



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	NEVILLE WADIA INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH
Name of the head of the Institution	Dr. Anandrao Bhanudas Dadas
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-26169949
Mobile no.	9423023636
Registered Email	drdadas.10@gmail.com
Alternate Email	director@nevillewadia.com
Address	LATE PRIN. V.K. JOAG PATH, WADIA COLLEGE CAMPUS, PUNE -411001, MAHARASHTRA
City/Town	Pune
State/UT	Maharashtra

Pincode	411001																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	Self financed																		
Name of the IQAC co-ordinator/Director	Dr Anuradha Dandnaik																		
Phone no/Alternate Phone no.	02026163275																		
Mobile no.	9850545859																		
Registered Email	drdadas.10@gmail.com																		
Alternate Email	iqac@nevillewadia.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://nevillewadia.com/wp-content/uploads/2020/02/NAAC AQAR REPORT 2018 19 .pdf">http://nevillewadia.com/wp-content/uploads/2020/02/NAAC AQAR REPORT 2018 19 .pdf</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://nevillewadia.com/wp-content/uploads/2019/08/Academic%20Calender%2019-20 .pdf">http://nevillewadia.com/wp-content/uploads/2019/08/Academic%20Calender%2019-20 .pdf</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.03</td> <td>2018</td> <td>04-Dec-2018</td> <td>01-Nov-2023</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.03	2018	04-Dec-2018	01-Nov-2023
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.03	2018	04-Dec-2018	01-Nov-2023														
<b>6. Date of Establishment of IQAC</b>	30-Nov-2016																		
<b>7. Internal Quality Assurance System</b>																			

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Feedback from students, teachers and alumni collected, analysed and steps taken accordingly.	21-May-2020 1	190
Internal Auditing and Stock verification (Admin, Sections, Library) are performed by the Internal Auditing Cell and Administrative department respectively.	10-Sep-2020 20	15
Online Lecture Series	10-May-2020 21	140
Induction program for MBA I Program	20-Sep-2019 02	130
Faculty development Program on Outcome Based Education OBE	04-Jan-2020 01	64
International level Seminar on Research Methodology	28-Apr-2020 02	15
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

e.Extension activities: Various activities like Blood donation camps, Environmental awareness, Green campus, Plastic-free campus, Cashless transactions etc. were conducted.
a. Publication of Journal of international standards, and organization of Seminars, conferences and invited talks arranged for students and Faculty members, organization of Faculty development programme.
b.Online Lecture Series for Corporate Exposure. Because of lockdown, there was break in regular classes and industry also stopped working. This was used as opportunity to enhance the industry exposure and make them aware about industry trends from eminent corporate leaders
c.FDP was organised in association Savitribai Phule Pune University on OBE with special emphasis on PO, CO, Evaluation, Teaching learning Methodology
d. To support the governance of the institution, different Statutory and Non Statutory committees are framed. Regular revision of the members is done as per the quorum

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
All the faculty should comfortably utilize most of the modules of LMS - for monitoring attendance, distribution of study materials, examination system.	The orientation was organised by the training team to use the LMS. Faculty were encouraged to use various modules of LMS so that paper work will reduce. The faculty were comfortable in using LMS.
Attempts were made to provide a cleaner, healthier and secure environment in the institute premises	Planting of new trees has made the campus greener, the lamps for lightening the campus were changed, security systems was tightened for safety of the stakeholders.
The institute should organize its International conference and seminars in a more impactful manner through collaboration with esteemed institutes and universities.	The international conference was organised by keeping students particularly and keeping theme applicable worldwide. It was organised in association with Malaysia and UUM University , Malaysia and Federation of trainers and Speakers (FITS) When

	lockdown started, Institute was one of the few to organise International Seminar on Research Methodology to get most of the resource persons from renowned International Universities.
The Institute shall implement strict Plastic Free Campus.	The stakeholders were made aware about the 'No Plastic Campus' , how to avoid plastic. It has achieved its goal of no plastic. Awareness levels are high among stakeholders about "Green Campus" , negative aspects related to plastic use.
The question bank should be developed for MBA Programme. This year they wish to update it with questions in terms of difficulty level - easy, medium and difficult.	The question bank was developed by the faculty, segregated as per difficulty level and was distributed to students.
Completion of administrative and infrastructural requirements about solar panel installation.	The administrative processes were completed and infrastructure needs were made available. The solar panels were installed to create "Green Energy".
As the Institute specifically and university, education system is moving towards outcome based education (OBE), organizing workshops / training programmes for faculty for better and extensive application of OBE.	FDP was organised in association Savitribai Phule Pune University on OBE with special emphasis on PO, CO, Evaluation, Teaching-learning Methodology.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> </thead> <tbody> <tr> <td>Dr Abhay Hake (Chairman)</td><td>09-Nov-2020</td></tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Dr Abhay Hake (Chairman)	09-Nov-2020
Name of Statutory Body	Meeting Date				
Dr Abhay Hake (Chairman)	09-Nov-2020				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2020				
Date of Submission	15-Dec-2020				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has hired a system from a company called Twinkle IT Solutions Pvt				

Ltd. The MIS was named Smart School MIS. It is renowned in the education industry for its expertise in Management Information system. The institute is using this system for the last two years. The basic package was utilized by the institute including following attendance management system, feedback management system online examination system, notice system, syllabus coverage system, learning material distribution, teacher Guardian system, Alumni information system, student information system, faculty information system, student portal, alumni portal, principal portal, suggestion box, a mobile application for faculty students Director and parents. Out of these different modules - the website and mobile applications were extensively used with the help of the following modules :

1. Attendance Management System It can automate the attendance system in the institute. Using this Attendance system faculty should log in to the system and gets his/her timetable. Faculty should log in to the system and take attendance by selecting the period timetable. Details updated in this system will be stored in the database so updating, deleting, and modifying details will be easy.
2. ENotice System It provides a platform for daily notices, Notices are sent by SMS or Emails to students as well as Faculty Members. It gives a simple solution for broadcasting notices within very little time. We can choose a particular person or a particular class also.
3. Office Management System This System Includes the following models. Student Section Examination Section Admission Scholarship Section Account Section Staff Section
4. Automatic Time Table Generation System This system is used to generate a timetable for faculty as well as classes. Allocation of subjects, classes, and faculties is a very hectic job and timeconsuming also. This system takes faculty names, class id's and subject name as input and all the allocations are done automatically and timetables are produce as output for every faculty member and classes. Apart from Smart School MIS, Library has been using Library Management System - SOUL. It supports the general requirement of

the library like acquisition, cataloging, circulation. Library project system offers many flexible and convenient features which allow librarians and students to minimize time and efficiency in the library. Library System gives the all detailed information about students, staff, and books. It will track how many books available in the library and books issued to the students.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Neville Wadia Institute of Management Studies & Research is affiliated with Savitribai Phule Pune University. The curriculum of the course - MBA is designed by the affiliating university and guidelines provided in the syllabus form the basis for the preparation of an academic calendar. The academic calendar is prepared at the beginning of the academic year considering tentative dates for co-curricular and extra-curricular events. The academic calendar is categorized in a semester manner to fine-tune changes if any. At the end of the semester, the courses are allocated to the faculty depending on their area of specialization, compatibility, and aptitude. A Time table is prepared, in advance by considering university curriculum guidelines keeping in mind extra-curricular and co-curricular events. Once the course is allocated to a particular faculty, she/he prepares a course file containing a session plan, chapter plan, notes, important questions, MCQs, previous question papers, cases. While preparing the course file, Programme Objective (PO) and Course Objective (CO) are mapped. CCE is designed after discussion among faculty about the extent of achievement of CO. The course files are approved by HOD, IQAC Coordinator, and Director. In a regular staff meeting, the Director takes the review of progress made in curriculum implementation. Topics for Lectures to be delivered by industry experts are decided at the beginning of the semester to address the effective implementation of the curriculum. To supplement the theoretical learning, the institute invites professionals from industry, alumni and helps students to gain the applied benefits of learning through interaction. Visiting faculties are also practicing professionals, senior academicians, and from industry backgrounds. The library is housed with more than 17,565 books of all specializations and general books. The Library is a rich source of knowledge With the subscription to 28 national and international journals. The entire Institute is having internet connectivity. The e-classes have broadband connectivity, Wi-Fi, LCD Projectors to make the teaching-learning process a fruitful exercise. The teaching methodologies include a blend of traditional and modern ICT technology. Teachers are encouraged to attend and participate in various FDPs, Conferences, and workshops, keeping them abreast of contemporary concepts. Because COVID - 19 pandemics started in March 2020, Institute has adopted a virtual mode of teaching-learning. The Institute tried various platforms like MS-Teams and Zoom. Teachers became familiar and comfortable with virtual platforms, especially Zoom. The live lectures were video recorded and kept on Google Classroom for reference to those who were not able to attend because of poor connectivity issues. The continuous concurrent evaluation was changed into online MCQ tests instead of

traditional class tests or class assignments. Period of lock down was utilized for getting inputs from more and more corporate professionals from various areas as they were available because of lock-down. The lecture series was organized for exposure of students to corporate. Because of lock-down most of the industrial area was not working. For improving teaching practices, both Institute and University provide support. These processes create an ecosystem where ideas areas of improvement in the curriculum are understood.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
c. Certificate course in Digital marketing	Nil	11/09/2019	120	Employability	Analytical and Customer Service Skills
Certificate course in Selling Skills	Nil	10/01/2020	90	Employability	Problem-Solving Communication Skills

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	Business Analytics	01/09/2019
<a href="#">View File</a>		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Business Analytics	01/09/2019

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	105	Nil

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft Skills	19/09/2019	98
<a href="#">View File</a>		

#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Marketing Management, Financial Management, Human Resource Management, Business	119

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

### Feedback Obtained

Neville Wadia Institute of Management Studies and Research has splendid academic facilities and maintains high standards of education. The Institute focuses on developing mature students, virtuous leaders with a sound knowledge base, analytical skills, and a sense of values. Its advisory committee includes distinguished educationists, businessmen, and outstanding professionals from the corporate sector. Neville Wadia Institute of Management Studies and Research is affiliated to Savitribai Phule Pune University. University updates the curriculum of Management program regularly to meet the needs of Industry. Most of the faculty contributes effectively to the work of curriculum revision in the respective area of specialization. We encourage feedback from stakeholders for review of curriculum and overall improvement. The Feedback is collected from students, teachers, alumni, and industry professionals about the contents of the syllabus and about the trends in the industry, which can be a part of the curriculum. The present feedback system helps monitor the current syllabus efficiency and effectiveness and provides direction for the future. Feedback regarding curriculum is communicated to affiliating University through the Director of the Institute. The institute learns about the perspectives of stakeholders through formal feedback forms and informal interactions as well. The feedback is collected in the form of the traditional way along with the digitized manner in the form of Google form scope of generating both objective and subjective information. Director also monitors by collecting feedback from the student council directly and from other students, if needed. Teaching-learning, library, Computer Lab, Administrative processes, Co-curricular and extra-curricular activities, placement, and others are a part of feedback parameters to be measured. Along with open and formal feedback mechanisms, suggestion boxes are also a tool to make ourselves aware of various issues of students and staff. Institute always encourages its stakeholders to give feedback. The feedback from alumni and parents serves as a real parameter for measuring performance. The feedback regarding the teaching-learning process is obtained two times in a semester from students. The feedback are critically evaluated by faculty, HOD, and Director. The feedback is integrated into decision-making regarding facilities, maintenance, and most importantly academic improvement.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the	Programme	Number of seats	Number of	Students Enrolled
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Programme	Specialization	available	Application received	
PhD or DPhil	PhD Management	71	180	65
MBA	MBA	120	335	120
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	Nill	120	Nill	9	Nill

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
9	9	6	4	1	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institute strongly believes in the robust benefits derived by the Mentor-Mentee program. Every student getting enrolled is assigned a Mentor. A mentor is a full time faculty of NWIMSR. A formal mentoring program is a structured, often one-to-one relationship in an institution, organization, or academic setting. A well-functioning mentoring program requires proper planning and organization to connect with students, increase their knowledge and build skills for future goals and milestones of students. The purpose of mentoring is to assess the existing knowledge, skills, and experience of students, and hone up these skills in order to advance their careers. The three As comprising active listening to mentees, availability of the mentor, and addressing the concerns of the mentees. The mentor should emphasize that all the three A's are working in tandem for the effective outcome of the mentor-mentee program. Genuine efforts are made by the mentors to Successful mentoring relationships go through four phases: preparation, establishing the healthy rapport with mentees, enabling growth, and closure. The mentee feels that the mentor assigned is approachable and concerned about the mentee's overall progress.

Institute is following Distance Mentoring. A mentoring relationship in which the two parties (or group) are at different locations as well as Group Mentoring. A single mentor is matched with a batch of mentees. The mentor-mentee relationship must be built upon certain factors viz. Trust and respect, Open and honest communication. Flexibility and understanding of other perspectives. Mentors encourage and enable student's professional or personal development. A mentor can help focus their efforts by setting goals and giving feedback. In order to make the mentor-mentee program really fruitful, the mentors are advised to Ask Questions. One of the core actions a mentor can take is to ask their mentee questions, Share Ideas. Mentees come to mentor because they value the former's opinion. Mentors tell Stories, when the situation demands to Try to understand the psyche of the individual mentee. Listening to each mentee With Compassion makes the mentee feel that, a mentor is really interested in the betterment of the mentee. Provide Encouragement to mentee so that the mentee participates in all developmental endeavours and makes his/her (mentee's) presence felt by others Mentor has to bring out the best in others, recognize strengths and weaknesses of individual mentee. All the mentors have created the WhatsApp groups of all the mentees assigned to them, periodic meetings are scheduled and a healthy interaction takes place between the mentees and their mentor. At the commencement of the mentor-mentee program, a detailed form is filled in by all the mentees, so that the background of mentees is ascertained. Whenever any mentor observes a changed behaviour of the mentee, extra efforts are taken to understand the

problem. Wherever necessary, psychological counselling is provided.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
120	9	1:13

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
9	9	1	1	6

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. Anand B Dadas	Director	Distinguished Professor Award-2020

[View File](#)

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	1	2	11/12/2020	14/12/2020

[View File](#)

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In 2019 Savitribai Phule Pune University introduced a new curriculum for MBA Program. The revised MBA Curriculum 2019 builds on the implementation of the Choice Based Credit System. This curriculum takes MBA Program to the next level in terms of implementing OBE i.e. Outcome Based Education while introducing the CBCS i.e. Choice Based Credit System or Grading System. The new curriculum emphasises on the desired level of competence of every students. The PO's i.e. Program Outcomes, what students of a particular specialization is expected to know. Students are encouraged to opt for the combination of subjects, which would be complimentary to each other. Set of Pedagogical tools are harnessed to help the student understand the concept and attain the intended level of understanding. The course delivery is structured in Lecture (L), Tutorial (T) Practice (P) format. The Sessions are planned accordingly. The introduction of Foundation Courses, in place of Generic Elective Subject or Subject Elective, in First and Second Semester of MBA Program. At the commencement of the Semester a Comprehensive Schedule is made with respect to the mode of assessment. The teacher has to select two or more modes of assessment with regard to assessing the individual courses. These CCE i.e. Comprehensive Concurrent Evaluation can be based on the following methods Class Test, Open Book Test, Written Home Assignment, and Viva-Voce besides these other methods are , Case Study, Caselets, Situation Analysis, Role Play, Small Group Projects

to name a few. Students are encouraged to participate in group activities and Students of our Institute encourages Groups of Students to create e-contents of the projects assigned to them on the You Tube. In 2019 Pattern the course teacher is expected to design rubrics while deciding the CCE's. Multiple Choice Questions is also one of the methods of assessment. The Cognitive abilities of students are evaluated on following parameters: Remembering, Understanding, Applying, Analysing, Evaluating, and Creating. Accelerated learning mode for fast learners and slow learning mode for the other is offered. MBA students are encouraged to opt for MOOCs of Swayam, Coursera, Udemy, NPTEL, Edx. Flexibility is offered for individual students to opt for up to 20 of the overall Syllabus through MOOCs. The concerned faculty is expected to oversee the progress of the student and evaluate the learner for 2 credits. Along with MOOCs, Students can opt for Professional Certification Programs, offered by the National, International bodies as well as Apex Bodies, Chambers of Commerce E-learning Companies of repute. The indicative list includes- Foreign Language Certification, Business English, Six Sigma, Google/ Microsoft / Sun/ Oracle certification, Tally ERP Certification etc. These reforms would definitely benefit the learners and ultimately it would result in generating better placement avenues.

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is a schedule of all of the events that occur in an academic year. These events may include examination dates, semester (term end break) break or Cultural events week and the last day of the semester Academic calendar is a document wherein we mention the landmark dates that drive much of the day-to-day business at the academic institution. Each academic calendar contains cancel, withdrawal, and drop deadlines along with other landmark dates that vary, depending on the academic calendar type. Institute prepares Academic Calendar before the commencement of the Academic. However because of the COVID-19 pandemic, the content of delivery has been in the online mode only. Students are informed in advance regarding the assessments and online assessments in the form of tests (MCQs) , quizzes, written assignments, surveys, literature reviews, group discussions are conducted. All the Subject teachers are involved in preparation of the academic Calendar. As the Institute is university affiliated institute, students' are Assessed by the institute as well as the university. The mode of assessment, Maximum marks assigned to the assessment, time schedule, duration of test /task etc. is notified to the students well in advance. All the sessions, an individual faculty is supposed to Deliver, are planned before the commencement of the academic term. A weekly Review report is submitted to the academic coordinator and variance, if any in the scheduled lecture and actual class engaged is explained. On the declaration Of the results, if the faculty is of the opinion, that, a specific student needs extra coaching, the same is provided. Besides regular curricular activities, additional add-on courses are offered to all the students of the institute. Institute organises State Level, National Level, and International Conferences. The Planning for the same is done well in advance, the dates are duly notified in the Academic Calendar. Apart from the conferences various events such as workshops, Seminars, Additional-input modules are organised, which is part of the Academic Calendar. Institute arranges the Visiting / guest Faculties lecture, which is an on gong endeavour, which continues through our the semester. The Alumni meet is organised, so that the current students interact with the illustrious alumnus. This event is experience enriching event for the MBA students. The Cultural Activities for the students are also notified in the Academic Calendar. Our Institute being a research Centre for Ph D , the Course Work is integral part of the academic calendar. Parent-Teacher meetings are periodically arranged, the same are scheduled in Academic Calendar. Besides this, provision of Extra Classes, Revision Classes etc. can

be mentioned.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://nevillewadia.com/wp-content/uploads/2021/12/POCO.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	MBA	68	68	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://nevillewadia.com/wp-content/uploads/2021/12/SSS-2019-20.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	0	Nil	0	0
Interdisciplinary Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Major Projects	0	Nil	0	0
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPR	Management	13/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Management	5

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	10	5.44
International	Management	1	5.73
<a href="#">View File</a>			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Management	1
<a href="#">View File</a>	

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	0	Nil
No file uploaded.						

#### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	0
No file uploaded.						

#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	20	7	27
Presented papers	2	3	Nil	Nil

Resource persons	Nil	1	1	2
<a href="#">View File</a>				

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation	Sasoon Hospital	4	129
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Donate Blood Save a Life	Sasoon General Hospital	Blood Donation	4	129
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship /placement	Project Work	Aditya Birla Pvt Ltd	20/05/2019	20/07/2019	10
Internship /placement	Project Work	Future Generali Pvt Ltd	20/05/2019	20/07/2019	2

Internship /placement	Project Work	Bag Electronics	20/05/2019	20/07/2019	1
Internship /placement	Project Work	Oxfam India Pvt Ltd	20/05/2019	20/07/2019	2
Internship /placement	Project Work	Forbes Marshal	20/05/2019	20/07/2019	1
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2305000	745698

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	1.0	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15014	4907846	663	373806	15677	5281652
Reference Books	684	287335	5	2006	689	289341
e-Books	Nil	Nil	411	Nil	411	Nil
Journals	27	141839	Nil	141211	27	283050
e-Journals	Nil	Nil	217	Nil	217	Nil
Digital Database	2	13570	Nil	13570	2	27140

CD & Video	76	Nil	Nil	Nil	76	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil
Weeding (hard & soft)	1465	220286	809	178447	2274	398733
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	76	31	76	0	15	7	23	50	0
Added	4	0	0	0	0	0	4	0	0
Total	80	31	76	0	15	7	27	50	0

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1000000	220236	1305000	382535

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Purpose and Objectives: 1. To ensure better utilization of the available infrastructure. 2. To maintain cleanliness in the premises of the Institution.

3. To ensure safety and security of the Institution. Scope: 1. Maintenance of buildings, workspace and associated utilities. 2. Electricity supply and Solar System. 3. Telephone service line. 4. Cleanliness and Upkeep of the infrastructure. Procedure: 1. The agencies for housing keeping and cleanliness are outsourced and appointed by parent body - Modern Education Society. All type of minor repairs and maintenance is carried out by the Institute. 2. The Institute has a policy of maintaining and upgrading the existing equipment's to meet the requirements of the University and the regulatory body AICTE. The Institute has formed Establishment, Housekeeping and Maintenance committee to check the maintenance and upkeep of the infrastructure and up gradations required from time to time. As a matter of policy every Section is expected to set their own set of rules and implement them.

<http://nevillewadia.com/wp-content/uploads/2021/12/ProceduresPolicies.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	EBC 2019-20, Scholarship for students of minority communities pursuing Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna(EBC). Government of India Post-Matric Scholarship, Post-Matric Tuition Fee and Examination Fee (Freeship),	161	9854186.5
b) International	ICCR	4	760000
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
CV Interviewing Skills	15/05/2020	174	Dr. Satish Lengare, DGM - Corp. HR., Suzlon Group
AWARENESS ABOUT MUTUAL FUND	09/10/2019	62	Mr. Ismail Colombowala, Financial

			Consultant, Lotus Knowledge wealth
Redesign Yourself for success	19/10/2019	107	Dr. Yogesh Upadhyay, Ex-Head, Legal Affairs, ARAI, Pune
Soft Skill Development Workshop	15/05/2020	174	Dr. Satish Lengare, DGM - Corp. HR., Suzlon Group
Meditation	21/06/2020	97	Mrs. Ashiwini Inamdar
Emerging Trends in Management Accounting	24/02/2020	127	Dr. Mushtaq Ahmad Darzi, Professor, Department of Management Studies, University of Kashmir Hazratbal
Commodity Talk	21/11/2019	170	Mr. satyajeet Chattopadhyay, AVP Training and Education
Operations Management - Trends and Skills Required	23/01/2020	151	Mr. Aman Sinha
Strategic Role of HR as a Business Partner	10/05/2020	62	Dr. Balasaheb Nanaware, General Manager - HR ER BAG Electronics (India) Pvt. Ltd.
Creating an Innovative Mindset	10/05/2020	172	Dr. R. Ganesan, CFO, Modern Education Society, Pune
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Redesign Yourself for success	Nill	58	Nill	37
2019	Communication Skills Time Management	Nill	162	Nill	37
2020	Presentation	Nill	173	Nill	37

	Skills				
2020	CV Interviewing Skills	Nill	174	Nill	37
2020	Online Summer Internship Drive - 2019 - Opprtunities and Challanges Post-Covid -19	Nill	65	Nill	37
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
9	56	27	9	32	10
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nill	0	0	0	0
2020	3	MBA	Management	Savitribai Phule Pune University	PhD
2020	2	MPM	Management	Savitribai Phule Pune University	PhD
2020	1	MCM	Management	Savitribai Phule Pune University	PhD
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
-------	---

NET	Nil
SET	Nil
GRE	Nil
<a href="#">View File</a>	

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	Intra College Level	50
ASPIRE -2020	Intra College Level	80
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### 5.3 – Student Participation and Activities

#### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

#### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The involvement of students is the strength and reason for the success of various activities and events. The students have their say in the execution of most of the activities. Various platforms are available for taking and understanding feedback from students. Some of them are - Student Council and Committees like Grievance Cell, Placement Committee, Media Committee, Sports Committee, Cultural Committee, and Alumni Committee. The feedback about the teaching-learning process, tangible and intangible aspects of infrastructure are generally taken and understood in Student Council meetings. The constitution of the Student Council is as per university norms. This feedback may include aspects of the teaching-learning process, Library resources, Computer Lab resources, administrative processes, activities, budgets for activities, the requirement of any special skill, certification programs. In the placement committee, students decide about the overall annual placement strategy - the industry/sector of the economy to focus on, companies to target - based on inputs taken from the entire batch. Students are responsible for the execution of placement activities. This helps them in practicing organizing skills and also helps incorporate exposure. In the media committee, the students are responsible for focusing on the important events and their coverage on various social media platforms. The grievance cell is responsible for addressing the problems and concerns of students, if any, in the meetings. The entrepreneurial cell of students is responsible for creating awareness among students about entrepreneurship, inviting experts for delivering talks, participating in intrapleural contests, events. Student representatives in the sports and cultural committee are responsible for budgeting, planning, and execution of sports events and cultural programs, organized at the institute. The alumni committee students are responsible for adding the database of the Alumni and continuous bonding with them, by sending them communication about events, activities, initiatives of the institute.

### 5.4 – Alumni Engagement

#### 5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

330

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Neville Wadia Institute of Management Studies and Research, Pune is having Alumni Association, with 330 Alumni registered in this association. This Alumni association is not registered under any trust. but Institute has initiated the process of registration. Alumni Meet – “MILAP 2020” Neville Wadia organized an Alumni Meet – “MILAP 2020” on Sunday, 12th January 2020. The event was attended by a total of 65 alumni from various courses like MBA, MCM, MMM, MPM PGDBM. The program started with the registration of the alumni at 10.00 am. The program began with the traditional lighting of the lamp. Dr. A. B. Dadas, Director of the institute welcomed all the guests, alumni, and current students on this occasion. The Institute invited two speakers to enlighten the students, Mr. N.K Singh(Chief Guest), Senior Director cloud Operations in an IT MNC shared his views that in today’s era your network is your Net Worth highly appreciated the custom being followed of organizing Alumni meet. Mr.Abhijeet Kulkarni (senior Manager Cognizant) one of the institute’s highly successful alumni from the 1997 batch shared his views on BFSI sector requirements the skill sets which students need to acquire. He highlighted the need to set goals for a better life. The program then went ahead with three panels of Six alumni each formed to have a fruitful discussion among the students and the alumni. Students were very keen on placements, internships, and different career opportunities. They had questions on how to go about being a successful entrepreneur. Interaction with Students Alumni During the discussion, the alumni also provided feedback on the curriculum and the areas/ subjects where the gap between the industry requirement and academic training needs to be filled. The director felicitated the best management outgoing students, Class topper, Business Plan Competition winners, Digital Marketing Certificates those who have Acquired P.hd Degree.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Wadia Group of Institutes is not owner-driven and managed . Therefore , profit is not the sole motive of its survival . All practices are in alignment with the Vision and stakeholder sensitivity is the overarching purpose behind all its activities. Decisions on day to day activities at the institute level are independent of the society (Modern Education society ). However even the M.E.Society comprises of mainly teachers / principals academicians mainly from the Wadia group of institutes. To that extent the decisions taken by the Institutes by default attain autonomy and devoid of owner interference. In fact as mentioned there is no owner but a trust driving the institutes . The operational decisions are taken at the institute level and structural decisions are taken centrally by Modern Education Society. Among others the following 2 practices are decentralized: Administrative : They would include a) Leave decisions of the staff and faculty b) Fees fixation- Shikshan Shulk being the final authority to fix fees but MES ( Modern Education Society) has no role to play in it Admission. Budgets are also set for infrastructure enhancement by

the Institute. These budget decisions are taken jointly by the Director and his team duly approved by M.E.Society. The autonomy on aspects like budgets and their utilization , however as part of a formalized practice they are vetted by M.E.Society. Academics : a) Now that NWIMSR has been allotted 2 divisions with the requisite foreign quota, the admissions are handled by the institute. Besides Admission of PhD students has also in the purview of the institutes activities b) The kind of additional training required to enhance employability skills like special classes personal interview skills, group discussion abilities is all budgeted and finalized at the institute level c) The concurrent evaluation criteria for subjects are decided by the respective faculty in consultation with the Director. d) The Director of NWIMSR is instrumental in identifying talent and plays an important suggestive role in recruitment of teachers/ Professors .

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	In the advent of the pandemic ICT has been extensively used for evaluation .
Human Resource Management	Recruited experienced faculties with Phd . Faculty Development Programs arranged. Motivation and Encouragement to faculties to attain higher education like Phd,
Library, ICT and Physical Infrastructure / Instrumentation	Most lectures in the academic year have been held on an on-line platform. Most of them have been recorded for future reference. In cases of CCEs ( comprehensive concurrent examinations) technology is used to minimize paper. In administration face recognition system of recording attendance is also being practiced .
Admission of Students	Intake increased to 120 from 60 to ensure financial consolidation. Adopted a practice of formal counselling and also trained staff for better handling admission process and student / parent handling .
Research and Development	AS a part of our special initiative on Collaborative Learning the faculty and students of both MBA -I and MBA -II are relieving research papers in UGG Care journals and other journals of high reput e . Workshops arranged on Research Methodology and providing guidelines on aspects of research topics . An International Lever Seminar was conducted on Research Methodology An objective of this was also to enhance our chances of publishing the papers in reputed journals. Phd Course

	work was conducted the help Phd scholars in their Doctorate program.
Teaching and Learning	Innovative teaching methods . Best practices are implemented to increase retention , enhance learning and elevate interest levels. Learning tools included YouTube channels , Google Classrooms and Zoom Apps . Recording for future reference was also done. The college got registered with the highly reputed learning platform Coursera to provide access to their paid courses free of cost. Mentorship for successfully completing Internship especially in the Covid Era
Curriculum Development	Standardized by SPPU. As per our recommendation SPPU has introduced A revised syllabus and dual specialization . All faculty members of the institute were involved in the process of caving out the new syllabus as per their respective domains.We regularly take feedback from students , alumni and parents to enhance the quality and effectiveness of the curriculum . Add on courses and similar initiative are taken to ensure that we bridge the gaps .

#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	ERP system has been implemented. Efficiencies and efficacy are ensure through this system. Our website is regularly updated giving all details like , infrastructure, student corner , faculty details , events etc. The academic calendar is prepared on the basis of the SPPU calendar and uploaded on the institute website. Various proposals like state level and National and International Conferences , workshops FDPs , students seminars and lectures , purchase of equipments are submitted to the Management and to SPPU for obtaining grants. During the 1st phase of COVID 19 the institute used on-line platforms like Zoom , Webex , Google Class for teaching in on-line mide and conducting internal examinations. Subject wise MCQ question bank was uploaded on our website. All assets are barcoded for clear identification . The same is being managed by an external agency Datapoint Nuggetts Asset Management.

Finance and Accounts	Tally/ Aspire s/w is used. This is to ensure transparency and a zero-error system. The Modern Education Society closely monitors financial transactions. Documentation is reduced to the bare minimum . Even salary related documents are given in e-format.
Administration	Administrative systems and practices have been stream lined to meet expectations of all internal and external stakeholders. It fulfills all license processes. Some examples include , bio-metrics , official maintenance of Identifications, maintenance of leave records and correspondences through email. MS-word , MS Excel , word browsers , emails are being used. Close circuit cameras are installed in the corridors, computer lab , library , hall and the entrance of the building. The same is operated through the internet.
Student Admission and Support	All admission processes are online and centrally administered by the State Government. From enrolment for CET , CET results , merit lists , document verification , CAP rounds to admission data entry happens through their web portal. Even the verification and finalization of admissions happen through their portal.
Examination	As we are affiliated to SPPU, exam systems are on line as regards , filling admission forms to declaration of results is done through the SPPU portal . The evaluations are also available on-line, as mentioned earlier . In cases of CCEs ( comprehensive concurrent examinations) technology is used to minimize paper in several cases. CCEs are internal assessments and evaluations. It is the prerogative of the institute and the subject teachers to select an appropriate assessment criteria.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nil

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	Soft Skills Training - Improved student experience during admission.	15/05/2020	16/05/2020	Nill	4
2019	FDP- Outcome Based Education	Nill	04/01/2020	04/01/2020	57	Nill
2019	Online Program - Workshop on Research Methodology - Defining Redefining	Nill	30/04/2020	30/04/2020	66	Nill

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Pedagogical Training for teachers on Online teaching	1	01/07/2020	06/07/2020	7
Entrepreneurship Incubation and Innovation	1	23/06/2020	29/06/2020	7
Managing online classess and co creating MOOCs	1	18/05/2020	03/06/2020	14
Lecture series I/III	1	06/05/2020	12/05/2020	7
FDP - R programming	1	11/05/2020	15/05/2020	5

Moodle Learning Management System	1	26/05/2020	30/05/2020	5
International Online yoga Conference 2020	1	15/06/2020	21/06/2020	7
National Webinar on Higher Education in India Post COVID-19	1	10/06/2020	10/06/2020	1
Management Development Program on Awaken The Great Leader In YOU	1	19/06/2020	19/06/2020	1
National Level Webinar on Emerging Trends in Business Analysis	1	26/06/2020	26/06/2020	1

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#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	9	14	14

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.An employee can become a member of the Wadia College Employees Cooperative Credit Society by purchasing its shares. 2. The dividend for the shares is disbursed annually. 3. Employees are entitled to a loan from the Modern Education society. These range from Home loan, personal loan with minimal formality. The same is recovered from their salaries which is duly reflected in the salary slips. 4. Fixed deposit investment facility is also	1.An employee can become a member of the Wadia College Employees Cooperative Credit Society by purchasing its shares. 2. The dividend for the shares is disbursed annually. 3. Employees are entitled to a loan from the Modern Education society. These range from Home loan, personal loan with minimal formality. The same is recovered from their salaries which is duly reflected in the salary slips. 4. Fixed deposit investment facility is also	Accidental Benefits, Insurance scheme, Scholarship scheme, Freeship are common with the Wadia group of institutes. Also , Hotel facilities with mess is provided to students at a reasonable rate. A clinic with basic medical facilities is also provided to students.

available to the members. 5 Group Insurance for Staff. 6. Life Insurance of Rs.500000 from Wadia College Employees Cooperative Credit Society . 8 Kanya dhan Yojna monetary benefits for wedding of a girl child. 9. Employee Provident Fund.	available to the members. 5 Group Insurance for Staff. 6. Life Insurance of Rs.500000 from Wadia College Employees Cooperative Credit Society . 8 Kanya dhan Yojna monetary benefits for wedding of a girl child. 9. Employee Provident Fund.	
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#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

**Internal Audit:** The Governing Body of the Institute decided to appoint Internal Auditors in 2006. This appointment is done on merits of CA Firm. Since then the duly appointed firm of Chartered Accountants conduct Internal Audit on Quarterly Basis. The CA Firm checks .Vouchers with Tally on vis-a- vis basis. The Audit Objections or qualifications mentioned in the Quarterly Audit report are rectified then and there. At the end of the year the CA Firm provides an Internal Audit report. **External Audit (Statutory Audit):** After getting internal report, another CA Firm, duly appointed bythe Society conducts External or Statutory Audit. TheCA Firm verifies that the objections are solved accordinglyand all statutory payments are made as per rules. The External Auditors also check Income Tax calculations and itspayment to Government. The objections of ExternalAuditors are also solved then and there. Since the Institute is permanently Un-aidedPrivate Institute, there is only one and one income source for the Institute, i.e. fees collected from students. The amount of fee is regulated by Fee Regulating Authority,formerly known as ShikshanShulkaSamiti. The fee amount is based on total admissible expenditure divided by number of students. The Fee Regulating Authority have formedcertain norms and regulations beyond which the Institute cannot charge any more amount. The Institute collects appropriate fees from students of categories indicated in GR. These fees are getting reimbursed by Department of Social Welfare, Director of Technical Education and Tribal Board. The major part of fees collected is utilized towards salary of Teaching Staff and part percentage is utilized for salaries of Non-teaching Staff. All other expenses are incurred from collection of fees. The CDC ( College Development Committee) meetings are conducted every 4 months making assessments of budgets , expenditures and resources. The Director monitors the expenditures and all details are reported to the auditors for their assessments and checks.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	00
No file uploaded.		

6.4.3 – Total corpus fund generated

00
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#### 6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Dr A B Dadas(Director)
Administrative	No	Nill	Yes	Dr A B Dadas(Director)

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

None
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6.5.3 – Development programmes for support staff (at least three)

<p>1. A group as well as a one-on-one interaction with support staff to instill confidence in them that the management is supportive of them in case of any personal eventuality . This was done with a view to motivate them and develop a sense of belonging towards the institute . 2. Training - the support staff was trained on how they should conduct themselves with any parent or guardian or a student, when they visit the campus. 3. During admissions when there is an influx of students , organizing their seating and waiting and guiding them as to which counter to go etc,is identified as the single most important factor in creating the first impression about the Institute. An on -th e- job training was given to them regards this.</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. Increase of Intake from 60 per batch to 120 per batch resulting in doubling of revenues. 2. Collaborative learning including student - student , teacher-student, teacher -teacher. 3. Adopted a practice of regular quality checks and brain storming on the admin, student handling and accounts processes. 4. Concentrated efforts towards systemizing the operations by forming different committees . 5. Alumni Meet - MILAP arranged to increase engagement for a) placement support and b) quality inputs . 6. Organized 'ESPIRE' a Sports and Cultural event.</p>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Feedback from students, teachers and alumni collected, analysed and steps taken accordingly.	13/08/2019	13/08/2019	17/08/2019	190
2019	Induction program for MBA I Program.	20/09/2019	20/09/2019	21/09/2019	130

2020	Online Lecture Series for Corporate Exposure.	10/05/2020	10/05/2020	18/06/2020	140
2020	Faculty development Program on Outcome Based Education OBE	04/01/2020	04/01/2020	04/01/2020	64
2020	Internal Auditing and Stock verification (Admin, Sections, Library) are performed by the Internal Auditing Cell and Administrative department respectively.	02/06/2020	10/06/2020	25/06/2020	15
2020	International level Workshop on Research Methodology	28/04/2020	28/04/2020	30/04/2020	190

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on Gender Equity through Mastering Emotional Intelligence	15/10/2019	16/10/2019	37	22
International Women Day	11/03/2020	11/03/2020	30	18

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institute is using LED tube lights throughout the campus. Around 90 percent power requirement is met through the Solar energy system of 15 KW which is

installed on the roof top of the institute. Net metering is implemented which allows us to contribute energy to our community by transferring excess power back to the grid.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	Nil
Physical facilities	Yes	Nil
Scribes for examination	Yes	Nil

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	22/01/2020	1	Blood Donation Camp	Death due to unavailability of blood. Scarcity of blood.	129
2019	1	1	23/10/2019	1	Tree Plantation	To increase greenery and also reduce pollution and carbon footprint.	34
2019	1	1	05/07/2019	1	Pearl Academy Exam	Written Examination	187
2019	1	1	28/07/2019	1	Army Exam (PIB)	Examination	185

[View File](#)

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
STUDENT CODE OF CONDUCT	04/12/2019	NWIMSR is required to develop human resources that are assets to the society. In the process of development from graduate student to effective management professional, discipline is the core of

		<p>personality. The Student code of conduct focuses on Ragging and its rules and regulations, actions which would be taken in such issues etc.</p> <p>Important issue like Sexual Harassment, Interaction with media and conduct at the institute is thoroughly addressed. URL: <a href="http://nevillewadia.com/wp-content/uploads/2019/12/Code-of-Conduct.pdf">http://nevillewadia.com/wp-content/uploads/2019/12/Code-of-Conduct.pdf</a></p>
CODE OF CONDUCT OF DIRECTOR	04/12/2019	<p>The Director is the academic and administrative head of the institute and works for overall development of the Institute. All the aspects of administration, academic and financial are covered while forming the code of conduct for the director. URL: <a href="http://nevillewadia.com/wp-content/uploads/2019/12/Code-of-conduct-of-Director.pdf">http://nevillewadia.com/wp-content/uploads/2019/12/Code-of-conduct-of-Director.pdf</a></p>
NWIMSR ADMINISTRATIVE MANUAL	03/12/2019	<p>The administrative manual covers all the detailed processes for the administrative work. Few changes were made in December 2019 in the leave sections and updated. URL: <a href="http://nevillewadia.com/wp-content/uploads/2019/12/NWIMSR20ADMINISTRATIVE20MANUAL20FINAL.pdf">http://nevillewadia.com/wp-content/uploads/2019/12/NWIMSR20ADMINISTRATIVE20MANUAL20FINAL.pdf</a></p>

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Human Rights - Post Pandemic Scenario	18/05/2020	18/05/2020	138
Cyber Security for Managers	22/05/2020	22/05/2020	121
Republic Day	26/01/2020	26/01/2020	32
Constitution Day Celebration	26/11/2019	26/11/2019	43
Independence Day	15/08/2019	15/08/2019	35

International Yoga Day	21/06/2019	21/06/2019	146
Cultural Day	14/02/2020	14/02/2020	97
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solar System of 15KW has been installed and is catering to the requirement of electricity. 2. Trees are planted considering the manifold benefits of trees. 3. No Smoking / Tabaco is allowed in the institute. 4. Rainwater harvesting is implemented in the campus through the parent society. This filtered rainwater is directed to open dug wells to replenish the aquifers. 5. Herbs and small plants are planted. 6. Vehicles are not allowed inside the campus beyond a point. 7. The institute has declared itself as Single-use Plastic-free zone. 8. Both sides of the paper is used for printing which helps reduce carbon footprint. 9. The institute practices the policy of turning off all the lights, computers, other equipment when not in use. 10. Net metering is implemented which allows us to contribute energy to our community by transferring excess power back to the grid. 11. Fire audit is done to identify the areas for improvement in fire safety measures in fire prevention, protection and mitigation system in case of fire. 12. E-waste is managed through proper certified vendors. 13. Vermi-compost is implemented at the society level for all the institutes on the campus.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

1. Title of the Practice Leveraging multiple opportunities to inculcate research culture in students and faculties 2. Objectives of the Practice 3. The objectives of the practice are: a) Provide a common platform for research scholars and academics from various disciplines and countries to share their research / new ideas through paper presentation and publication in a peer-reviewed journal. b) To provide opportunity to the academics and students to horn and exhibit skills like leadership, coordination and time management. c) To provide opportunities for academics to receive in-depth informal feedback through discussions and enable them to establish contact with professionals in other countries and institutions. d) To foster and promote research attitude and aptitude among academicians. e) To endow the students' knowledge of research methodology in various field of management. 4. The Context Academic in management studies face lots of issues in getting their research work reviewed by experts and having fruitful discussions with professionals from other countries and institutions. Even the students do not have any direct exposure and knowledge of research. The knowledge sharing between research scholars across the globe was the need of the hour. It was a great challenge to invite academics from other countries and form collaboration in the field of education and research. 5. The Practice Invitations are sent through emails, printed conference brochures and through social media. The research papers / articles received are reviewed by referees selected in India and abroad. The selected peer-reviewed papers are forwarded to the publisher to be published in the Chronicle of Neville Wadia Institute of Management Studies and Research journal having ISSN no. 2230-9667. The Chief Guest, Guest of Honour, Research scholars and Experts from Academics are invited to chair the sessions. The students are involved in all the activities associated with the conference, including the activities like comparing, guest relations, catering food, all correspondences, hospitality etc. This gives opportunities to the students to horn and exhibit managerial skills like leadership, coordination, time management, presentation etc. On the day of the conference researchers present their research work in the session allotted to them depending on their area of research in front of

the panel and all the audience present at the conference. Questions are asked on the research paper presented and suggestions are given by the experts and scholars present at the event. The members of the panel address the audience on the papers presented during their session and on the topic of the conference.

This equips the students with knowledge of research methodologies used and implemented in the field of management research. The best research paper gets an award. The international delegates interact with the students, academics from various institutions and share their inputs, ideas, suggestions, knowledge which helps bridge the gap and enable them to establish contact with professionals from across the globe.

6. Evidence of Success The success of the conference is indicated by the following points: 1. The conference is held every year since 2014 2. The number of foreign delegates participating is increasing every year. 3. The total no. of research papers received and published after peer-review. 4. The association and collaboration of institutions from other countries.

7. Problems Encountered and Resources Required The main resource required is human resource. It is a great challenge zeroing in the chief guest, guest of honours, experts and scholars from various parts of the country as well as from other countries.

8. Notes (optional) Best Practice No. 2

1. Title of the Practice Creating Effective Industry-Institute Engagement through Alumni Meet
2. Objectives of the Practice The objectives of the practice are: a) To create Industry-Institute engagement through our own alumni. b) To promote and foster a dynamic relationship among the students, alumni and the institute. c) To appreciate the performance of the alumni. d) Create a common platform for interaction between current students and alumni working in Industry at higher levels. e) To help get internships and final placements through the alumni.
3. The Context Providing employment and internships to the students from different fields of specialization was a major concern. Students approach the industry in their 3rd semester for internship which is a part of their syllabus. Approaching the industry through a proper reference was the key to getting the internship in many cases. It also gave the institute a chance to foster a dynamic relationship with its alumni.
4. The Practice Every year the institute organizes an Alumni Meet - MILAP. Invitations are sent through social media like facebook, twitter, linkedin and whatsapp groups to the alumni. The email-ids registered with the institute are also used to send invitation mails. Students also call up the alumni on their registered mobile no. to take their confirmation. The alumni also register through <http://nevillewadia.com/alumni-register/> provided at the website. The faculty members finalize at least two guest speakers from the esteem alumni list working at high reputable post and send them invitation for the same. On the day of the Alumni Meet the Best Management Boy, Best Management Girl, Class Toppers and University Rankers are awarded for their achievements. Alumni present at the meet are also gifted with a token of appreciation. Later panels are formed for discussion. Lots of queries from the students are solved during the QA session. The feedback from the alumni is taken to understand their positions and whether internship and placement opportunities are available with them or through their reference.
5. Evidence of Success a) The event has run successful since more than 10 years now. b) It has helped the institute remain in touch with its alumni and intern create industry-institute engagement. c) Students are made aware of the current economic scenario. d) The placement cell gets contact details for internship and placement. e) The awardees feel proud and motivated to perform better.
6. Problems Encountered and Resources Required The major problem encountered is getting the alumni on the campus, especially from old batch. It has been observed that there are many alumni whose contact details are no more valid. Senior alumni are busy with their office work so they are not able to attend the meet. Alumni from outstation are also difficult to gather.
7. Notes (optional) The institute will be officially registering NWIMSR Alumni Association soon.
- Best Practice No. 3
1. Title of the Practice Collaborative Learning
2. Objectives of the Practice The objectives of the

practice are: a) To promote and foster a dynamic relationship among the both 1st year and 2nd year students as well as the faculties. b) To inculcate research culture among the students which will help in improving their writing, analytical thinking and research skills. 3. The Context The students have to learn Business Research Methods and Business Analytics in their curriculum. Due to lack of research knowledge and no exposure to analytical skills it becomes difficult for the students to understand practical aspects of the subjects and which can further hamper their placement possibilities. Research allows them to learn something new as well as show them the path for problem solving skills.

4. The Practice Research practice followed in Neville Wadia is by grouping students in a batch of 3 to 4 and allowing them to choose a topic of their interest. Students go ahead by conducting meetings for brainstorming and finalizing their topic, objectives, hypothesis, research design and research methodology. This is further concise by the faculties to shape the entire research. The paper is finally published in UGC Care as well as peer-reviewed journals. All the papers thus published is financially supported by the institute. Students are also collaborating in writing chapters in books. 5. Evidence of Success a) A total of 4 papers were published in UGC care journals during the year 2019-20. b) One chapter was written in collaboration with the student and has gone for publication. c) Seeing the success, more students have shown keen interest in writing research papers in a group. d) This has also improved the research interest among other students and faculties together. e) The Business Research Method subject has shown higher scoring compared to previous year performance. 7. Notes (optional)

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://nevillewadia.com/wp-content/uploads/2020/02/Best%20Practices%207.2.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The motto of the Modern Education Society is to spread the light to imparting quality education. We at NWIMSR strictly follow this tradition. The vision of the institute focuses on developing virtuous leaders and thus we are committed to create future flag bearers of industry. To fulfil this objective we concisely create an atmosphere where our students are exposed to the challenges of corporate life, by making them interact with industry stalwarts. Very many of our illustrious alumni are holding positions of responsibilities in the corporate world. Quite a few of them have established their own businesses and progressing in their professional life. Very effort is made to sync our vision and mission for the overall development of the students so that they can replicate the success story of their seniors and super-seniors. The most effective method of inching towards this objective is through Academia Industry meet as well as fruitful interactions with successful alumni through Alumni Meet, Guest lectures. The institute is responsible and committed to its Employee Welfare. The institute has implemented GIS (Group Insurance Scheme) for its staff members. Duty leave for attending FDPs, Conferences, Seminars, workshops, paper setting and various exam related duties, registration fees is also borne by the institute, Modern Education Society's Colleges Employees Co-operative Credit Society provides emergency loan upto Rs. 30000/-, bigger loan is provided depending on the scale of the employee, Employees Co-operative Credit Society also have facilities to keep money in Fixed Deposit schemes, each member has been covered under security fund of Rs. 5,00,000/-, the society also provides utensils to the girl child at the time of their wedding under Kanyadaan Yojana. New schemes like medical claim and accident benefits are under consideration in the future.

Provide the weblink of the institution

<http://www.nevillewadia.com/wp-content/uploads/2020/01/Institutional%20Distinctiveness.pdf>

## 8.Future Plans of Actions for Next Academic Year

The following programs are planned for the next academic year: • To encourage Students of MBA to collaborate on Projects from IIT. • To inculcate research culture by joint publication of teachers-students in UGC listed journals • To motivate faculty to write in quality journals including UGC listed Journals. • To emphasize more on OBE with detailed importance to PO PEO achievement by sensitizing faculties, as Universities and accreditation agencies are keener in this area. To motivate faculties to focus more on concepts in OBE and application of it in academic processes. • To conduct Academic-Administrative Audit /Green Audit with the help external agency. • To proceed for NBA accreditation • To promote teachers to create virtual lectures and publish them on website and wider use of ICT. • To register Alumni association for the Institute • To conduct National/International Conference/FDP/Workshop • To conduct blood Donation Camp, Tree Plantation Drive , Herbs Garden for health benefits of stakeholders on the campus • Awareness about constitutional rights and importance of participation of students in voting process • Constitutional Day to be celebrated and Ambedkar Jayanti and Mahatma Jyotiba Phule to be celebrated • To start an ED cell for promoting students for Start ups. • Equip the college for placements by recruiting a TPO. • Encouraging faculty to register and complete their PhD