Inculcating a Value System among Students*
- *Promoting the Use of Technology*
- *Quest for Excellence*

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Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;

- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. A few senior administrative officers
3. Three to eight teachers
4. One member from the Management
5. One/two nominees from local society, Students and Alumni

6. One/two nominees from Employers /Industrialists/stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name or EC number. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

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

AQAR for the year (for example 2014-15)

1. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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)

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1.5 Website address:

www.pimrindore.ac.in

Web-link of the AQAR:

<http://www.pimrindore.ac.in/AQAR.html>

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

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.11	2009	5 Years
2	2 nd Cycle	A	3.33	2014	5 Years
3	3 rd Cycle				
4	4 th Cycle				

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

13/04/2009

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

- i. AQAR 2014-15 submitted to NAAC on **02/06/2016** (DD/MM/YYYY)
- ii. AQAR 2015-16 submitted to NAAC on **08/09/2017** (DD/MM/YYYY)
- iii. AQAR 2016-17 submitted to NAAC on **27/06/2018** (DD/MM/YYYY)

1.9 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 UGC2(f) UGC12B

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University
(for the Colleges)

Devi Ahilya Vishwavidyalaya, Indore

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

Autonomy by State/Central Govt. / University

UGC

University with Potential for Excellence NA

UGC-CPE NA

DST Star Scheme NA

UGC-CE NA

UGC-Special Assistance Programme NA

DST-FIST NA

UGC-Innovative PG programmes NA

Any other (Specify) NA

UGC-COP Programmes NA

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

06

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. 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. International National State Institution Level

(ii) Themes

Conferences

- International Conference on “Entrepreneurship, Innovation & Good Governance For Global Leadership” (February 10-11, 2018).
- Model United Nation (MUN Conference) was organized on August 11-13, 2017. It is an educational simulation in which students learn about diplomacy and international relations through public speaking and debating.

Workshops

- **National Econometrics Workshop** was organized By Prestige Institute of Management and Research, Indore in association with TIES from 30th April- 4th May, 2018.
- Research Methodology Workshop was organized by Prestige Institute of Management and Research, Indore from Jun 26th - 1st July, 2017.
- 38th National Case Writing Workshop in association with AIMS (Association of Indian Management Schools) on 8, 9 and 10th January, 2018.

FDPs

- One week FDP series was organized from December 20-26, 2017. In this FDP

series various experts from industry and academia were invited for sharing their wisdom. During FDP series, topics like Organizational Branding, Scenario of Mobile Apps, Organization Behaviour and Scripture Research, Advertising Creativity, Case Teaching etc. were covered.

- Department of Law, Prestige Institute of Management and Research organized a Faculty Development Programme on Murder and Culpable Homicide on 6th October 2017 where dean and principal of New Law College Bhartiya Vidyapeeth Deemed University, Pune. **Prof. Dr. Mukund Sarda** was the resource person.
- Faculty Development Programme on Consumer Protection Act was organized at the Department of Law, Prestige Institute of Management and Research, Indore on 13th September, 2017. Advocate Geeta Khanuja (Advocate High Court – Bombay) addressed the law students at the Prestige College, Indore along with the faculty.

Academic Forums

- A session of Mrs. Deepa Shrivastava was conducted on Thursday 2nd Nov, 2017 on “**Cyber Crime and Victimization of Women**”.
- A session which was taken by Dr. Sunita Arya Madam on “**Supreme Law under the holy book the Shrimad Bhagavad Gita**” which was conducted on 6th Nov, 2017.
- On 14th Nov, 2017, Ms Rishika Khare Madam took a session on “**UNF Triple – C**”.
- On 18th Nov, 2017, Ms Sarah Iqbal Anwar took a session on “**Islamic Laws & Faith and Position of Women under Islam**”.
- Ms. Ritupriya Gurtoo and Ms. Rishika Khare took sessions on the subject of **International Humanitarian and Broad Questions in Jurisprudence- with specific reference to Natural Law** respectively held on 10th March, 2018.
- A session of Mrs. Sayali Bandi, Assistant Professor in Law on “**Access to Criminal and Correctional Justice for Sex Trafficking Victims**” held on 27th April, 2018.

National Level Student’s Contests/Workshops

- **Jigyasa** – National Research Paper Contest (April 09, 2018)
- **Pragya** - Summer Training Presentation Contest (**April 9, 2018**)
- **Manthan 2017** - National Cultural Fest for Students was organized on the theme “Celebrating Uniqueness with Togetherness” on October 12-14, 2017.
- **Swavlamban** – **National Business Plan Contest** (April, 9 2018)
- **Srijan** – National Level Software & Hardware Idea Development Contest (16/03/2018).

Other Student Workshops

- “**Anubhuti – Gaon Chale Hum**”- Due to the urbanization, most of the country’s rural population went from the rural life philosophy. Students of India through living with the villagers and finding some options for their problems. This was a four day rural life

experience from **15th -18th of March 2018**, where **120** students from Prestige Institute went to three villages named **Mandvi, Azanda and Jhabua** which are 150-200kms from Indore with faculty members and instructor. They have done *yoga, exercises in daily routine for personality development, Meditation, Prabhat Ferry, Lectures and discussions, sports and cultural programs* on various topics related to rural life.

- Art of Living Workshop was organized for students from August 18-21, 2017. Students of various streams learned powerful meditation technique “**Sudarshan Kriya**”. In this workshop, they were taught about mantras for successful and happy life.
- A seminar on “*Recent Trends and Employability Skills in Industries*” under platform of Institute Industry Interface was organized on April 13, 2018.
- Workshop on “Robotics” organized for BCA Students on 31/07/2017 to 05/08/2017 at Prestige Institute of Management & Research, UG Campus, Indore (M.P.) The resource person was “Mr. Mudit Thakkar”, Founder & CEO of Edo Square.
- The Institute organized Shantiniketan- an Excursion Cum Learning Tour to **Chandigarh-Shimla-Manali-Amritsar** from February 16-25, 2018.
- Smart Girl Workshop was organized on March 22-23, 2018 for PG Students, twenty girls participated in the workshop. This workshop was organized in association with Bhartiya Jain Sangathan and DAVV, Indore.
- A smart girl workshop was organized on April 12-13, 2018 for UG Students Smart Girl workshop is a project initiated by Bhartiya Jain Samaj, Pune and adopted by DAVV. Fifty five girls from various programs had participated in the two days workshop.
- **SPARK- 2018** (April 09-10, 2018) - An event introduced by the students of PIMR with an aim to enhance the Entrepreneurial and Managerial Skills.
- **PRATIBIMB – 2017 (The Management Film Fest - PG Campus)** – The Management Film Series were started in the Institute with the purpose of showing various functions of management being implemented at various levels of the organizations. This year Institute organized the fest from 22nd August to 24th August 2017. The show was open for all on “*First Come – First Serve*” basis.
- **Pratibimb 2018- (A Management Film Festival -UG Campus)** Organized on 4th, 5th and 6th April, 2018.
- A workshop was organized on 25-26 May, 2018 on **Finance Functions using Advance Excel**, by Mr. Sumit Maheshwari – Co founder MICS, Indore.

Diploma/Certificate Programs

- Post graduate program on Business Analytic and Data Science was started during the

academic year.

Students Workshop / EML

- Pre placement Grooming Session by Mrs. Nupur Singh -A Marketing Club (M-Hi) organized on 5th Feb 2018 a session on Pre placement grooming session for MBA II sem students for their preparation of placement.
- Pre placemen Session for Amazon By Mr. Amit Ranade (General Manager, Customer Services), Amazon India-A Marketing Club (M-Hi) organized on 21st September 2017.
- EML by Mr. Pushpendra Singh Jadon (Key Elements), Mr. Ambarish Dwivedi (Bisleri International Pvt. Ltd.) to develop insight of the students in the area of Digital Media Marketing, Marketing Club (M-Hi) has organized and Extra Mural lecture – cum and interactive session on ‘Digital Marketing as a career’ on 14th Sep, 2017.
- An Extra Mural Lecture on “Effective Communication and its role in Placements” was organized in PIMR for the students of MBA (Advertising and Public Relations) on September 9, 2017. Mr. Kunal Mishra, Trainer & Director, SGM Institute was the Resource Person.
- Report of EML on Business Development by Mr. Kulkarni (VP-Jain Irrigations), EML was conducted on 14/03/18 on business development at the institute.
- EML was conducted on 21/02/18 on SAP at the institute. Mr. Amit Patidar of (Rudram Infotech, Indore) delivered the speech.
- EML was conducted on 1/02/18 on Documentation in International Trade at the institute. Mr.Vaibhav Jain delivered the speech.
- EML was conducted on 25/09/17 on International marketing at the institute. Mr. Saurabh Sharma delivered the speech.
- EML was conducted on 07/10/17 on Communication skill at the institute. Mr. ankit and Mr. Teja delivered the speech.
- EML was conducted on 09/09/17 on International marketing of herbal products at the institute. Mr.Nitin Singh delivered the speech.
- An EML was organized by Finance Club on Starts Up and Economy by Mr. Manoj Joshi Paliwal – Director, Corp Craft Solutions Pvt. Ltd on 01-02-2018.
- An EML was organized by Finance Club on Financial Skills in Campus Placement by Mr. Gaurav Somani – Director, Finoptions on 26-09-2017.

- An EML was conducted by Mr. Hanish Kukreja - Corporate Trainer, Bullseye Corp. on the topic Capital Market and Economy on 09-09-2017.
- An EML was held on 06-11-2017 by Ms. Bhavika Wanchhoo – Head, NSE Academy Ltd. MPCG on the topic competencies.
- An EML was organized on GST and Exports (August 26, 2017). Resource person was Dr. Ashish Moitra, General Manager Exports-Giltpack Industries.
- An EML was organized on Digital Marketing (August 12, 2017). Resource person was Mr. Ujwal Roa, COO-BASECAMP-Startups Pvt.Ltd.
- An EML was organized on How to crack 30 Interviews anywhere anytime (September 30, 2017). Resource person was Mr. Rachit Bhatt, PD Trainer, IIT, and Delhi.
- An EML was organized on An Overview on super Internship (January 13, 2018). Resource person was Mr.Siddarth Bansal , Iternal Diva - Cofounder and CEO.
- An EML was organized on Alcoholisms and Its Effect on Youth (January 27, 2018). Resource person was Mr. Ashwat Ramchandran, Circle Marcom, Founder and Director.
- An EML was organized on February 19, 2018 by Mr Sukumaran & B B Gupta, NISM Dean NISM and Trainer.
- An EML was organized on Woman Empowerment Peper Sprey (28.2.2018). Resource person was Mr. Shailesh Kumawat, Director Meow Foundation.
- An EML was organized on Entrepreneurship and Consultancies (01.2.2018). Resource person was Mr. Manoj Joshi, Director Corp Craft.
- An EML was organized on Digital Marketing (19.2.2018). Resource person was Ms. Vinita Paryani & Kapil Khandelwal, Head Digital Marketing Digital Marketing.
- An EML was organized on Aspiring Minds (17.2.2018). Resource person was Mr. Divya Chaddha, Manager Campus Relation Aspiring Minds.
- An EML was organized on Recruitment Process and Sourcing Tech.(24.2.2018). Resource person was Mr Arijeet Neema, GM Recruitment Process and Sourcing Tech.
- An EML was organized on Documentation and International Trade (7.2.2018).

Resource person was Mr Vaibhav Jain, Branch Manager Documentation and International Trade.

- An EML was organized on AIESEC Foreign Summer Intership (17.3.2018). Resource person was Mr. Aniruddha Mishra, Promotar AIESEC Foreign Summer Intership.
- An EML was organized on Jain Irrigation System (14.3.2018). Resource person was Dr. Dilip Kulkarni, President Dilip Kulkarni.
- An EML was organized on Introduction of SAP and ERP (26.3.2018). Resource person was Mr. Amit Patidar, Director Introduction of SAP and ERP.
- An EML was organized on Recent Trends and Employability Skills in Industries (Manufacturing) (13.4.2018). Resource person was Mr, Samir Bhand, Vice President Pratibha Syntax Ltd, Indore.
- An EML was organized on Recent Trends and Employability Skills in Industries (Finance) (13.4.2018). Resource person was Mr. Rajesh Singhal, Managing Partner AISEC.
- An EML was organized on Recent Trends and Employability Skills in Industries (HRM) (13.4.2018). Resource person was Mr. Ajit Singh Senior HR Executive Webcom Technologies Ltd.
- An EML was organized on Recent Trends and Employability Skills in Industries (Sales and Marketing) (13.4.2018). Resource person was Mr Dhiraj Sharma Regional Training Manager Idea Cellular (MP &CG)
- An EML was organized Self Defense Workshop (07.4.2018) Resource person was Er. Masayoshi Tamura Trainer.
- An EML was organized India vs. Japan economic developments (21.4.2018) Resource person was Mrs. Priya Rathod GM Hitachi India Ltd.
- An EML was scheduled on February 25, 2018 for the Undergraduate students at UG campus. The EML was conducted by Mr. Abhay Chopda, Manager at National Institute of Securities Market, Mumbai.
- An EML was scheduled on Jan 30, 2018 for the students of Bachelor of Business Administration students of Prestige Institute of Management and Research, UG campus. The EML was conducted by Mr. Vishal Dixit, Director, VDIEC Global Connect Pvt.

Ltd. The topic of EML was Career options abroad for management students.

- An EML was organized on July 29-2017, the speaker was Mr. Arvind Gokhale (Ex-Public Prosecutor of Lokayukt nominated by the MP State Govt.)
- An EML was organized on Aug 5-2017, the speaker was Mr. Pushyamitra Bhargav (Deputy Advocate General MP High Court,Indore).
- An EML was organized on Aug.26-2017, the speaker was Mr.Varun Kapoor (IPS) (Additional Director General of Police (ADGP) , Narcotics/ PRTS) .

Curriculum Workshop

The Institute conducted following activities for review and revision process of curriculum for academic year 2018-19 of MBA(FT/PT)/MBA(MM)/MBA(FA)/MBA(PA)/MBA(IB) programs and Proposed curriculum of MBA (Integrated) program. In this academic session introduced **Rubric System** in the curriculum. For this purpose meetings, workshops and, inter-departmental discussions scheduled as below mentioned:

- **June 3, 2018** - Circulate notice to all HoDs for submission of prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 on or before July 6, 2018.
- **June 1, 2018** - Circulate notice to all HoDs that conduct the meeting of their respective department faculty members, to prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19.
- **May 26, 2018** - Meeting held of all HoDs and Curriculum Coordinator for discussion of inter-department and to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 25, 2018** - Meeting held of all HoDs and Curriculum Coordinator to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 23, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to finalized the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 19, 2018** - Meeting held of all HoDs and Curriculum Coordinator to review the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 and finalized. Propose Curriculum of MBA(Integrated) program.
- **May 12, 2018** : Circulate a notice to all HoD to submit prepared syllabus of all MBA programs of III and IV semesters for the academic session 2018-19 to propose in BoS/AC/EC on or before May 17, 2018.
- **May 10 – 17, 2018** : Circulated the curriculum of all MBA programs finalized in meeting held on May 9, 2018 to all HoD to prepare syllabus of all MBA programs of

III and IV semesters for the academic session 2018-19. In this duration each department conducted meetings of their faculty members and incorporated the needful changes, suggestions and feedback received from experts/faculty members/program coordinators etc.

- **May 9, 2018** - Meeting held of all faculty members and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and discussed Propose Curriculum of MBA(Integrated) program.
- **May 8, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and to Propose Curriculum of MBA(Integrated) program (IInd,IIIrd years and structure of IVth and Vth year).
- **May 3, 2018** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/ Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program IInd, IVth and Vth semesters taught by faculty members during January –April , 2018) on or before May 10, 2018.
- **May 2, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (Ist year) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(FT/MM/APR) programs.
- **April 24, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (structure) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(PA/IB/FA) programs.
- **January 20 – April 23, 2018** : In this duration all HoDs conducted meetings of their respective department faculty members and incorporated the needful changes in syllabus of all MBA programs of III and IV semesters according to the rubric system.
- **January 19, 2018** : Faculty meeting was scheduled to understand the process of **Rubric System** and according to rubric system do the needful changes in syllabus like write the learning outcomes of each course, write program outcomes etc.
- **December 30, 2017**- Circulate a notice to all faculty members that submit all MBA-III and IV semesters syllabus, developed during the workshop to respective Head of department. And HoDs were required to submit all syllabus by January 13, 2018.
- **December 27 – 29, 2017** – Conducted **Curriculum Development Workshop**- to prepare syllabus for MBA(FT/PT)/MBA(MM)/MBA(FA)/MBA(PA)/MBA(IB)/MBA(APR) programs – III and IV Semesters (part of Curriculum 2017-18). During the development of syllabus suggestions and feedback was incorporated by each department.
- **December 13, 2017** : Meeting Scheduled for Head of Departments to take Industry/academic experts .
- **November 29, 2017** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/ Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program Ist, IIIrd and Vth semesters taught by faculty during July -November 2017) on or before December 7, 2017.

Social Initiatives/Activities

Institute organizes social and extension activities under various platforms, details are as follows:

1. Literacy mission

- The literacy mission of PIMR has the objective of teaching and grooming the underprivileged children of slum areas.
- New batch was started on 4th September, 2017, 29 children were identified and around 50 student volunteers are involved in the mission.
- In the year 2018, Literacy club was also introduced under the mission where anyone can donate anything in cash or kind like stationery, bags, cloths, eatable items etc.
- Literacy mission club has collected Rs 6, 000 till date. Many students have contributed to the club by donating stationary, cloths etc.
- Children were taught Hindi varn mala and tables (1-100). Along with this, from time to time, student volunteers have also shown them motivational movies. Children also learnt poems and basic manners and etiquettes.
- On the occasion of Holi, colours and pichkari were distributed among children and volunteers shared the story of Holi with these children.
- On 13th April, 2018, student volunteers have visited their place and conducted few activities and distributed stationary items and chocolates to them.

2. Holistic Activities:-

- Art of Living Workshop was organized for students from August 18-21, 2017. Students of various streams learned powerful meditation technique “**Sudarshan Kriya**”. In this workshop, they were taught about mantras for successful and happy life.
- Blood Donation camp was organized in the Institute by Students of MBA (Advertising & Public Relations) on April 20, 2018. The Camp was organized in association with Blood Zone and M. Y. Hospital, Indore.
- Twenty Sessions were organised for eighteen students of MBA FT III E on Management by Consciousness during 5th February and 28th March 2018.
- Twenty Sessions were organised for sixty students of MBA FT III B on Management by Consciousness during 5th February and 28th March 2018.
- On 14th March 2018 a Meditation session was organised for students of MBA FT IV E.
- On 20th March 2018 a Meditation session was organised for students of MBA PA II.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Postgraduate campus of Prestige Institute of Management and Research, Indore.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Undergraduate campus of Prestige Institute of Management and Research, Indore.
- On 22nd August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Law campus of Prestige Institute of Management and Research, Indore.

3. **ENVIRONMENT CLUB:** The Environment Club will help the government, societies, institutions, and industries to foster plants and sustainable activities for environment.

- On 24th August 2017 the club organized Eco-friendly idol of lord Ganesh ji, making program at PIMR (UG) Campus.
- On 16th September 2017 the member students of the club organized Tree plantation in Industry Campus.
- On 23rd September 2017 the member students of the club participated in Tree plantation drive at Prestige Food Industry Campus.

4. Bhoomika - Women Empowerment Cell

- Self Defense Workshop was organized on April 21, 2018 and forty students participated. Resource person were Mrs. Priya Rathore and Mr. Krishna Rathore , National Level Trainer.
- A visit was organized to the Gimmi MCGilligan Centre for Sustainable Development, Gram Sanavadia, Indore (February 24, 2018). Objective of the visit was to understand Working of Solar Thermal Technology, thirty students visited the centre.
- Workshop on Women Safety and Use of related Equipments was organized on February 20, 2018. Resource person was Mr. Shailesh Kumawat, Director, Meow Foundation, Dewas. Total ninety students participated.
- A Visit was organized on November 14, 2017 to Handloom Centre (Hathkargha Kendra), Indore run by only female members (Establish by Acharya Shree Vidyasagar Maharaj). Twenty students participated.

1.14 Significant Activities and contributions made by IQAC

IQAC is actively involved in the faculty development activities by providing many facilities in the direction like Institute sponsored participation in outside national and international conference and workshops. Beside this, some of the significant activities and contributions made by IQAC are as follows.

Conferences

- International Conference on “Entrepreneurship, Innovation & Good Governance For Global Leadership” (February 10-11, 2018).
- Model United Nation (MUN Conference) was organized on August 11-13, 2017. It is an educational simulation in which students learn about diplomacy and international relations through public speaking and debating.

Workshops

- **National Econometrics Workshop** was organized By Prestige Institute of Management and Research, Indore in association with TIES from 30th April- 4th May, 2018.
- Research Methodology Workshop was organized by Prestige Institute of Management

and Research, Indore from Jun 26th - 1st July, 2017.

- 38th National Case Writing Workshop in association with AIMS (Association of Indian Management Schools) on 8, 9 and 10st January, 2018.

FDPs

- One week FDP series was organized from December 20-26, 2017. In this FDP series various experts from industry and academia were invited for sharing their wisdom. During FDP series, topics like Organizational Branding, Scenario of Mobile Apps, Organization Behaviour and Scripture Research, Advertising Creativity, Case Teaching etc. were covered.
- Department of Law, Prestige Institute of Management and Research organized a Faculty Development Programme on Murder and Culpable Homicide on 6th October 2017 where dean and principal of New Law College Bhartiya Vidyapeeth Deemed University, Pune. **Prof. Dr. Mukund Sarada** was the resource person.
- Faculty Development Programme on Consumer Protection Act was organized at the Department of Law, Prestige Institute of Management and Research, Indore on 13th September, 2017. Advocate Geeta Khanuja (Advocate High Court – Bombay) addressed the law students at the Prestige College, Indore along with the faculty.

Academic Forums

- A session of Mrs. Deepa Shrivastava was conducted on Thursday 2nd Nov, 2017 on “*Cyber Crime and Victimization of Women*”.
- A session which was taken by Dr. Sunita Arya Madam on “*Supreme Law under the holy book the Shrimad Bhagavad Gita*” which was conducted on 6th Nov, 2017.
- On 14th Nov, 2017, Ms Rishika Khare Madam took a session on “**UNF Triple – C**”.
- On 18th Nov, 2017, Ms Sarah Iqbal Anwar took a session on “**Islamic Laws & Faith and Position of Women under Islam**”.
- Ms. Ritupriya Gurtoo and Ms. Rishika Khare took sessions on the subject of **International Humanitarian and Broad Questions in Jurisprudence- with specific reference to Natural Law** respectively held on 10th March, 2018.
- A session of Mrs. Sayali Bandi, Assistant Professor in Law on “**Access to Criminal and Correctional Justice for Sex Trafficking Victims**” held on 27th April, 2018.

National Level Student’s Contests/Workshops

- **Jigyasa** – National Research Paper Contest (April 09, 2018)
- **Pragya** - Summer Training Presentation Contest (**April 9, 2018**)
- **Manthan 2017** - National Cultural Fest for Students was organized on the theme “Celebrating Uniqueness with Togetherness” on October 12-14, 2017.
- **Swavlamban** – **National Business Plan Contest** (April, 9 2018)

- **Srijan** – National Level Software & Hardware Idea Development Contest (16/03/2018).

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 *

Before the beginning of new academic session, various committees' minutes and faculty coordinator were proposed by the Director and then finalized in the faculty meeting, so that the activities of the new academic session can be planned in advance. These coordinators provide inputs relating to different activities on the basis of past experience. On the basis of these inputs, the Director of Institution (Also Chairperson of IQAC) prepares the institution's perspective plan. Then the annual calendar (events/activities to watch) and the academic calendar, spells out time bound targets which are set on the basis of its perspective plan. These calendar acts as the plan of action that is used for monitoring actual performance at the institutional level. Some key points relating to plan of actions are as follows:

- Initiatives to update curriculum as per industry, faculty and student feedback.
- To start new programs as per the industry needs like Business Analytics, Digital Marketing etc.
- Introduction of new techniques in teaching and evaluation.
- For the promotion of research related activities, it was decided to organize conference and work shops at international as well as national level.
- It was also decided to apply for research projects from UGC and ICSSR and constitute best research paper award for faculty members.
- IQAC Suggested tie ups with government departments for projects of social interests.
- IQAC suggested to focus on research relating to societal and corporate issues.
- It was also suggested that as the infrastructure been developed relating to eco friendly initiatives like provision of natural light, rain water harvesting, green campus drive etc.
- To promote use of ICT among faculty as well as students for teaching, learning and evaluation and implement all modules of AccSoft 2 which was an online version of previous software used.
- It was decided to organize special lectures and talk by eminent personalities for developing varied skills among students.
- It was decided to develop social responsibility and holistic values among students and boost the Prestige Literacy Mission.
- IQAC suggested to adopt village for rural development.

* Attach the **Academic Calendar** of the year as Annexure- I.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Before submitting AQAR, the report has been discussed among various academic bodies like board of studies, academic council and executive council.

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	1	-	1	-
PG	9	-	9	-
UG	5	-	5	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	3	1	4	-
Others LLB	1	-	1	-
Total	19	1	20	-

Interdisciplinary	3	0	3	
Innovative	1		1	

* Business Analytics Certificate Program

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

Institute offers various Post Graduate and Under program having different level of flexibility of the curriculum, which is as follows:

- From the Academic year 2015-16, Choice Based Credit System (CBCS) curriculum was implemented. This was outcome of a series of curriculum workshop were organized by tacking input from industry experts, senior academic experts and faculty members.
- Core/Elective Option Within the programmers electives are offered at both post graduate and undergraduate level in terms of specialization namely Marketing, Finance, HR, IT, Operation in PG programs in MBA(FT), whereas in UG programs, specialization offered are Marketing, Finance, HR, IT, Banking and Insurance Management, Tourism Management. Besides this, even within specialization, options are provided like Major Research Project (MRP) / Decision Making Skills (DMS) in PG programs, so as to provide students with

ample choice as per their area of interest.

- c) Core Programs: The institute offers a wide variety of programs at different specialization to choose from namely MBA (FT), MBA (PT), MBA (FA), MBA (MM), MBA (IB) and MBA (APR) at the post graduate level. At the undergraduate level also it offers programmes in commerce, arts, management and computers.
- d) Elective Option: MBA (FT), MBA (PT), BBA programs have well balanced core and elective courses in each program. Each program has mandatory core courses and selected elective courses. Electives are chosen based on the student interest, industry requirements and employable value of the subject. The electives finally offered are decided on the choice of the students taken in a formal choice format.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	-
Annual	-

1.3 Feedback from stakeholders* (On all aspects)	Alumni <input checked="" type="checkbox"/>	Parents <input checked="" type="checkbox"/>	Employers <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>
Mode of feedback	Online <input checked="" type="checkbox"/>	Manual <input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>

**Please provide an analysis of the feedback in the Annexure -II*

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

In order to update syllabi series of curriculum workshop were conducted with the involvement of faculty members, industry experts and other stakeholders. Details are as follows:

Curriculum Workshop

- **June 3, 2018** - Circulate notice to all HoDs for submission of prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 on or before July 6, 2018.
- **June 1, 2018** - Circulate notice to all HoDs that conduct the meeting of their respective

department faculty members, to prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19.

- **May 26, 2018** - Meeting held of all HoDs and Curriculum Coordinator for discussion of inter-department and to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 25, 2018** - Meeting held of all HoDs and Curriculum Coordinator to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 23, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to finalized the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 19, 2018** - Meeting held of all HoDs and Curriculum Coordinator to review the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 and finalized. Propose Curriculum of MBA(Integrated) program.
- **May 12, 2018** : Circulate a notice to all HoD to submit prepared syllabus of all MBA programs of III and IV semesters for the academic session 2018-19 to propose in BoS/AC/EC on or before May 17, 2018.
- **May 10 – 17, 2018** : Circulated the curriculum of all MBA programs finalized in meeting held on May 9, 2018 to all HoD to prepare syllabus of all MBA programs of III and IV semesters for the academic session 2018-19. In this duration each department conducted meetings of their faculty members and incorporated the needful changes, suggestions and feedback received from experts/faculty members/program coordinators etc.
- **May 9, 2018** - Meeting held of all faculty members and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and discussed Propose Curriculum of MBA(Integrated) program.
- **May 8, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and to Propose Curriculum of MBA(Integrated) program (IInd,IIIrd years and structure of IVth and Vth year).
- **May 3, 2018** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program IInd, IVth and VIth semesters taught by faculty members during January –April , 2018) on or before May 10, 2018.
- **May 2, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (Ist year) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(FT/MM/APR) programs.
- **April 24, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (structure) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(PA/IB/FA) programs.
- **January 20 – April 23, 2018** : In this duration all HoDs conducted meetings of their respective department faculty members and incorporated the needful changes in syllabus of all MBA programs of III and IV semesters according to the rubric system.

- **January 19, 2018** : Faculty meeting was scheduled to understand the process of **Rubric System** and according to rubric system do the needful changes in syllabus like write the learning outcomes of each course, write program outcomes etc.
- **December 30, 2017**- Circulate a notice to all faculty members that submit all MBA-III and IV semesters syllabus, developed during the workshop to respective Head of department. And HoDs were required to submit all syllabus by January 13, 2018.
- **December 27 – 29, 2017** – Conducted **Curriculum Development Workshop**- to prepare syllabus for MBA(FT/PT)/MBA(MM)/MBA(FA)/MBA(PA)/MBA(IB)/ MBA(APR) programs – III and IV Semesters (part of Curriculum 2017-18). During the development of syllabus suggestions and feedback was incorporated by each department.
- **December 13, 2017** : Meeting Scheduled for Head of Departments to take Industry/academic experts .
- **November 29, 2017** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/ Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program Ist, IIIrd and Vth semesters taught by faculty during July -November 2017) on or before December 7, 2017.

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

- | |
|--|
| <ul style="list-style-type: none"> • Environmental Club |
|--|

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	90	69	16	5	---

2.2 No. of permanent faculty with Ph.D.

54

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	69	0	16	0	5	0	0	0	90	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
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Attended Seminars/ Workshops	123	48	0
Presented papers	104	45	0
Resource Persons	13	28	0

2.6 Innovative processes adopted by the institution in Teaching and Learning

As per the UGC guidelines the Choice Based Curriculum was implemented by taking the involvement of various stakeholders like experts from industry, senior external academic experts and faculty members.

Interactive Boards, ICT enabled classrooms, Internet facility, laptops, LCD projectors, and Wi-Fi make the class more interactive for enhancing the quality of teaching, learning and research. We have 10 Interactive white boards and all the classrooms have LCD/DLP projectors for 'power point presentations'. Students are encouraged to give seminar talks using ICT resources. The institute provides digital library facility for all teaching and non-teaching staff members and students.

Institute subscribes online journals like EBSCO, DELNET, PROQUEST etc. as online learning resources for its faculty and students. They can access these any time and download the research article for their research work. Institute has got video conferencing system through which faculty and students may interact and share the knowledge with faculty of different university in the globe. Besides, the institute has e-books, CD ROMS and integrated software Accsoft to facilitate teaching and learning.

Each member of each department has been provided with a laptop with Internet facility. Microsoft Word and PowerPoint software are installed in each machine for preparing the reading materials. Institute has databases like EBSCOHOST, PROQUEST for getting teaching and learning materials like research articles, cases etc. for the research and other purposes. We have statistical tool like SPSS 18 (Statistical Package for Social Sciences) for the data analysis of the research of faculty and students. Several e-books and CD library is also available to prepare their lectures for effective delivery to students. Institute is also member of ECCH (European Case Clearing House) where faculty can download the case of their respective area and discuss with students in the class.

Some of the key practices adopted for teaching and learning are as follows:

- **Sectoral Analysis:** It is a group activity where students have to form groups and they have to submit (upto specified date) their write-up on a particular sector and before semester examination their presentation will be held. In the write-up, students have to put information about the current status of that sector which they have chosen.
- **Story Completion test (Component of Psychology subject):** Student is required to submit a write-up of the story which he is asked to complete by the concerned subject faculty and the marks obtained will be allocated according to Psychology subject's internal assessment scheme of Story Completion Test component.

- **Topic Presentation (Component of Personality Development subject):** Students will make presentation on the topic assigned to them by the concerned subject faculty in the class and will be evaluated based on (a) content, (b) body language and (c) use of visual aids the marks obtained by the students will be allocated according to Personality Development subject's internal assessment scheme of Topic Presentation component.
- **Business Awareness Test:** Students will be given newsletter on the current business scenario fortnightly through the student portal. Students have to go through newsletter properly and they will be evaluated on the basis of objective type questions which will be a online test.
- **Minor Project (Component of Environmental Science subject):** Students are required to submit a group project(Green Environment) and viva will be conducted before semester examination.
- **Fish Pond:** Each subject faculty member will give around 20 topics to the students in the beginning of the semester and before completion of the semester students will be evaluated by the faculty members during their lecture.
- **Group Discussion:** Coordinator will arrange sessions for students so that group discussion takes place and at the end of semester they will be evaluated by External or Internal experts.
- **Situational Response/ Extempore (Component of Psychology subject):** Student is required to respond to any situation given by the concerned faculty and will be evaluated. The marks obtained will be allocated according to Psychology subject's internal assessment scheme of Situational Response / Extempore component.
- The Concept of online teacher's diary was initiated with the help of Acc Soft software.
- For Providing institute industry exposure and industrial training to faculty and students a number of collaboration had done with NEN, flexi tuff international Ltd. Pithampur, International Latin University Argentina, and Embassy of Algeria in India & PES, Zycus InfoTech Pvt. Ltd.
- Exposure to entrepreneurial skills, some sessions and starts up were promoted by NEN cell.
- For developing skills of students various some short Certificate program were proposed like in digital Marketing, NCCMP Certificate Program, and NCDEX Certificate Program.

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

184

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

Yes

The evaluation is done constantly and learning outcomes are monitored with the help of student feedback report, continuous internal assessment, seminar sessions, assignments, faculty feedback report and regular department review meetings. The entire internal assessment scheme is online which insures transparency. Besides every semester the faculty coordinator of internal assessment calls meeting of faculty to discuss and introduce innovative evaluation methods.

The key evaluation reforms implemented by the institute are

1. New Examination Scheme introduced as per Choice Based Credit System.
2. Online Objective Type Question Based Examination in internal assessment has been introduced.
3. New Innovative components have been introduced in the internal assessment scheme like Fish Pond, News Wire, EML, Summer Training Projects, and Marks for attendance, case presentation, social work projects, to name a few.
4. The internal and external marks are available online to ensure transparency.
5. The institute has a software system that enables submission of assignment online.
6. For providing support to weak students concept of support classes have been introduce in subjects like Financial Accounting, Operation Research, Operation Management etc.
7. For improving communication skill and personality development of students, Training Need Analysis (TNA) sessions were organized with the help of outside experts as well as regular faculty members.
8. Sectoral analysis, Topic Presentation, Story Completion test, Situational Response/ Extempore, Minor Project for Environmental Science has also been implemented for as a innovative teaching pedagogy for students belonging to various streams/specialization
9. For smooth condition of examination process, the AccSoft 2.0 provided features to download online Challan Form as well as automatic generation of Admit Card.
10. In external examination introduction of case/practical problem in every course.
11. The marks of internal are transferred online to the examination centre and semester examination result is online.
12. Faculty and staff are separately remunerated for internal evaluation of students.
13. Faculty are remunerated to sit in panels of MRP at different stages, summer training and seminar presentations.
14. Faculty are also remunerated to be guide for MRP's.

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

90

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 (Full Time) (2015-17)	405	10.37	75.31%	10.12%	0	95.08%
MBA (Part Time) (2014-16)	6	33.33	50%	16.67%	--	100%
MBA (MM) (2015-17)	116	7.76	73.27%	15.52%	0	96.55%
MBA (FA) (2015-17)	116	11.21	77.58%	8.62%	0	97.41%
MBA (IB) (2015-17)	54	7.41	66.67%	20.37%	0	94.44%
MBA (PA) (2015-17)	58	29.31	55.17%	12.07%	0	95.55%
B.B.A. (2014-17)	391	19.95	52.43%	24.81%	0	97.19%
B.B.A. (F.T.) (2014-17)	71	12.68	54.93%	28.16%	0	95.77%
B.Com (Hons.)	107	9.35	40.19%	43.93%	0	93.48%
B.C.A. (2014-17)	19	26.32	47.37%	26.31%	0	100%
M.M.C. (2015-17)	8	12.5	87.5%	0	0	100%
MBA (APR) (2015-17)	55	7.27	69.10%	18.18%	0	94.55%
BAMC (2014-17)	37	8.11	64.86%	18.92%	0	100%
LL.B.	2	---	---	50%	---	50%
LLM	4	---	75	25%	---	100%

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

The IQAC plays important role in institutionalizing quality assurance strategies and processes in the institute at all level i.e. student level, faculty level and institution level. Some of the key points highlighting contribution of IQAC in quality assurance are as follows:

- IQAC contributed actively in the development and implementation of Choice Based Curriculum as well examination scheme.
- IQAC has suggested strategy of getting faculty from eminent institution to teach entire courses to MBA students.
- IQAC has suggested strategy of registration of institute journal in International

online proudest databases for wider circulation.

- The improvement in integrated software is strategy suggested for greater transparency in the system.
- IQAC Suggested having international SIP Programme for students for understanding the international work culture.
- It has introduced the strategy of faculty remuneration for promoting mentoring in summer internship projects, seminars and Major Research Projects.
- It has suggested formation of clubs to promote specialization.
- It has suggested the strategy of alumni run alumni association.
- It has conceptualized the advisory board.
- IQAC has recommended and started 360 degree faculty appraisal.
- It has introduced a system for staff appraisal.

2.13 Initiatives undertaken towards faculty development.

Faculty / Staff Development Programs	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Program	0
HRD programs	1
Orientation programs	6
Faculty exchange program	1
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	4
Others	2

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	19	---	04	---
Technical Staff	12	---	---	---
Sub ordinate Staff	28	---	01	---

Criterion - III

3. Research, Consultancy and Extension

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

The IQAC encourages research and promote the research climate in the institution by

providing different facilities to the faculty members and students, some of them are as follows:

Conferences

- International Conference on “Entrepreneurship, Innovation & Good Governance For Global Leadership” (February 10-11, 2018).
- Model United Nation (MUN Conference) was organized on August 11-13, 2017. It is an educational simulation in which students learn about diplomacy and international relations through public speaking and debating.

Workshops

- National Econometrics Workshop was organized By Prestige Institute of Management and Research, Indore in association with TIES from 30th April- 4th May, 2018.
- Research Methodology Workshop was organized by Prestige Institute of Management and Research, Indore from Jun 26th - 1st July, 2017.
- 38th National Case Writing Workshop in association with AIMS (Association of Indian Management Schools) on 8, 9 and 10st January, 2018.

FDPs

- One week FDP series was organized from December 20-26, 2017. In this FDP series various experts from industry and academia were invited for sharing their wisdom. During FDP series, topics like Organizational Branding, Scenario of Mobile Apps, Organization Behaviour and Scripture Research, Advertising Creativity, Case Teaching etc. were covered.
- Department of Law, Prestige Institute of Management and Research organized a Faculty Development Programme on Murder and Culpable Homicide on 6th October 2017 where dean and principal of New Law College Bhartiya Vidyapeeth Deemed University, Pune. **Prof. Dr. Mukund Sarda** was the resource person.
- Faculty Development Programme on Consumer Protection Act was organized at the Department of Law, Prestige Institute of Management and Research, Indore on 13th September, 2017. Advocate Geeta Khanuja (Advocate High Court – Bombay) addressed the law students at the Prestige College, Indore along with the faculty.

Social Initiatives/Activities

Institute organizes social and extension activities under various platforms, details are as follows:

Literacy mission

- The literacy mission of PIMR has the objective of teaching and grooming the underprivileged children of slum areas.
- New batch was started on 4th September, 2017, 29 children were identified and around 50

student volunteers are involved in the mission.

- In the year 2018, Literacy club was also introduced under the mission where anyone can donate anything in cash or kind like stationery, bags, cloths, eatable items etc.
- Literacy mission club has collected Rs 6, 000 till date. Many students have contributed to the club by donating stationery, cloths etc.
- Children were taught Hindi varn mala and tables (1-100). Along with this, from time to time, student volunteers have also shown them motivational movies. Children also learnt poems and basic manners and etiquettes.
- On the occasion of Holi, colours and pichkari were distributed among children and volunteers shared the story of Holi with these children.
- On 13th April, 2018, student volunteers have visited their place and conducted few activities and distributed stationary items and chocolates to them.

Holistic Activities:-

- Art of Living Workshop was organized for students from August 18-21, 2017. Students of various streams learned powerful meditation technique “**Sudarshan Kriya**”. In this workshop, they were taught about mantras for successful and happy life.
- Blood Donation camp was organized in the Institute by Students of MBA (Advertising & Public Relations) on April 20, 2018. The Camp was organized in association with Blood Zone and M. Y. Hospital, Indore.
- Twenty Sessions were organised for eighteen students of MBA FT III E on Management by Consciousness during 5th February and 28th March 2018.
- Twenty Sessions were organised for sixty students of MBA FT III B on Management by Consciousness during 5th February and 28th March 2018.
- On 14th March 2018 a Meditation session was organised for students of MBA FT IV E.
- On 20th March 2018 a Meditation session was organised for students of MBA PA II.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Postgraduate campus of Prestige Institute of Management and Research, Indore.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Undergraduate campus of Prestige Institute of Management and Research, Indore.
- On 22nd August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Law campus of Prestige Institute of Management and Research, Indore.

ENVIRONMENT CLUB: The Environment Club will help the government, societies, institutions, and industries to foster plants and sustainable activities for environment.

- On 24th August 2017 the club organized Eco-friendly idol of lord Ganesh ji, making program at PIMR (UG) Campus.
- On 16th September 2017 the member students of the club organized Tree plantation in Industry Campus.

- On 23rd September 2017 the member students of the club participated in Tree plantation drive at Prestige Food Industry Campus.

Bhoomika - Women Empowerment Cell

- Self Defense Workshop was organized on April 21, 2018 and forty students participated. Resource person were Mrs. Priya Rathore and Mr. Krishna Rathore , National Level Trainer.
- A visit was organized to the Gimmi McGilligan Centre for Sustainable Development, Gram Sanavadia, Indore (February 24, 2018). Objective of the visit was to understand Working of Solar Thermal Technology, thirty students visited the centre.
- Workshop on Women Safety and Use of related Equipments was organized on February 20, 2018. Resource person was Mr. Shailesh Kumawat, Director, Meow Foundation, Dewas. Total ninety students participated.
- A Visit was organized on November 14, 2017 to Handloom Centre (Hathkargha Kendra), Indore run by only female members (Establish by Acharya Shree Vidyasagar Maharaj). Twenty students participated.

IT Initiatives

- Teacher's Diary will be managed via our software **AccSoft 2.0**. Details about the **Unit** and the **Topic Covered** during the lecture has to be done at the time of entering attendance only. This will be mandatory feature that will help all of us to maintain the Teacher's Diary in an efficient manner. Report of Teacher's will be generated at the end of every month from the faculty logins.
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- A Video Conferencing session was organized on **17th September, Saturday of Digital Summit organized by IIM Bangalore** for view to all students and professors via on Impartus Innovations.

Other Initiatives

- Institute regularly organizes research methodology workshop and research paper contest named Jigyasa.
- Incurring students to participate and present paper in conferences.
- Initiation of best research paper award .
- Inviting faculty, experts from national level university/institution to teach research methodology to students.
- Sanctioning leave to faculty to do course work for Ph.D.
- Nomination of faculty members to attend conferences and workshops with academic leave.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
--	-----------	---------	------------	-----------

Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	09	--	--
Outlay in Rs. Lakhs	--	Rs. 3.95 Lakhs	--	--

3.4 Details on research publications.

	International	National	Others
Peer Review Journals	162	14	---
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
Conference proceedings	---	---	---

3.5 Details on Impact factor of publications:

Range	<input type="text" value="-----"/>	Average	<input type="text" value="-----"/>	h-index	<input type="text" value="-----"/>	Nos. in SCOPUS	<input type="text" value="4"/>
-------	------------------------------------	---------	------------------------------------	---------	------------------------------------	----------------	--------------------------------

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	---	---	---	---
Minor Projects	2 Years	PIMR, Indore	3,95,000/-	NA
Interdisciplinary Projects	---	---	---	---
Industry sponsored	2017-18	---	40,000/-	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University) (Minor Research project and Social project)	6 Month	---	---	---
Any other(Specify)	---	---	---	---
Total		---	4,35,000/-	---

Note: Minor Project 2 + Minor Research Project 630 = 632

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT
Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	---	---	---	1
Sponsoring agencies	PIMR, Indore	---	---	---	PIMR, Indore

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lacs :

From Funding agency

From Management of University/College

* ICSSR

Total

3.10 Revenue generated through consultancy in lakh :

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---
	Granted	---
International	Applied	---

	Granted	2
Commercialised	Applied	---
	Granted	---

* Two Conference Books have been published as copyrights.

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
46	12	32	0	0	0	4

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

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

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

SRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum	0	College forum	20
NCC	N.A.	NSS	NA
		Any other	0

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

The institute is a chartered member of Rotary International and has PIMR Rotaract Club. The PIMR Rotaract Club provides an opportunity to the students of PIMR to serve the society in general and weaker sections in particular and carry out programs to maintain the ecological balance. The institute promotes institution neighbourhood network through Rotaract Club which allows faculty as well as students to pursue activities for community development.

A number of social activities in association with **PIMR Holistic Cell** have been organized for promoting and inculcating social value system. IQAC in association with Rotract Club organized various activities Some of the activities are as follows :-

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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	2.5 Acre	----	Self Financing	2.5 Acre
Class rooms	60	03	Self Financing	63
Laboratories	3	----	---	3
Seminar Halls	8	----	---	8
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	--	72 PCs	--	--
Value of the equipment purchased during the year (Rs. In Lakh)	---	12.0	---	--
Others	---	---	---	---

4.2 Computerization of administration and library

Most of the activities relating to administration as well as library are computerized, the details are as follows:

Administration:-

Institute has its IT policy to address the standards on IT service management of the institute, information security, network security, risk management and software asset management. It explains IT facilities, ensure network security, prohibit access to social networks, monitor and manage software assets, manage risk and take care of overall maintenance of IT resources. Institute believes in providing state-of-the-art technology to its stakeholders for the higher level of learning and productivity. Internet facility is available in the whole campus through WI-FI. Latest software and hardware are provided to cater to the needs of current market.

Institute has ACCSOFT2 (Web Version) ERP system for various academic activities of the institute. ACCSOFT2 featured with online attendance, online assignment, and online internal assessment. Student can see their attendance, internal marks and final results online as per their convenience.

All faculty members have been provided laptops by the institute for managing academic as well as administrative activities. Computers are available for non teaching staff also for the effective working of administrative work/responsibilities. Interactive

Boards, ICT enabled classrooms, Internet facility, LCD projectors, OHPs are provided to each class and faculty where they may take use of these and make the class more interactive for enhancing the quality of teaching, learning and research. There exist two Interactive white boards and all the classrooms have LCD/DLP projectors for 'power point presentations. Students are encouraged to give seminar talks using ICT resources. Moreover, the softwares required for teaching and learning are also available on the LAN & WAN.

Computer lab has hardware based Unified Threat Management (UTM) and firewall systems CYBEROAM (CR50iNG 10.04.2 build 527) for network monitoring and traffic regulation. An enterprise level antivirus system is also installed to prevent host computers from Trojans and worms. Computer lab has provision of backup and additional servers for any contingency services. Backup scheduler configured in the servers for taking backup of the files. In case in power cut we have 20 KVA online UPS for power backup and 150 KVA generator.

Library:-

Internet facility (2 mbps) is made available in the library for accessing research and relevant material using online databases. There is a separate section in the library with computers meant for staff members for the management of library and related activities. Library staff is using laser printer and barcode system for managing the accounts of books using ACC-Soft Software. Photocopy facility is also made available to faculty, staff and students in the library. There are also separate machines, with internet facility, available for students in the library for research work, access to online databases etc. Library has many ICT resources, the details are as follows:

- Institutional Repository - Institute stores the data related to library in its centralized server and in the librarian's computer also. Records are maintained by the librarian for books, journals, e-journals, exchange journals, magazines and other resources for smooth functioning and future reference.
- Library has numbers of Audio and Video CDs for e-learning of the students and the same have been kept in separate shelves for easy access by the students and faculty members.
- Participation in Resource sharing networks/consortia (like INFLIBNET). Information and Library Network (INFLIBNET) Centre is an Autonomous Inter-University Centre (IUC) of University Grants Commission, Government of India, involved in creating infrastructure for sharing of library and information resources and services among Academic and Research Institutions. INFLIBNET works collaboratively with Indian university libraries to shape the future of the academic libraries in the evolving information environment.
- Library offers DELNET facility being Institute is a member of DELNET.
- OPAC (Online Public Access Catalog) - Acc Soft 2.0
- Electronic Resource Management package for e-journals - Proquest, ABI COMPLETE INFORM, DELNET, SAGE ONLINE, EBSCO.
- Federated searching tools to search articles in multiple databases - Proquest, ABI

4.3 Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31506	7730725	1643	556321	33149	8287046
Reference Books	9659	3875300	649	259600	10308	4134900
e-Books	777		57		834	
Journals	307				307	
e-Journals	8500				8500	
Digital Database	06	766269			06	579838
CD & Video	300				300	
Others (specify)	3672		598		4270	
Major Research Project						
Doctoral Thesis	1338				1338	
Bound Vol. Of Periodical	84		07		91	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing (PG+UG+ Law)	414+130+120	308+120+110	48 mbps+65 mbps	4+2+2	1+1+1	1+1+1	0	-
Added (PG+UG+ Law)	0+0+0	72+0+0	0	0	0	0	0	0
Total (PG+UG+ Law)	414+130+120	380+120+110	0	4+2+2	1+1+1	1+1+1	0	-

* 72 - Simulation lab

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

Total number of computer in the institute is 664 and there exist Five computer labs. Internet facility is available in the whole campus through Wi-Fi with 113 MBPS broad band connection and this facility is available to faculty, staff as well as students in computer lab, laptops as well as cell phones.

Institute has ACCSOFT2 (Web Version) ERP system for various academic activities of the institute. ACCSOFT2 featured with online attendance, online assignment, and online internal assessment. Student can see their attendance, internal marks and final results online as per their convenience. Every year in the beginning of the academic session, new students have been provided training to use the ACCSOFT software. In case of faculty and staff members, when some new features are added in the software, then the trainer from the software vendor conduct the training of the

concerned faculty and staff members or the whole department.

The institution has its own plans to upgrade the IT infrastructure regularly and deployed it for office automation, admission, library, examination and others. We have computer lab up-gradation committee which meets frequently and give suggestions to the institute for up-gradation of its computer facilities. A resource audit is conducted before inviting quotations from several vendors and after carefully investigating the relevant factors procurement is done.

Some of the IT Initiatives are as follows:

- Teacher's Diary will be managed via our software **AccSoft 2.0**. Details about the **Unit** and the **Topic Covered** during the lecture has to be done at the time of entering attendance only. This will be mandatory feature that will help all of us to maintain the Teacher's Diary in an efficient manner. Report of Teacher's will be generated at the end of every month from the faculty logins.
- Online Video Capturing of lectures via **Impartus Innovations**, Bangalore started for one program MBA (IB).
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4.6 Amount spent on maintenance in lakhs :

i) ICT	17.55
ii) Campus Infrastructure and facilities	55.74
iii) Equipments	8.00
iv) Others	34.58
Total :	115.87

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC is continuously putting efforts to improve the students support services and its awareness also. It publishes an information booklet named "SWAGAT" especially for the new students at the beginning of the every academic session, which includes details about the faculty coordinators and their respective responsibilities as well as information about anti-ragging rules, discipline committee, events for the forthcoming year, staff and their functions etc. This will help the new students to get acquainted with the Institute and its working system.

The institute has its own website "www.pimrindore.ac.in". IQAC is keeping track on the updation of the information on the website on regular basis. The website provides details about - Admission, Placement, Research and Publication, Sports, Events, Faculty Members, News, Conferences, Details of the institute, Results, Workshops, Seminars

etc. for students, faculty and guest access.

Beside this, Institute publishes information brochure and placement brochure annually, which contains information about the Institute's infrastructure, vision and mission of the institute, courses offered by the Institute, details of permanent faculty, and events / programs organized by the Institute for the overall development of the students. It also highlight the faculty achievement like awards, publications and conferences/workshops attended.

Particularly, to support the final year student's placement, the Placement Brochure is published containing details of the final year students with their expertise and skills for the company officials/representative. It also provides information on the placements of the last year with the companies visited institute for the placement process. This brochure are especially is distributed companies by the placement department of the institute.

Recently, with the help of the software vendor and the computer administrator, IQAC started SMS facility to students through ACC Soft Software. This help in creating awareness among students relating to the some important information or activities planned in short duration.

5.2 Efforts made by the institution for tracking the progression

Institute make continuous efforts for tracking the progression of students, some of the ways are as follows:

- The institute tracks progression of students through continuous evaluation scheme.
- The institute also has a mechanism of program faculty coordinators for monitoring and tracking progress of students.
- The institute also has faculty mentors for students projects, seminars presentations and summer training.
- The institute also obtains the Feedback is obtained from the employers and Graduates through E-mail and also through Online and manual Feedback form. The Placement cell regularly takes feedback from the corporate world in order to equip the students with the latest industry requirement.
- The Feedback is obtained from the employers about the performance of our Alumni to know about their competency and performance. This system of getting feedback from the graduates is to facilitate the college as follows:
 1. To take appropriate measures to enhance the knowledge of the students.
 2. To know the current requirement of industry in order to prepare the students.
- The institute believes in regular and continuous assessment of the student to make sure that there is enhanced learning and furthermore, students are given support classes and extra lectures in the respective subjects so that they can cope up with other student.
- The institute use software for the admission process also.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	2760	1703		

(b) No. of students outside the state	396
---------------------------------------	-----

(c) No. of international students	Nil
-----------------------------------	-----

Men	No	%
	2631	58.95%

Women	No	%
	1832	41.05%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2069	10	6	368	----	2453	1693	17	7	293	----	2010

Demand ratio	1:2.27
---------------------	--------

Dropout%	4.09%
-----------------	-------

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

The institute organized PD Classes and special classes on analytical skills to help students to attempt and succeed in placement and related activities.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

A special counseling and carrier gaudiness is provided to all students after analyzing training need analysis with the help of TNA test. For providing counseling to the identify areas, psychology counselors were deputed.

No. of students beneficiaries

5.7 Details of campus placement

<i>On campus</i>	<i>Off Campus</i>
------------------	-------------------

Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
342	720	612	95

5.8 Details of gender sensitization programmes

The Institute has a very healthy work environment as the Director is a lady and the institute has an equal no of male female faculty and students. In all activities equal participation is ensured that assures healthy environment for study as well as work. For this purpose a women empowerment cell is introduced, details are as follows:

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5.9 Students Activities.

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural : State/ National level International

University level

level

5.10 Scholarships and Financial Support.

	Number of students	Amount
Financial support from institution	11	3,48,375
Financial support from government	203	71,25,695
Financial support from other sources	----	----
Number of students who received International/ National recognitions	----	----

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition : State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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 of the institute is to be a leader in Professional Education, Research and Development. Mission of the institute is to provide quality education by innovating and continuously improving upon the disciplines of management and computer applications through advanced methods of training, meaningful research and intimate relations with business, industry and other institutions in the country and abroad.

6.2 Does the Institution has a management Information System

Yes, Institution has a Management Information System and most of the activities of institute are computerized through a software programme provided by AccSoft 2.0. Management Information System Software broadly has three sections - viz. Academic, Administrative and Value Enhancers. The different modules covered under different sections are as follows:

Administrative Section (07 Modules)

1. Fees Management
2. Accounts Management

3. Payroll Management
4. Material Management
5. Transport Management
6. Assets Management
7. User Management

Academics Section (05 Modules)

1. Student Section
2. Admission Module
3. Attendance Management (scholar)
4. Result Processing
5. Library Management

Value Enhancers (03 Modules)

1. Bulk SMS
2. Label Print, Bar Code Print
3. Time machine linking for attendance

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

6.3.1 Curriculum Development

As per UGC guideline Choice Based Credit System (CBCS) was implemented for all programs with the help of industry experts, senior academic experts etc.

For quality sustenance, institute ensures that all the mechanisms introduced should run properly. The syllabus is updated annually, new electives are offered keeping in mind the changing need of the industry. The syllabus is updated with the contribution of faculty members in their respective specializations. The process is facilitated by active contribution and feedback from industry experts and alumni.

Institute invites foreign faculties, who give their inputs to the students and give feedback for quality enhancement in curriculum. Regular feedback from students and stakeholders are taken and institute has formed an advisory board also for the same and regular revisions of feedback are taken care.

Along with this the institute also offers students with an opportunity to undertake major and minor research project to ensure skills development of the students like research methodology, project handling and project report writing, market and demand analysis which are helpful in the real world. The institute ensures quality sustenance and quality enhancement in the offered syllabus by taking suggestions and views from industry experts, alumni, keeping a track of syllabus and courses offered by premium management institutes like IIMs etc. and review of senior academicians from top management institutes and industry experts.

To give the practical edge to the students institute provides a platform in various areas of management in the form of clubs like Marketing Club, HR Club, Finance Club, International Business club in which various industry and academic experts are invited for interaction and other management activities are also organized.

6.3.2 Teaching and Learning

With a focus on the learner-centred approach, the faculty uses the lecture-cum-discussion method, presentation, assignment mode etc. LCD with wi-fi Internet is used in the teaching-learning process. Collaborative learning is undertaken through internship with industries, field trips, group projects and simulations. Independent learning is encouraged through e-learning. Some of the faculty members are trained to conduct online courses. Critical thinking is sharpened in the final year through a research project. Some innovative teaching methods used include learning through documentaries and movies, experiential learning through simulated games, industry based projects, concept checking and case studies. The library has a large collection of books, journals, magazines, CDs and DVDs as well access to online databases like proquest. Individual departments review the progress in teaching and learning through departmental meetings, lesson plans, audit of question papers, syllabus completion reports and student feedback to monitor and evaluate the quality of teaching-learning. The institute is fully equipped with latest Information and Communication Tools like Wi-Fi Campus, internet facility, Audio visual Aids for classroom teaching etc. The faculty members are also required to use modern teaching aids such as Powerpoint etc during their lectures. The students are also encouraged to submit and present their assignment in PowerPoint and other latest format to facilitate learning by doing. Moreover, the institute is also in the process of acquiring web solution for integrated learning and communication for faculty, students, guest, visitors and alumni. The student and faculty members can exchange the teaching material and other assignments through a common interface accessible to all the faculties and students. Along with this the institute provides the students with a platform to enhance their skills and knowledge by conducting national level events like Business Plan contest, Software Development contest, Summer Training report contest, Research Paper contest, Student Management Games etc. distributed over the year. The students are in all given approximately 120 hours of extensive learning in the course every semester.

The faculty members are required to access the library for recent development in their respective subjects. The library is continuously updated with latest literature and journals on current issues and research in all the disciplines. The faculty members are also provided with laptops and full time internet accessibility and connectivity to know about the recent developments in their related areas. The students can also access the library and computer lab for the recent upgradation and development in the entire course offered. Faculty and students are encouraged to participate in workshops, seminars and conferences on emerging areas.

Some of the new initiatives in teaching and learning are as follows:

- Business Awareness: Students will be given newsletter on the current business scenario fortnightly through the student portal. Students have to go through newsletter properly and they will be evaluated on the basis of objective type questions which will be a online test.
- Fish Pond: Each subject faculty member will give around 20 topics to the students in the beginning of the semester and before completion of the semester students will be evaluated by the faculty members during their lecture.
- Group Discussion: Coordinator will arrange sessions for students so that group discussion takes place and at the end of semester they will be evaluated by External

or Internal experts.

- Sectoral Analysis is a group activity where students have to form groups and they have to submit(upto specified date)their write-up on a particular sector and before semester examination their presentation will be held. In the write-up, students have to put information about the current status of that sector which they have chosen.
- Topic Presentation (Component of Personality Development subject): Students will make presentation on the topic assigned to them by the concerned subject faculty in the class and will be evaluated based on (a) content, (b) body language and (c) use of visual aids the marks obtained by the students will be allocated according to Personality Development subject's internal assessment scheme of Topic Presentation component.
- Story Completion test (Component of Psychology subject): Student is required to submit a write-up of the story which he is asked to complete by the concerned subject faculty and the marks obtained will be allocated according to Psychology subject's internal assessment scheme of Story Completion Test component.
- Situational Response/ Extempore (Component of Psychology subject): Student is required to respond to any situation given by the concerned faculty and will be evaluated. The marks obtained will be allocated according to Psychology subject's internal assessment scheme of Situational Response / Extempore component.
- Minor Project (Component of Environmental Science subject): Students are required to submit a group project(Green Environment) and viva will be conducted before semester examination.

6.3.3 Examination and Evaluation

As per the UGC guidelines, new examination scheme as per choice based credit system was implemented.

The institute has two step evaluation processes. The first step is through conduction of internal assessment which is done for each subject in every semester for all the students. The internal assessment includes component of internal test which ensure the performance of the student in its subject. The other components are assignment, seminar presentation and case studies which are given to the students in all subjects spread over the entire semester which includes real world cases and experience for supplement learning and presentation, seminars and assignments for improving and enhancing the subject knowledge as well as developing a better personality. The performance of all the students is monitored by the faculty program coordinator of the course and the faculty collects proper two way feed back on subject and faculty by the student and student feed back by the faculty which is then used for developing the student as a whole.

In evaluation process, equal weight age has been given to the written, verbal and presentation skills, which is assessed by regular presentations, seminars, assignments

and internal test of the students. This process helps to identify slow learning students from the advanced learning students. The institute regularly organizes symposium, seminar, extra lectures and counseling session for helping cope up the slow learners in a course. The advanced learners are given opportunities to presents their research work in various national and international conferences and also are given platform to conduct market survey and research for corporate and social topics. Along with this the institute also arranges for extra mural lectures, Management film series, lectures from Industry experts. Faculty from top management institutes are invited for interaction with the students, which form part of student evaluation. The students are also evaluated on major research projects, summer internship projects, seminar presentation etc.

Examination results are displayed on the institute notice board and are accessible to parents as well as students. The result is also displayed on the website of the Institute.

6.3.4 Research and Development

The institute believes in continuous research and development of its intellectual capital. This is monitored with the help of the research committee. The Research Committee members at the departmental level facilitate and monitor research being carried out in their relevant areas. This Research Committee encourages and motivates the faculty members to submit research projects to various funding agencies. The committee also renders adequate help in the preparation of project proposals. The committee is involved in synchronizing and encouraging research activities carried out by the faculty members of various departments. The committee facilitates research case writing workshops, research methodology workshops which are conducted twice in a year. Besides, the committee reviews the progress of the research work done by the faculty members periodically. The research committee also provides support to the PhD research scholars registered with the institute. The committee also encourage young faculty to register for PhD.

Beside this, all the faculty members are required to guide the students for their major research projects and summer training. Along with this the faculty members are also expected to conduct training programs and take up consultancy assignments for corporate houses. The faculty members are sponsored for attending seminars, conferences, quality initiative programmes and workshops twice in a year. The institute regularly organizes Conferences, Seminars Faculty Development programs, and academic forums to provide in-house facility to all the faculty members. The faculty members are also given various facilities like laptops and access to international and national journals. The institute organizes lectures of eminent personalities from industry and academia on the platform of ISTE, ISTD, and AIMS etc.

The institute promotes participation of the students in research at different levels like - Students are required to undergo major research project as a part of their curriculum. The institute organizes national level research paper contest annually to

promote students participation in research. The students are also advised to present their research papers in the international and national conferences organized annually by the institute. Further the students are also encouraged to present and publish their research work in other conferences and journals also.

- The Institute took initiative focus on research relating to societal and corporate issues.
- The institute also undertake research related activities with the help of students like in Rahat Consultancy Project, a no of students were actively involved.
- Institute also encourages students to present research paper during international conference organised by the institute every year. Beside this students are also motivated to make research presentations in outside conferences/symposium.
- Institute has constituted best faculty award and best research paper award to promote the significance of research in academic world.
- Institute also nominate faculty members to attend conferences, workshops and faculty development programs organised by national level institutes for getting exposure to global research practices.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Different committees are responsible for ensuring the quality enhancement of library, ICT and physical infrastructure. The library and Computer lab have separate Advisory Committees comprising of faculty members, library in-charge, lab-incharge and other employees of computer lab and library. The committee ensures continuous up gradation of library and recommends purchase of new books, journals and magazines. The committee responsible for lab upgradation ensures maintenance of computers, purchase of new computers, updation of institute's website etc.

The library is well equipped with computers. The catalogue with author and subject indices has been fully computerized. The institute's campus is wi-fi enabled, hence students can access internet anywhere including library. A circular containing information of new books, magazines purchased, new national and international journals subscribed is circulated among the faculty members, showing the titles of books, magazines, regularly. The same is notified to students through library notice board.

PIMR Computer Lab is well equipped with computing resources to cater to the technological needs of the Institute. The infrastructure facilities are made available to the student for their maximum utilization. E.g. Extended hours for computer center and library, sharing of facilities for interdisciplinary and multidisciplinary programs.

The Institute has separate estate and housekeeping staff for repairs and maintenance. The Institute has its own subordinate staff also to look after the maintenance and cleanliness on daily basis. The Institute has good physical infrastructure for imparting education to the students. LCD projectors have been installed in each and every classroom to facilitate classroom teaching. The Institute has a Sports room for recreational purpose of students and faculty. Indoor games facility such as Table tennis, Carrom, Chess and badminton are available. The institute has a sports officer and a playground for outdoor sports like cricket, volleyball, kho-kho to

name a few. The institute conducts Yoga related activities for the students as well as faculty members.

Key IT and Infrastructure Initiatives

- Teacher's Diary will be managed via our software **AccSoft 2.0**. Details about the **Unit** and the **Topic Covered** during the lecture has to be done at the time of entering attendance only. This will be mandatory feature that will help all of us to maintain the Teacher's Diary in an efficient manner. Report of Teacher's will be generated at the end of every month from the faculty logins.
- Online Video Capturing of lectures via **Impartus Innovations**, Bangalore started at PG and UG Campus.
- Mass Communication Studio has been set up with all latest equipments for practical learning to students.

6.3.6 Human Resource Management

The institute is putting effort for managing human resource at different levels. The faculty members are sponsored for attending seminars, conferences, quality initiative programmes and workshops twice in a year. The institute regularly organizes Conferences, Seminars Faculty Development programs, and academic forums to provide in-house facility to all the faculty members as well as students. Facility of Safety Insurance Premium for non teaching staff is provided.

For the development of students, the institute organizes national level research paper contest annually to promote students participation in research. The students are also advised to present their research papers in the international and national conferences organized annually by the institute. Students have been provided training in the areas that are helpful for the employments like Tally, MS-Excel etc. Sessions on careers, making right choices in life, decision-making, aptitudes, choice of a career and more are conducted by the Placement Cell.

Faculty: Rotation of jobs ensures faculty development. Faculty co coordinator for different activities helps them develop administrative & leadership skills sent abroad to foreign universities and countries & sponsored by institute. Faculty encouraged to conduct training take consultancy and workshops. Faculty are provided academic leave & sharing of revenue ratio of 70:30, 70% faculty 30% institute for consultancy. Faculty are nominated as subject experts for viva's, M Phil training doctoral courses work to other universities. Faculty provided platform to enlist research scholars with the institute as research centre. All faculty encouraged to do Ph D & provided academic leave for the same.

Institute also have various welfare schemes for the further education and development of staff members, they are also provided leaves for examination. Beside this institute also provides advances and loans for marriage, education etc.

Institute also provides welfare schemes to selected students belong to financially poor background, minority status.

The Institute has a very healthy work environment as the Director is a lady and the institute has an equal no of male female faculty and students. In all activities equal participation is ensured that assures healthy environment for study as well as work. For

this purpose a women empowerment cell is introduced, details are as follows:

- Self Defense Workshop was organized on April 21, 2018 and forty students participated. Resource person were Mrs. Priya Rathore and Mr. Krishna Rathore , National Level Trainer.
- A visit was organized to the Gimmi MCGilligan Centre for Sustainable Development, Gram Sanavadia, Indore (February 24, 2018). Objective of the visit was to understand Working of Solar Thermal Technology, thirty students visited the centre.
- Workshop on Women Safety and Use of related Equipments was organized on February 20, 2018. Resource person was Mr. Shailesh Kumawat, Director, Meow Foundation, Dewas. Total ninety students participated.
- A Visit was organized on November 14, 2017 to Handloom Centre (Hathkargha Kendra), Indore run by only female members (Establish by Acharya Shree Vidyasagar Maharaj). Twenty students participated.

6.3.7 Faculty and Staff recruitment

The institution advertises faculty and staff vacancies in two local dailies and one national bulletin like Hindustan Times. Applicants are given 15 days to one month time to submit their applications. The applications received are screened and the ones who are short- listed are called for an interview. The interview and appointments of faculty are as per the statutes of the affiliating University and guidelines of UGC/ AICTE/BCI.

6.3.8 Industry Interaction / Collaboration

The college has good linkages and collaborations with industries and institutions. Executives from industries are invited to deliver lectures during seminars and sessions. Students are sent to industries for field trips as well as to undertake summer internship. The Institute is having a official chapters of ISTE, ISTD, NHRD, and NEN for conducting various academic, research, and training activities. During the case writing workshops conducted in every six months, the Institute interacts with local and nearby industries and develops real life case studies that will be benefited to the academic community. During workshops and conferences the discussion/interaction, areas of common interest and possibilities of collaboration are identified with the industry and other agencies.

Some of the important interactions organized are as follows:

Students Workshop / EML

- Pre placement Grooming Session by Mrs. Nupur Singh -A Marketing Club (M-Hi) organized on 5th Feb 2018 a session on Pre placement grooming session for MBA II sem students for their preparation of placement.

- Pre placement Session for Amazon By Mr. Amit Ranade (General Manager, Customer Services), Amazon India-A Marketing Club (M-Hi) organized on 21st September 2017.
- EML by Mr. Pushpendra Singh Jadon (Key Elements), Mr. Ambarish Dwivedi (Bisleri International Pvt. Ltd.) to develop insight of the students in the area of Digital Media Marketing, Marketing Club (M-Hi) has organized and Extra Mural lecture – cum and interactive session on ‘Digital Marketing as a career’ on 14th Sep, 2017.
- An Extra Mural Lecture on “Effective Communication and its role in Placements” was organized in PIMR for the students of MBA (Advertising and Public Relations) on September 9, 2017. Mr. Kunal Mishra, Trainer & Director, SGM Institute was the Resource Person.
- Report of EML on Business Development by Mr. Kulkarni (VP-Jain Irrigations), EML was conducted on 14/03/18 on business development at the institute.
- EML was conducted on 21/02/18 on SAP at the institute. Mr. Amit Patidar of (Rudram Infotech, Indore) delivered the speech.
- EML was conducted on 1/02/18 on Documentation in International Trade at the institute. Mr. Vaibhav Jain delivered the speech.
- EML was conducted on 25/09/17 on International marketing at the institute. Mr. Saurabh Sharma delivered the speech.
- EML was conducted on 07/10/17 on Communication skill at the institute. Mr. Ankit and Mr. Teja delivered the speech.
- EML was conducted on 09/09/17 on International marketing of herbal products at the institute. Mr. Nitin Singh delivered the speech.
- An EML was organized by Finance Club on Starts Up and Economy by Mr. Manoj Joshi Paliwal – Director, Corp Craft Solutions Pvt. Ltd on 01-02-2018.
- An EML was organized by Finance Club on Financial Skills in Campus Placement by Mr. Gaurav Somani – Director, Finoptions on 26-09-2017.
- An EML was conducted by Mr. Hanish Kukreja - Corporate Trainer, Bullseye Corp. on the topic Capital Market and Economy on 09-09-2017.
- An EML was held on 06-11-2017 by Ms. Bhavika Wanchhoo – Head, NSE Academy Ltd. MPCG on the topic competencies.

- An EML was organized on GST and Exports (August 26, 2017). Resource person was Dr. Ashish Moitra, General Manager Exports-Giltpack Industries.
- An EML was organized on Digital Marketing (August 12, 2017). Resource person was Mr. Ujwal Roa, COO-BASECAMP-Startups Pvt.Ltd.
- An EML was organized on How to crack 30 Interviews anywhere anytime (September 30, 2017). Resource person was Mr. Rachit Bhatt, PD Trainer, IIT, and Delhi.
- An EML was organized on An Overview on super Internship (January 13, 2018). Resource person was Mr.Siddarth Bansal , Iternal Diva - Cofounder and CEO.
- An EML was organized on Alcoholisms and Its Effect on Youth (January 27, 2018). Resource person was Mr. Ashwat Ramchandran, Circle Marcom, Founder and Director.
- An EML was organized on February 19, 2018 by Mr Sukumaran & B B Gupta, NISM Dean NISM and Trainer.
- An EML was organized on Woman Empowerment Peper Sprey (28.2.2018). Resource person was Mr. Shailesh Kumawat, Director Meow Foundation.
- An EML was organized on Entrepreneurship and Consultancies (01.2.2018). Resource person was Mr. Manoj Joshi, Director Corp Craft.
- An EML was organized on Digital Marketing (19.2.2018). Resource person was Ms. Vinita Paryani & Kapil Khandelwal, Head Digital Marketing Digital Marketing.
- An EML was organized on Aspiring Minds (17.2.2018). Resource person was Mr. Divya Chaddha, Manager Campus Relation Aspiring Minds.
- An EML was organized on Recruitment Process and Sourcing Tech.(24.2.2018). Resource person was Mr Arijeet Neema, GM Recruitment Process and Sourcing Tech.
- An EML was organized on Documentation and International Trade (7.2.2018). Resource person was Mr Vaibhav Jain, Branch Manager Documentation and International Trade.
- An EML was organized on AIESEC Foreign Summer Intership (17.3.2018). Resource person was Mr. Aniruddha Mishra, Promotar AIESEC Foreign Summer Intership.

- An EML was organized on Jain Irrigation System (14.3.2018). Resource person was Dr. Dilip Kulkarni, President Dilip Kulkarni.
- An EML was organized on Introduction of SAP and ERP (26.3.2018). Resource person was Mr. Amit Patidar, Director Introduction of SAP and ERP.
- An EML was organized on Recent Trends and Employability Skills in Industries (Manufacturing) (13.4.2018). Resource person was Mr, Samir Bhand, Vice President Pratibha Syntax Ltd, Indore.
- An EML was organized on Recent Trends and Employability Skills in Industries (Finance) (13.4.2018). Resource person was Mr. Rajesh Singhal, Managing Partner AISEC.
- An EML was organized on Recent Trends and Employability Skills in Industries (HRM) (13.4.2018). Resource person was Mr. Ajit Singh Senior HR Executive Webcom Technologies Ltd.
- An EML was organized on Recent Trends and Employability Skills in Industries (Sales and Marketing) (13.4.2018). Resource person was Mr Dhiraj Sharma Regional Training Manager Idea Cellular (MP &CG)
- An EML was organized Self Defense Workshop (07.4.2018) Resource person was Er. Masayoshi Tamura Trainer.
- An EML was organized India vs. Japan economic developments (21.4.2018) Resource person was Mrs. Priya Rathod GM Hitachi India Ltd.
- An EML was scheduled on February 25, 2018 for the Undergraduate students at UG campus. The EML was conducted by Mr. Abhay Chopda, Manager at National Institute of Securities Market, Mumbai.
- An EML was scheduled on Jan 30, 2018 for the students of Bachelor of Business Administration students of Prestige Institute of Management and Research, UG campus. The EML was conducted by Mr. Vishal Dixit, Director, VDIEC Global Connect Pvt. Ltd. The topic of EML was Career options abroad for management students.
- An EML was organized on July 29-2017, the speaker was Mr. Arvind Gokhale (Ex-Public Prosecutor of Lokayukt nominated by the MP State Govt.)
- An EML was organized on Aug 5-2017, the speaker was Mr. Pushyamitra Bhargav (Deputy Advocate General MP High Court,Indore).

- An EML was organized on Aug.26-2017, the speaker was Mr.Varun Kapoor (IPS) (Additional Director General of Police (ADGP) , Narcotics/ PRTS) .

6.3.9 Admission of Students

The process of admitting students to various courses is carried out through the norms laid down by the Higher education, Bhopal and the Directorate of Technical Education (D. T. E), Government of M.P. The Admission Committee constituted for the purpose is entrusted with the task of monitoring the admission process. The candidates are selected on the basis of merit, interviews and entrance tests. Students from all sections of society irrespective of caste, creed, class and gender are admitted thereby keeping to the objective of education for all.

In case of UG programs, admission process is managed by the Institute and admission are made on the basis of merit

6.4 Welfare schemes for

		15,93,617/-
Non teaching		7,75,201/-
Students		30,69,242/-

6.5 Total corpus fund generated

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	Yes	*Ranking Agencies/Magazine	Yes	*Institutional Committees
Administrative	Yes	*Ranking Agencies/Magazine	Yes	*Institutional Committees

* **Ranking Agencies/Magazine:** *Out Look, Business Today, Competition Success Review, The Week, , Times B School.*

***Institutional Committees:** *Examination Committee, Placement Committee, Computer Lab Upgradation Committee, Library Committee, Admission Committee, Research Committee, Internal Quality Assurance Cell etc.*

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?

The institute organizes a series of faculty workshops to suggest changes in the examination every semester. Some of the important examination reforms implemented by the institute are as follows:

1. New Examination Scheme as per the choice based credit system was introduced.
 2. Final semester exams result are displayed online and student can check it via student login.
 3. Online Examination in internal assessment has been introduced.
 4. The internal and external marks are available online to ensure transparency.
 5. Submission of assignment online via software system.
 6. The marks of internal are transferred online to the examination centre and semester examination result is online.
 7. Faculty are remunerated to sit in panels of MRP at different stages, summer training and seminar presentations.
 8. New Innovative components have been introduced in the internal assessment scheme like social work projects for developing social concern amongst students.
- Business Awareness: Students will be given newsletter on the current business scenario fortnightly through the student portal. Students have to go through newsletter properly and they will be evaluated on the basis of objective type questions which will be an online test.
 - Fish Pond: Each subject faculty member will give around 20 topics to the students in the beginning of the semester and before completion of the semester students will be evaluated by the faculty members during their lecture.
 - Group Discussion: Coordinator will arrange sessions for students so that group discussion takes place and at the end of semester they will be evaluated by External or Internal experts.
 - Sectoral Analysis is a group activity where students have to form groups and they have to submit(upto specified date)their write-up on a particular sector and before semester examination their presentation will be held. In the write-up, students have to put information about the current status of that sector which they have chosen.
 - Topic Presentation (Component of Personality Development subject): Students will make presentation on the topic assigned to them by the concerned subject faculty in the class and will be evaluated based on (a) content, (b) body language and (c) use of visual aids the marks obtained by the students will be allocated according to Personality Development subject's internal assessment scheme of Topic Presentation component.
 - Story Completion test (Component of Psychology subject): Student is required to submit

a write-up of the story which he is asked to complete by the concerned subject faculty and the marks obtained will be allocated according to Psychology subject's internal assessment scheme of Story Completion Test component.

- Situational Response/ Extempore (Component of Psychology subject): Student is required to respond to any situation given by the concerned faculty and will be evaluated. The marks obtained will be allocated according to Psychology subject's internal assessment scheme of Situational Response / Extempore component.
- Minor Project (Component of Environmental Science subject): Students are required to submit a group project(Green Environment) and viva will be conducted before semester examination.

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

University is helping institute in promoting autonomy at different levels. In the updation of curriculum, senior professor as members of various academic bodies like academic council, Executive council etc. and helps in enhancing the curriculum. Besides, this senior professor from university also provides valuable feedback as moderator of final semester examination in various subject areas. During semester examinations, university professor also acts as Flying Squad members for the smooth and disciplined conduction.

6.11 Activities and support from the Alumni Association

Institute has a strong alumni base and every year institute confers the Outstanding Alumnus Award to its Alumni, who has achieved excellence in the respective field. On the hand, every year institute organizes Alumni Meet, which acts as a platform for the final years students to get acquainted with industry need, demand and current trends.

- Institute with the help of placement cell manages PIMR Alumni Portal and the PIMR Alumni Face Book page that offer a platform for alumni and the present batch to interact, share and discuss about opportunities and growth in the corporate world as well as guidance regarding entrepreneurial ventures. Alumni are present representatives on IQAC of the institute. They are invited to take EMLS and they help internships & final placement . Besides alumni are also part of BOS and advisory boards. Alumni are recognised by constituting PIMR outstanding alumnus award every year. A special function was organised to recognise **Mr. Rajesh Agrawal** Deputy Mayor of London, an alumnus of the institute during his visit to Indore. Institute organized Alumni Meet on 15th April, 2017.

6.12 Activities and support from the Parent - Teacher Association

Institute involves parents in various bodies like Anti Ragging Committee etc. Institute tries to involve parents at different levels like in some events they have been invited as judges. Beside this, parents support by interacting with the various committee members that come for quality enhancement or inspection.

6.13 Development programmes for support staff

Institute also emphasizes on the enhancement of skill of the support staff by organizing skill based workshops. There exist also the provisions for nominating the support staff members to attend the development workshops organized by other institutions. Some the workshops organized by the institute for the internal staff members are as follows:

- MIS workshop
- Store Training workshop
- Personality Development Workshop
- Workshop for the use of Scanner, printer, Introduction to social networking sites etc.

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

Institute is continuously putting effort to make the use of eco-friendly products as well taking initiative to make the campus eco-friendly. Some of the key Initiatives taken are as follows:

- Notices and other important official information are sending through group mail-id of the Faculty. Important information related to students is available through web-site. Urgent information related to students is posted on social networking sites.
- The institute has a integrated software system which reduces the amount of paper uses in accounts, store, library, students section, exams, student assignments, students attendance, placement student assessment to name a few.
- Facilities built on the campus since the last accreditation has been designed to make use of natural light and ventilation.
- The equipments used in computer labs use less energy and are eco friendly. Solar panels are used for water heating in hostels.
- Rain water harvesting is done.
- Replaced old bulbs with CFL bulbs.
- Message displayed on Gate of each class room to 'Switch Off' Lights, Fans, LCD in class room before leaving, 'Remove the plug from the socket' whenever appliances are not in use.
- The campus has initiated a Anti-Plastic drive initiative by using paper / e-banners for all its programs.
- The institute organizes drives for old clothes donations which are recycled by distributing them to slum areas.
- The e-waste produced in the Institute is recycled as an input to the sister Engineering Institute (Prestige Institute of Engineering and Science, Indore), which uses this for its various projects.
- Regular Plantation Camps are organized at various locations such as PIMR PG Campus, PIMR UG Campus, PIES, PPS and others.

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.

The institute has introduced various innovations in its curriculum to make courses practical oriented. Following are some examples:

- e) From the Academic year 2015-16, Choice Based Credit System (CBCS) curriculum was implemented. This was outcome of a series of curriculum workshop were organized by tacking input from industry experts , senior academic experts and faculty members.
- New subject like Business Analytics, Digital Marketing were proposed and introduced in various programs/specializations.
- In MBA (FT) Program, new specialization “Entrepreneurship” was Proposed.
- In MBA (IB) Program, two specializations “Supply Chain Management” and “International Marketing”.

In teaching , learning and evaluation, following Innovations were implemented :

- Business Awareness: Students will be given newsletter on the current business scenario fortnightly through the student portal. Students have to go through newsletter properly and they will be evaluated on the basis of objective type questions which will be a online test.
- Fish Pond: Each subject faculty member will give around 20 topics to the students in the beginning of the semester and before completion of the semester students will be evaluated by the faculty members during their lecture.
- Group Discussion: Coordinator will arrange sessions for students so that group discussion takes place and at the end of semester they will be evaluated by External or Internal experts.
- Sectoral Analysis is a group activity where students have to form groups and they have to submit(upto specified date)their write-up on a particular sector and before semester examination their presentation will be held. In the write-up, students have to put information about the current status of that sector which they have chosen.
- Topic Presentation (Component of Personality Development subject): Students will make presentation on the topic assigned to them by the concerned subject faculty in the class and will be evaluated based on (a) content, (b) body language and (c) use of visual aids the marks obtained by the students will be allocated according to Personality Development subject’s internal assessment scheme of Topic Presentation component.
- Story Completion test (Component of Psychology subject): Student is required to submit a write-up of the story which he is asked to complete by the concerned subject faculty and the marks obtained will be allocated according to Psychology subject’s internal assessment scheme of Story Completion Test component.
- Situational Response/ Extempore (Component of Psychology subject): Student is required to respond to any situation given by the concerned faculty and will be evaluated. The marks obtained will be allocated according to Psychology subject’s internal

assessment scheme of Situational Response / Extempore component.

- Minor Project (Component of Environmental Science subject): Students are required to submit a group project (Green Environment) and viva will be conducted before semester examination.

Other Teaching and Learning Initiatives

- International SIP program introduced for the Global exposure of students.
- Introduction of open book test and online test.
- Introduce field assignments for part time students.
- Use of films for teaching.
- MOUs signed with foreign universities, foreign faculty invited to interact with students and faculty.
- Teachers diary introduced to ensure session plan is properly implemented.

In order to have a Holistic awareness and development centre on the platform of this centre the institute has introduced following innovations.

Literacy mission

- The literacy mission of PIMR has the objective of teaching and grooming the underprivileged children of slum areas.
- New batch was started on 4th September, 2017, 29 children were identified and around 50 student volunteers are involved in the mission.
- In the year 2018, Literacy club was also introduced under the mission where anyone can donate anything in cash or kind like stationery, bags, cloths, eatable items etc.
- Literacy mission club has collected Rs 6, 000 till date. Many students have contributed to the club by donating stationary, cloths etc.
- Children were taught Hindi varn mala and tables (1-100). Along with this, from time to time, student volunteers have also shown them motivational movies. Children also learnt poems and basic manners and etiquettes.
- On the occasion of Holi, colours and pichkari were distributed among children and volunteers shared the story of Holi with these children.
- On 13th April, 2018, student volunteers have visited their place and conducted few activities and distributed stationary items and chocolates to them.

Holistic Activities:-

- Art of Living Workshop was organized for students from August 18-21, 2017. Students of various streams learned powerful meditation technique “**Sudarshan Kriya**”. In this workshop, they were taught about mantras for successful and happy life.
- Blood Donation camp was organized in the Institute by Students of MBA (Advertising &

Public Relations) on April 20, 2018. The Camp was organized in association with Blood Zone and M. Y. Hospital, Indore.

- Twenty Sessions were organised for eighteen students of MBA FT III E on Management by Consciousness during 5th February and 28th March 2018.
- Twenty Sessions were organised for sixty students of MBA FT III B on Management by Consciousness during 5th February and 28th March 2018.
- On 14th March 2018 a Meditation session was organised for students of MBA FT IV E.
- On 20th March 2018 a Meditation session was organised for students of MBA PA II.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Postgraduate campus of Prestige Institute of Management and Research, Indore.
- On 21st August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Undergraduate campus of Prestige Institute of Management and Research, Indore.
- On 22nd August 2017, Shri Sampadananda Mishra from Sri Aurobindo Ashram, Pondicherry delivered talk on the Message from Gita at Law campus of Prestige Institute of Management and Research, Indore.

ENVIRONMENT CLUB: The Environment Club will help the government, societies, institutions, and industries to foster plants and sustainable activities for environment.

- On 24th August 2017 the club organized Eco-friendly idol of lord Ganesh ji, making program at PIMR (UG) Campus.
- On 16th September 2017 the member students of the club organized Tree plantation in Industry Campus.
- On 23rd September 2017 the member students of the club participated in Tree plantation drive at Prestige Food Industry Campus.
- The institute has a room of silence in which students can go to spend a few moments in silence and meditation.
- The room of silence has a small library of holistic books which students can sit and read in the room.
- The holistic centre for awareness and development has tie ups with various organization like Art of living, Sri Aurobindo Society, Pondicherry, Brahmakumari's, ISKON International Society to name a few.
- The centre organizes talks by prominent spiritual leaders, arranges yoga and meditation workshops, spiritual tours, one day workshops on integral management, stress management etc.
- The centre also promotes research in areas of spirituality and management examples "Indian Holistic Management Approach: A Gateway to Global Leadership and Corporate Governance"
- Institute started literacy mission to educate children of slum areas. Student volunteers teach these children as per syllabus prescribed with help of NGO "NEEV".
- Social entrepreneurship award given to Mr. Ajay Chaturvedi for initiative of all women BPO in rural area "HARVA".

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

Action taken report is as follows :

Initiatives to update curriculum as per industry, faculty and student feedback.

The Institute conducted following activities for review and revision process of curriculum for academic year 2018-19 of MBA(FT/PT)/MBA(MM)/MBA(FA)/MBA(PA)/MBA(IB) programs and Proposed curriculum of MBA (Integrated) program. In this academic session introduced **Rubric System** in the curriculum. For this purpose meetings, workshops and, inter-departmental discussions scheduled as below mentioned:

- **June 3, 2018** - Circulate notice to all HoDs for submission of prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 on or before July 6, 2018.
- **June 1, 2018** - Circulate notice to all HoDs that conduct the meeting of their respective department faculty members, to prepare syllabus of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19.
- **May 26, 2018** - Meeting held of all HoDs and Curriculum Coordinator for discussion of inter-department and to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 25, 2018** - Meeting held of all HoDs and Curriculum Coordinator to develop syllabus of finalized curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 23, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to finalized the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19. And finalized the propose Curriculum of MBA(Integrated) program.
- **May 19, 2018** - Meeting held of all HoDs and Curriculum Coordinator to review the curriculum of MBA (FT/PA/MM/APR/IB/FA) programs - I and II Semesters for Academic Session 2018-19 and finalized. Propose Curriculum of MBA(Integrated) program.
- **May 12, 2018** : Circulate a notice to all HoD to submit prepared syllabus of all MBA programs of III and IV semesters for the academic session 2018-19 to propose in BoS/AC/EC on or before May 17, 2018.
- **May 10 – 17, 2018** : Circulated the curriculum of all MBA programs finalized in meeting held on May 9, 2018 to all HoD to prepare syllabus of all MBA programs of III and IV semesters for the academic session 2018-19. In this duration each department conducted meetings of their faculty members and incorporated the needful changes, suggestions and feedback received from experts/faculty members/program coordinators etc.
- **May 9, 2018** - Meeting held of all faculty members and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and discussed Propose Curriculum of MBA(Integrated) program.
- **May 8, 2018** - Meeting held of all HoDs and Curriculum Coordinator with Director to discussed and finalized curriculum of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19, and to Propose Curriculum of MBA(Integrated) program (IInd,IIIrd years and structure of IVth and Vth year).

- **May 3, 2018** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/ Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program IInd, IVth and VIth semesters taught by faculty members during January –April , 2018) on or before May 10, 2018.
- **May 2, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (Ist year) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(FT/MM/APR) programs.
- **April 24, 2018** - Meeting held of all HoDs and Curriculum Coordinator to Propose Curriculum of MBA(Integrated) program (structure) and Inter-department discussion for curriculum finalization of MBA (FT/PA/MM/APR/IB/FA-III and IV Semesters) programs for Academic Session 2018-19 and finalized for MBA(PA/IB/FA) programs.
- **January 20 – April 23, 2018** : In this duration all HoDs conducted meetings of their respective department faculty members and incorporated the needful changes in syllabus of all MBA programs of III and IV semesters according to the rubric system.
- **January 19, 2018** : Faculty meeting was scheduled to understand the process of **Rubric System** and according to rubric system do the needful changes in syllabus like write the learning outcomes of each course, write program outcomes etc.
- **December 30, 2017**- Circulate a notice to all faculty members that submit all MBA-III and IV semesters syllabus, developed during the workshop to respective Head of department. And HoDs were required to submit all syllabus by January 13, 2018.
- **December 27 – 29, 2017** – Conducted **Curriculum Development Workshop**- to prepare syllabus for MBA(FT/PT)/MBA(MM)/MBA(FA)/MBA(PA)/MBA(IB)/ MBA(APR) programs – III and IV Semesters (part of Curriculum 2017-18). During the development of syllabus suggestions and feedback was incorporated by each department.
- **December 13, 2017** : Meeting Scheduled for Head of Departments to take Industry/academic experts .
- **November 29, 2017** : Circulate a notice to all PIMR Faculty Members/Program Coordinators/ Visiting Faculty members to submit subject Feedback and Suggestions in provided feedback form for all MBA program Ist, IIIrd and Vth semesters taught by faculty during July -November 2017) on or before December 7, 2017.
- New programs as per the industry needs like Business Analytics, Digital Marketing were proposed.

For the promotion of research related activities, it was decided to organize conference and work shops at international as well as national level.

Conferences

- International Conference on “Entrepreneurship, Innovation & Good Governance For Global Leadership” (February 10-11, 2018).
- Model United Nation (MUN Conference) was organized on August 11-13, 2017. It is an educational simulation in which students learn about diplomacy and international relations through public speaking and debating.

Workshops

- **National Econometrics Workshop** was organized By Prestige Institute of Management and Research, Indore in association with TIES from 30th April- 4th May, 2018.
- Research Methodology Workshop was organized by Prestige Institute of Management and Research, Indore from Jun 26th - 1st July, 2017.
- 38th National Case Writing Workshop in association with AIMS (Association of Indian Management Schools) on 8, 9 and 10st January, 2018.

FDPs

- One week FDP series was organized from December 20-26, 2017. In this FDP series various experts from industry and academia were invited for sharing their wisdom. During FDP series, topics like Organizational Branding, Scenario of Mobile Apps, Organization Behaviour and Scripture Research, Advertising Creativity, Case Teaching etc. were covered.
- Department of Law, Prestige Institute of Management and Research organized a Faculty Development Programme on Murder and Culpable Homicide on 6th October 2017 where dean and principal of New Law College Bhartiya Vidyapeeth Deemed University, Pune. **Prof. Dr. Mukund Sarda** was the resource person.
- Faculty Development Programme on Consumer Protection Act was organized at the Department of Law, Prestige Institute of Management and Research, Indore on 13th September, 2017. Advocate Geeta Khanuja (Advocate High Court – Bombay) addressed the law students at the Prestige College, Indore along with the faculty.

To promote use of ICT among faculty as well as students for teaching, learning and evaluation, following IT Initiatives were taken:

- Teacher's Diary managed via our software **AccSoft 2.0**. Details about the **Unit** and the **Topic Covered** during the lecture has to be done at the time of entering attendance only. This will be mandatory feature that will help all of us to maintain the Teacher's Diary in an efficient manner. Report of Teacher's will be generated at the end of every month from the faculty logins.
- An online objective type test have been made compulsory for all students so that they will get exposure of ICT and teaching, learning and evaluation. This also helped them in understanding the working mechanism of online exams, which could be benefaction in near future when student may opt for competitive online exams.
- Online Video Capturing of lectures via **Impartus Innovations**, Bangalore started for one program MBA (IB).
- A Video Conferencing session was organized on **17th September, Saturday of Digital Summit organized by IIM Bangalore** for view to all students and professors via on Impartus Innovations.

For enhancing teaching, learning and evaluation, following initiatives have been taken

- Concept of Fish pond introduce in the internal evaluation system
- Minor IT project introduce for the practical exposure of students to the real world.
- Students have under gone the international summer internship program at Mauritius in the field of marketing, Finance, advertising, logistics. As the outcome students felt motivated due to exposure to global scenario. Some of the corporate were Mau Bank, Air Mauritius, and the concrete agency.
- Introduction of advanced Excel training programs, Tally workshop, etc.
- **Pratibimb** -The Management Film Series was organized during **23th to 27th Aug 2016** with the purpose of showing various functions of management being implemented at various levels of the organizations. The films focus on varied issues and highlight the actual scenario of the management arena in the country and around the globe.
- Series of curriculum workshops were organized with the help of senior and experienced faculty members of all departments. Some experts from industry were also invited for their valuable feedback.

A number of social activities in association with PIMR Holistic Cell have been organized for promoting and inculcating social value system. Some of the activites are as follows

Social Initiatives/Activities

Literacy mission

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- In the year 2018, Literacy club was also introduced under the mission where anyone can donate anything in cash or kind like stationery, bags, cloths, eatable items etc.
- Literacy mission club has collected Rs 6, 000 till date. Many students have contributed to the club by donating stationary, cloths etc.
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- On 16th September 2017 the member students of the club organized Tree plantation in Industry Campus.
- On 23rd September 2017 the member students of the club participated in Tree plantation drive at Prestige Food Industry Campus.

IQAC with the help of all institutional departments and Clubs invited many dignitaries form international as well as national platform for interacting with students and faculties. Following students workshop were organized :-

National Level Student’s Contests/Workshops

- **Jigyasa** – National Research Paper Contest (April 09, 2018)
- **Pragya** - Summer Training Presentation Contest (**April 9, 2018**)
- **Manthan 2017** - National Cultural Fest for Students was organized on the theme “Celebrating Uniqueness with Togetherness” on October 12-14, 2017.
- **Swavlamban** – **National Business Plan Contest** (April, 9 2018)
- **Srijan** – National Level Software & Hardware Idea Development Contest (16/03/2018).

Other Student Workshops

- **“Anubhuti – Gaon Chale Hum”**- Due to the urbanization, most of the country’s rural population went from the rural life philosophy. Students of India through living with the villagers and finding some options for their problems. This was a four day rural life experience from **15th -18th of March 2018**, where **120** students from Prestige Institute went to three villages named **Mandvi, Azanda and Jhabua** which are 150-200kms from Indore with faculty members and instructor. They have done *yoga, exercises in daily routine for personality development, Meditation, Prabhat Ferry, Lectures and discussions, sports and cultural programs* on various topics related to rural life.
- Art of Living Workshop was organized for students from August 18-21, 2017. Students of various streams learned powerful meditation technique **“Sudarshan Kriya”**. In this workshop, they were taught about mantras for successful and happy life.
- A seminar on *“Recent Trends and Employability Skills in Industries”* under platform of Institute Industry Interface was organized on April 13, 2018.
- Workshop on "Robotics" organized for BCA Students on 31/07/2017 to 05/08/2017 at Prestige Institute of Management & Research, UG Campus, Indore (M.P.) The resource person was “Mr. Mudit Thakkar”, Founder & CEO of Edo Square.
- The Institute organized Shantiniketan- an Excursion Cum Learning Tour to **Chandigarh-Shimla-Manali-Amritsar** from February 16-25, 2018.
- Smart Girl Workshop was organized on March 22-23, 2018 for PG Students, twenty girls participated in the workshop. This workshop was organized in association with Bhartiya Jain Sangathan and DAVV, Indore.
- A smart girl workshop was organized on April 12-13, 2018 for UG Students Smart Girl workshop is a project initiated by Bhartiya Jain Samaj, Pune and adopted by DAVV. Fifty five girls from various programs had participated in the two days workshop.
- **SPARK- 2018** (April 09-10, 2018) - An event introduced by the students of PIMR with an aim to enhance the Entrepreneurial and Managerial Skills.
- **PRATIBIMB – 2017 (The Management Film Fest - PG Campus)** – The Management Film Series were started in the Institute with the purpose of showing various functions of management being implemented at various levels of the organizations. This year Institute organized the fest from 22nd August to 24th August 2017. The show was open for all on *“First Come – First Serve”* basis.
- **Pratibimb 2018- (A Management Film Festival -UG Campus)** Organized on 4th, 5th and 6th April, 2018.
- A workshop was organized on 25-26 May, 2018 on **Finance Functions using Advance**

Excel, by Mr. Sumit Maheshwari – Co founder MICS, Indore.

Diploma/Certificate Programs

- Post graduate program on Business Analytic and Data Science was started during the academic year.

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

1. Dynamic Work Culture Through Participative Management In A Transparent System (**Annexure iv**).
2. Academic and Non –Academic Input Beyond Curriculum (**Annexure v**)

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

7.4 Contribution to environmental awareness / protection

PIMR has always shown concern towards environmental issues. The institute promotes use of environment friendly equipment and water conservation techniques. The Institute makes use of Rotary Club students to popularize and undertake tree plantation in the community. These exercises are done regularly. Some of the contribution towards environmental awareness/protection is as follows:

- Message displayed on Gate of each class room to ‘Switch Off’ Lights, Fans, LCD in class room before leaving, ‘Remove the plug from the socket’ whenever appliances are not in use.
- Institute has participated in the “Swachh Bharat Abhiyaan “in Indore and been awarded certificate by mayor of Indore.
- The institute organizes drives for old clothes donations which are recycled by distributing them to slum areas.
- The e-waste produced in the Institute is recycled as an input to the sister Engineering Institute (Prestige Institute of Engineering and Science, Indore), which uses this for its various projects.
- Regular Plantation Camps are organized at various locations such as PIMR PG Campus, PIMR UG Campus, PIES, PPS and others.
- Facilities built on the campus since the last accreditation has been designed to make use of natural light and ventilation.
- The equipments used in computer labs use less energy and are eco friendly. Solar panels are used for water heating in hostels.
- Rain water harvesting is done.
- Replaced old bulbs with CFL bulbs.
- The campus has initiated a Anti-Plastic drive initiative by using paper / e-banners for all its programs.
- The institute has a integrated software system which reduces the amount of paper uses in accounts, store, library, students section, exams, student

- assignments, students attendance, placement student assessment to name a few.
- Notices and other important official information are sending through group mail-id of the Faculty. Important information related to students is available through web-site. Urgent information related to students is posted on social networking sites.

7.5 Whether environmental audit was conducted? Yes No

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

NA

8. Plans of institution for next year

- Strengthening of existing International MOUs and entering into newer MOUs.
- Upgradation of PIMR to the Status of Deemed University / Private University.
- Increasing International Linkages and tie-ups for exchange of Faculty and Students.
- Enhancing the scope of Consultancy and MDPs.

Name _____

Name _____

Signature of the Coordinator, IQAC
IQAC

Signature of the Chairperson,

Abbreviations:

- | | | |
|------|---|--|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

Annexure - I

ACADEMIC CALENDER 2017-2018

I Term

Classes Commence	20/7/2017
Preparatory Break	27/11/2017 to 03/12/2017
Examination Begins	04/12/2017
Examination Ends	26/12/2017
Semester Break	27/12/2017 to 07/01/2018

II Term

Classes Commence	08/1/2018
Preparatory Break	24/4/2018 to 01/5/2018
Examination Begins	02/05/2018
Examination Ends	28/05/2018
Semester Break	02/06/2018 to 16/07/2018

Annexure – II

Employer Feedback 2017-2018

Program	Satisfaction on meeting the project schedule	Satisfaction on the methodology used	Satisfaction on the progress of the project	Capability to apply functional knowledge and adopting multi-functional approach to real life business problems	Reading/Referencing of literature related to project work	Quality findings and observations of the student in the interim report	Presentation Skills	Overall effectiveness in the oral communication	Ability to perform in a team	Innovation Quotient	Total
MBA(FT)A	8.80	8.45	8.78	8.61	8.68	8.86	8.64	8.91	8.89	8.63	82.53
MBA(FT)B	8.34	8.36	8.45	8.38	8.28	8.42	8.47	8.68	8.72	8.34	75.56
MBA(FT)C	8.57	8.31	8.48	8.36	8.40	8.48	8.24	8.50	8.67	8.52	77.17
MBA(FT)D	8.21	8.10	8.14	8.23	8.07	8.23	8.19	8.39	8.58	8.07	76.76
MBA(FT)E	8.60	8.46	8.60	8.65	8.46	8.62	8.72	8.67	8.88	8.51	74.14
MBA(FT)F	8.39	8.21	8.360	8.36	8.21	8.22	8.37	8.45	8.59	8.01	79.18
MBA(FT)G	8.56	8.41	8.75	8.50	8.43	8.86	8.78	8.81	8.98	8.56	73.81
MBA(MM)A	8.66	8.62	8.37	8.71	8.55	8.62	8.54	8.59	8.83	8.75	84.7
MBA(MM)B	8.51	8.74	8.5	8.51	8.75	8.70	8.83	8.83	8.53	8.62	79.23
MBA(FA)A	8.66	8.49	8.57	8.61	8.40	8.64	8.66	8.67	8.71	8.30	85.74
MBA(FA)B	8.5	8.17	8.39	8.39	8.06	8.43	8.39	8.51	8.44	8.13	82.05
MBA(IB)	8.54	8.38	8.54	8.54	8.48	8.14	8.5	8.68	8.6	8.34	75.66
MBA(PA)	8.41	7.78	8.60	8.12	8.05	8.30	8.46	8.64	8.78	8.28	76.5
MBA (APR)	8.22	8.01	8.35	8.37	8.35	8.37	8.35	8.66	8.85	8.43	76.72

Annexure IV

Title of the Practice: Dynamic Work Culture through Participative Management in a Transparent System

Objectives of the practice: The College has always encouraged a constructive culture through participative management, looking at long-term goals. The main objective is to take decision through participative management at the department or at the committee level thereby collectively designing, managing and implementing the programs in a transparent system.

The Context: Internal stake holders are provided different benefits under a transparent system for better work culture. It involves all the internal stakeholders of the institute to coordinate together for efficient management and in the over-all functioning of the institute by innovating and continuously improving upon the practices through intimate relations. Regular feedback provided from all the faculty, staff and students and external stake holders helps to improve the administration.

The Practice: Different activities are organized for the development and welfare of staff. Many faculty members have completed/registered for their P.hD after joining the institute and some of the staff members have been promoted to the faculty level after completion of higher studies. Flexible timings to the faculty are provided for better working. Faculty Club and staff club are formed which organizes excursion and regular gatherings. Special sessions are conducted for the development of non-teaching staff. They are deputed to attend workshops conducted outside the college. For the marriage and other personal reasons, the institute provides them loans. Many staff welfare activities are conducted which involve group insurance is provided to the staff, staff training program are conducted for their improvement. They are encouraged to go for higher studies and are provided leave for examination. They are also provided tuition waver facilities for UG/PG programs offered by the institute. Their wards are also provided tuition fee waiver for school and UG/PG programs run by the institution. Staff members are trained for strengthening the knowledge of using latest facilities and equipments. They are provided training to use computer facilities and trained on the institution integrated software, Accsoft. ICT tools are used for the efficient administration and maintain transparency in the over-all working of the system. Online Attendance and online marks are feeded by faculty for maintaining transparency. The institute has transparent system of management with well set norms, service rules, leave rules etc. Also, the students can take some online test and see their attendance, internal marks and final results online as per their convenience. The institute has integrated software ACC

Soft 2.0 for all its activities. The institute has a website for the institute and alumni. The institute has video conferencing facility which are used to ensure global faculty and industry interaction with students.

The Institute has a network of coordinators for effective management and information accessibility. In order to coordinate various events in the institute faculties are given event coordinatorship, which is rotated amongst the faculty. This system ensures that all activities have environment of the entire faculty, thereby, demonstrating effective team efforts. Regular faculty meetings are organized for better information accessibility and decision making process. The Institute has different committees like library up-gradation committee, computer up-gradation committee, placement up-gradation committee which meet twice a year to suggest enhancements and infrastructural needs of library, computer and placement cell respectively. Social networking websites and different advanced IT Technologies like what's app and face book are used for proper communication and messages through Group e-mail approach is followed for efficient coordination in the system.

All the administration activities are coordinated by the faculty heads which results in efficient supervision and expert guidance to the students in all the fields. For example: A computer lab coordinator is a faculty who will impart better IT exposure to the students.

Meetings of external and internal stakeholders are encouraged and suggestions given during meeting with stakeholders are given due consideration in designing of the college plans and an efficient management. Besides, the faculty and management meetings and management and staff meetings are also done regularly for continuous review of institutional building activities. The management and alumni meet is also organized once in a year for getting precious feedback.

The institute has proper feedback system of faculty members and subjects which is taken by the director during each semester. The copy of feedback distributed to each faculty members for their improvement. Director also discusses the feedback with the each faculty members for appreciation and improvements.

Formal assessment is done time to time by providing the students with questionnaire in which questions include content aspects like relevance of the curriculum, time allotted, learning, applicability, extent of coverage and the inclusion of projects and assessments. Informal interaction with the students is done every month during the academic session for seeking feedbacks on aspects like clarity, difficulty, complexity of topics dealt in the class/felt by the students during conduct of practice teaching and simulated teaching. Students' overall evaluation of performance and teaching is also done by formal home examination, class room discussion during tutorial and extempore speeches. Students are involved in class committee meeting to explain the problem or suggestion faced during covering the different subjects.

The alumni feedback is obtained during the Alumni Meet which is organized every year by the institute. And their response is studied and analyzed for making modifications and further utilized after approval from BOS and AC members. Employer's appraisal of the curriculum is obtained through the feedback Performa that deals with relevance of the topics, time utilized for

completion of syllabus, use of teaching aids, teaching strategies employed and conduct of tests. The feedback from employer is obtained to assess the suitability and to update /modify the curriculum as per the need of industry.

Evidence of Success:

The institution is one of the top ranking institutions in terms of infrastructure and People are continuously looking forward to join as a faculty or as a staff in the institute. Initial feedback from all the parents of students and internal stake holders who used the system is very positive Faculty research work has also been recognized by various renowned institutes at national level. Institute is able to get funds / sponsorship and collaborations with renowned bodies like NEN, ISTD, ISTE, NHRD, AIMS etc. There is an increase in the number of students seeking admission every year in the institute as compared to other institutes in competition.

Problems Encountered and Resources Required: There were some administrative problems that could be identified and solved with relative ease

Annexure V

Title of the Practice: Academic and Non -Academic Input Beyond Curriculum

Objectives of the practice: The institution accords highest priority to the over-all development of the student and understands that the professional prosperity of student originates from all the fields. Fostering global competencies among students is the main objective of the institute. Rigorous efforts are put forward by the institute for the students to upgrade the non-academic standards and widening the thinking of the student thereby, keep them abreast of global developments in various domains. The institution takes meticulous care by providing quality in all spheres by innovating continuously through advanced methods, meaningful research and intimate relations with business, industry and other institutions in the country and abroad.

The Context : Students are encouraged constantly to prepare numerous programs to bring their leadership qualities to limelight.

The Practice : National and International Educational Tours are organized for providing global exposure like the technology, administration systems and management, tourism , culture etc. The institute also encourages students for industrial visits, PPT presentation, internships, minor and major industry oriented projects to build leadership skills. The institute regularly nominates the students to participate in various conferences and competitions organized at national level. The registration fee and the lodging-boarding charges are borne by the Institute. Special emphasis on soft skills & communication to sustain in global

competition is laid and students are engaged in learning foreign languages such as French and German, Chinese. The institute introduced various skill development programmes in association with various bodies like NEN, NSS, NSDC etc. and the institute has also signed MOUs with four foreign universities for student and faculty exchange. Students are given exposure related to faculty and industry persons with global experiences and related to foreign cultures by having foreign interns on campus from different countries. The institute also organizes continuous leadership development programs like role plays to encourage students to empower themselves through experimental learning. National research paper contest is organized annually by the institute to foster the skills among the students to undertake scientific management research since 2004. The institute organises national business plan contest “Swavlamban” since 2004 to hone the entrepreneurial skills of the students and to offer them an opportunity to apply conceptual knowledge. For fostering and testing the software development skills amongst the students of various professional programs, the institute organizes national inter-institute software contest, Srijan annually. Teams from various academic institutions across the country participate in the contest by developing Database and Core languages oriented software projects. The institute organizes National Inter Institute Case Study Competition Prayas every year since 2001 and national summer training project report contest Pragya is organized annually in the institute since 2002. To chisel the personality of the students, PIMR organizes National Sports Festival, Spardha annually. The events in Spardha include carom, chess, table tennis and volley ball. The institute has a full time Sports officer who encourages sports students to give their best on the field. The students get the travelling expenses for participating in outside events. Physical Education Department of the college possesses quality sports equipment, provide refreshment allowance in addition to other allowances to meet dietary requirement. The institution is imparting human values among the student community by organizing various program in addition to the systems imbibed in regular academics. These programmes include understanding the society through various programs like Rotract Club, Art of living Camp, Yoga and Meditation Camp. The institute has a Rotract Club which is sponsored by Upper Town Rotary, Indore. Under this club the students organize events to raise funds for social cause like orphanage children, old age homes, Deaf and Dumb children’s, Thalassaemia patients etc. Rotract Club is affiliated to Rotary International under whose banner students do a number of activities like donations, blood donation camps, fund raising activities, tree plantation , seminars and awareness programs on crucial issues like Breast Cancer, Female Foeticide etc. Visit to and donation to orphanages and old age homes, etc. is also organized for inculcating social values. The institute has also undertaken project on creating and promoting women entrepreneurship sponsored by Canadian Consortium. The institute also has a Cell developed especially taking care of issues for Curbing Sexual Harassment against Women. Institute has made available a room of silence for all the students and faculties for meditation purpose. EMLs by renowned spiritual leaders are conducted on a regular basis. To give the practical edge to the students, the institute provides a platform in various areas of management in the form of clubs like Marketing Club, HR Club, Finance Club, International Business club in which various industry and academic experts are invited for interaction and other management activities are also organized. In case of projects undertaken by BCA students, these projects are well researched and sold to corporate. The institute

has faculty counselors who counsel students applying for Civil Services, Defense Services, NET/SLET and any other competitive examinations. They encourage students to read magazines and newspapers and also organizes various seminars and quizzes to help them increase their general knowledge. Institute has been signed up MoUs with InnoServ Solution Private Limited, Pune, Mumbai, Hyderabad, HDFC Bank Limited, AIESEC, Indore, Central Bank of India. Case Study method, Seminar presentation, Summer Training, Fish Pond Activity and Live wire (Current Knowledge) , extra mural lectures, guest lecture series, add on lectures by subject experts on moral and ethical values are also arranged to facilitate enhanced learning to the students. The institution has a placement cell which helps to identify job opportunities and develop entrepreneurship skills. The institute has secured placements in top MNCs for its students. 75 Companies visit campus for placement. 3 students of institute have secured international placement in 2014 with packages of Rs. 15 lacks per annum. The institute organizes various conferences and international conferences to help students actively participate as student delegates and also contribute in different organizing committees. Through the conferences students learn the practical exposures and interact with industrial and academics experts. The Students Club of PIMR provides a platform to students for expressing their talents and acquired knowledge. The Club also organizes seminars, competitions, quizzes, cultural programs etc. Majority of these activities are planned and executed by the students themselves under the guidance of a faculty. The Institute has been organizing a three-day annual management festival, Manthan since 1998. By spending time together in social and professional activities strong team spirit and the feeling of camaraderie develops among students. A hierarchal structure for students is adopted for the smooth and proper conduction of the event. The institute has a entrepreneurship Cell which conducts programs throughout the year and provides support to budding entrepreneurs. This cell promote entrepreneurs through a specialist entrepreneurship development cell NEN that has tie-ups with numerous industrialists. PIMR has introduced entrepreneurship workshops for entrepreneurship development in association with NEN which enhance the decision making skills of the students..

Evidence of Success:

Students also participate in intercollegiate competitions organized by other colleges. The students have bagged many prizes in these competitions and there has been continuous increase in the number of prizes obtained by the students outside the campus.

The institution is one of the top ranking institutions in terms of Placements because of the over-all development of the student.

Institute is able to get collaborations with renowned bodies like NEN, ISTD, ISTE, NHRD etc.

Due to the input given to the students, there is an increase in the number of students seeking admission every year in the institute as compared to other institutes in competition.

Problems Encountered and Resources Required: There were some administrative problems that could be identified and solved with relative ease

