YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Tirpude Institute of Management Education
• Name of the Head of the institution	Dr. Lalit Khullar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07122525781
• Mobile no	9422112439
• Registered e-mail	info@tirpude.edu.in
• Alternate e-mail	l.khullar@tirpude.edu.in
• Address	1, Balasaheb Tirpude Marg, Civil Lines, Sadar
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	440001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**RashtraSant Tukdoji Maharaj Nagpur University**
• Name of the IQAC Coordinator	**Dr. Sanajay Kavishwar**
• Phone No.	**07122525781**
• Alternate phone No.	**07122525782**
• Mobile	**9822465197**
• IQAC e-mail address	**dean@tirpude.edu.in**
• Alternate Email address	**s.kavishwar@tirpude.edu.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	www.tirpude.edu.in
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.tirpude.edu.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.94**	**2018**	**26/08/2018**	**25/09/2023**

6.Date of Establishment of IQAC	**06/03/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	No File Uploaded

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. Special thrust was given for online courses available on NPTEL and SWAYAM platform for both students and faculties. 2. Student internship program were arranged online through work from home opportunities. 3. Restructured evaluation system using non-traditional tools like Google forms for setting question papers for various courses. 4. Preparing structured study material for all subjects for online evaluation 5. Installed CCTV Camera system on one floor for monitoring activities.

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

Plan of Action	Achievements/Outcomes
Registration of students for MOOC's courses	Almost 170 students of MBA Program got certification for MOOC's courses
Facilitation of online internship program	Almost 80% students completed online internship program successfully
Preparation of online course material for all programs of UG and PG	Course material for each subject in all programs were prepared and distributed
Infrastructure improvement for security and monitoring system	Successfully installed CCTV Camera system on one floor for monitoring activities.

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13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019	10/01/2019

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   107

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	**View File**

2.Student

2.1 **1407**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	**View File**

2.2 **559**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	**View File**

2.3 **511**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	**View File**

3.Academic

3.1 **25**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **35**

Number of sanctioned posts during the year

Extended Profile

1.Programme	

1.1 Number of courses offered by the institution across all programs during the year	**107**

File Description	Documents
Data Template	View File

2.Student	

2.1 Number of students during the year	**1407**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**559**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**511**

File Description	Documents
Data Template	View File

3.Academic	

3.1 Number of full time teachers during the year	**25**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	35

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	20
4.2 Total expenditure excluding salary during the year (INR in lakhs)	82,23,217
4.3 Total number of computers on campus for academic purposes	222

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. – The Institution ensures effective curriculum delivery through a well planned and documented process

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.

Use of Online Platform for conducting Lectures

The latter part of academic session faced difficult time due to Covid-19 pandemic and the entire nation entered into lockdown. The institute had to close the academic, curricular and extra-curricular activities that involve physical presence of student from 16th March 2020. The institute then continued academic activities through online platforms like Google Meet, Google Classroom and Zoom meetings. The syllabus was completed within the due time and teachers ensured that the students from different programmes are well prepared for examination. The institute also conducted internal examination using online tools like Google forms. Students were asked to submit the scanned copies of assignment given to them as a part of internal assessment.

 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.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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

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 weight 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 co-curricular and extra-curricular 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 co-curricular and extra-curricular 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.

But due to the pandemic situation in this academic year CBAT system could not be implemented effectively as the college remained closed for the entire period. However all the internal assessment was done in online mode with major thrust on online examination related to syllabus and internal marks were allotted accordingly to the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the   A. All of the above

**following academic bodies during the year.
Academic council/BoS of Affiliating
University Setting of question papers for
UG/PG programs Design and Development
of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

41

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

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

The UG and PG programs of the institute is affiliated to the University and the curriculum is designed by the Board of Studies of the University.

The curriculum of PG program includes Business Ethics as a course/subject that covers all the aspects of Professional Ethics. Human Values are covered in Organizational Behavior which is a compulsory course/subject for PG students.

Environment Management and Sustainability is again a compulsory subject in the UG and PG Programs. The subject was later removed in PG Program as it was already covered at the undergraduate level.

Gender Equality is strictly maintained in all academic, curricular, co-curricular and extra-curricular activities organized in the institute where equal opportunities are provided

to all girl students. There is active participation by girl
students in all the activities and events organized and conducted
at the institute.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

727

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

727

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.tirpude.edu.in/feedback-report-analysys/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.tirpude.edu.in/feedback-report-analysys/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1407

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

569

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

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 add-on courses, and prepare them for campus interviews.

Remedial classes are conducted for slow learners. The students are also encouraged and facilitated to participate in co-curricular and extra-curricular activities. The Institute ensures the mentoring of students from the time of their admission till the completion of their programme.

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1407	**25**

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

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

Activity Based Learning has always been USP of our institute wherein the institute organizes various curricular, co-curricular and extra-curricular activities for the student development. In all these activities the students are always given the tasks of planning, managing and executing activities under the supervisions of faculty members. The students prepare their own team for carrying out the activities. All these activities usually have a team replicating a structured organization and each team members are assigned duties and responsibilities for achieving a common goal.

Institute always encourages student to apply the management principles learnt in the classroom in the real life problem solving using Case Study Analysis. The students have a compulsory paper of Management Case Analysis (MCA) that makes them confident to learn, identify and solve business problems.

The students are encouraged to participate in research projects, surveys and other research related activities where they work in

collaboration with faculties. Data collection, data feeding and data validation activities in research projects are done by involving students from UG and PG programs so that they become part of the research projects.

However during this academic year the college remained closed so these activities were not prevelant.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute has installed LCD projectors and computers in each classroom and tutorial rooms for effective delivery of lectures using PowerPoint slides along with three computer labs equipped with latest hardware and software. The computer network is connected through LAN with availability of high speed Internet facilities. Apart from these computers of each faculty members are attached with audio-video facilities (Headphones and Webcams).

All these installed facilities were effectively used by the teachers during pandemic for delivering online lectures as well as conducting presentations of Summer Internship Projects, Field Projects and Management Case Analysis.

The institute also has conducted online examination using ICT and allied services. All the teachers were given training of how to conduct online lectures, designing special interactive presentations for the online lectures and marking attendance of the students.

Teachers and students were also encouraged to complete various courses under flagship program SWAYAM conducted by MHRD, Govt of India, Coursera etc. Students from post graduate program are required to complete at least two certificate courses through MOOCs platforms as a part of their curriculum. Also students and teachers are encouraged to complete other online professional certification courses for enhancing their knowledge base and employability skills.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

245

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being an affiliated college of the University, 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 co-curricular and extra-curricular 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 co-curricular and extra-curricular 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.

During the academic year 2020-21 the CBAT system of internal evaluation could not be implemented due to pandemic situation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The Institute prepares an academic calendar at the beginning of every academic session for all the courses. The academic calendar mentions tentative dates for internal examinations for different programs. The time table for internal examination is prepared and communicated to the students at least 15 days before commencement of internal examination.

Institute constitutes a separate committee for conducting examination and is responsible for timely conduct of internal examination. The institute also puts efforts to complete the internal examinations as per the time table for all the students across all programs. However, in case of any specific student who couldn't appear for internal examination due to valid reasons, the institute allows him to submit the written assignments for internal assessment.

During academic year 2020-21, mostly internal examinations were conducted on online platforms and if any student reported his/her inability to start with examination due to poor connectivity of network, internal examination of such students are re-scheduled. The institute also has allotted specific email id for each students using dedicated domain so that the submitted responses collected from students could be authenticated.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Institute conducts one PG programme (MBA) and two UG programmes (BBA and BCCA). Being an affiliated institute of Rashtra Sant Tukdoji Maharaj Nagpur University (RTMNU), the syllabus for all programmes is prepared by the academic council and board of studies of RTMNU. The affiliating university has already prepared an outcome-based syllabus for MBA in accordance to Bloom's Taxonomy that includes detailed course outcomes and programme outcomes. The programme outcome and course outcomes are communicated to the students during induction and at the beginning of each subsequent semester. However, the course outcomes and programme outcomes are not provided by the affiliating university, only the course objectives of each of all programmes are incorporated in the syllabus. Therefore, the institute has prepared the course outcomes and programme outcomes for UG programmes for BBA and BCCA. The same has been uploaded on the college website. The students are communicated about the programme outcomes and course outcome at the time of induction and through its website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.tirpude.edu.in/mba/, https://www.tirpude.edu.in/bba-2/, https://www.tirpude.edu.in/bcca/
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The syllabus for all programmes is prepared by the academic council and board of studies of RTMNU. The affiliating university has already prepared an outcome-based syllabus for MBA in

accordance to Bloom's Taxonomy that includes detailed course outcomes and programme outcomes. The assessment and evaluation of MBA programme is also done by the affiliating university through its examination schemes. MBA programme mandates that each student has to undergo an exhaustive presentation during the exit seminar in last semester. In exit seminar the students are required to justify how he/she has used or will use the theoretical knowledge into practical application.

The institute evaluates the course outcomes and programmes outcomes in two ways. The course outcome is considered to be attained by the student if he/she has scored more than 60% marks in each course during examination. The course outcomes and programme outcomes are said to be attained if the student has successfully achieved the targets or predefined benchmarks. The programme outcomes are considered to be achieved if the student has score a CGPA of 6.0 and above out of 10.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

513

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.tirpude.edu.in/student-satisfaction-survey/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

11

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute currently has no ecosystem for innovations as there is no incubation centre or patent rights.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	**No File Uploaded**

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities could not be carried out due to the pandemic situation. The college remained closed during the academic period 2020-21

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

AC classrooms with facilities of computer, LCD, projector, PA system, CCTV cameras, smart boards, AV system and Wi-Fi campus etc. are available. There are number of tutorial rooms for conducting additional classroom sessions for enhancing the academic skills of the students.

Auditorium/Seminar halls are used for conducting academic activities like seminars and workshops for students.

The computer lab is available to all students and teachers during working hours. Students are allowed to access e-books, e-journals in library. The students, teachers and staff members of the institute get the access to Wi-Fi facility. Students can do there practical in Computer labs. Students are not allowed to access the social networking sites and other resources available on the internet for their academic activity and other activities.

Library is accessed by all the teachers, students, research scholars. LIB MAN software is used exclusively for Library management. In Library, text books, reference books, e-books, journals, e-journals, digital databases and daily news papers are available. Students can sit and read the books in Library. PhD thesis copies and various Project reports are also available for reference purpose of research students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

The institute has adequate facilities for cultural activities and for both indoor and outdoor sports activities. An auditorium with a seating capacity of more than 200 is extensively used for conducting various cultural activities and also for indoor sports activities like badminton, table tennis etc. An open stage with the surrounding capacity of more than 1000 is also used for conducting various cultural activities.

The institution also has a very big playground where all major sports events like cricket, football, volleyball etc. are organized throughout year. The institute encourages students to take maximum participation in sport activities and thereby make the best use of its infrastructure.

The institution also has a gymnasium, swimming pool where students make the best use of it. In addition to this the institute also has designated sports room for keeping the sports related inventory and music room filled with musical instruments.

The institute takes every effort for overall holistic development of students and improves infrastructure from time to time for cultural and sports activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

22

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	*View File*

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

16310499

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	*View File*

4.2 - Library as a Learning Resource

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

The library management involves issue, return of books and other reading materials to students and teachers. The proper stock/inventory of books and other reading materials like journal, magazines etc. has to be maintained on a regular basis.

The entire library system is maintained through LIB MAN software. Issue and return of books and all related transactions are all updated in the software. The status of library stock is also obtained from the software. Entry of new arrivals of books, journals, periodicals, magazines etc. is done in the software.

The LIB MAN software also provides the search facility that helps in quick search of the availability.

Periodic reports are generated for information purpose and taking effective decisions related to Library management.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   **D. Any 1 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

39792

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute has a good infrastructure of IT facilities in the campus. The whole campus is Wi-Fi enabled for the students to have access to the internet. Every computer installed in the campus has high speed internet facility and is equipped with all essential peripherals like web-cam, microphones, ear-phones etc.

The computers installed have latest version of hardware and software and all essential software's required for academic development. As per the syllabus requirement and number of students opting a particular course, the software's are installed in adequate number of computers. Software's like Tally, Python, Tableau etc. that are part of the curriculum are installed in the machines.

The old machines are upgraded from time to time with newer versions in order to ramp up the speed and processing. Damaged and non-functional machines are replaced with new advanced one. The peripherals of each computer are checked for their functioning and are replaced if they are found to be out of order. The IT administrator ensures smooth operations of the IT facilities and ensures smooth functioning of all facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

222

File Description	Documents
Upload any additional information	View File
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1085944

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

To ensure maximum benefits to its stakeholders, the institute provides various physical, academic and support service facilities to its stakeholders. These facilities cover building premise, classrooms, seminar halls, library, IT Labs, 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 has 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

247

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

386

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

386

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

75

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

94

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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. As per this direction the institute has formed a student council with student member representative from each class and a faculty in charge.

Purpose of Student Council:

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 co-ordinate various co-curricular 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 co-curricular 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, student's common room, auditorium etc.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

22

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Date of registration: 16th Dec, 2017

The Alumni association is registered under the name Tirpude's Reign of Youth. (TROY)

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.

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 alumni-meet is planned to facilitate the same. This facilitates the association of the alumni with the Alma Mater and promotes interaction and networking among alumni of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision Statement:

We will be a unique educational institute with strong regional roots, being a national influential education centre imbibing

moral and cultural values.

Our institute has established a brand name in the region for management education. Our unique proposition is activity based learning in the field of Management that has been practiced over the years successfully.

Mission Statements:

1. Our mission is to create and disseminate knowledge that significantly influences and enriches student community.
2. Our mission is to serve the business community by constantly providing quality manpower, business leaders and collaborate with them through research and consultancy
3. Our mission is also creating corporate citizens who are socially sensitive, environmentally conscious and who significantly contribute to nation building

We have been imparting management education since last 27 years to the students of this region and have also developed a strong industry network in the process. Our students have been placed in various organizations throughout the country and abroad. Our alumni our closely attached to our institute and give significant contribution to the institute.

Our governing body meets every month to discuss and implement constructive plans for the development of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The concept of decentralization and participation is important in the organization's quest to improve effectiveness and for development of students. There is a revival of academic interest in practicing decentralization and participative management in the institution. Keeping this in consideration, TIME came up with the innovative idea of getting the faculty members involved with students of the institution on different platforms:

Case Study

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, year-long 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, co-curricular as well as extra-curricular 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, In-charge 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 In-charge and the Faculty Coordinators assisted by a team of select students from various semesters and who are not part of any competition. There were 16 teams of UG students who participated in the event.

This academic year due to pandemic all activities in TPL were organized online. The activities were designed in such a way that it could be conducted online and there was overwhelming response from the students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has adopted a stability strategy where the existing programs where maintained as it is. Due to the pandemic situation there were no new developments or expansion in the institute. However some additional seats were added in BBA program through the University as the demand had increased for UG programs in the academic year 2020-21.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organization structure of the institute is primarily divided in two sections Academic and Administrative with respective departments

Head reporting to the Dean who in turn reports to the Director. Each Program has a coordinator and faculties under its head.

The Administration is further divided into three areas – Library, Accounts and System Administrator all reporting to the Office

Superintendent. The director of the institute reports to the Governing Body.

The functioning of institution are all done as per the laid down policies and procedures and are reviewed on a regular time interval for effective functioning of the institute.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	[View File]()

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The institute takes a lot of initiative for the welfare of teaching and non-teaching staff so that the employees are satisfied and enjoy the work environment. The institute provides all requisite facilities to boost the morale of the teaching and non-teaching staff.

The work place of each teaching and non-teaching staff is well equipped with computer, all audio-video facilities, separate desks with storage facilities etc. The building premise is clean and spacious with faculty room's fully air-conditioned and proper ventilation. Separate dining rooms and recreational facilities like swimming pool, gymnasium etc. are provided.

The institute provides group insurance policies for its employees. The institute encourages informal get together, birthday celebration picnics, etc. for informal interactions and developing strong bonds.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	*View File*

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	*View File*

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a scientifically designed performance appraisal system for measuring the performance of its teaching staff. The appraisal system measures the performance and identifies the areas for career progression and training needs of

the teaching staff. The appraisal is done on the basis of academic performance, research initiatives, involvement in activities and event and other administrative work assigned to them.

The appraisal is done every year by the respective heads along with the Dean and Director of the institute at the end of each academic session. Incentives and raise in the salaries are decided on the basis of overall performance and conduct of the teaching staff.

For the non-teaching staff the appraisal is done at the end of the academic year with the administrative head, Dean and the Director. The performance is measured on the basis of Functional and Behavioral factors and salaries are decided accordingly

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

6.4.1 Institution conducts internal and external financial audits regularly

The institute 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:

1. Internal Audit conducted by the 'Audit Committee' on quarterly basis.
2. Statutory Audit carried annually by M/s 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, which resolves the queries either by giving

clarification on the issue or by rectifying the error. The response of the committee is presented as the compliance report.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institute is a self-financing institution with no Government support or grants and depends on tuition fees of students. The institute also generate little funds through research activities, corporate training, MDP's and FDP's.

The institute has well laid Financial Resource Management policies for mobilizing the funds and utilizing the resources in the best possible way. The funds are mobilized under the following categories:

Human Resources Cost (Salaries) that constitute 50-60%,

 Academic Activities (curricular, co-curricular and extra-curricular activities) – Approx. 20%

Infrastructure and Administrative Expenditure – Approx 10%

Reserves - Approx 10%

Implementation and Monitoring mechanism is established through a Budget committee, Audit committee and regular meeting in order to utilize and mobilize the funds in the best way.

File Description	Documents
Paste link for additional information	https://www.tirpude.edu.in/policies/#tab-id-4
Upload any additional information	**No File Uploaded**

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

The institute had to adopt a new strategy for online delivery of education to students during the covid pandemic time. The entire curriculum was designed for online mode and delivered effectively to students through social media platform.

The students and faculties were encouraged to enroll for value added course on NPTEL, MOOC's and Coursera to enhance their knowledge base. Many students enrolled for these online courses and obtained certification.

Faculties were encouraged to write research papers for publication in Journals that resulted in few faculties publishing few research papers in various journals.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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 and recorded the incremental improvement in various activities

The institute reviews the teaching learning process on a regular basis through discussion with faculties, feedback mechanism and also during interaction with students. The issues related to

teaching learning are also discussed periodically in weekly faculty meetings.

This academic year due pandemic situation everything was done online. However there were no significant improvements since there were problems related to frequent absenteeism, network problems and other technical issues.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

During the Academic year 2020-21, classes were conducted online due to Covid19 Pandemic. There were no physical events where students could come to college campus. Gender sensitization

programs could not be conducted in the college campus. As a part of gender sensitization initiative, institute has common rooms for girls, security cameras mounted at various locations in the campus area, a committee for handling student grievances as well provision of counseling for girls.

Gender Equity is the part of the culture of the institution. One event named Tirpude's Premier League was conducted online for the students of Undergraduate programs (BBA and BCCA) and post graduate program (MBA). This event has various online competitions among groups of students conducted in a span of 3 to 4 months. Entire event was organized by an organizing committee of 56 students (committee is called as 'Warlords'). In this committee there are 28 boys and 28 girls. There are six students who are the in charge of this Warlord team (they are called as 'overlords'). Out of those 6 students, 4 are girls and 2 are boys. This example demonstrates gender equity practiced at the institution.

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.tirpude.edu.in/about-us/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Institute's campus is always maintained clean and tidy, free from any garbage and waste. In both the buildings (Undergraduate and postgraduate) there are separate dustbins to collect solid and liquid waste. Every alternate day, Nagpur Municipal Corporation workers come and collect the waste on regular basis. As far as E-waste is concerned (faulty, malfunctioning computer peripherals, wires, cables, etc.), institute collects all such E-waste at a designated place and hands it over to an agency which collects E-waste on periodic basis. There are no biomedical or hazardous wastes since there are no such processes or practical sessions taking place in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

C. Any 2 of the above

facilities for persons with disabilities
(Divyangjan) accessible website, screen-
reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 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". Institute does not discriminate students on the basis of caste, religion, language or gender. Equal opportunity is provided to all students in all activities conducted by the college and all organizing committees. All students work together as a team and in harmony. All committees such as organizing committees of Tirpude's Premier league, Placement committee, Collab (presentations by students), etc conducted online in this year included students with all castes, religions and languages. Tirpude institute of Management Education is an example of inclusive co-education fostering communal harmony and unity among all social classes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Constitution Day is celebrated on 26th November every year. The program initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like Debate competition, Group discussions and storytelling. In storytelling, students told stories related to inculcation of values, ideologies and patriotism. All events were conducted online. This year, due to covid19 Pandemic, Constitution was celebrated online on 26th November 2020. All subject teachers in their online classes explained the importance of Constitution and read the Preamble of constitution in their respective classes. Students of MBA, BBA and BCCA attended the session.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for **C. Any 2 of the above**

students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institute celebrates various commemorative national and international days such as National Republic Day (26th January) , International Women's day (8th March), Maharashtra Day (1st May), World Environment day (5th June) , Independence day (15th August), , Gandhi Jayanti (2nd October) and Constitution day (26th November). On these days institute organizes various activities such as lectures, debates, group discussions and presentations. Such events help is creating harmony, making students understand the importance of various social issues and make them think about those issues in a constructive way.

This year, due to Covid19 restrictions, students were not allowed in college. Independence Day and Republic day were celebrated with very limited number of faculty members following strict guidelines. Only one event was organized online on constitution day which comprised of debate, group discussion and storytelling.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

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Title of the Best Practice 1:    Activity Based Learning (ABL)


Objectives :


1. To enhance student's learning experiences through experimental
and skill based activities.


2. To help students improve their personality and confidence
levels through practical exposure


and ability to apply learnt theoretical skills.


3. To make students more employable by developing their abilities
to work in and manage


teams, handle emergencies/contingencies, enhance problem solving
skills & communications


4. To increase overall performance/development of students in
terms of increased speed of learning; increased interest and
engagement with program.


5. To ensure improved relationship between students and teachers,
improved group activity,


improved self confidence, creativity, discipline and
participation.


Context:


One major challenge is diversity of students in terms of learning
abilities, socio-economic 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
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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 hands-on experiments and activities.

The Practice:

Institute has acquired 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.

Crescendo: Crescendo is an inter- collegiate youth festival which is currently in its 21st 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 year-long activity. TPL engages the students in various co-curricular as well as extra-curricular activities. Organizing and participating in these activities inculcates in them a healthy competitive spirit along-with with teamwork and blended with a sense of motivation-achievement. 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 inter-collegiate Paper Presentation Competition where students from various undergraduate management colleges participate. The organizing committee of MINDQUEST is spearheaded by a faculty in-charge 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 inter-collegiate 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.

Notes

Impact of Covid19 Pandemic: Due to Covid19 Pandemic restrictions, only one event (Tirpude's Premier League) was conducted in this academic year and it was conducted online.

Title of the Best Practice 2 : Regular Alumni – Institute Interface

Objectives:

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 updated profiles.

3. To operate an alumni cell with dedicated teachers interacting regularly with alumni and

tapping various opportunities for interactions with them.

4. To create opportunities and provide platforms for the existing students to interact with and

gain insights from the alumni on a regular basis.

5. To create a framework of operations that will be beneficial to both.

Context:

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 multi-dimensional practice

that safeguards the interests of all of its stakeholders such as students, alumni, faculty and industry.

The Practice:

The In-charge 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 teaching-learning 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 their survival and success easy. TiRE is held separately for UG and PG Final Year students on different dates.

A panel discussion on desired takeaways from MBA program is an integral part of the induction program for new students. A panel having representatives of industry and alumni discusses these and related issues to maximum advantage. This enables students to identify their learning objectives and in turn facilitates effective teaching-learning process. Alumni, being an integral part of the institute, are involved in relevant committees/bodies, such as College Development Committee, Internal Quality Assurance Cell. This provides an opportunity to the institute to keep itself updated about the recent trends in industry. An active participation of alumni is also encouraged during various events and organized at the Institute. The presence of alumni during Crescendo, TPL, Erudition, Mindquest, etc. encourages students to participate enthusiastically.

The contribution of alumni is not limited to informing the placement opportunity, but they take initiative and train students, if needed and coordinate the recruitment process in many cases. Placement cell of the Institute also provides placement opportunities to the alumni, if they notify to the placement cell that they are seeking new job opportunities. Thus they can avail

the facilities of recruitment and continuous support from placement cell even after graduating from the institute. This reinforces their bond with the Institute.

Evidence of Success:

Nearly 40% of overall placements have been a result of direct alumni intervention in the form of identifying opportunities and facilitating the recruitment of the graduating batch students for the past 4 to 5 academic years. Almost all the placements effected through alumni have seen a steady rise in the pay packages being offered to the students. More than half the short term projects in which students are involved are coming from alumni sources and nearly 70% of the Summer Internship Programs are coordinated with the help of alumni. Every batch sees a few graduating students being mentored and helped by alumni in setting up or expanding their businesses in some form or the other. Class attendance, students' acceptance of institute rules and regulations and their integration with the institute culture has improved since alumni interaction has increased for the past few years. Institute legacy in terms of involvement of students in Activity Based Learning has also seen a steady rise since the alumni have started explaining to the students about the benefits of involving themselves in various activities. Alumni themselves have grown closer to each other and their personal networks have increased.

Problems faced:

Tracing the graduates located abroad or in distant locations and not in touch with their batch mates is one of the biggest problems faced by institute. Besides this, availability of alumni on working days during working hours is also an obstacle to involve alumni on regular basis. Updating the profiles of alumni is a dynamic task to be performed very frequently. The institute is facing some problems in this area also as many times the alumnus does not report the change of his job or designation to the institute. The institute needs to be proactive in this regard to resolve this problem.

Notes

Impact of Covid19 Pandemic: Due to Covid19 Pandemic restrictions, alumni interactions were restricted. Few Alumni interacted with students in online sessions. Alumni meet was conducted online in which various faculties interacted with separate batches of alumni.

File Description	Documents
Best practices in the Institutional website	The details of best pratices are uploaded in the institution website https://www.tirpude.edu.in/about-us/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 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/her 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 cross-cultural 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 Mind-quest which are co-curricular 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 location 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 its students in line with the Vision of the institute through a combination of such events and activities. Thus the institute distinctively stands apart for its promotion of cultural and religious harmony.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. – The Institution ensures effective curriculum delivery through a well planned and documented process

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.

Use of Online Platform for conducting Lectures

The latter part of academic session faced difficult time due to Covid-19 pandemic and the entire nation entered into lockdown. The institute had to close the academic, curricular and extra-curricular activities that involve physical presence of student from 16th March 2020. The institute then continued academic activities through online platforms like Google Meet, Google Classroom and Zoom meetings. The syllabus was completed within the due time and teachers ensured that the students from

different programmes are well prepared for examination. The institute also conducted internal examination using online tools like Google forms. Students were asked to submit the scanned copies of assignment given to them as a part of internal assessment.

 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.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

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

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 weight 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 co-curricular and extra-curricular 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 co-curricular and extra-curricular 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.

But due to the pandemic situation in this academic year CBAT system could not be implemented effectively as the college remained closed for the entire period. However all the internal assessment was done in online mode with major thrust on online examination related to syllabus and internal marks were allotted accordingly to the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

41

File Description	Documents
Any additional information	[View File]
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File]

1.3 - Curriculum Enrichment

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

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

The UG and PG programs of the institute is affiliated to the University and the curriculum is designed by the Board of Studies of the University.

The curriculum of PG program includes Business Ethics as a course/subject that covers all the aspects of Professional Ethics. Human Values are covered in Organizational Behavior which is a compulsory course/subject for PG students.

Environment Management and Sustainability is again a compulsory subject in the UG and PG Programs. The subject was later removed in PG Program as it was already covered at the undergraduate level.

Gender Equality is strictly maintained in all academic, curricular, co-curricular and extra-curricular activities organized in the institute where equal opportunities are provided to all girl students. There is active participation by girl students in all the activities and events organized and conducted at the institute.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

727

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

727

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**A. All of the above**

institution from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://www.tirpude.edu.in/feedback-report-analysys/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.tirpude.edu.in/feedback-report-analysys/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1407

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

569

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

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 add-on courses, and prepare them for campus interviews.

Remedial classes are conducted for slow learners. The students are also encouraged and facilitated to participate in co-curricular and extra-curricular activities. The Institute ensures the mentoring of students from the time of their admission till the completion of their programme.

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1407	**25**

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

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

Activity Based Learning has always been USP of our institute wherein the institute organizes various curricular, co-curricular and extra-curricular activities for the student development. In all these activities the students are always given the tasks of planning, managing and executing activities under the supervisions of faculty members. The students prepare their own team for carrying out the activities. All these activities usually have a team replicating a structured organization and each team members are assigned duties and responsibilities for achieving a common goal.

Institute always encourages student to apply the management principles learnt in the classroom in the real life problem solving using Case Study Analysis. The students have a compulsory paper of Management Case Analysis (MCA) that makes them confident to learn, identify and solve business problems.

The students are encouraged to participate in research projects, surveys and other research related activities where they work in collaboration with faculties. Data collection, data feeding and data validation activities in research projects are done by involving students from UG and PG programs so that they become part of the research projects.

However during this academic year the college remained closed

so these activities were not prevelant.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute has installed LCD projectors and computers in each classroom and tutorial rooms for effective delivery of lectures using PowerPoint slides along with three computer labs equipped with latest hardware and software. The computer network is connected through LAN with availability of high speed Internet facilities. Apart from these computers of each faculty members are attached with audio-video facilities (Headphones and Webcams).

All these installed facilities were effectively used by the teachers during pandemic for delivering online lectures as well as conducting presentations of Summer Internship Projects, Field Projects and Management Case Analysis.

The institute also has conducted online examination using ICT and allied services. All the teachers were given training of how to conduct online lectures, designing special interactive presentations for the online lectures and marking attendance of the students.

Teachers and students were also encouraged to complete various courses under flagship program SWAYAM conducted by MHRD, Govt of India, Coursera etc. Students from post graduate program are required to complete at least two certificate courses through MOOCs platforms as a part of their curriculum. Also students and teachers are encouraged to complete other online professional certification courses for enhancing their knowledge base and employability skills.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<u>View File</u>

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

245

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being an affiliated college of the University, 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 co-curricular and extra-curricular 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 co-curricular and extra-curricular 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.

During the academic year 2020-21 the CBAT system of internal evaluation could not be implemented due to pandemic situation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The Institute prepares an academic calendar at the beginning of every academic session for all the courses. The academic calendar mentions tentative dates for internal examinations for different programs. The time table for internal examination is prepared and communicated to the students at least 15 days before commencement of internal examination.

Institute constitutes a separate committee for conducting examination and is responsible for timely conduct of internal examination. The institute also puts efforts to complete the internal examinations as per the time table for all the students across all programs. However, in case of any specific student who couldn't appear for internal examination due to valid reasons, the institute allows him to submit the written assignments for internal assessment.

During academic year 2020-21, mostly internal examinations were conducted on online platforms and if any student reported his/her inability to start with examination due to poor connectivity of network, internal examination of such students are re-scheduled. The institute also has allotted specific email id for each students using dedicated domain so that the submitted responses collected from students could be authenticated.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Institute conducts one PG programme (MBA) and two UG programmes (BBA and BCCA). Being an affiliated institute of Rashtra Sant Tukdoji Maharaj Nagpur University (RTMNU), the syllabus for all programmes is prepared by the academic council and board of studies of RTMNU. The affiliating university has already prepared an outcome-based syllabus for MBA in accordance to Bloom's Taxonomy that includes detailed course outcomes and programme outcomes. The programme outcome and course outcomes are communicated to the students during induction and at the beginning of each subsequent semester. However, the course outcomes and programme outcomes are not provided by the affiliating university, only the course objectives of each of all programmes are incorporated in the syllabus. Therefore, the institute has prepared the course outcomes and programme outcomes for UG programmes for BBA and BCCA. The same has been uploaded on the college website. The students are communicated about the programme outcomes and course outcome at the time of induction and through its website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.tirpude.edu.in/mba/, https://www.tirpude.edu.in/bba-2/, https://www.tirpude.edu.in/bcca/
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The syllabus for all programmes is prepared by the academic

council and board of studies of RTMNU. The affiliating university has already prepared an outcome-based syllabus for MBA in accordance to Bloom's Taxonomy that includes detailed course outcomes and programme outcomes. The assessment and evaluation of MBA programme is also done by the affiliating university through its examination schemes. MBA programme mandates that each student has to undergo an exhaustive presentation during the exit seminar in last semester. In exit seminar the students are required to justify how he/she has used or will use the theoretical knowledge into practical application.

The institute evaluates the course outcomes and programmes outcomes in two ways. The course outcome is considered to be attained by the student if he/she has scored more than 60% marks in each course during examination. The course outcomes and programme outcomes are said to be attained if the student has successfully achieved the targets or predefined benchmarks. The programme outcomes are considered to be achieved if the student has score a CGPA of 6.0 and above out of 10.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

513

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.tirpude.edu.in/student-satisfaction-survey/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

11

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute currently has no ecosystem for innovations as there is no incubation centre or patent rights.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	**No File Uploaded**

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities could not be carried out due to the pandemic situation. The college remained closed during the academic period 2020-21

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

0

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	**No File Uploaded**

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

AC classrooms with facilities of computer, LCD, projector, PA system, CCTV cameras, smart boards, AV system and Wi-Fi campus etc. are available. There are number of tutorial rooms for conducting additional classroom sessions for enhancing the academic skills of the students.

Auditorium/Seminar halls are used for conducting academic activities like seminars and workshops for students.

The computer lab is available to all students and teachers during working hours. Students are allowed to access e-books, e-journals in library. The students, teachers and staff members of the institute get the access to Wi-Fi facility. Students can do there practical in Computer labs. Students are not allowed to access the social networking sites and other resources available on the internet for their academic activity and other activities.

Library is accessed by all the teachers, students, research scholars. LIB MAN software is used exclusively for Library management. In Library, text books, reference books, e-books,

journals, e-journals, digital databases and daily news papers are available. Students can sit and read the books in Library. PhD thesis copies and various Project reports are also available for reference purpose of research students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institute has adequate facilities for cultural activities and for both indoor and outdoor sports activities. An auditorium with a seating capacity of more than 200 is extensively used for conducting various cultural activities and also for indoor sports activities like badminton, table tennis etc. An open stage with the surrounding capacity of more than 1000 is also used for conducting various cultural activities.

The institution also has a very big playground where all major sports events like cricket, football, volleyball etc. are organized throughout year. The institute encourages students to take maximum participation in sport activities and thereby make the best use of its infrastructure.

The institution also has a gymnasium, swimming pool where students make the best use of it. In addition to this the institute also has designated sports room for keeping the sports related inventory and music room filled with musical instruments.

The institute takes every effort for overall holistic development of students and improves infrastructure from time to time for cultural and sports activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

22

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

16310499

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library management involves issue, return of books and other reading materials to students and teachers. The proper

stock/inventory of books and other reading materials like journal, magazines etc. has to be maintained on a regular basis.

The entire library system is maintained through LIB MAN software. Issue and return of books and all related transactions are all updated in the software. The status of library stock is also obtained from the software. Entry of new arrivals of books, journals, periodicals, magazines etc. is done in the software.

The LIB MAN software also provides the search facility that helps in quick search of the availability.

Periodic reports are generated for information purpose and taking effective decisions related to Library management.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

39792

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute has a good infrastructure of IT facilities in the campus. The whole campus is Wi-Fi enabled for the students to have access to the internet. Every computer installed in the campus has high speed internet facility and is equipped with all essential peripherals like web-cam, microphones, ear-phones etc.

The computers installed have latest version of hardware and software and all essential software's required for academic development. As per the syllabus requirement and number of students opting a particular course, the software's are installed in adequate number of computers. Software's like Tally, Python, Tableau etc. that are part of the curriculum are installed in the machines.

The old machines are upgraded from time to time with newer versions in order to ramp up the speed and processing. Damaged and non-functional machines are replaced with new advanced one. The peripherals of each computer are checked for their functioning and are replaced if they are found to be out of

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order. The IT administrator ensures smooth operations of the IT
facilities and ensures smooth functioning of all facilities.
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File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

222

File Description	Documents
Upload any additional information	View File
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1085944

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

To ensure maximum benefits to its stakeholders, the institute provides various physical, academic and support service facilities to its stakeholders. These facilities cover building premise, classrooms, seminar halls, library, IT Labs, 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 has 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

247

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	**B. 3 of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

386

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

386

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

75

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

94

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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. As per this direction the institute has formed a student council with student member representative from each class and a faculty in charge.

Purpose of Student Council:

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 co-ordinate various co-curricular 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 co-curricular 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, student's common room, auditorium etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

22

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Date of registration: 16th Dec, 2017

The Alumni association is registered under the name Tirpude's Reign of Youth. (TROY)

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.

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 alumni-meet is planned to facilitate the same. This facilitates the association of the alumni with the Alma Mater and promotes interaction and networking among alumni of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

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Vision Statement:

We will be a unique educational institute with strong regional
roots, being a national influential education centre imbibing
moral and cultural values.

Our institute has established a brand name in the region for
management education. Our unique proposition is activity based
learning in the field of Management that has been practiced
over the years successfully.

Mission Statements:

  1. Our mission is to create and disseminate knowledge that
     significantly influences and enriches student community.
  2. Our mission is to serve the business community by
     constantly providing quality manpower, business leaders
     and collaborate with them through research and
     consultancy
  3. Our mission is also creating corporate citizens who are
     socially sensitive, environmentally conscious and who
     significantly contribute to nation building

We have been imparting management education since last 27 years
to the students of this region and have also developed a strong
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industry network in the process. Our students have been placed in various organizations throughout the country and abroad. Our alumni our closely attached to our institute and give significant contribution to the institute.

Our governing body meets every month to discuss and implement constructive plans for the development of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The concept of decentralization and participation is important in the organization's quest to improve effectiveness and for development of students. There is a revival of academic interest in practicing decentralization and participative management in the institution. Keeping this in consideration, TIME came up with the innovative idea of getting the faculty members involved with students of the institution on different platforms:

Case Study

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, year-long 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, co-curricular as well as extra-curricular 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, In-charge 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 In-charge and the Faculty Coordinators assisted by a team of select students from various semesters and who are not part of any competition. There were 16 teams of UG students who participated in the event.

This academic year due to pandemic all activities in TPL were organized online. The activities were designed in such a way that it could be conducted online and there was overwhelming response from the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has adopted a stability strategy where the existing programs where maintained as it is. Due to the pandemic situation there were no new developments or expansion in the institute. However some additional seats were added in BBA program through the University as the demand had increased for UG programs in the academic year 2020-21.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organization structure of the institute is primarily divided in two sections Academic and Administrative with respective departments

Head reporting to the Dean who in turn reports to the Director. Each Program has a coordinator and faculties under its head.

The Administration is further divided into three areas – Library, Accounts and System Administrator all reporting to the Office

Superintendent. The director of the institute reports to the Governing Body.

The functioning of institution are all done as per the laid down policies and procedures and are reviewed on a regular time interval for effective functioning of the institute.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and	**E. None of the above**

Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The institute takes a lot of initiative for the welfare of teaching and non-teaching staff so that the employees are satisfied and enjoy the work environment. The institute provides all requisite facilities to boost the morale of the teaching and non-teaching staff.

The work place of each teaching and non-teaching staff is well equipped with computer, all audio-video facilities, separate desks with storage facilities etc. The building premise is clean and spacious with faculty room's fully air-conditioned and proper ventilation. Separate dining rooms and recreational facilities like swimming pool, gymnasium etc. are provided.

The institute provides group insurance policies for its employees. The institute encourages informal get together, birthday celebration picnics, etc. for informal interactions and developing strong bonds.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4	

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a scientifically designed performance appraisal system for measuring the performance of its teaching staff. The appraisal system measures the performance and identifies the areas for career progression and training needs of the teaching staff. The appraisal is done on the basis of academic performance, research initiatives, involvement in activities and event and other administrative work assigned to them.

The appraisal is done every year by the respective heads along with the Dean and Director of the institute at the end of each academic session. Incentives and raise in the salaries are decided on the basis of overall performance and conduct of the teaching staff.

For the non-teaching staff the appraisal is done at the end of the academic year with the administrative head, Dean and the Director. The performance is measured on the basis of Functional and Behavioral factors and salaries are decided accordingly

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

6.4.1 Institution conducts internal and external financial audits regularly

The institute 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:

1. **Internal Audit conducted by the 'Audit Committee' on quarterly basis.**
2. **Statutory Audit carried annually by M/s 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, which resolves the queries either by giving clarification on the issue or by rectifying the error. The response of the committee is presented as the compliance report.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institute is a self-financing institution with no Government support or grants and depends on tuition fees of students. The institute also generate little funds through research activities, corporate training, MDP's and FDP's.

The institute has well laid Financial Resource Management policies for mobilizing the funds and utilizing the resources in the best possible way. The funds are mobilized under the following categories:

Human Resources Cost (Salaries) that constitute 50-60%,

Academic Activities (curricular, co-curricular and extra-curricular activities) – Approx. 20%

Infrastructure and Administrative Expenditure – Approx 10%

Reserves - Approx 10%

Implementation and Monitoring mechanism is established through a Budget committee, Audit committee and regular meeting in order to utilize and mobilize the funds in the best way.

File Description	Documents
Paste link for additional information	https://www.tirpude.edu.in/policies/#tab-id-4
Upload any additional information	**No File Uploaded**

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

The institute had to adopt a new strategy for online delivery of education to students during the covid pandemic time. The entire curriculum was designed for online mode and delivered effectively to students through social media platform.

The students and faculties were encouraged to enroll for value added course on NPTEL, MOOC's and Coursera to enhance their knowledge base. Many students enrolled for these online courses and obtained certification.

Faculties were encouraged to write research papers for publication in Journals that resulted in few faculties publishing few research papers in various journals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 and recorded the incremental improvement in various activities

The institute reviews the teaching learning process on a regular basis through discussion with faculties, feedback mechanism and also during interaction with students. The issues related to teaching learning are also discussed periodically in weekly faculty meetings.

This academic year due pandemic situation everything was done online. However there were no significant improvements since there were problems related to frequent absenteeism, network problems and other technical issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

During the Academic year 2020-21, classes were conducted online due to Covid19 Pandemic. There were no physical events where students could come to college campus. Gender sensitization programs could not be conducted in the college campus. As a part of gender sensitization initiative, institute has common rooms for girls, security cameras mounted at various locations in the campus area, a committee for handling student grievances as well provision of counseling for girls.

Gender Equity is the part of the culture of the institution. One event named Tirpude's Premier League was conducted online for the students of Undergraduate programs (BBA and BCCA) and post graduate program (MBA). This event has various online competitions among groups of students conducted in a span of 3 to 4 months. Entire event was organized by an organizing committee of 56 students (committee is called as 'Warlords').

In this committee there are 28 boys and 28 girls. There are six students who are the in charge of this Warlord team (they are called as 'overlords'). Out of those 6 students, 4 are girls and 2 are boys. This example demonstrates gender equity practiced at the institution.

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.tirpude.edu.in/about-us/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Institute's campus is always maintained clean and tidy, free from any garbage and waste. In both the buildings (Undergraduate and postgraduate) there are separate dustbins to

collect solid and liquid waste. Every alternate day, Nagpur Municipal Corporation workers come and collect the waste on regular basis. As far as E-waste is concerned (faulty, malfunctioning computer peripherals, wires, cables, etc.), institute collects all such E-waste at a designated place and hands it over to an agency which collects E-waste on periodic basis. There are no biomedical or hazardous wastes since there are no such processes or practical sessions taking place in the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include	

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 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". Institute does not discriminate students on the basis of caste, religion, language or gender. Equal opportunity is provided to all students in all activities conducted by the college and all organizing committees. All students work together as a team and in harmony. All committees such as organizing committees of Tirpude's Premier league, Placement committee, Collab (presentations by students), etc conducted online in this year included students with all castes, religions and languages. Tirpude institute of Management Education is an example of inclusive co-education fostering communal harmony and unity among all social classes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional

obligations: values, rights, duties and responsibilities of citizens

Constitution Day is celebrated on 26th November every year. The program initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like Debate competition, Group discussions and storytelling. In storytelling, students told stories related to inculcation of values, ideologies and patriotism. All events were conducted online. This year, due to covid19 Pandemic, Constitution was celebrated online on 26th November 2020. All subject teachers in their online classes explained the importance of Constitution and read the Preamble of constitution in their respective classes. Students of MBA, BBA and BCCA attended the session.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institute celebrates various commemorative national and international days such as National Republic Day (26th January) , International Women's day (8th March), Maharashtra Day (1st May), World Environment day (5th June) , Independence day (15th August), , Gandhi Jayanti (2nd October) and Constitution day (26th November). On these days institute organizes various activities such as lectures, debates, group discussions and presentations. Such events help is creating harmony, making students understand the importance of various social issues and make them think about those issues in a constructive way.

This year, due to Covid19 restrictions, students were not allowed in college. Independence Day and Republic day were celebrated with very limited number of faculty members following strict guidelines. Only one event was organized online on constitution day which comprised of debate, group discussion and storytelling.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

```
Title of the Best Practice 1:    Activity Based Learning (ABL)

Objectives :

1. To enhance student's learning experiences through
experimental and skill based activities.

2. To help students improve their personality and confidence
levels through practical exposure

and ability to apply learnt theoretical skills.

3. To make students more employable by developing their
abilities to work in and manage

teams, handle emergencies/contingencies, enhance problem
solving skills & communications

4. To increase overall performance/development of students in
terms of increased speed of learning; increased interest and
engagement with program.

5. To ensure improved relationship between students and
teachers, improved group activity,

improved self confidence, creativity, discipline and
participation.

Context:

One major challenge is diversity of students in terms of
learning abilities, socio-economic 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
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model. ABL describes a range of pedagogical approaches to teaching. Its core premises include the requirement that learning should be based on doing some hands-on experiments and activities.

The Practice:

Institute has acquired 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.

Crescendo: Crescendo is an inter- collegiate youth festival which is currently in its 21st 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 year-long activity. TPL engages the students in various co-curricular as well as extra-curricular activities. Organizing and participating in these activities inculcates in them a healthy competitive spirit along-with with teamwork and blended with a sense of motivation-achievement. 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 inter-collegiate Paper Presentation Competition where students from various undergraduate management colleges participate. The organizing committee of MINDQUEST is spearheaded by a faculty in-charge 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 inter-collegiate 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.

Notes

Impact of Covid19 Pandemic: Due to Covid19 Pandemic restrictions, only one event (Tirpude's Premier League) was conducted in this academic year and it was conducted online.

Title of the Best Practice 2 : Regular Alumni – Institute Interface

Objectives:

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 updated profiles.

3. To operate an alumni cell with dedicated teachers interacting regularly with alumni and

tapping various opportunities for interactions with them.

4. To create opportunities and provide platforms for the existing students to interact with and

gain insights from the alumni on a regular basis.

5. To create a framework of operations that will be beneficial to both.

Context:

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 multi-dimensional practice that safeguards the interests of all of its stakeholders such as students, alumni, faculty and industry.

The Practice:

The In-charge 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 teaching-learning 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 their survival and success easy. TiRE is held separately for UG and PG Final Year students on different dates.

A panel discussion on desired takeaways from MBA program is an integral part of the induction program for new students. A panel having representatives of industry and alumni discusses these and related issues to maximum advantage. This enables students to identify their learning objectives and in turn facilitates effective teaching-learning process. Alumni, being an integral part of the institute, are involved in relevant committees/bodies, such as College Development Committee, Internal Quality Assurance Cell. This provides an opportunity to the institute to keep itself updated about the recent trends in industry. An active participation of alumni is also encouraged during various events and organized at the Institute. The presence of alumni during Crescendo, TPL, Erudition, Mindquest, etc. encourages students to participate enthusiastically.

The contribution of alumni is not limited to informing the placement opportunity, but they take initiative and train students, if needed and coordinate the recruitment process in many cases. Placement cell of the Institute also provides placement opportunities to the alumni, if they notify to the placement cell that they are seeking new job opportunities. Thus they can avail the facilities of recruitment and continuous support from placement cell even after graduating from the institute. This reinforces their bond with the Institute.

Evidence of Success:

Nearly 40% of overall placements have been a result of direct alumni intervention in the form of identifying opportunities and facilitating the recruitment of the graduating batch students for the past 4 to 5 academic years. Almost all the placements effected through alumni have seen a steady rise in the pay packages being offered to the students. More than half the short term projects in which students are involved are coming from alumni sources and nearly 70% of the Summer Internship Programs are coordinated with the help of alumni. Every batch sees a few graduating students being mentored and helped by alumni in setting up or expanding their businesses in some form or the other. Class attendance, students' acceptance of institute rules and regulations and their integration with the institute culture has improved since alumni interaction has increased for the past few years. Institute legacy in terms of involvement of students in Activity Based Learning has also seen a steady rise since the alumni have started explaining to the students about the benefits of involving themselves in various activities. Alumni themselves have grown closer to each other and their personal networks have increased.

Problems faced:

Tracing the graduates located abroad or in distant locations and not in touch with their batch mates is one of the biggest problems faced by institute. Besides this, availability of alumni on working days during working hours is also an obstacle to involve alumni on regular basis. Updating the profiles of alumni is a dynamic task to be performed very frequently. The institute is facing some problems in this area also as many times the alumnus does not report the change of his job or designation to the institute. The institute needs to be proactive in this regard to resolve this problem.

Notes

Impact of Covid19 Pandemic: Due to Covid19 Pandemic restrictions, alumni interactions were restricted. Few Alumni interacted with students in online sessions. Alumni meet was conducted online in which various faculties interacted with separate batches of alumni.

File Description	Documents
Best practices in the Institutional website	The details of best pratices are uploaded in the institution website https://www.tirpude.edu.in/about-us/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 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/her 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 cross-cultural 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 Mind-quest which are co-curricular 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 location 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 its students in line with the Vision of the institute through a combination of such events and activities. Thus the institute distinctively stands apart for its promotion of cultural and religious harmony.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The plans for the next academic year stands as it was in the previous year because due to the pandemic situation plans could not be implemented effectively.. The development would be 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 state-of-the-art 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. Use of online platforms like Zoom, Google meet and Google classrooms to be used extensively for imparting online

classes. Apart from online classes these platforms are to be used for conducting online non-academic programs for development of students. This shall take care of pandemic situation and other unforeseen causes that impair the conduct of physical classes.

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 non-teaching and overall campus facility management.

People

People i.e. the employees comprising of the faculty members as well as the non-teaching 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 socializing and 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 and guidelines of 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 focussed upon in the next academic year.