SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

NEVILLE WADIA INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH

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411001
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Neville Wadia Institute of Management Studies and Research (NWIMSR) founded in 1991 by leading philanthropist and educationist Prin. V.K. Joag under the Modern Education Society. Since its inception the Institution is known in developing student's sound theoretical minds of management with professional inputs. The Institution is affiliated to one of the leading known university namely S.P. Pune university and governed by regulatory authorities namely AICTE, DTE and Praveshniyantran and Shikshan Shulk samittee. The Institution has established its brand image throughout India by student centric approach and integrating theoretical learning of management supported by applied learning through experiential sharing by guest lectures, conferences, seminars and workshops. The Institution is also conscious in developing the made managers and innovative business leaders with commitment to the national and corporate social responsibility. It practices a laboratory learning method in sensitizing the students with corporate responsibility.

The Institution has emerged as a role model of management with its student's centric approach and managed uniquely by the stakeholders namely the faculties. The Institution has created its reputation through its academic growth, research output, corporate training and placement of students.

The Institution is consciously serious in certifying its quality and standard by application for accreditation to NAAC. So the Institution is committed in transforming the students as made managers and business leaders for future dream of India that is 'Make in India'.

Vision

"Institution commits service to society through developing virtuous leaders by providing executive management education in a global setting."

Mission

"Institution is convinced that success is measurable in the calibre of our graduates, we continuously seek to improve them and ourselves in an ecosystem that nourishes our spirit and intellect."

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Established in the year 1991, the institution is one of the oldest reputed B-School in Pune, under the Modern Education Society which was established in 1932.
2. Located in the heart of the city with easy access to public transportation.
3. Institution has historical heritage of cosmopolitan culture.
4. The institute is permanently affiliated to SPPU which has been accreditated with 'A+' grade and is in top 10 university in India.

5. The institution has adequate & highly qualified approved permanent faculties & outstanding strength of retention.
6. The institution has maintained statutory cadre ratio.
7. The institution has approved research centre with 20 approved research guides and 60 students currently pursuing their Ph.D.
8. The university has granted institute permanent approval on the basis of performance as per statutory norms.
9. The institute has more than 95% of students admitted for MBA program since its inception.
10. The institute has 2F & 12B sanctioned by UGC.

Institutional Weakness

1. The institute has no role, no choice and no control in the admission of the students.
2. The majority portion of the students admitted are having non-english background hence they are weak in English communication.
3. In spite of serious endeavours from the faculties and corporate trainers to enhance the skill mix and the employability the institute suffers in placing the students.
4. The institute has not conducted any MDP and taken any consultancy project.
5. The faculties do not have publications in highly reputed journals.

Institutional Opportunity

1. Increase in intake capacity of MBA program
2. Due to Cosmopolitan culture it is possible to attract students from other states and other countries.
3. The institution has 2F & 12B approval from UGC. Under this approval the faculties have opportunity of getting projects from UGC.
4. It has a very high potential in the area of conducting MDPs and have tie-ups with corporate and management institutes in Pune.
5. The institution having long heritage of 26 years in its successful working it has opportunity to get autonomous status in future.

Institutional Challenge

1. As the number of management institutes and growing career options for the students with the dynamics of market, it is a challenge in high voltage competition to get the required number of good quality students.
2. To work effectively is a challenge in complex multi – regulatory systems.
3. To satisfy and work in a high expectations of job careers and high packages of students and parents.
4. It is a challenge to persuade the faculties to involve in research and in producing research output as well as adopting the research culture.
5. It is a challenge of transforming the students as innovative business leaders in an emerging scenario of preference of students for jobs.
6. It is a conventional general trend of behaviour for jobs, so it is a challenge to transform them into innovative business leaders.In a changing technology and skill sets it is challenge to adopt to market dynamics driven by the digital revolution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution is affiliated to Savitribai Phule Pune University. Therefore the curriculum is designed by experts in academics and industry. It is mandatory responsibility of the Institution for effective delivery and coverage within given academic time frame. For academic delivery of the curriculum, the institution has a adequate, highly qualified, experienced, competent and approved faculty. The Institution designs its academic calendar, time table by keeping in mind university curriculum, co-curricular and extra-curricular activities. The Director allocates the subjects to the faculty by taking into consideration the expertise and experience of teachers. Every faculty prepares the session plans and follows classical conditioning of learning by using PPTs, Case studies, Presentations and assignments. Institution also organizes conferences, workshops and industrial visits for real life learning.

As per university guidelines, students have to take human rights in first and second semester as a grade subject. The subject taught by the in-house faculties and guest lectures are also held to teach human values and human rights. The Institute has signed a MoU for creating awareness about Human Rights and Indian Constitution.

To promote universal values the institute conducted Sports & Cultural Events, workshops on human rights, Students' Day (in recognition of Dr. Babasaheb Ambedkar's first day at school). Various group activities like presentations, reviews, group debate are given to the students to promote social cohesion and communal harmony.

One course-***Managing for Sustainability*** is mandatory for the students. Though not a part of curriculum, institute organises guest lectures, events to sensitize students about gender issues.

Teaching-learning and Evaluation

The institute admits students as per the guidelines of AICTE, UGC and DTE Govt of Maharashtra. We adopt the methods where students are at the Focal Point. After the completion of admission formalities are over, students are assigned mentors. The mentor-mentee relationship provides an opportunity for the student to seek guidance from the Mentor. In case of students lagging behind, extra remedial classes are provided.

The evaluation of all the students is made on various parameters, as mentioned by the Pune University ,such as Group/ Individual Assignments, Case Study Method, Quizzes, News Paper reading etc. We conduct formal written test of all the courses offered.

Transparency is maintained in the evaluation process, all the students are provided an opportunity to verify the results displayed on the notice board. Institute has contributory faculty having rich experience in industry/ Corporate. The faculty members are involved in setting and assignment of the internal (CE) question papers.

This institute is sought-after by the Foreign Students as well as Students out of State of Maharashtra.

Institute has adequate teaching faculty as mandated by AICTE as well as DTE and University of Pune. All the faculties extensively make use of ICT for the delivery of the contents.

The Program Outcome(PO's) Program Specific Outcomes (PSO's) and individual Course Outcomes are notified to students at the onset of the academic Session as well as the same are displayed on the web site of the institute.

Research, Innovations and Extension

The Institute has a infrastructure that supports research like good library facility, well equipped computer laboratory. The Institute has 3 Ph.D scholars and one full time Ph.D guide, the rest of faculties are pursuing their Ph.D. The Institute encourages its faculty to write and present papers in national and international conferences, it has a prestigious journal called The Chronicle of Neville Wadia where academicians, research scholars, industry expert contribute in large numbers from India and abroad. Being a research Institute workshops on research methodology is arranged periodically with eminent speakers who highlight on different topics pertaining to research and statistics. The Institute undertakes University sponsored projects. These activities lead to the creation of students' awareness on social problems, to improve communication skills, teamwork and to help grow students as socially responsible human beings. The Institute has good collaboration with industries, academic institutes and professional bodies. In addition to getting visibility and identity, college has been benefitted financially and academically in a big way. The Institute has signed MOUs with various bodies for guest lectures, internships, final placements like University Utara Malaysia, ISTD, DY Patil Akurdi, ICC. One of the major grants signed under the UGC projects is the 2F and 12B. The students are encouraged to do research by presenting papers and taking part in University sponsored event called AVISHKAR, which encourages students to think in a wide spectrum in the area of research. Faculties are provided with laptops and desktop with WiFi facilities.

Infrastructure and Learning Resources

The Infrastructure of the institution is adequate in relation to the academic requirement of the students and the regulatory authorities. The institution has indoor and outdoor sports facilities in the campus. The campus has a huge sports ground with a boundary wall. The campus is surrounded with Lush green trees and proper parking slots for the students, teachers and the guests. The institution has permanent approval on the basis of its required infrastructure and academic performance. Neville Wadia hall is well furnished and air-conditioned and has a capacity to accommodate approximately 450 people. The learning resources in terms of the books in the library, title and volumes and wells as international and national journals of management are adequate as per the norms prescribed by the regulatory authorities. The library is also having the e-journals, reading room available to the students. The whole campus including library is WI-FI enabled. The internet facilities are available to the students, staff and the guests throughout the day. The computer lab is well equipped, sufficient as per the IT norms.

Student Support and Progression

In Neville Wadia Institute of Management Studies & Research for holistic development of management students as future manager provides academic and professional development through multi support systems which facilitate for his/her dream carrier.

NWIMSR is highly focused, care and concern about the overall development of students which is reflected by the list of following support systems provided, namely under the following heads

1) Financial support – Scholarship of Government(students receive financial assistance from the government), Monetary Award, Fees-installment facility., Monetary Award, Fees-installment facility.

2) Academic level support – Language Lab, IT Facilities, Research & Incubation cell, ED cell, Extracurricular activity like- Cultural & sports activity, Management Game, Business Quiz, Remedial Coaching, etc.

3) Professional level Support - Placement, Guest Lectures, Workshops, Seminars, Conferences, Industrial Visits, Mentorship, Career Counseling, Personal Counseling Corporate Exposure Seminars, personality development program etc.

Set of best practices
-Empowerment of students through the provision of Student Council Members
-Alumni Guest talks- focus on employability and employment
-International Guest talks for understanding global practices & cross-culture issues
-Availability of grievance handling system
-Participation of students in clubs, co-curricular and extra-curricular activities

NWIMSR is highly conscious in providing the above multi support systems to transform the made manager in process for their holistic development, innovative business leader and the end outcome is exhibited through its 75% placement **(only MBA STUDENT)** which is an index and testimonial of the outcome of multiple support systems.

Governance, Leadership and Management

The Wadia group of Institutes is a result of Philanthropy. In a bid to participate in Nation Building the premise has been donated by the illustrious Wadia family . While the land was donated , donations were also given for constructing Institutes within the campus for different disciplines.

Under the umbrella of Modern Education Society has several education institutes namely Neville Wadia Institute of Management Studies & Research (NWIMSR) , Nowrosjee Wadia College , Ness Wadia College of Commerce ,The Cusrow Wadia Institute of Technology, College of Engineering - Wadia Campus , New Law College –Mumbai and Ruparel College – Mumbai .

Each institution is headed by a leader designated as Director / Principal. They are the operative functional heads, primarily responsible for achieving the mission and actualizing vision of their respective institutions.

The Director is therefore the highest authority of NWIMSR . Management Institution (NWIMSR) has 2 operative wings : 1) Academic and 2) Administrative

The Director ensure creating an ecosystem resulting in employability of students through grooming sessions to equip students for successful performance in the interview and of course in industry thereafter.

The Director of the institution as an prime operative leader represents the institution to the apex governing body of the trust , academic community professionals and parents .

While giving autonomy to individual institute the Senate Body gives exemplary support. This democratic management style while ensuring the highest standard of governance is the hallmark of the Wadia Group of Institutes.

Institutional Values and Best Practices

The institute core values are Dedication to excellence, Collaborative Learning, Credibility & Honesty and Social Responsibility & Ethics. They are reflected in the policies/ functioning/ programs/ events conducted by the institute.To promote gender equity programs like human rights, constitution of India, awareness program about sexual harassment of women at workplace and women's day. Security guards are available 24X7 on the campus. Cameras are installed for safety and security of all the stakeholders. Anti-ragging undertaking is taken from all the students. Anti-ragging Poster is displayed near the entrance. Republic & Independance Day celebrated every year. Program on Birth/ death anniversary of great leaders are organized. The institute has green landscape with trees throughout the campus. Waste are properly managed at different levels. The institute has conducted blood donation camps and has rain water harvesting structure in the campus. Various activities are conducted for the promotion of universal values.

The institute maintains financial, academic and administrative transparency. The institute is functioning as per the professional code prescribed by statutory bodies/ regulatory authorities from time to time. Code of Conduct, Administrative Manual, Prospectus and Handbook is available.

Under best practices International/ national seminars / conferences are organized to help the students, academicians and industry address the issues of research, management and technology. The most effective method of inching towards this objective is through Academia Industry meet and interactions with successful alumni through Alumni Meet, Guest lectures. Gratuity and Group Insurance Scheme is provided to the employees for their welfare.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NEVILLE WADIA INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH
Address	Prin. V.K. Joag Path, Wadia College Campus Pune
City	Pune
State	Maharashtra
Pin	411001
Website	www.nevillewadia.com

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Director	Anandrao Bhanudas Dadas	020-26169949	9423023636	020-2616327 5	drdadas.10@gmail.com
IQAC Coordinator	Vikas Suresh Dole	020-26160788	9764823924	020-2616341 9	dolevikas@rediffmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	03-06-1991

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Maharashtra	Savitribai Phule Pune University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	09-12-2016	[View Document](#)
12B of UGC	09-12-2016	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
AICTE	[View Document](#)	30-03-2017	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Prin. V.K. Joag Path, Wadia College Campus Pune	Urban	16.4	1766

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	MBA,Management	24	Graduate	English	70	64

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				2				5
Recruited	1	0	0	1	1	1	0	2	3	2	0	5
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				18
Recruited	13	5	0	18
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	1	0	0	0	0	0	0	0	0	1
Ph.D.	1	0	0	1	1	0	0	0	0	3
M.Phil.	1	0	0	0	0	0	0	0	0	1
PG	0	0	0	3	0	0	3	2	0	8

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	6	4	0	10

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	56	7	0	12	75
	Female	42	5	0	1	48
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	2	6	0	0
	Female	2	2	0	0
	Others	0	0	0	0
ST	Male	0	1	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	4	8	0	0
	Female	3	1	0	0
	Others	0	0	0	0
General	Male	17	18	0	0
	Female	21	14	0	0
	Others	0	0	0	0
Others	Male	11	9	0	0
	Female	3	1	0	0
	Others	0	0	0	0
Total		63	60	0	0

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response : 198

Number of self-financed Programs offered by college

Response : 1

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Students

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
161	325	466	552	470

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
90	90	240	240	240

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
81	211	200	294	316

Total number of outgoing / final year students

Response : 1102

3.3 Teachers

Number of teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	8	8	8	8

Number of full time teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	8	8	8	8

Number of sanctioned posts year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	8	8	8	8

Total experience of full-time teachers

Response : 109

Number of teachers recognized as guides during the last five years

Response : 01

Number of full time teachers worked in the institution during the last 5 years

Response : 10

3.4 Institution

Total number of classrooms and seminar halls

Response : 8

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
56.941	81.98	87.12	100.55	137.65

 Number of computers

Response : 70

Unit cost of education including the salary component(INR in Lakhs)

Response : 1.34

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.3537

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Neville Wadia Institute of Management Studies & Research is affiliated to **Savitribai Phule Pune University**. The curriculum of the course – **MBA** is provided by the affiliating university – Savitribai Phule Pune University and forms the basis for designing of academic calendar. Academic calendar is prepared at the beginning of academic year considering tentative dates for co-curricular and extra-curricular events.

For improving teaching practices, both Institute and University provide support. University organizes FDPs for teaching staff after syllabus revision for core courses. University also sponsors workshops, seminars and conferences of state, national and international level to give teachers platform to interact with colleagues and experts.

The courses are allocated to the faculty depending on their area of specialization, compatibility, level of comfort and expertise. Time table is prepared, in advance at the back drop of university curriculum guidelines, extra-curricular and co-curricular events. Once the course is allocated to a particular faculty, she/he prepares course file containing session plan, chapter pan, notes, important questions, MCQs, previous question papers, cases (if relavent). While preparing course file, Programme Education Objective (PEO), Programme Objective (PO) and Course Objective (CO) are mapped.   This exercise is collaboratively completed by concerned faculty, IQAC Coordinator and Director.

In regular staff meeting, Director takes the review of progress made in curriculum implementation. Director also takes feedback from students in Student-Representatives meet about quality and quantity of curriculum taught. IQAC reviews the progress of curriculum coverage periodically. To supplement the theoretical learning, institute invites experienced industry professionals and help students through their interaction to gain the applied benefits of learning. Topics for guest lectures from industry experts are decided at the beginning of semester to address effective operationalization of curriculum in tandem with student representatives. Visiting faculties are also practicing professionals having rich industry or corporate, professional consultancy background.

The library is housed with more than 16,500 books of almost all specialization subjects and general reading books. The institution has a subscription of many periodicals and 40 National and international journals. The entire Institute is Wi-Fi enabled. The classes have broad band connectivity, Wi-Fi, LCD Projectors, make teaching-learning process fruitful exercise.

The teaching methodologies include both, conventional - chalk and talk methodology and modern ICT technology. Teachers are encouraged to attend and participate in various FDPs, conferences and workshops organized in different Institutes for keeping them on track with curriculum.

Video Films, Newspaper & Journal Cuttings, Case studies, SIP, industrial visits, quizzes, presentations, home and group assignments and guest lectures also help in implementing the curriculum effectively. The institute organizes industrial visits to understand procedures and practices in industry and understand plant location as well to get first hand experience of interaction with company officials. The institute have tie-ups in the form of MOUs with companies, professional bodies and educational institutes which helps Institute in its academic endeavours and providing exposure to students.

These processes create an ecosystem where ideas about positive aspects and area of improvements in curriculum are understood. These ideas also help us in designing self-financed courses.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 7

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	03

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 62.5

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 13.13

1.2.1.1 How many new courses are introduced within the last five years

Response: 26

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 1

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 19.52

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
51	45	53	52	147

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

One of the core values of the Institution is 'Social Responsibility and Ethics'. The Institute tries to practice this value in every operation. As per university guidelines, students have to take human rights in first and second semester as a graded subject. The objective of this programme is sensitise students about human rights. When one speaks of rights, responsibilities cannot lag behind. Endeavour is made to imbibe human values and to inculcate the best practices in the minds of the students as well as to tone up the civic sense which will make them not only good citizens of the country but responsible corporate citizens to bear the flag of industries. The subject taught by the in-house faculties and guest lectures are also held to teach human values and human rights. The Institute has signed a MoU for creating awareness about Human Rights and Indian Constitution. The students get certificates after passing a test on human rights and Indian Constitution. As a part to practice human values, institute organises activities like blood donation camps, Swachh Bharat Abhiyan.

Code of conduct exists for Students and employees for guiding their behaviour. Pre-election voters awareness programme is held to register names in voters list and pledge will be taken to observe right of voting. The institute celebrates Independence Day and Republic Day every year in the campus to impart national integration. To promote universal values the institute conducted Sports & Cultural Events, workshops on human rights, Students' Day (in recognition of Dr. Babasaheb Ambedkar's first day at school). Various group activities like presentations, reviews, group debate etc are given to the students to promote social cohesion and communal harmony.

Environment and sustainability: In semester IV, one course-*Managing for Sustainability* is mandatory for the students. The course is aimed at creating awareness among students about environment, governance, sustainability and professional ethics. To steam realisation as corporates cannot succeed by impeaching on the rights and privileges of next generation. The campus is blessed with abundant trees, which make it rich in bio-diversity, in spite of being in the heart of city. The edges of the play ground are also utilized for planting trees. Though not a part of curriculum, institute organises guest lectures, events to sensitize students about gender issues.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 1

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 01

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 72.67

1.3.3.1 Number of students undertaking field projects or internships

Response: 117

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: C. Feedback collected and analysed

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 5.22

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	9	30	25	29

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 56.3

2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
73	105	275	286	320

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
181	181	481	481	481

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 32.72

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
30	40	74	59	73

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

In MBA programme students from diverse fields / background are enrolled. The diversity is experienced in Urban / Rural background of the student as well as proficiency of the language.

This institute conducts a test to ascertain the level of preparedness of the individual student to take the M B A Programme. This test consists of questions in the domain of English Language, Reasoning, Basic Mathematical ability, General Awareness. The responses are assessed and accordingly students requiring special (Additional) inputs are provided such inputs'.

The areas where such inputs are provided are Linguistic Ability and Individual subjects of curriculum.

For the Post Graduate programs being offered by the institute, students from various educational backgrounds apply. Students are allotted to individual institute,by the Department of Technical Education, State of Maharashtra, on the basis of CET Scores obtained by the respective Student.

Mentor- Mentee Program

Institute allots about 10-12 students to each teaching faculty. A detailed record of each student w.r.t. his educational qualifications, family background, Feedback from peer group and feedback from other faculties is analysed.

The parents are communicated, in case of certain problem cases. The academic record of individual student is maintained.

Psychological counselling is provided, wherever it is necessary, particularly when the mentor is of the

opinion about the same.

In case off academically weak students, remedial classes are conducted, over and above the regular schedule, so that these students can cope up with the rest of the class.

Special efforts are made, as far as communication is concerned, students lacking the communication skills and experience language barrier, are trained separately, so that they gain confidence.

When student / set of student is considered as advanced learner , various options such as , learning a foreign language, encouraging him/her to enrol for value added courses such as six sigma, Digital Marketing are suggested. These students complete these courses along with their regular curriculum.

Extra assignments and relevant tasks are provided to advanced learners, so that such students stay ahead of the overall progress of curriculum.

2.2.2 Student - Full time teacher ratio

Response: 20.13

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The students are often given exposure, to make them familiar with the real corporate world.

From the pool of corporate resource persons, people are invited to share their experience with the students and to highlight the expectations from the students.

These are semiformal interactions with the students, which are very much insightful, from the perspective of building a career in corporate enterprise. Such interactions at times include a panel discussion also. It is termed as " Counselling by Corporates".

As per the university curriculum, every students pursuing his/her master's program needs to do an internship with an enterprise. It is during the summer break between second and third semester. Effort is made by the institute to find the summer internship opportunity, in line with the aptitude of the student. Students are exposed to on the job experience, by the corporate. This is an enriching experience for the student.

The students are given group activities by the faculties, which build the team spirit. Data collection based on a specific theme, Scrap Books are prepared by the students and information, and news articles are pasted in the scrap book.

As regards problem solving methodologies are concerned, Case studies are given to the students and discussed at length in the class. The cases are of Compulsory subjects as well as specialization subjects. Students are divided in groups and various aspects of case are discussed.

 Another important aspect of experiential learning is, Industrial Visits. These visits are organized to make the students aware of the on the job eventualities. It our endeavour to arrange such visits at a large industrial unit. One to one interactions are possible, with the company executives, in most of the visits, after the presentation of the said corporate; students are encouraged to ask relevant questions. Such real life experience provides valuable insights to the student.

The professionals from the companies are routinely invited to the institute to appraise the students about the recent trends of the corporate.

NWIMSR has signed MoU's with corporates with respect to allowing the students to complete their summer internship projects, and final placements for deserving students. Institute is in an advanced stage of signing of Memorandum of Understanding (MoU) with NGO's and SME's wherein, students of this institute would be assign some tasks and would be allowed to gain hands on experience. MoU has been signed with an organization imparting training in Scrum and Six Sigma and project Management certifications.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 08

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 20.13

2.3.3.1 Number of mentors

Response: 8

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<u>View Document</u>

2.3.4 Innovation and creativity in teaching-learning

Response:

Teaching is continuous learning process. All the faculties of this institute understand the importance of this fact and are engaged in the refining of their domain knowledge. Teacher should be a humble student of his /her subject.

Over the period of time, the method of transferring the knowledge has also transformed. Our faculties endeavour to discuss the recent and relevant topics in sync with the curriculum, by way of Caselets and cases.

Students are encouraged to bring the situations / queries related to curriculum in progress. Such queries or questions are discussed at length in class.

Faculties post the appropriate and relevant data / News / articles , share links of the articles and expect the students to read the articles in detail. Basis of this discussion is generated , which is beneficial to the students in grasping the concept.

Besides this, faculties discuss live cases, bring cases from prescribed text books, to the class and initiate discussion.

As per the relevance of the curriculum, students are given assignments, to make them familiarized with the real life situations.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 32.5

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	3	2	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 13.63

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	00	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The assessment can be divided into two types:

The assessment of cognitive learning

The assessment of experiential learning

The performance of the students is continuously evaluated. It is mandated in the university curriculum.

Apart from the conventional paper pen test (to assess the outcome of cognitive learning) , the assessments are based on other parameters such as scrap book, reading of relevant article/news item, pertaining to the subject, in the class and initiating discussion.

In Multiple choice Questions (MCQ's) students were asked to create questions (with answer keys) and a question bank has been generated, the appropriateness of questions assessed.

Team building exercises are conducted as a group activity and group dynamics is discussed basis of such activities.

Students are encouraged to submit real life cases and such cases are discussed in the class.

Besides, students are asked to visit places viz. Car dealerships/ show rooms, Equity Brokers, Franchisees etc. Where they can silently observe the process and collect relevant documents such as, quotations, Application forms (for mutual funds, IPO's etc.)

Such activities make the student conversant with the real life scenario.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The internal assessment is in the form of continuous evaluation.

The variants of assessment are as under

1. Internal Examination
2. Group discussions
3. Assignments and Group tasks
4. MCQ's
5. Quizzes'

The quantum of internal evaluation (Internal Marks) is fixed by the university, however different parameters are suggested by university, and students are made aware well in advance about the assessment parameter/s.

The schedule and deadlines of submissions are notified to the students beforehand.

Assessment results are displayed, and queries, concerns are addressed to immediately. After judicious assessment of the responses / Answer Sheets , marks are displayed and made known to the students.

Key points and scheme of marks is made by the concerned faculty, basis of which answers are assessed.

If the student is desirous of viewing his / her dully assessed answer sheet he/ she is permitted to view the same. If any discrepancy is brought to the notice of the concerned faculty, then immediate correction is made in the result.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Institute conducts the internal evaluation examinations (CIE) in fair and transparent way.

Following remedial actions are taken in case of examinations related grievances

1. When students complain about a specific question, being out of syllabus- The detailed syllabus and its scope with respect to the specific examination is made known to the students well in advance of the concerned examination.
2. When students have complained about degree of difficulty of a specific question paper – The faculties assess the degree of difficulty, compare previous years question papers and give their opinion.
3. When wrong question is asked in the internal assessment examination (CIE) then full credit of that question is given for those students, who attempt that question.
4. In very rare case, in spite of judicious assessment by the internal faculty, still the grievance persists then institute can appoint an external examiner and re assess the concerned answer paper and best marks of the two evaluations would be considered.
5. When a query is raised in case of assessment, of an activity like, assignments, group activities, then a panel of internal faculties is formed, and such panel would take appropriate decision.
6. The institute maintains free and fair environment with respect to any probable grievances and all the concerned faculties are approachable.
7. Every query/ grievance needs to be redressed by concerned faculty within five (05) working days from the receipt of such grievance.
8. For the examinations conducted by the University, the queries/ grievances are addressed to Examination Section of Pune University. University has set procedure to deal with such issues, as per their rules and Regulations.
9. Every student can see his/ her duly assessed answer paper to check the numerical accuracy of marking as well as scheme of marking, followed by the concerned faculty. Most of the students get justification of marks awarded to them at this stage.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution adheres to the academic calendar for the conduct of CIE.

On the commencement of the Academic term students are notified about the most likely dates of the Concurrent evaluation along with the mode of evaluation.

Institutes evaluates the candidates on different parameters. Along with conventional written tests, written Assignments, Submissions, Group Activities, Case Study Solutions.

The Academic Calendar is prepared on the basis of Term Commencement and term end dates as communicated by the university.

Institute prepares an overall calendar for all the events, the dates for CIE are decided on priority and then other events are earmarked.

Some assessments are made on bi-monthly, monthly basis, students are notified at the beginning of the academic year.

The submission dates for the assignments are notified at the time of giving the assignments.

While finalizing the CIE all the non instructional days and holidays are taken in to account.

In case of exigency (rare occasion) specific test / examination is rescheduled for valid and unavoidable reason.

The most likely dates of CIE (Schedule of CIE) would be notified to all concerned through institute website.

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 on website and communicated to teachers and students

Response:

Institute is affiliated to Pune University. The MBA program has a curriculum (Syllabus) of Pune University. The Course Outcomes are clearly mentioned , including the learning objectives and the specific key areas to bediscussed by the individual resourse person.

At the commencement of the academic term every faculty is assigned the subject/s as per his or her area of specialization. Each individual faculty is expected to make ihe detailed session plan. the session plan should include notes of individual sub topics, Powerpoint Presentations(If Any) , Cases or caseletts, News paper Clipping relevant to the subject matter.

At the inaugural lecture of the every course, the concerned faculty briefs the students aware of the outline of the course and the expected learning outcomes.

The modes of assessment and the thrust areas are also made known to the students. Wherever necessary sub topicwise assignments are given and the responses of these assignments are discussed in the class ,with comparison with the expected response.

The program outcome as well as course outcome has been displayed on the website of the institute.

File Description	Document
COs for all courses (exemplars from Glossary)	[View Document](#)
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The Program Outcome , Course Outcomes are made known to the students well in advance. Individual faculty member explains the rationale behind discussing the specific course. Different courses have different outcomes. Basis of the expected outcome, assessmsnt or evaluation is designed.

Combination of some of the below mentioned parameters are used to assess the student.

Case Study / Caselet / Situation Analysis – (Group Activity or Individual Activity) , Class Test ,. Open Book Test , Field Visit / Study tour and report of the same ,. Small Group Project & Internal Viva-Voce , Learning Diary ,. Scrap Book ,Group Discussion , Role Play / Story Telling , Individual Term Paper / Thematic Presentation , Written Home Assignment ,Industry Analysis – (Group Activity or Individual Activity),. Literature Review / Book Review , Model Development / Simulation Exercises – (Group Activity or Individual Activity) , In-depth Viva , Quiz News paper reading.

In all the core as well as elective courses ,except Summer Internship Project and Dissertation on of the parameter is written test. The conventional mode of assesing the performance of the student, is helpful in judging the overall understanding of th student.

For Summer Internship Project and Dissertation the criteria of evaluation are based on

Actual work undertaken by the student , Student's understanding of the organization and business environment ,Outcome of the project ,Utility of the project to the organization , Basic analytical capabilities

The Standard of passing is minimum 40 per cent or equivalent.

In Evaluation the candidate followings aspects are considered.

Reading & Listening Skills , Problem Definition& Problem Solving Skills , Application of Technology Tools , Mastery of Analytics (Quantitative Aspects) ,Sensitization to Cross-Functional skills , Sensitization to Cross-Cultural skills , Sensitization to Global perspectives , Peer-based Learning - Working in groups , Learning by application and doing – Experiential learning ,. Team building basics and its orientation.

Individual student incapable of specific course, is counseled individually and provided an opportunity for betterment of the score.

2.6.3 Average pass percentage of Students

Response: 81.48

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 66

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 81

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 4	
File Description	**Document**
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 2.95

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	2.95

File Description	Document
List of project and grant details	[View Document](#)
e-copies of the grant award letters for research projects sponsored by non-government	[View Document](#)
Any additional information	[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 12.5

3.1.2.1 Number of teachers recognised as research guides

Response: 01

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 1.5

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 3

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institute maintains an ecosystem which enables the students to maintain a culture for innovation and research and development in areas of their interests. Students with creative ideas approach the teachers who guide them in their work and later their work is presented in competitions held in the University level. The Govt. of Maharashtra has initiated a unique research competition named AVISHKAR which is conducted every year by the University of Pune to inculcate research culture among the Students and to encourage original and novel thinking. This platform provides an opportunity for expression of academic talent and promotes interaction among academia, R & D Institutes and Industries. Year 2016-17 two groups of students have entered the zonal level competition called for poster competition named Tina Dalwani and Jamshid Irani presented on Managing hacking on organisational networks . Another group of students presented on Technology and Sagarmal- enabler for Indian Reefer who were qualified for the district round. Students also have come up with innovations in the process of taking patents for their ideas.

The Institute provides facility available to students to carry out their is :

- Availability of Wi-Fi throughout the campus.

- Internet facility of 5 Mbps is available to students and staff.

- Computing facility is available and adequate licensed software is also available.

- A fully air conditioned seminar hall with a seating capacity of over 125 audience, serves as an excellent hall for seminars, guest lectures, technical paper/project presentations and screening of informative educational movies

- The college library is having more than 16000 books.

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Report of the event	[View Document]
List of workshops/seminars during the last 5 years	[View Document]
Any additional information	[View Document]

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	[View Document]
e- copies of the letters of awards	[View Document]

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 2

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.25

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	00	00	00	01

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

NWIMSR has taken initiative steps towards developing ecosystem for innovations and various knowledge transfer methods. It encourages students and staff for their innovations and ideas and encourages the students and staff, work towards developing their own ideas and share among them and with experts. The institute has initiated in developing an incubation centre with following objectives. To create physical infrastructure and support systems necessary for business incubation activities. Services such as training or High-speed Internet access Facilitate networking with professional resources, which include mentors, experts, consultants and advisors for the incubatee companies, the faculty and students are encouraged to actively participate in R&D related activities. The Institute has a Research and Development Cell. It addresses the issues of research and creates awareness among the students and faculty, proposes to conduct/ participate in workshops, training programs and sensitization programs on capacity building in terms of research and consultancy and imbibing research culture. To depute senior faculty to various research organizations for getting collaborative projects and adopting best practices. Among the functions of College Research Committee which make the institute as a Research Centre of affiliating University / Other organizations. It suggests recommendations with their impact, encourage faculty to take research initiatives, and arranges guest lecturers under Institute-Industry Interaction programs to promote research on industry needs. Management is encouraging the faculty to attend and present Research Papers, Research Publications etc. The Institute addresses the issues of research and creates awareness among the students and faculty, proposes to conduct/ participate in workshops, training programs and sensitization programs on capacity building in terms of research and consultancy and imbibing research culture. Neville Wadia Students participate in programmes like organizing blood donation camps, and conducting health check up programmes and so on. Poster presentation was done by students for marking go-green revolution. The students were asked to present it on 26th January. Students participates actively in Swachh Bharat Programmes. Students of NWIMSR has arranged a students day announced by Maharashtra Government to mark Dr B R Ambedkars entry into school education 117 years back in 1900. The students were told the essence of education.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 0

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 5.11

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	83	00	00	00

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)
Copies of collaboration	[View Document](#)
Any additional information	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other

universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Neville Wadia Institute of Management Studies and Research is uncompromising in its effort towards creating an environment to foster excellence.   We believe that our relentless effort should be to illuminate young minds and create powerful leaders of tomorrow. This purposeful journey is in congruence with the core message embodied by our motto "For the Spread of light"   We pledge to employ our resources continually to create superior evidence of value. The creation and enhancement of infrastructure to facilitate effective teaching and learning is brought through the committed efforts of estate Management committee, IQAC, CDC & governing body.

The sprawling campus of our group of Institutes is spread over 17.6 Acres of land located at the heart of the city of Pune. Neville Wadia Institute of Management Studies and Research (NWIMSR) is equipped with an infrastructure fraught with facilities appropriate for teaching and learning in higher education. The NWIMSR main building accommodates Director Room, Administrative office, Examination cell, Seminar hall, Computer Lab and library. It also accommodates the Training and Placement cell and staff room.

The institute has well-furnished, well-ventilated, spacious class rooms for conducting theory classes and is equipped with latest overhead projectors and Wi-Fi internet.

The Institute has a library where the seminar reports, thesis reports, reference books are kept for the benefit of the faculty and students. The Institute continuously keeps upgrading the internet bandwidth as latest teaching methods demand. The institute keeps upgrading the software packages The Institute has a modern, well equipped seminar hall for organizing workshops and seminars. The seating capacity of the hall is about 450.

The sanitation system is designed to maintain a hygienic environment which we believe is a pre-requisite for an Institute of our stature. The shared infrastructure with our group sister institutes make us substantially superior to most of our peers.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The Institute has a very large ground, one of the best in the city. It is protected by a boundary wall and surrounded with trees and plantations. It has sports room, track for athletes, cricket pitch, football poles, basket ball poles etc. The facilities for indoor games like table tennis, chess and carom are also available in the sports room.

The institute has a seminar hall with a seating capacity for 450 people with audio, video facility.Sports activities include Carrom, Chess, cricket, football, table tennis and Badminton.

The indoor and outdoor facilities are adequate to accommodate a variety of functions/sports/games throughout the year.The Infrastructure and other facility made available by the management help create a great platform and a larger ecosystem for the holistic development of our students.

This gives us an opportunity to provide the best possible exposure through innovative and creative initiatives for mental and physical growth of our students.

File Description	Document
Any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 75

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 06

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 6.18

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five

years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
5.5	5.5	10.2	2.05	1.05

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Library intends to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services. Library is well equipped with contemporary amenities including Wi-Fi Technology and Closed Circuit Television System (CCTV), automated with barcode system with SOUL software.

Divided into parts like, Stack section, Reference section, Digital Library. Reading hall with a seating capacity of 40 people is available. We offer open access to the stack room so that readers can chose the book of their area of interest.

A proper process of enrolling to the library facility exists. On producing the admission receipt the admitted Students need to fill up the Library enrolling form. Once the form is processed which takes approximately 2 days, students are given a membership card.

File Description	Document
Any additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The library has a collection of other knowledge resources apart from books recommended by the university. The best project reports are also kept for reference. Books authored by our faculty have been kept in the library for reference. Select thesis of faculty members has been kept for ready reference for

researchers. DELNET e-resource and NDL is made available for reference. The library is a rich resource for Marathi books also.

TOEFL iBT book is the other knowledge resource that helps the reader to test communication abilities in reading, writing, listening and speaking used for new internet based test. Barron's GRE helps the readers surpass their expectations on standardised tests.

Manorama year books, Competition success review yearbook – CSR are also available in the library. These books include current affairs, India – World events, science world, environment, health and medicine, information technology, education and career, sports and geographical information. 'India reference annual' gives a comprehensive view of country's progress in the field of rural and urban development, industry and infrastructure, science and technology, art and culture, economy, health, defence, education and mass communication. A general study manual is available for latest trends in examination. Tata Mcgraw Hill establishes self study for thousands of UPSC aspirants, also useful for aspirants appearing state civil service exams.

Nations of the world – provides political and economic analysis essential key facts and unique local business information on over 230 countries and territories of the world.

Encyclopaedia of world religion is updated guide to the religions of the world and to the concepts, movements, people and events associated to them. It provides comprehensive coverage to the information needed to understand both living and ancient religion including their dogma, rituals, ceremonies, historical figures.

Roget's thesaurus tells the meaning and what it means with their origins and examples of their early and later usage.

Maharashtra authored by Dr. Dastane is a book in Marathi which gives the detailed information about geography, statistical, transport, health, state government, politics, agriculture etc. of Maharashtra State.

Pune Queen of the Deccan by jayamala Diddee and Samita Gupta published by Indian National trust of art and culture heritage (intach) Pune Chapter. The book elaborates about Pune's sobriquets queen of the deccan, oxford of the east, pensioners paradise, Detroit of India and now the IT capital of Maharashtra. Each defines a new milestone in its long and chequered career.

Life of Laureates – gives insights on history of modern economic thought by 18 winners of nobel prize in economics. It provides unique insight on major economic ideas and processes of intellectual discovery and creativity.

Concise encyclopaedia of Indian Constitution by Subhash Kashyap – published by vision books. Book features constitution structure, values, fundamental rights and duties of Indian citizen, the directive principles of state policy, the structure, power and functioning of executives etc.

The above are some of the selected gems in our bank of knowledge which we continually upgrade.

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 4.6

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2.5	4.9	2.6	4.2	8.8

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	[View Document](#)

4.2.6 Percentage per day usage of library by teachers and students

Response: 6.51

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 11

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Computer Lab with latest software and Internet facility are available to the students. Practical sessions are allocated within the timetable to ensure optimum utilization of the Computer lab. Students can access Digital Library available in Library with Internet Connection. Separate Language Lab is also available and the campus is 24 hrs Wi-Fi enabled supporting full access to Internet.

The Institute has formed an IT Committee that review and analyze the condition of the computers in the Institute to facilitate and decide the type of up gradation required. Hardware and software up gradations are in line with the demand of latest syllabus as well as student feedback. The Institute purchases new versions of computers as and when required. In the annual budget adequate provisions are made for the same

4.3.2 Student - Computer ratio

Response: 2.3

File Description	Document
Student - Computer ratio	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 4.66

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.04	2.01	9.8	5.7	2.93

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic

and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Maintenance of the campus: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.

The Institute has a policy of maintaining and upgrading the existing equipments to meet the requirements of the University and the regulatory body AICTE.The Institute has formed estate committee to check the maintenance and upkeep of the infrastructure and up gradations required from time to time.

File Description	Document
Any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 13.48

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
48	41	44	41	38

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 67.56

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
67	268	387	349	317

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 13.68

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
23	23	11	47	24

File Description	Document
Details of student placement during the last five years	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 3.7

5.2.2.1 Number of outgoing students progressing to higher education

Response: 03

File Description	Document
Upload supporting data for student/alumni	[View Document]()
Details of student progression to higher education	[View Document]()

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	7	15	10	8

File Description	Document
Upload supporting data for the same	[View Document]()
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document]()

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Active Student Council:

In Neville Wadia Institute of Management studies & Research, the council is constituted through an election process which is as per the directives of Savitribai Phule Pune University.

Objectives:- To encouraged the Management students to participate in the decision making process that shapes their future as well as that of the Institute.

At NWIMSR The student's council is the student body responsible and accountable for all activities conducted throughout the Academic year which also act as the Interface between the students and the Management.

The council by acting as a liaison body between the management and students ensures coordination and effective functioning of all the committees & different clubs of our Institute.

In NWIMSR student council operates with the objective of ensuring student welfare and actively engaging the students in continuous growth of the Institute.

Details of Formation:- In NWIMSR student council is constituted in the month July/ August every year. The following is the composition of the student council.

1-University Representative, 1-General Secretary, 2-Ladies Representative, 1-Cultural Secretary, 1-Sports Representative, 1- Scheduled Cast Representative, Class Representative, and all other committee students co-ordinator.

Selection Process:- MBA class topper is nominated as Class Representative. Whereas UG % Criteria is used for selection of MBA 1st yr Class Representative.

The other member's in council are selected with two approach
1. Self nomination

2. Nominated by the Teaching Faculty

For the selection of UR,LR,CS,SR,CR election system is used which is based on the composition and selection criteria given by SPPU.

Activities:- (Key Role)

* To enhance communication between students, management, faculty and parents.
* To represent the views of the students.
* To initiate in the resolution of class difficulties.
* To successfully organise various student oriented activities.

Academic and Administrative bodies:-

In Neville Wadia Institute of Management studies & Research, various academic and administrative committees have been formed, Which work with the student's representative. These committees also consist of faculty members. For the smooth functioning of these bodies all committee members choose a group of students to act as representative.

1. Academic body

- Sports committee

- Library committee

- Placement committee

- E.D. Cell

- Student Council

2. Administrative body.

-Anti-ragging committee

-Women –redressal committee

- Anti- sexual Harassment committee

- IQAC

- Alumni association

- Cultural committee

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 1

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural activities / competitions organised per year	[View Document](#)
Any additional information	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association:- NWIMSR is in the process of formation of Alumni Association.

NWIMSR is blased with strong Alumni Association which contributes significantly to the development of the institution mostly through non financial means.

 1. Internship Offered by Alumni

 2. Placement

 3. Guest Lecture

 4. Workshop

 5. Industrial Visit

 6. Informal Discussion

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Wadia group of Institutes is a result of Philanthropy. In a bid to participate in Nation Building the premise has been donated by the illustrious Wadia family . While the land was donated , donations were also given for constructing Institutes within the campus for different disciplines.

The Senate , the board and the Modern Education society was formed in order to govern the institutes within its preview. The progressive inclusions of disciplines in education as time progressed appreciating its importance in modern life is testimony of a forward looking leadership.

As a conscious effort to allow the different institutes to run in the best possible manner by appropriate individuals , the management of day to day operations is delinked from governance by the society and the senate.

Therefore each institute has a director / principal who handles the management of his/ her institute.

Periodic society meetings with life members and directors are conducted to oversee the functioning and to ensure that it is in congruence with the overall purpose of its survival enumerated in its vision.

Policies are formed by the Society to be followed by the individual institutes.

The above system of governance is formulated for an uninterrupted flow of activities and a sound management while keeping with the tenets of the board.

We are happy and proud of the fact that through our existing structure and leadership pattern , all institutes under the Wadia Banner , who have applied for NAAC , have repeatedly been accredited with an A + grade. This endorses our commitment to our Vision and Goals and standard of governance.

At the Institute level the director through his effective leadership is conscious and has the highest care and concern in creating the employability of students through grooming sessions to equip students for successful performance in the interview and of course in industry thereafter.

The holistic development of students and transforming them as innovative business leaders and managers is an index of the effective and reflective leadership of the Director. The Director of the institution as an prime operative leader represents the institution to the apex governing body of the trust , academic community professionals and parents .

6.1.2 The institution practices decentralization and participative management

Response:

Decentralization & Participative Management

Decisions on day to day activities at the institute level are independent of the society (Modern Education society).

However the institute needs to keep the society informed about activities like leave decisions fees fixation with Shikshan Shulk among others.

Only in the case of policy matters the society clearance is required in writing in a formalized manner. Examples of the same are:

1. Permanent affiliation(2 f & 12 b)
2. Foreign quota
3. Ph.D Research Centre   In the above cases there is fair participation by the Director of the Institute and the life members of MES. They (Director & Life members) give reasons, justification and benefits of their decisions on the above issues. The standing committee/ board of life members consists of members from the teaching fraternity from sister institutes like professors , principals etc. It makes decision making quicker as they have a better understanding of the working realities of an education institute.

On day to day affairs & academic activities the society does not interfere and gives a free hand to the institute .

The following decisions are among those made internally in a decentralized manner by individuals and committees and stakeholders .

1. The kind of additional training on required to enhance employability skills like special classes personal interview skills & group discussion abilities.
2. The concurrent evaluation criteria for subjects are decided by the respective faculty in consultation with the Director. The selection of the internal evaluation pattern is left to the discretion of the faculty for the subjects that they teach.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

NWIMSR(Neville Wadia Institute of Management Studies and Research) is unique , right from its inception to date. The institution is under the governing body and this apex body prepares broad policy guidelines of the institution .

The strategic impetus to to create an enabling ecosystem to foster excellence and sustained growth.

Its strategic plan is prepared by the Director through the deliberations with staff because this institution is managed through the Director and the faculty . So they are the architects of the strategic plan which is macro in nature and it focuses on the holistic development of the institution. The strategic plan is prepared under the broad policy guidelines and the following are the thrust areas of the strategic plan of the institute.

1. Curriculum
2. Staff recruitment
3. Teaching and Learning
4. Infrastructure development
5. Skills set training
6. Faculty Development Programs
7. Research Centre
8. Guest Lectures / conferences / Workshops and seminar
9. Industry- Institute interaction cell
10. Professional Training- certification courses
11. Placement
12. MOUs and tie ups with National and International Institutes
13. IT lab up-gradation
14. Industrial Visits

Strategic development of the institute depends on the careful execution under the above areas to ensure excellence and sustained growth.

We continually review our situation and encourage ideas and suggestions from our employees. Decisions are taken within the framwork of our norms to improve our effectiveness. Besides , economic progress by identifying ares of opportunity is considered primary.

Some of the decisions taken given the above mentioned aspects and view are:

1 Staff Room :The staff room was revamped with cubicles made for each faculty and storage space.

2 Foreign Quota :The decision to have a foreign student quota. We now have 9 seats for foreign students .

In Academic Year 16-18there were 4 enrolments by foreign students.

In Academic Year 17-19there were 8 enrolments of foreign students.

The students are mainly from Afghanistan , Africa and Iraq, in tune with the diplomatic relations of the Indian government with those of Afghanistan , Africa and Iraq.

The decision on applying for foreign quota was taken in the Standing Committee Meeting (Minutes of the Meeting attached) on February 10, 2016 as is the formality for decisions on aspects critical to the Institute

.

File Description	Document
Any additional information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Aims and objectives of The Modern Education Society is to impart education to eligible students. The organization structure of The Modern Education Society is designed to help enable us and actualize or vision in the long run. The **SENATE** consisting of Trustees and it constitutes the top management. The Senate reports into the President who is Mr. Nusli Wadia the industrial luminary.

Further two councils pararelly report into the Senate.

1. **The Academic Council and**

2. The Finance Council.

The Academic council is to oversee the academic The activities and take necessary decisions on academic matters. They have to ensure that activities lead to imparting educations as envisaged in the vision of Modern Education Society. The finance council is to manage , raise and allocate funds to promote the cause of education as envisioned by the founders.

The Board of Life Members which is a parallel authority to oversee smooth functioning of all other institutions under The Modern Education Society on macro perspective.

There is a **Standing Committee** for each institute chaired by the Head (Principal / Director)of the respective institute. The Standing Committee members are selected from the Board of Life members. It is therefore a subset of the Board of Life Members. The Standing Committee is to take critical decisions for steering the institute in the right direction . The Standing Committee meetings for Neville Wadia Institute of Management Studies and Research are **convened and headed by the Director** , Dr. A. B. Dadas.

The **Director** is the Head of the institute and is supposed to manage the day to day functining of the institute. In the case of Neville Wadia Institute of Management Studies and Research specifically (not in the case of other colleges within the Wadia group of Institute) , there is a Rector who the Director reports into. Incidentally the Rector happens to be the Asst. Secretary of The MOdern Education Society.

Teaching Staff and the Administrative Team report into the Director. Responsibility of the teaching staff is to impart education and knowledge to students , who are the most important stakeholders. Their pedagogy skills are utilised to enrich students with insightful and holistic perspectives. The staff follows the norms of Savitribai Phule Pune University(SPPU), Pune as Neville Wadia Institute Of Management & Research is affiliated to SPPU.

The Administrative staff function is a support function and helps ensure a smooth flow of the operations of the institute. The organogram is depicted in the diagram attached.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

> 1. **Planning and Development**
> 2. **Administration**
> 3. **Finance and Accounts**
> 4. **Student Admission and Support**
> 5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

We organize International conferences for the benefit of the students & faculty .

The decisions on International conference are collectively taken by the committee members and other staff members.

The purpose is clearly to create an opportunity for knowledge sharing from a wide geographical spectrum . Thereby enriching knowledge and improving perspectives through global exposure.

International conferences have been organized consecutively for the last 6 years. The efforts have been towards progressively increasing international participation. The number of foreign participants, guests and research scholars has been increasing year after year. In the last international conference in January 2017, we were hosts to delegates and speakers from Thailand , Jordan , Sudan , Malaysia , Sri Lanka and Indonesia. The feedback has been encouraging which makes us believe that we are directionally correct.

Our website gets updated with the latest information and pictures of the conferences held.

The decision for the is taken in the faculty meeting (sample of minutes attached)and subsequently follwed by the meetings between committee members for an effective roll out.

The above is an example of one important activity , however we have multiple committees in charge of different activities.

File Description	Document
Any additional information	[View Document]

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

1. An employee can become a member of the Modern Education Societies Colleges Employees Cooperative Credit Society Ltd., Pune -1,   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 loans are of 2 types - a) Big Loans ranging from Rs. 2.5 lacs to Rs.12.00 lacs. and b) Emergency Loans of Rs. 0.20 lacs. The same is recovered from their salaries which is duly reflected in the salary slips.
4. Fixed deposit investment facility is also available to the members

The above are among the main facilities available to the members of the society. This reflects the Society's sensitivity towards its memebers which is in keeping with the purpose of the Wadia philanthrophy . This initiative has played an importnt role in creating a sense of belonging and has significantly contributed to low employee turnover.

The detailed list of facilities enjoyed have been attached.

File Description	Document
Any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 2.5

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	1	1	1	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 5

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	01	00	00	01

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Our present system consists of 2 parts :

1. Student feedback system : here the faculty is evaluated on certain important parameters. The parameters have been collective decided based on what we believe are requisites for effective and impactful pedagogy .Identification of weak links or need gaps help in channelizing effort for improvement.
2. Self -Appraisal system: The faculty appraises itself on parameters . This can help individuals identify and get sensitized to areas of improvements.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

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. The CA Firm verifies that the objections are solved accordingly and all statutory payments are made as per rules. The External Auditors also check Income Tax calculations and its payment to Government. The objections of External Auditors   are also solved then and there.

The appointment letters of the auditors have been attached.

File Description	Document
Any additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 3.95

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.95	00	00	3.00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Any additional information	[View Document](#)
Annual statements of accounts	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Since the Institute is permanently Un-aided Private 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 Shikshan Shulka Samiti. The fee amount is based on total admissible expenditure divided by number of students. The Fee Regulating Authority have formed certain 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.

However for conferences like International and National Conferences we do get grants from Savitribai Phule Pune University and other reputed bodies like AMMI (Association of Management of MBA Institutes. This is due to their recognision of the quality of seminars and the reputation that Neville Wadia Institute of Management Studies and Research enjoys.

Equipment Grants have also been provided by Savitribai Phule Pune University for infrastructure upgradation.

Besides there are individuls and or firms that donate intermittantly as a goodwill guesture. The amounts are not significant and as mentioned ahead our depence is not on any grants , but on the funds mobilised through student fees.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Quality is an integral ingredient of our service. This being recognized, we have not just taken a series of initiatives towards ensuring high quality but have made quality the focal point of all our activities.

Some of the main strategies adopted are:

IQAC – teaching and learning.

· Review of students performance in industry: The students who have been been placed in industry are closely tracked. We obtain first hand feedback (usually informally) . Renewed expectations are set.

· GAP analysis: it is the identification of areas and standards within areas which require further effort.

·   Training to bridge the GAP by adopting measures as suggested by all stakeholders including faculty , ex-employers and experts from industry.

·   Program Evaluation Objectives (PEOs) are a function of the above analysis and observations.

Administration Processes:

Verification and authentication are the underpinning principles for a robust administration process. Antecedent checks and cross references are extensively used to provide this authenticity. The processes involved are, among others ,:

1. Providing Bonafide certificates

2. Providing Transfer Certificates

3. Preparing Examination forms

4. Streamlining admission processes.

In order to execute the above the Student Handbook Book and the Administrative Manual has been designed and reviewed.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The blue print for the Teaching – Learning Process can be described in steps

Step 1 – Planning of inputs through indicators: Planning inputs, relevant to industry requirements by measuring the present trends in the prevalent times. This forms the route to meeting objectives.

Step 2 – Methodology and Systems : Making the right connections resulting in desired inputs. The import tools include preparation of course files , realistic time-tables and academic calendar.

Step 3 – Innovation and Ideas that make a difference: Creatively and innovatively designing of pedagogy with a view to maximising impact and outcomes.

Step 4 - Timely and periodic review & evaluation: The process and its delivery is reviewed periodically. The course outcomes are mapped to its objectives to help make fair assessment of the effectiveness of the process.

Step 5 – Stakeholder Feedback: They would include students , teachers , employers and industry professionals. Appreciating the dynamism required and the need for agility , our stakeholders are encouraged to provide us with a constructive feedback on emerging trends and renewed expectations. This step creates further relevance and robustness in the subsequent cycle.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

IQAC in Neville Wadia Institute of Management Studies & Research was formed in December 2016. Since then efforts have been more systematic and well- coordinated across areas for a common purpose. The areas within IQAC which have progressively improved are as follows:

1. Academic Process (Teaching & Learning) : The criteria for concurrent evaluation is decided before the commencement of the semester duly mapped to the course objectives(Cos). This has helped to ensure that all different facets of development receive their due attention.
2. Administrative Process : Verification and authentication are the underpinning principles for a robust administration process. Antecedent checks and cross references are extensively used to provide this authenticity. The processes involved are, among others ,:

1. Providing Bonafide certificates
2. Providing Transfer Certificates
3. Preparing Examination forms
4. Streamlining admission processes.

In order to execute the above the Student Handbook Book and the Administrative Manual has been designed and reviewed.

1. Infrastructure: Licenced software from Microsoft on windows 8 was installed.

1. Research :

1. A Faculty Development Program on research methodology was organised by the institute.
2. A program on Structuring Research Papers For Premium Publications was also organised by the institute.
3. The Institute has started using Turnitin Software to prevent plagiarism.

1. Collaborations: We have evaluated the benefits of collaborations and have rapidly entered into collaborations with relevant organization with a view to create a win-win for both parties.

1. Educational Institutes : We have signed MOUs with 4 institutes to create opportunities of mutual interest. Of the four, one is with a foreign university college(Lincoln University College , Malaysia).
2. Professional Organizations : Two collaborations have been entered into for value addition to our stakeholders which include certification courses.
3. Industry : We have also collaborated with one corporate (Brembo Brake India Pvt. Ltd). We see great merit in it as it will help us get access to evolved individual to share experiences with students

, help in internships and placements and a variety of other initiatives that can help bridge the academic-industry gap.

There are other initiative in the pipeline pertaining to some of the above mentioned areas. They include installation of a roof-top solar system. This proposal is forwarded under the Planning & Development head by Savitribai Phule Pune University for Neville Wadia Institute of Management Studies and Research.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 1

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:
 1. Safety and Security
 2. Counselling
 3. Common Room

Response:

Equal opportunity is given to both male & female faculties to attend / conduct events, FDPs, apply for research grants etc. Guest lectures are conducted for the students and faculty members on issues concerning safety and security of women, gender equality and sexual harassment. **a) Safety and Security:** Security guards are available 24X7 on the campus. Cameras are installed throughout the campus for safety and security of all the stakeholders. The management has constituted various committees to empower and safe guard the rights of female faculty staff and students of the Institution. The institute works to promote gender sensitivity in the institute. The institute also addresses similar kind of issues on occasions like Women's day and Constitution day. Statutory Committee is formed as per Clause 1 of section 23 of the AICTE Act, 1987 (52 of 1987) AICTE. The Committee formed ensures transparency in admissions, prevent unfair practices, address to the complaints of discrimination towards staff/ students belonging to Scheduled Caste, Scheduled Tribe, OBC, Minority or Disabled Categories. The committee which receives the grievance scrutinizes and conduct proper enquiry before taking any necessary action. The director conducts meetings to address emergency problems. No sexual harassment complaint has been recorded so far. **b) Mentor – Mentee** concept is in practice where each faculty gets some 8 to 9 students from each batch. It provides a platform for interactions and compatibility among the teachers and the

students. The faculty interacts with each of the mentee allotted to them and try to address their problems, if any. **c) Common Room:** The Institution has a separate room to take rest with required facilities. For any medical assistance the doctors from the clinic in the campus is readily available.

7.1.3 Alternate Energy initiatives such as:

> 1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 21458

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)
Any additional information	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 8.33

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 875

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 10500

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste: Dustbins are kept in all the rooms for proper disposal of wastes. The waste is collected on a daily basis and packed in the garbage disposal bags and disposed using the garbage collection trolleys in municipal bins and later collected by the municipal garbage truck. Proper instructions and guidelines are provided to the staff handling waste disposal. A Vermicomposting facility is available at campus. Adar Poonawalla has taken the initiative of installing dry and wet dustbins throughout the Wadia campus. Garbage trucks are also provided to carry the disposed wet & dry waste by Adar Poonawalla.

To tackle soiled napkin disposal issues the institute has installed a Sanitary Napkin Incinerator machine in the girls' washroom. Proper guidelines and training is provided on the usage of the Incinerator machine.

Liquid waste: Liquid waste generated from the toilets is let out into a proper drainage line.

E-Waste: As a policy the old computers and electronic wastes are given in buy-back to the vendors. Computers are repaired if possible else given to the vendor in buy-back.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting technology is used in our campus to collect and store rain water for later use from relatively clean catchment. It helps in the availability of portable water, as rainwater is to a large extend free of salinity and other salts. With enough space available in the campus. The institute in association with parent institute and sister institutions has successfully implemented rain water harvesting project at various locations. Rainwater harvesting structures are installed near the engineering building, opposite the hostel and in the corner of the play ground. The main purpose of rainwater harvesting is to recharge the groundwater.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**

- Paperless office
- **Green landscaping with trees and plants**

Response:

Bicycle and public transport: A few staff members make use of bicycle and public transport.

Green landscaping with trees and plants: The society/ management in association with its entire sister institutions have conducted various tree plantation campaign in the campus. The institute is surrounded with trees and plants. The institute has total 30 trees of various types such as mango tree, Eucalyptus tree (Nilgiri), Golmohar, ashoka, Rain Tree, Shirish, GliricidiaSepium, Table palm and papaya tree. The campus houses a botanical garden well maintained by Nowrosjee Wadia College. A gardener is specially appointed to take care of the plants and trees at the institute. The campus has clean pedestrian friendly roads for movement.

File Description	Document
Any additional information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)
Any additional information	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities

5.Rest Rooms

6.Scribes for examination

7.Special skill development for differently abled students

8.Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)
Any additional information	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
Details of initiatives taken to engage with local community during the last five years	[View Document]
Any additional information	[View Document]

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document]

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document]

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document]
Any additional information	[View Document]

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

File Description	Document
Any additional information	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 7

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)
Any additional information	[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institute organizes national festivals like the Independence Day and Republic Day every year. The Director or the guest hoists the flag at the institute premise. The bigger function is conducted by our sister colleges as they have bigger number of students and NCC cadets for March Past/ Parade. In 2013, Painting & Collage Competition was conducted on 21/1/2013 on the theme "India 2020 and Save Environment". These paintings and collage were displayed on republic day on 26th Jan. 2013.

Birth anniversaries of Mahatma Jyotirao Phule on 11th April and of Dr. Babasaheb Ambedkar on 14th April is celebrated with lots of zeal and enthusiasm together with all the colleges and modern education society on the campus. It is a four days program with events like reading, rally and lectures by eminent personalities. This event is held in collaboration with Modern Education Society and sister colleges since 2013.

On the occassion of birth anniversary of Dr. S. R. Raganathan Library Day was celebrated on 12th August 2016 and 12th August 2017.

Students celebrate Teachers' Day every year on 5th September on the occassion of birth anniversary of Dr. Sarvepalli Radhakrishnan.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Financial Transparency: Accountant along with the director's consultation prepares a financial budget. It is presented in the standing committee for further discussion. After detail clarifications and corrections if any, the budget is sanctioned. Tally software is used to maintain all the financial records and transactions. The parent body have appointed internal and external auditors. Internal financial audit is conducted every quarter while a Statutory Financial audit is conducted every year and audit reports are submitted with recommendations and grievances if any. This audit report is discussed in the Standing Committee Meeting. The program fees are collected through DD only. Purchase of any major item is carried out as per the guidelines set in administrative handbook. The director and the purchase committee take the final call on the purchases after further bargaining with the vendor. This all ensures financial transparency in the institute.

Academic Transparency: The faculty members make an academic calendar which helps in planning the academics and other activities. Induction program is conducted at the beginning of the academic year to address the students on all the areas like Syllabus, Concurrent Evaluation, Online and External Examination, Academic Events, Student Council, IQAC details, Research Activities (Avishkar, initiative by SPPU) and discipline (Attendance and anti-ragging act). The subjects are distributed well in advance so that the faculties can design their session & lesson plans. The faculty also plan their concurrent evaluation and the students are made aware about it. Internal examination is conducted as a part of concurrent. The marks obtained are displayed on the notice board. The corrected answer sheets are made readily available to the students in case they want to review it. Options like additional assignment, presentation, interview, open book test etc. are used in case the student fails to clear the internal / concurrent evaluation. At the end of the semester students' feedback is taken for each subject and the director discusses the feedback with the faculty on individual basis.

Administrative Transparency: The administrative transparency is maintained during all the administrative processes like taking admission, filling examination forms, filling scholarship form. Admission to MBA program is carried out through DTE CAP rounds. If any seats remain vacant the institute invite applications for these seats and admit the students as per the merit through counselling round. Anti-ragging undertaking form is duly filled and collected from the admitted students. All methods/ rules are followed as per the administrative handbook. Biometric machine & attendance master is used for staff attendance. Leave records and service books are kept up to date.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1.Title: International Conference

2.Objectives:a)Provide a platform for researchers and academics to share research/ ideas.b)Opportunities for academics/ researchers to receive in-depth feedback through interaction/ discussions.c)To foster and promote research attitude.

3. The Context: Academics in management studies faced lots of issues in getting their research work reviewed by experts and having fruitful discussions with professionals from other countries and institutions.The knowledge sharing between research scholars across the globe was the need of the hour.

4.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 and published in the journal having ISSN2230-9667. The students get opportunities to horn and exhibit managerial Skills.Researchers present their research work,questions are asked on the research paper presented and suggestions are given by the experts.

5.Evidence of Success: The conference is held every year since 2011.The number of foreign delegates participating is increasing every year.The research papers received and published after peer-review.The association and collaboration of institutions from other countries.

6.Problems Encountered and Resources Required: It is a great challenge zeroing in, on the chief guest,guest of honours,experts and scholars from various parts of the country as well as from other countries.

1.Title: Alumni Meet–MILAP

2.Objectives: a)To promote and foster a dynamic relationship among the students, alumni and the institute.b)To appreciate the performance of the alumni.c)To award the best management boy/girl from the current pass out batch.d)Create a common platform.e)To get internships and placement.

3.The Context: Providing employment and internships to the students from different fields of specialization was a major concern.Students approach the industry for internship which is a part of their syllabus.Approaching the industry through a proper reference help in getting the internship.It also gave institute a chance to foster a dynamic relationship with its alumni.

4.The Practice: Every year Alumni Meet–MILAP is organized.Alumni are invited. Alumni register through http://nevillewadia.com/alumni-register/.Two guest speakers from the esteem alumni are invited.Best Management Boy,Girl,Class Toppers and University Rankers are awarded.Alumni panels are formed for discussion.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: The event has run successful since more than 10 years now. Students are made aware of the current economic scenario.The placement cell gets contact details for internship and placement.The awardees feel proud and motivated to perform better.

6.Problems Encountered and Resources Required: The major problem encountered is getting the alumni on 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.

File Description	Document
Any additional information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

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 GIS (Group Insurance Scheme) for its staff members.

5. CONCLUSION

Additional Information :

1. We have a rich historical profile as the Wadia group of Institutes is a result of Philanthropy. In a bid to participate in Nation Building the premise has been donated by the illustrious   Wadia family. While the land was donated, donations were also given for constructing Institutes within the campus for different disciplines. Such selfless initiatives are unique and exemplify patriotism, citizenship and magnanimity of purpose.

2. This carves out a clear differentiation setting the Wadia brand apart from the crowd since 1932, the year of its inception. The Modern Education Society (MES) has under its aegis several institutions. In a uniquely democratic model, MES consists of staff, faculty and institutes heads, all from the education filed. MES is allowed to function independently without the interference of the founder family. Having said this, they have an eye to ensure that the highest standards of governance are maintained.Therefore, MES is a different and a unique role model in Pune in particular and in India in general.

Concluding Remarks :

The document of NAAC namely SSR is a holistic self-appraisal andself- accountingexercise designed to create a uniform national standard of quality acrosshigher education institutions.It is extremely satisfying to realise that our vision is in congruencewithyours and it is fulfilling to be a small contributor to your larger goal.

In the process we as aninstitutionhavebecome conscious and aware of the systems and processes which lead to the desired objectives of high quality standards and value to stakeholders.While the staff's sense of belonging for the institute has been our hallmark leading to an impressive track record on retention of talent, the eye for details and the appreciation for standard procedures, is now more visible than ever before.Thus we express our gratitude tothe NAAC authoritiesfor creating such a holistic framework . We wholeheartedly participate in your endeavour to secularlyupgradethe quality of education in India.