Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**TIRPUDE INSTITUTE OF MANAGEMENT EDUCATION**
Name of the head of the Institution	**Lalit Khullar**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0712-2521394**
Mobile no.	**9822465197**
Registered Email	**dean@tirpude.edu.in**
Alternate Email	**l.khullar@tirpude.edu.in**
Address	**1, Balasaheb Tirpude Marg, Civil Lines, Sadar**
City/Town	**Nagpur**
State/UT	**Maharashtra**
Pincode	**440001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr. Sanjay Kavishwar**
Phone no/Alternate Phone no.	**071222521871**
Mobile no.	**9822465197**
Registered Email	**dean@tirpude.edu.in**
Alternate Email	**s.kavishwar@tirpude.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.tirpude.edu.in/aqar-2018-19/

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.tirpude.edu.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.94**	**2018**	**26-Aug-2018**	**25-Sep-2023**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**06-Mar-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Workshop on Outcome based Education for faculty	19-Jan-2019 3	21
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Curriculum enhancement Restructuring curriculum with focus on outcome based learning Adding value added courses like MS Excel, Tally for curriculum enrichment 2. Faculty Development Encouraging faculty members to develop and take up new subjects in the subsequent academic sessions. Providing opportunities for academic training in areas of specialization in other renowned institutions. Encouraging faculty members to enroll in online education portals like NPTEL, SWAYAM and MOOCS Preparing structured study material for all subjects 3. Development of Nonteaching staff Providing functional training to non teaching staff in Office Automation software like MS Excel Providing behavioral training to non teaching staff 4. Infrastructure development Office Automation equipments – 5 no. all in one printers for faculties and 3 desktop machines Networking equipment like routers were upgraded for higher bandwidth and speed Additional furniture for Classrooms for accommodating more number of students Cooling equipments like coolers for office and staff rooms

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

Plan of Action	Achivements/Outcomes
Infrastructure development by upgrading communication systems, office automation and IT lab facilities like machine up-gradation and machine additions.	Bandwidth speed increased and office work improved
Administration responsibilities assigned to faculties for developing their leadership and organizational skills	Asst coordinators for each program were assigned to few faculties
Academic development of faculties through FDP's in institutes of repute	Four faculties were sent for FDP program on case writing in IIM Kolkatta
Encouraging online platform based learning for students and faculties	Faculties and students enrolled for courses in online platform like SWAYAM and NPTEL
Involvement of faculties in University committees for Outcome Based curriculum development	Faculties appointed in University committees for curriculum development
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	06-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2019**

Date of Submission	**10-Jan-2019**

17. Does the Institution have Management Information System ?	**No**

<div align="center">Part B</div>

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

words

The Institute has a well designed and documented process to ensure learner centric delivery of curriculum. Academic Calendar The academic calendar is prepared by a Committee comprising Director, Dean-Academics and all Program Coordinators in the month of April. A well thought academic calendar deals with the number of working days (and actual dates) in a session planned for classroom teaching, activities, events and other co-curricular and extra-curricular activities assigning faculty in-charge for every activity and event. The academic calendar is also uploaded on the website to facilitate all the stakeholders to have beforehand information about academic conduct during the session. Subject Allotment Director, Dean – Academics and Programme Coordinators, after due consultation with the faculty members finalise the subject allotment for a particular session. The subject allotment is communicated to faculty members at least 6 weeks before commencement of the academic session to facilitate the teacher to prepare her/his lesson plan and design appropriate activities to ensure effective delivery of curriculum. The highlights of the guiding principles of subject allotment can be mentioned as: • Teachers are encouraged to take up new subjects on regular basis to have an exposure to the entire curriculum. • The total work load of every teacher (not contrasting with the prescribed norms) is ensured to be balanced with classroom teaching, outdoor activities and event related tasks. • Majority teachers are given opportunities to teach UG as well as PG programme to facilitate students to connect with all teachers in the Institute. Teaching Plan Teaching plan is designed on the basis of course outcomes. Every teacher is provided with the predesigned template to prepare her/his teaching plan and asked to submit the same to the Program Coordinator before commencement of the session. The highlights of the contents of Teaching Plan can be mentioned as: • Course Objectives and Course Outcomes • Logical sequencing of various topics covered in the curriculum • Duration (in Hrs) required to complete each topic/chapter and the total curriculum • Pedagogical tool to be used for delivery, such as classroom discussion and presentation, classroom activity, exercises, case study, simulation exercises, etc. • Assessment methods to be used such as quiz, presentation assignments, case analysis, written assignments, unit tests, etc. • Reading material to be suggested to students to ensure effective delivery Use of ICT With the advent of information and communication technology, the Institute has started to use ICT extensively to enrich the learning experience and ensure effective curriculum delivery. Feedback The Institute has a well structured feedback policy as a result of IQAC initiative. Feedback is obtained from the students on regular basis with regard to content, methodology and assessment tools. The feedback of every teacher is shared on one-to-one basis and the suggestions are made, if needed.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
[View File]()		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personality Enhancement Program	01/08/2018	450
Tirpudes Industry Readiness Exercise for PG students	23/08/2018	153
Tirpudes Industry readiness Exercise for UG students	18/12/2018	81
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Marketing	201
MBA	Finance	95
MBA	Human Resources	67
MBA	Operations	4
BBA	Marketing	100
BBA	Finance	49
BBA	Human Resources	32
BCom	Computer Applications	95
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback from each stakeholder is very important in order to understand if the course of action adopted is correct. Also, each stakeholder is unique at their

position and contributes differently towards development of the institution through its students. To serve this purpose, the institute has clearly defined norms, standards, systems and procedures to obtain structured feedback from all its stakeholders. A feedback policy is in place to ensure a transparent and structured mechanism for obtaining the feedback and also in analysing the feedback received. The feedback and its analysis is recorded and based on this, desired corrections are made to the expressed concerns. Stakeholders: Following are the stakeholders of Tirpude Institute of Management Education: • Students of the current batch • Parents of students of the current batch • Management of the institute • Members of the Local society • Employees of the institute • Alumni of the institute • Members from the industry The mode of collecting feedback from various stakeholders is flexible enough to suit them. Feedback forms are available in both, physical and electronic forms. The feedback form designed is simple and easy to record information upon. It is ensured that the information solicited from stakeholders conforms to the vision and mission of the institute and is also transparent. The feedback is taken at different time periods for different stakeholders at end of semester, at midsemester, during alumni meets and during interactions for placements. Feedback is taken for at least 10 of the stakeholders, except in case of employees where it is 100. Once feedback from stakeholders is obtained (online or offline), it is analysed by the designated authorities of the institute. A 'Feedback Analysis Report' is prepared within 15 days of receipt of information and key observations and specific suggestions of various stakeholders are noted. Based on the suggestions from different stakeholders, inferences are drawn and implemented for the development of students and institution as a whole. Appropriate actions for improvement are initiated and noted. The actions taken on the basis of feedback received from stakeholders prove to be of extreme importance in terms of meeting certain expectations of the stakeholders on quality improvement. 'Feedback Analysis Report' 'Action Taken Report' are presented in the meeting of the 'College Development Committee' of the institute, by the Director and Dean of the institute. These reports are also made available to all the stakeholders by putting them up on the institute's official website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Marketing, Finance, Human Resources, Operations, Service Sector	360	481	351
BBA	Marketing, Finance, Human Resources	792	1315	672
BCom	Computer Applications	432	524	315
		View File		

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2018	987	351	21	8	29

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
29	29	3	21	1	4
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

2.3.2 MentorMentee Policy The Institute has a very effective system of student support and mentoring, which is effectively implemented, thanks to its precise and transparent methods of identifying students who are in need of mentorship to overcome their weak areas. At the institute, the slow learners and advance learners are identified through Tirpude's Management Aptitude Test (TMAT) and Tirpude's Subject Aptitude Test (TSAT) process. Scores of TMAT and TSAT are assessed to categorize students into slow learners and advance learners. The mentorship programme majorly focuses on slow learners, however the advance learners are also provided with the needed support from time to time. The faculty members who have been designated as Mentors offer guidance to the students from time to time with the curriculum, monitor their progress, provide academic and emotional support, help them make appropriate choices for optional and addon courses, and prepare them for campus interviews. Remedial classes are conducted for slow learners. The students are also encouraged and facilitated to participate in cocurricular and extracurricular activities. The Institute ensures the mentoring of students from the time of their admission till the completion of their programme. The relationship between a mentor and mentee is the most influential relationship in the student's career. Every possible effort is made to make students feel that mentors as role models, consultants, problem solvers, and supporters' more than mere advisors or teachers. As far as advance learners are concerned the faculty designated as Mentors provide timely and constructive feedback, career guidance, professional contacts, and sources of information about higher studies, research grants and fellowship and job opportunities, and letters of recommendation throughout their professional career. Institute's mentor touches nearly every aspect of students' life. The desire to be mentored by particular faculty attracts prospective students. Once here, the mentoring relationship often blossoms from those initial oneonone interactions to broader mentoring networks and passionate engagement with the discipline and field. Even at times the mentors play a very crucial role about the decision making of the mentees regarding the selection of their specialization area to choose if they are equally good in more than one sports discipline. Mentors provide a home away from home feeling among the students by showing a remarkable love and affection.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1338	29	1:46

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	29	6	1	8

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

Year of Award	Name of full time teachers	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
Nill	NA	Nill	NA

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA I	Semester I	31/10/2018	12/11/2018
MBA	MBA II	Semester II	30/03/2019	16/04/2019
MBA	MBA III	Semester III	31/10/2018	12/11/2018
MBA	MBA IV	Semester IV	30/03/2019	16/04/2019
BBA	BBA I	Semester I	06/10/2018	23/10/2018
BBA	BBA II	Semester II	12/03/2019	27/03/2019
BBA	BBA III	Semester III	11/10/2018	24/10/2018
BBA	BBA IV	Semester IV	12/03/2019	27/03/2019
BBA	BBA V	Semester V	06/10/2018	23/10/2018
BBA	BBA VI	Semester VI	12/03/2019	27/03/2019
BCom	BCCA I	Semester I	06/10/2018	23/10/2018
BCom	BCCA II	Semester II	12/03/2019	27/03/2019
BCom	BCCA III	Semester III	11/10/2018	23/10/2018
BCom	BCCA IV	Semester IV	12/03/2019	22/03/2019
BCom	BCCA V	Semester V	06/10/2018	23/10/2018
BCom	BCCA VI	Semester VI	12/03/2019	27/03/2019

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

Being an affiliated college of the University, the institute has External and Internal Evaluation system with a weight ratio of 80:20. The University has 80 control whereas the Institute has a weightage of 20 out of 100 marks per course. The Institute has been following a standard norm prescribed by the affiliating university. However, the IQAC of institute has emphasized the necessity for modification in the existing system of internal evaluation. It was observed that few students hesitate to participate in cocurricular and extracurricular activities and some are not enthusiastic in classroom learning. But with a view for holistic development of students especially in MBA programme, the institute has come up its novel procedure for internal evaluation of students as mandated by IQAC. This new method of internal evaluation is termed as CBAT (Credit Based Assessment at Tirpude) requires student to earn certain number of credits based on their classroom attendance, participation in cocurricular and extracurricular activities, and participation as members of organizing committees of events etc. Such credits earned by the students are then converted in internal marks out of 20. Internal Evaluation policy based on CBAT for MBA students was reviewed and it was observed that

this method ensured holistic development of students as they have to mandatorily remain active in all areas and they become more confident for future challenges. The institute has now implemented the same internal evaluation policy in its UG programmes as well as a part of continuous internal evaluation improvements.

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

The Institution adheres to the academic calendar for the conduct of CIE The Institute prepares an academic calendar at the beginning of every academic session for all the courses. The academic calendar mentions all the classes to be conducted during the entire year for all the programs. It also mentions the activities and events that are planned for the year along with faculty resource allocation alongwith dates for internal examinations for different programs. The calendar also mentions the holidays, vacation in line with the university academic calendar. To enable flexibility, it does not mention the dates of tutorial classes, extra classes, guest lectures, workshops etc. as they are planned and executed as per the convenience and availability of students and faculty resources. Since all the academic sessions, events, activities are planned well in advance, the continuous evaluation and assessment is done accordingly. The Institute strongly adheres to the academic calendar. However, the declaration of University examination dates is a limiting factor which at times calls for some alterations in the calendar. In case, any alteration is required to be made in the academic calendar, especially where the change is occurring in any activity which is related to internal assessment or event dates are changed, the same is communicated instantaneously to all students. If anything is missed out, it is rescheduled to a later date in the same academic year and the students are informed through the Institute's website and also through social media.

2.6 – Student Performance and Learning Outcomes

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

https://www.tirpude.edu.in/wp-content/uploads/2023/03/Course-outcomes-for-all-Programmes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	Marketing, Finance, Human Resources, Operations	189	169	89
BBA	BBA	Marketing, Finance, Human Resources	179	169	94
BCCA	BCom	Computer Applications	96	77	80
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2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	180	Thane Rural Police	4.87	4.87

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Copyright: Legal Aspects and Applications	Management	18/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Management	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	2	0

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

Department	Number of Publication
Management	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2018	0	NA	0
NA	NA	NA	2019	0	NA	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
CURRENCY RISK MANAGEMENT AND TOOLS USED IN MANAGING CURRENCY RISK IN SELECTED INDIAN COMPANIES	Dr.Sanjay Kavishwar	International Journal of Research and Analytical Reviews	2019	1	1	Tirpude Institute of Management Education
A STUDY ON ACCEPTANCE OF KM INITIATIVES UNDERTAKEN BY SERVICE INDUSTRIES OF NAGPUR CITY	Dr. Sanjay Kavishwar	ASIAN ACADEMIC RESEARCH JOURNAL OF MULTIDISCIPLINARY	2018	1	1	Tirpude Institute of Management Education
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	4	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
Tree Plantation	NSS	4	85
Seminar on Human Rights Awareness	NSS	5	72
Blood Donation	TIME	7	40
Pulse Donation	TIME	8	125
[View File](#)			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
[View File](#)			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swach Bharat	Shree Convent and High School	Awareness on Health, Hygine and Personal care	1	12
Swach Bharat	SNTHRC (Smt. Nimbunabai Tirpude Hospital and Research Centre)	Seminar on Health Care in Slum Area	2	20
AIDS Awareness	Living Hope Center	Awareness on AIDS Prevention	2	5
PMMY	Living Hope Center	Awareness on MUDRA loan Scheme	2	10
Swach Bharat	CFSD (Centre for Sustainable Development)	Awareness on Health, Hygine and Personal care	2	8
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	0	NA	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MOU	SIP	Phronesis	01/07/2018	30/06/2019	1

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Frankfurt University of Applied Sciences	08/03/2019	Student Exchange Meet	31

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
13.04	7.62

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Campus Area	Existing
Others	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Lib Man Software	Fully	11	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text	20862	5256021	379	89809	21241	5345830

Books						
Reference Books	559	137160	15	3554	574	140714
Digital Database	1	251703	1	13570	2	265273

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	222	4	4	4	5	18	4	140	0
Added	3	0	0	0	0	0	0	40	0
Total	225	4	4	4	5	18	4	180	0

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

180 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
4.39	4.89	10.28	8.39

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

> To ensure maximum benefits to its stakeholders, the institute provides various physical, academic and support service facilities to its stakeholders. These facilities cover Buildings (classrooms, seminar halls, library, laboratory, and washrooms), sports equipments, recreational facilities, auditorium, computers, internet network, etc. A well implemented policy for maintenance and utilization of these facilities is in place to ensure

uninterrupted and smooth functioning of these services and facilities. The policy assures optimum utilization and proper maintenance with a standard required specially for physical, academic and support service facilities of the institute to accomplish the high degree of excellence in providing quality education. Maintenance of Physical have separate provision of budget. In case of any discrepancy in its maintenance, the service provider of the respective equipments is contacted to ensure the functioning of facility at the earliest. The maintenance related issues are discussed during the weekly meeting. The support and facilities provided to students include laboratory, library, sports complex, computers, classrooms etc. They are regularly checked by the officials so that students can use the facilities smoothly. The students have to contact the sports faculty for practising sports within the college premises. If students need any sports related equipment, then they have to take prior permission from the sports incharge for it. The students are informed about any inter university competitions, so that they can participate and represent college. The sports faculty is in charge of keeping records of the same. The classroom facilities of computer, LCD, projector, smart boards, AV system, etc. are maintained by the IT administrator. He keeps a check and takes action of any problem which occurs in the system. He coordinates with the suppliers for AMC and for any major problem which occurs. Library is accessed by all the teachers, students, research scholars. The library is physically checked and seen that the books are kept in the slot well. The students are issued and they return the books through the LIB MAN software. Proper records are maintained regarding the library visits by the students and teachers. Proper maintenance of the library is on top most priority hence pest control is carried out to preserve the learning resource. The librarian takes the stock check and maintains the status of books. The students are given access to the library and reading room. Fine is imposed on students those who either delay in returning the books, misplace forget to return the books. The computer lab is accessed by the students and teachers. Proper documentation is maintained regarding the access of the lab. Students are not allowed to access the social networking sites while using college computers. Students have to inform the Lab incharge if they want to use the computer lab facilities. The students, teachers and staff members of the institute get the access to WiFi facility.

https://www.tirpude.edu.in/policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	None	0	0
Financial Support from Other Sources			
a) National	GOI Scholarship schemes	226	11654760
b)International	None	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Guidance for competitive examination	18/12/2018	81	HR Mentors
Career Counselling	07/09/2018	350	Internal Faculty, Alumni
Soft Skill Training	06/08/2018	1100	Finesse Academy Swaima Ahmad, Internal Faculties
Remedial Coaching	11/02/2019	50	Internal faculties
Language Lab	13/08/2018	90	Internal Faculty, Visiting faculty Harmeet Lamba
Yoga and Meditation	18/09/2018	380	Janardhan Swami Yogyasi Mandal
Personal Counselling	10/12/2018	400	Indian Psychiatric Society, Anushka Karira, Internal Faculty
[View File](#)			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Campus Recruitment Training	631	631	0	105
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
33	306	96	9	9	9
[View File](#)					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	93	BBA, BCCA	Management	TIME,DAIMSR,PDIMTR,Symbiosis,Raisoni,IMT,,RKNEC,NMIMS etc.	MBA, PGDM

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

Items	Number of students selected/ qualifying
CAT	91
TOFEL	5

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

Activity	Level	Number of Participants
Adventure activities at CRPF	UG	240
Football Championship	UG	128
Haunted house	UG	240
Fashion Show	UG	180
Group Dance	UG	170
Treasure Hunt	UG	240
Ye Kaha Aa Gaye hum competition	PG	150
Sand Art, Human tic,tac,toe, wave run activity	PG	150
Snake communication	PG	150
Board games	PG	150
Human relay, beach frisbee	PG	150
Pool relay	PG	150
Tug of war	UG	170
Wacky product promotion	UG	180
Masterchef	UG	220
Brando meter	UG	200
Signature step competition	UG and PG	480
Art attack	UG and PG	350
Macaroni Jewelery making	UG and PG	250

Mime a dance	UG and PG	170
Fashion Show	UG and PG	240
Hurdle race	UG and PG	180
Rider Mania	UG and PG	160
PUBG	UG and PG	115
Aim the hoop	UG and PG	105
Bluff Master activity	PG	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	Nill	Nill	Nill	Nill	NA
2019	NA	Nill	Nill	Nill	Nill	NA
View File						

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

As per RashtraSant Tukdoji Maharaj Nagpur University Direction No. 39 of 2017 a student council should be formed and made functional in every institute affiliated to the University. Purpose: The purpose of student council is to encourage active participation of students every year in different activities organized in the institute. The committee is responsible for planning, organizing and implementing various social, educational, environmental, sports and cultural events in the institute. Functions of Student Council: 1. Supervise and coordinate various cocurricular activities of the students like dance, music, debate, dramatics etc. 2. Recommend to the principal, dean the allocations to be made for all the activities with financial estimates. 3. Allocate funds for different cocurricular activities. 4. Submit annual report about the activities conducted during the academic year. 5. To make recommendations regarding any matter affecting the corporate life and welfare of students in general. 6. To make recommendations for settling grievances of students. 7. To make recommendations regarding facilities like library, laboratory, students common room, auditorium etc. A committee of student council for the academic session 201819 was formed as per the directions of the Director, Students Welfare Department, RashtraSant Tukdoji Maharaj Nagpur University, Nagpur on 11th August 2018 (Saturday). 1. Harmeet Kaur M.B.A. SemIII, President 2. Nehal Sontakke M.B.A. SemI, Treasurer 3. Kanchan Vidhani B.B.A. SemV, Secretary 4. Soniya Shahu BCCASemV , Member 5. Shine Thomas BCCA Sem III ,Sports Incharge (Nominated by Principal form Sports Category) 6. Yash Nagle B.B.A. SemIII , Member (Nominated by Principal, From Cultural Category) 7. Anmol Pathak BCCA Sem V,Member (Nominated by Principal, From NSS Category) 8. FatimaNeemuchwala BBA SemIII , Member 9. Yash Kothari BCCA SemIII , Member 10. Mahak Bhojwani B.B.A. SemI, Member 11. Anmol Gill BCCA SemI ,Member 12. Nikita Sontakke M.B.A. SemI, Member (Nominated by Principal, From SC Category) 13. Sweta Kumare BCCA SemIII, Member (Nominated by Principal, From ST Category) And Dr. Vilas Hajare Nominated Faculty Incharge Principal, Dr. Lalit Khullar Major Activities: 1. To celebrate National days like Independence Day, Republic Day . 1. To organize Sports , Social and Cultural Activities under TPL. 2. Celebration of birth anniversary of Mahatma Gandhi on 2nd October 2018. 3. A

meeting was organized in the month of September 2018 for planning the Mega youth festival Crescendo in January February 2018. 4. A meeting was organized in August first week to plan TPL events for the year. 5. Celebration of birth anniversary of Mahatma Gandhi on 2nd October 2018. 6. Indian Constitution Day celebrated on 28th November 2018 under College NSS unit. 7. Mega Intercollegiate Youth festival held from 31st January 2018 to 3rd February 2018, Various affiliated Colleges of Nagpur University participated in various events. Student Council members actively took part in organizing this event. 8. National days like Independence Day, Republic Day were celebrated coordinated by Student Council. 9. International Women's day celebrated at College on 08/03/2018.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Date of registration: 16th Dec, 2019 The Alumni association is registered under the name Tirpude's Reign of Youth. The aim and objective of the society is to provide a vibrant forum that promotes interaction and networking among alumni of the institute. The association tries to help the alumni achieve their professional goals. Membership: The persons who are alumni of Tirpude Institute of Management Education and are ready to abide by the rules and regulations of the institution may make an application to the governing body through the chief patron. The composition of governing body consists of 7 members' namely Chief patron, president, vice president, secretary, treasurer and members. The election of the governing body shall be held every five years in general body meeting by secret ballot paper. Only life members and founder members shall have right to contest the election. Governing body: Lalit Khullar : Chief patron Nandan Gajendragadkar : President Anand Kabra : Vice – President Nitin Thuteja : Secretary Rhan Job : Treasurer Sanjay Kavishwar : Executive member Sridevi Jaiswal : Executive Member The alumni association provides opportunities for past students and staff to meet and keep in touch with each other and the institute. Every year 14th August a grand alumnimeet is planned to facilitate the same. The alumnimeet every year was graced by more than 200 alumni and their family members from various parts of the country. This facilitates the association of the alumni with the Alma Mater and promotes interaction and networking among alumni of the institute. Alumni of the institute are holding positions of responsibility in various organizations and many of them are entrepreneurs providing job to others. The institute recognizes their remarkable achievements by felicitating them. The network of these alumni holding key positions in various organizations is one of the biggest source of placements to the institute. The association with the help of these alumni gets the current students placed and try to help alumni in getting better job opportunities. The alumni association is a pool of rich experience and knowledge. The association provides a platform for the alumni to share their experience and knowledge by organizing lectures and workshops. This facilitates alumni interaction with current students, and possibility of giving back to the institute. The association helps the current students in the area of training, placement and career counseling. This contributes to the institute's vision of being recognized among one of the leading institutions in academics, research and innovation.

5.4.2 – No. of enrolled Alumni:

5823

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

85500

5.4.4 – Meetings/activities organized by Alumni Association :

Minutes of Meeting – 26th May 2018 – Saturday 10:30 PM Members present: Dr. Lalit Khullar, Dr. Sanjay Kavishwar, Dr. Praveen Mustoor, Dr. Sridevi Jaiswal Mr. Rohan Job, Mr. Anand kabra, Mr. Rishi Vij, Mr. Sachin Suryawanshi, Mr. Nandan Gajendragadkar, Mr. Avi Agrawal A meeting was convened under the chairperson Dr. Lalit Khullar. The following points were discussed in the meeting: The minutes of the last meeting held on 19th Aug, 2017 were read and approved by all the members present. Prof. Rohan Job asked the members present to share their ideas regarding venue of Alumni meet 2018.After discussion it was decided that this year's Alumni meet will be held in at the College campus itself. The theme will be – Karaoke Night, as suggested by Dr. Sridevi Jaiswal. Dr. Sanjay Kavishwar requested all the office bearers to invite all of their batch mates personally for the Alumni meet. Dr. Praveen Mustoor requested the alumni present for the meeting, to share job opportunities for the current students. Mr. Avi Agrawal proposed that there should be a batchwise reunion. Other alumni present agreed for the same. Minutes compiled by: Sridevi Jaiswal Minutes of Meeting – 24th Nov 2018 – Saturday 11:00 AM Members present: Dr. Lalit Khullar, Dr. Sanjay Kavishwar, Dr. Praveen Mustoor, Dr. Sridevi Jaiswal Mr. Rohan Job, Mr. Aniket Gupta, Mr. Nitin Juneja, Mr. KaramjyotSingh Alang, Mr. Anand kabra, Mr. Rishi Vij, Mr. Sachin Suryawanshi, Mr. Nandan Gajendragadkar, A meeting was convened under the chairperson Dr. Lalit Khullar. The following points were discussed in the meeting: The minutes of the last meeting held on 26th May, 2018 were read and approved by all the members present. Dr. Lalit Khullar informed all the members present that some ideas have been shortlisted for Crescendo theme for the upcoming edition. He requested alumni to give their suggestion as well for theme of Crescendo and ideas to improvise the events. Dr. Sanjay Kavishwar invited the Alumni to come with family and friends to witness the Crescendo event. Dr. Praveen Mustoor requested the alumni present for the meeting, to share job opportunities for the current students. He also informed that Shekar from care containers came to college for a closed campus drive. Porf Rohan Job requested the Alumni present to utilize their corporate network to explore the opportunities for Summer Internship program in Nagpur city. Minutes compiled by: Sridevi Jaiswal ALUMNI MEET REPORT 2018 14th August over the years has become synonym for Alumni Meet at TIME. Like every year this time to the alumni meet was held on 14/08.2018 in college premises from 6pm onwards. This year the theme of the annual Alumni meet was 'Karaoke Night'. In the 'Karaoke Night' a number of Alumni and faculty members participated. Their performance was thoroughly enjoyed by the crowd. There were different fun game stalls where many of the alumni had played

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The concept of decentralization and participative management has become important in the quest to improve effectiveness of the organization and the development of students. There is a continuation of strong interest in practicing decentralization and participative management at the institution. With this in mind, TIME has implemented the belowmentioned practices of decentralization and participative management: 1. Tirpude's Premier League (TPL): This is an innovative platform for getting the faculty members involved with students, at a deeper level. TPL comprises of group based, yearlong team competitions. Through TPL, the faculty and students work together, discuss issues, take decisions, solve problems and the students also get an opportunity to exhibit their talents, develop leadership and other skills. Various sports, cultural, cocurricular as well as extracurricular activities are a part of this

competition format, aimed towards creating teamwork, foster competitive spirit and achievement motivation among students. A TPL Governing Council was formed, comprising of the Director, Dean, all Programme Coordinators, Incharge and the Faculty Coordinators. It was entrusted with the task of formulating rules, regulations and implementation of an Annual Calendar. Under Governing Council was formed an Organizing Committee (OC) to design, plan and organize various competitions throughout the year. The OC comprised of the Incharge and the Faculty Coordinators assisted by a team of select students from various semesters and who are not part of any competition. A registration form is filled up and Team Mentors and team names are assigned by the Governing Council. There are 15 or 16 teams every year. It is mandatory for all teams to participate in all competitions organized during the year and activities are informed well in advance. Each team earns points for participating in the competition and additional points are allotted for winning the competition at various lead positions. Negative marks are granted for nonparticipation. After a period of time, it was noticed that the students are able to bring innovative ideas, take decisions, plan, solve problems and execute the activities on their own. Hence, it was decided that students themselves can become mentors, (in place of faculty members). Hence, subsequently, students were allotted teams to mentor for the entire year. 2. Student development: a key aspect of building competitiveness among students is to enable them to participate in various intercollegiate competitions. Such competitions help them in getting a better exposure to their surroundings and sharpen their skill while at the same time build a healthy competitive spirit among them. Therefore, faculty members were entrusted with the specific task of facilitating this process and ensure that students start participating in various competitions being conducted by other institutes. Dr. Sridevi Jaiswal and Prof. Prashant Rajurkar were identified for this purpose and, thereafter, a considerable increase in students participating in cultural and academic competitions was observed. It is apparent that training and coordinated efforts have borne fruits, as evident from the number of prizes our students have won at intercollegiate competitions.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	Identifying the latent talent of faculties and develop them for academic enhancement giving exposure to different subjects and areas of specialization Mentoring junior faculties by senior faculty members in research, training and academic advancement.
Industry Interaction / Collaboration	Identify industry experts and alumni working in various corporate for mentoring and guiding current students on professional advancement, entrepreneurship and personality development
Library, ICT and Physical Infrastructure / Instrumentation	Commissioning new computer lab in MBA building and utilizing for special purpose activities like research, surveys and training

Teaching and Learning	Identifying students who are weak, segregating them and giving them extra attention through remedial and tutorial classes for their academic improvement
Curriculum Development	Encourage faculty members to write and develop cases in their respective subjects and areas of interest and using them effectively in class room teaching.

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

E-governace area	Details
Nill	NA

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Prof. Saranbir Kaur Uppal	Case study workshop	NA	9150
2019	Prof. Mahesh Joshi	Case study workshop	NA	9150
2019	Prof. Prasanna Shembekar	Case study workshop	NA	9150
2019	Dr. Sridevi Jaiswal	Case study workshop	NA	9150
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Case teaching and case writing workshop	Nill	12/04/2019	12/04/2019	22	Nill
2019	Training session on online database reference system	Nill	01/04/2019	01/04/2019	21	Nill

	EBSCO					

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Business Statisitics	2	28/01/2019	17/04/2019	84
FDP on Softskills for business negotiations and Marketing Strategies	3	28/01/2019	17/04/2019	84
FDP on Global marketing Management	1	25/02/2019	19/04/2019	56
FDP on Principles of Sales and Distribution	1	25/02/2019	19/04/2019	56
FDP on Principles of HRM	5	28/01/2019	22/03/2019	56
Seminar on Intellectual Property Rights	1	12/03/2019	12/03/2019	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	29	14	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee group insurance scheme Health insurance facility Free annual health checkup Free recreation facilities swimming pool and gymnasium Clean premises, air conditioning, lighting, waste disposal, healthy work environment, first aid facility Work stations (PCs) with	Health insurance facility Free recreation facilities swimming pool and gymnasium Clean premises, air conditioning, lighting, waste disposal, healthy work environment, first aid facility Work stations (PCs) with proper sitting arrangement for all employees Good dining	Free recreation facilities swimming pool and gymnasium Clean premises, air conditioning, lighting, waste disposal, healthy work environment, first aid facility IT labs equipped with 150 PCs. Separate rest rooms for ladies and gents Hygienic canteen with sitting arrangement Audiovideo

proper sitting arrangement for all employees Good dining area and separate rest rooms for ladies and gents Hygienic canteen with sitting arrangement Audiovideo room, facility area for various games sports and different musical instruments Period gettogethers for informal interactions Gifts on certain occasions Arrangement of 1day picnics, every year, at scenic outstation locations Birthday celebrations	area and separate rest rooms for ladies and gents Hygienic canteen with sitting arrangement Audiovideo room, facility area for various games sports and different musical instruments Gifts on certain occasions Arrangement of 1day picnics, every year, at scenic outstation locations Birthday celebrations	room, facility area for various games sports and different musical instruments

6.4 – Financial Management and Resource Mobilization

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

TIME has established a firm Financial Resource Management Policy to regularly monitor its financial transactions. The policy mandates to appoint an 'Audit Committee' to check the financial transactions and respond to queries raised during audit of accounts. The Institute carries out audit at two levels: A) Internal Audit conducted by the 'Audit Committee' on quarterly basis. B) Statutory Audit carried annually by Jodh Joshi and Co., Chartered Accountants, appointed by the parent body, Yugantar Education Society. The queries raised during both audits are placed before the Audit Committee. The committee resolves the queries either by giving clarification on the issue or by rectifying the error, if any. The response of the committee is presented in the form of a compliance report.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
None	0	NA
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6.4.3 – Total corpus fund generated

622000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	Dean
Administrative	Nill	Nill	Yes	Director

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

1. One ParentTeacher meeting is conducted, for all classes, during each semester. 2. Feedback is given on students' conduct and performance to their

parents. 3. Suggestions are taken from parents for improvement.

6.5.3 – Development programmes for support staff (at least three)

1. Training on importance of support function is given to staff. 2. Behavioural training is also organized for the support staff. 3. Periodic handson training is conducted on 'cleanliness and hygiene'.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Mentoring of MBA students by industry managers/entrepreneurs for building competitiveness and industry readiness. 2. Review of all policies of the institute for improvement. 3. Matching job vacancies with student interest and abilities, with focus on local industry. 4. Initiation of an activity – TPL Super Series to bring about coordination of UG and PG students. 5. Initiation of efforts to source and help industry in conducting research for them to solve any business issues.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Mapping students interest with job opportunities	27/04/2019	01/01/2019	30/06/2019	150
2019	TPL Super series	21/07/2018	25/09/2018	27/09/2018	800
2018	Review of all Policies	21/07/2018	01/08/2018	30/11/2018	18
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens day celebration	18/03/2019	18/03/2019	45	35
Women's Equality day	26/08/2018	26/08/2018	60	42
Girl Child day	24/01/2019	24/01/2019	34	32

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

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Any other similar facility	Yes	0
Braille Software/facilities	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	06/07/2018	1	Pakshi Mitra	Birds do not get water in hot summer days in Nagpur so students provide earthern water container for birds to households	37
2018	1	1	23/11/2018	2	Kisan Mitra	Farmers are unaware about various allied business opportuni	33

2019	1	1	26/01/2019	1	Good Citizenship drive	Traffice rules awareness and awareness for using helmates at 3 traffic signals	21

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

Title	Date of publication	Follow up(max 100 words)
Guide for Human Values , ethics and code of conduct	14/08/2018	Handbook for human values, professional ethics and code of conduct is regularly shared with various stakeholders during occasion such as Induction programmes for students, Alumni meet which is conducted once every year, various extension activities such as Tirpudes Outreach Programme (TOP . It is also shared with teaching and nonteaching staff at regular intervals. Code of conduct is also included in college website which can be easily accessed by all stakeholders at https://www.tirpude.edu.in/policies/#tabid2. Human values mentioned in the handbook

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Healthcare Seminar in Slum	14/08/2018	14/08/2018	75
A lecture on Ethics and morality for students	16/10/2018	16/10/2018	128
Blood Donation Camp	19/10/2018	19/10/2018	50
Seminar of health hygine and personal cleanliness	01/08/2018	01/08/2018	85
Pulse Donation Programme	02/10/2018	02/10/2018	125
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Cleanliness Awareness program (Swachch Bharat Abhiyan in institution) 2. Use of water from Air conditioners to water plants 3. Tree Plantation was done 4. Car pooling by faculties and students 5. Maintenance and development of garden, greenary and lawn in campus 6. Use of rain water for gardening

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Activity Based Learning (ABL) Goal: 1. To provide students opportunity to choose their way of learning. 2. To enhance student's learning experiences through experimental and skill based activities. 3. To help students improve their personality and confidence levels through practical exposure and ability to apply learnt theoretical skills. 4. To make students more employable by developing their abilities to work in and manage teams, handle emergencies/contingencies, enhance problem solving skills and improve Interpersonal communications. 5. To increase overall performance/development of students in terms of increased speed of learning increased interest and engagement with course/programme. 6. To ensure improved relationship between students and teachers, improved group activity, improved self confidence, creativity, discipline and participation. Context: The teaching – learning process at TIME faces issues of diversity of students in terms of learning abilities, socioeconomic backgrounds and prior education backgrounds. Another major challenge that has been faced in general is the decreasing attention span of students added with low motivation to attend classroom sessions. The institute has a strong belief that a student can learn best by doing and not by merely listening or reading. Hence, the faculty members have been initially encouraged to conduct some activities and games in classrooms to break the monotony and boredom. The review of this initiative was very impressive and encouraging. Hence, the institute has started establishing a formal Activity Based Learning (ABL) mechanism. The ABL is an innovative, interesting and corroborated classroom transaction model. ABL describes a range of pedagogical

approaches to teaching. Its core premises include the requirement that learning should be based on doing some handson experiments and activities. The Practice: Institute has acquitred a model of Activity based learning through years of practice and eventually has evolved in to combination of events like Erudition MindQuest Quiz competitions, Tirpude's Premier League (TPL), MADness, Crescendo, TiRE, industrial Tours, Case study workshops, etc. Each event provides different learning experience and sharpens different set of skills. Some of the signature events are explained in brief below: Crescendo: Crescendo is an inter collegiate youth festival which is currently in its 20th year and is one of the biggest youth festival of Central India. This event is entirely designed, developed and managed by students who work in three levels of management. Students apply for various positions and are appointed through interview by a panel of faculties. From this entire process, students learn the basics of staffing skills, planning, implementation of strategies, etc. Students of TIME are only part of the organizing teams. They learn team leadership and event management skills, too. TPL: Tirpude's Premier League (TPL) is a yearlong activity. TPL engages the students in various cocurricular as well as extracurricular activities. Organizing and participating in these activities inculcates in them a healthy competitive spirit alongwith with teamwork and blended with a sense of motivationachievement. Also, by actively participating in the events organized by TPL, the students get a chance to interact with each other, know their strengths and weaknesses and learn from each other. Gender ratios are maintained properly in each team as well as the Warlords. The events are conceptualized, designed and effectively implemented by students themselves. MindQuest: MindQuest is an intercollegiate Paper Presentation Competition where students from various undergraduate management colleges participate. The organizing committee of MINDQUEST is spearheaded by a faculty incharge who is assisted by a team of students who participate in each and every aspect of conceptualizing, planning and effective implementation of the event. MADness: MADness (MAD stands for Management Aptitude Development) is an innovative, fun filled event through which MBA students get to use managerial skills learnt in the classroom and apply in diverse situations. The students are divided into teams. Various tasks, activities, games, etc. are organized by a separate organizing committee of students. The event culminates with a detailed debrief session led by faculty members wherein all learning's are discussed with students. Erudition: Erudition is an intercollegiate academic event wherein postgraduate management students from several colleges come together and compete with each other to exhibit their talents. These events are industry oriented and the tasks given to the participants allow them to get a feel of the corporate world. Evidence of Success: The primary evidence of success is the fact that almost all the students graduating from the institute are extremely adept at managing complex problems as well as have a healthy working relationship with their friends and colleagues. An important aspect of ABL is the ability to apply learnt theory in different situations which is strongly evident amongst the students of the institute. One of the key benefits of ABL has been student engagement resulting in increased class attendance by the students. Overall attendance at TIME is one of the highest in competing programs in other institutes of the region clearly indicating the success of ABL as a Best Practice of the institute. Owing to the experience gained by our students in organizing top class competitions their own performance in competitions organized by other institutes is very high. Students of TIME regularly win accolades across the region for their balanced and talented performances in all spheres of student life. Overall performance of students in University conducted examinations has also been consistently good since the advent of ABL at the institute making it a tried and tested method of teaching. Problems faced: ABL is a pedagogy for which the teacher has to prepare in advance and so it requires a lot of time to prepare and conduct the activities. To conduct activities, a lot of material resources are needed,

arrangement of which has to be made in advance. Students sometimes get carried away by the activities and consider it as a fun exercise making it challenging for the teacher to bring a balance between the activities and the learning. Best Practice 2. Regular Alumni – Institute Interface Goal: 1. To bring into play the knowledge and experience of alumni and bridge the gap between curriculum and industry expectations. 2. To create a linkage between alumni and the institute by creating an extensive data base of alumni with their profiles being updated dynamically. 3. To conduct alumni meet every year to rejuvenate the alumniinstitute relations and renew the linkages with them. 4. To operate an alumni cell with dedicated teachers interacting regularly with alumni and tapping various opportunities for interactions with them. 5. To felicitate and recognize alumni who have achieved distinction in their career or business venture over a period of time. 6. To create opportunities and provide platforms for the existing students to interact with and gain insights from the alumni on a regular basis. 7. To create a framework of operations that will be beneficial to both and will cater to satisfy mutual interests. Context: The alumni of the institute (MBA , BBA and BCCA programmes) are placed equally in family businesses as well as working as professionals in the corporate sector (both public as well as private), thus providing a wonderful mix of diverse experiences. Most of the earlier batch students are now placed in higher positions of authority in whichever sector they are operating in. This provides the institute access to a large and diverse range of experience available from the alumni for sharing with its students. This also enables the institute to involve all such alumni in bridging any gaps in the curriculum and/or knowledge dispersion processes prescribed by Nagpur University. The institute, therefore, has decided to make use of its strong alumni network by having a regular and organized Alumni – Institute Interface, thus ensuring that the students get an opportunity to learn from actual practitioners who are also stakeholders in the development of the institute. This is a multidimensional practice that safeguards the interests of all of its stakeholders such as students, alumni, faculty and industry. The Practice: Since inception, the institute has given immense importance to alumni and has always been trying to strengthen the alumni network. The Incharge faculty member for alumni matters, the Chairperson, Training Placement and the executive members of TROY (Alumni Association) are regularly in touch with alumni from various batches so that their current positions and profiles are known to the institute. To facilitate a platform for reunion, the Alumni meet is organized every year on a designated day i.e. 14th August. The thought of involving alumni teachinglearning process led to organized efforts in this regard. The institute offers Tirpude's Industry Readiness Exercise (TiRE) to its final year students. This course has mock Personal Interview and mock Group Discussion sessions. Alumni are invited to conduct these mock interviews/GDs and share feedback and provide guidance to students for improvement. TiRE also has some unique sessions such as 'How to become an ideal subordinate?', 'Teething troubles in first job', etc. Alumni are specifically invited to conduct these sessions to share their experience and success stories with the students. This enables students to understand different dimensions of corporate world and makes them survive successful.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.tirpude.edu.in/about-us

7.3 – Institutional Distinctiveness

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

Vision of Tirpude Institute of Management Education is "We will be a unique educational institute with strong regional roots, being a nationally

influential education centre imbibing moral and cultural values." Based on this vision statement of the institution, college emphasizes on its institutional distinctiveness i.e. "developing strong communal harmony, gender equity and cultural acceptance among students" Tirpude Institute of Management Education (TIME) focuses on holistic as well as heuristic development of the students. TIME believes that the best way to teach a student holistically is by offering him strong mentorship. Teachers are the best mentors for students. Teaching methodology of TIME is such that students spend maximum time with teachers, learn from the interactions with teachers, and observe their behavioral traits and other skills apart from learning from books. Teachers at TIME consider student counseling as their prime responsibility and give their first priority to students. Students develop gradually over a period of time. In every activity, program, event or initiative diverse team of students is formed by Institute which comprises combination of girls and boys, combination of students from different undergraduate and postgraduate programs (BBA, BCCA and MBA), combination of students from urban and rural background, combination of students from different castes, creeds and religions and combination of students from different economic backgrounds. They work as a team naturally, going through forming, storming, norming, and performing stages of team cohesion. While performing various tasks as a team, they learn to interact with each other, cope up with each other and start mutually respecting their differences. They start respecting their differences of gender, cast, creed, religion, culture, language and financial status. This helps in developing strong communal harmony and cultural acceptance which results in their becoming good and responsible citizens of tomorrow. There are numerous examples which highlight this distinctive character of TIME very strongly. In events like Tirpude's Premier League (TPL), there are 16 crosscultural teams formed as mentioned above. These teams work together throughout the year and compete with other teams in various sports and cultural events and competitions which boost their morality, nationality and regional roots. Throughout the year these teams work under guidance of their senior students who are their team mentors. In the span of a year, they start respecting and appreciating their mutual differences and understand the strength which everybody brings in to the team. Other such notable events are Crescendo, the annual mega youth festival, Erudition and Mindquest which are cocurricular in nature also instill the spirit of team work, research surveys undertaken by the institute in which students carry out surveys in teams, initiatives like Kisan Mitra, Pakshi Mitra which work on locational disadvantages, local community initiatives like Tirpude's Outreach Program (TOP) , dustbin and mosquito net donation activities, etc. The institute is thus able to imbibe all moral, cultural and holistic values in

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8.Future Plans of Actions for Next Academic Year

Future Plan of Action for Next Academic Year The plans for the next academic year are in the areas of academics, IT enabling, processes establishment, people and student welfare. Academics In the academic area the plan is to introduce the concept of student researchers wherein students will be attached with faculty members for the entire semester to assist them in researching for teaching material. Students shall also be involved in independent researches on a voluntary basis in every semester so as to improve their research mindsets. Apart from this further introduction of activities is also planned involving use of online databases and analytics so as to hone their business analytical skills. IT Enabling The institute will pursue the conversion of all institute management activities on its portal. This shall be achieved by introducing a stateoftheart customized Student Management System wherein students shall be assigned various academic tasks through the portal. Entire evaluation, tutorial, assignments and

related work shall also be covered in the portal to ensure faster adaptability of technology by the students. Processes Standard Operating Processes (SOPs) are immensely important for maintaining consistently high standards in an institute. Hence all SOPs (Existing) will be revisited this year and new ones will be established to ensure better and higher standards of working in the institute. Primary areas of focus for SOPs shall be various processes adopted for determining time table, teaching plans/lesson plan, students' evaluation and measuring the attainment of outcomes. Processes shall also be established for administrative functions like safety and security, payroll management, travel policy for teaching as well as nonteaching and overall campus facility management. People People i.e. the employees comprising of the faculty members as well as the nonteaching staff shall undergo rigorous and intensive coaching for their self development. Faculty members shall be deputed to different institutions of higher learning to attend seminars, FDPs, workshops, conferences etc. This shall hone their teaching skills further, enable them to learn newer and more contemporary ways of teaching and provide them with the exposure necessary to deal with the current and future challenges. Student Welfare This is a critical area as students' welfare is often neglected due to some reason or the other. Efforts shall be focussed on the redevelopment and refurbishing of the students' canteen which forms an important part of their daily lives. Since the college operates on a full day basis it is imperative that the canteen facilities should be comfortable, hygienic and provide students with the environment necessary for enabling learning. Apart from this a lot of effort shall be put into place to establish a working student's council as per the provisions of the Rashtra Sant Tukdoji Maharaj Nagpur University (RTMNU). Sports are another area that shall see a lot of focus by the institute. Development of various sporting facilities and associating with qualified coaching staff are some of the key aspects that shall be focused upon in the next academic year.