



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MANEL SRINIVAS NAYAK MEMORIAL BESANT INSTITUTE OF PG STUDIES
Name of the head of the Institution		Dr. Molly S. Chaudhuri
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0824-2482669
Mobile no.		9945354024
Registered Email		msnmbesant@gmail.com
Alternate Email		msnmiqac@gmail.com
Address		MSNM Besant Institute of PG Studies Besant Vidya Kendra Bondel Mangaluru 575008
City/Town		Mangaluru
State/UT		Karnataka

Pincode	575008																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Semi-urban																								
Financial Status	Self financed																								
Name of the IQAC co-ordinator/Director	Dr. Ravisha B																								
Phone no/Alternate Phone no.	08242482668																								
Mobile no.	9448932390																								
Registered Email	ravishab@msnmbesant.edu.in																								
Alternate Email	ravishab21@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://msnm.besant.edu.in/aqar/																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://msnm.besant.edu.in/documents/339/Academic_Calender_2019-20.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.70</td> <td>2013</td> <td>05-Jan-2013</td> <td>04-Jan-2018</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.09</td> <td>2019</td> <td>04-Mar-2019</td> <td>04-Mar-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.70	2013	05-Jan-2013	04-Jan-2018	2	A	3.09	2019	04-Mar-2019	04-Mar-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	2.70	2013	05-Jan-2013	04-Jan-2018																				
2	A	3.09	2019	04-Mar-2019	04-Mar-2024																				
6. Date of Establishment of IQAC	05-Feb-2013																								
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

22

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- Evolving add on courses/inputs to supplement the University Curriculum
- Maintaining timelines and quality in academic deliveries
- Supporting and directing Research activities
- Involving in Extension activities
- Inviting corporate stalwarts to address the students

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

Plan of Action	Achievements/Outcomes
To develop Aptitude skills among students	Institution trains students in banking skills and takes them to banks and

	industries.
Improving Class room teaching and practical training by use of Modern audio-visual teaching aids.	Modern tools such as LCD, PPT's and Audio visual class roomss are extensively used.
Designing Certificate course for the students and organizing seminars and conferences	It helps the student to get practical knowledge in the field of management.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Council	05-Sep-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	16-Mar-2020
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17. Does the Institution have Management Information System ?	No
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our Institute firmly committed to running the curriculum according to the syllabus framed by Mangalore University. We design our teaching plans according to the university syllabus. The university offers the organisation to operationalize the curriculum within the overall structure and the functioning of the curriculum can be accomplished based on resource ability and institutional objectives. The academic coordinator allocate the curriculum among the concerned faculty members. A detailed timetable is drawn up by the Timetable Committee, headed by the Principal and a Senior Faculty Member, which effectively deploys the time units for academic and co-curricular purposes, such as theoretical, practical, tutorial, ICT, value education and add-on courses to ensure that a student is expected to participate in a balance between the various types of engagement. According to their subjects faculty members have to prepare a lesson plan to complete the syllabus in time. Our faculty members makes an action plan to complete the curriculum by undertaking different types of modules such as group discussion, simulation, seminars, role

play, project work , internship, assignments, etc. this will makes the students to acquire practical knowledge of e subject. To manage with the progressive knowledge we have developed ICT enabled classrooms. Which helps to provide current information in particular subject by the concerned faculty members. We have semester system followed from the Managlore University and we have to complete our syllabus within the specified period to make our students comfortable to face University examinations.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Excel Class	NIL	13/11/2020	30	NIL	skill enhancement
Soft Skill	NIL	01/03/2020	30	NIL	Skill Development
Digital marketing	NIL	10/10/2019	76	Focus towards employability	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	HR/ Finance/ Marketing	01/07/2019

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

	Certificate	Diploma Course
Number of Students	76	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Excel Class	13/11/2019	42
Digital marketing	01/10/2019	76
Soft skill	01/03/2020	76
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Business Administration	99
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

The feedback obtained from students of all batches is provided to each faculty member by the Director after being collected, statistically evaluated and tabulated, clarifying, if necessary, the quality improvement of the teaching technique. There are also comments on general trends. Each instructor prepares a self-appraisal. The Principal intervenes in potential areas of change and tackles them. Through each instructor, she also assesses these, inspiring her / him to look at particular areas where growth is needed. Efforts are being made to enable parents to process college input forms. Evaluation of all college services with the respective stakeholders shall be performed. Annual feedback system is followed to evaluate the performance from teachers and students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Human Resource Management, Finance, Marketing	120	92	76
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	0	76	0	12	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
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No Data Entered/Not Applicable !!!

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

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

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

Students are given career guidance, personal guidance, besides Academic questions. A special arrangement is often made available to students to deal with psychosocial issues. The students will be assigned to the same group of students for two years, i.e. the same set of students will be assigned to the same group. Be monitored and advised until the course has ended. Mentoring sessions shall be held Every month, students visit their mentors on academic and personal issues. The mentor is also responsible for offering advice to the student and providing feedback on personal and academic issues. The tutor keeps track of their improvements and guides them accordingly. The mentor's job is to nurture and advise students on any issues they may face. Students with personal / family issues, if any, are advised and assisted by a professional counsellor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
175	12	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	12	0	3	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	IV	23/09/2020	20/03/2021
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college also follows criteria for internal college evaluation system. The college displays all the circulars on notice boards from time to time. The faculty informs and elaborates the syllabus, its objectives and paper patterns to students at the beginning. The faculties provide extra guidelines and counseling to students. Thus, the system provides ways and means to ensure its creditability and reliability. The institute believes firmly in continuous evaluation of the students for their sustained performance. Hence a structured evaluation process has been designed and implemented. The tests are prepared and conducted as per the University examination pattern. The institute conducts

two internal exam, assignments, group discussion , project work and seminars re conducted appropriately as per the requirement of the concerned syllabus of different classes.

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

The institute prepares its academic calendar, based on the University calendar. The academic calendar of the institute contains dates of internal examinations, event dates and project completion dates. Institute follows this schedule strictly. If the University changes its schedule and postpones the examination, then the institute changes the schedule of model examination alone, to facilitate better examination preparation for the students. Sometimes, classes are lost due to unforeseen events. Institute makes up for these lost days, so that the schedule can be strictly adhered to. Schedule adherence of examination related activities is cross checked by the academic audit team, during the academic audit.

2.6 – Student Performance and Learning Outcomes

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

http://msnm.besant.edu.in/documents/351/Program_Outcome_2019.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BUSINESS ADMINISTRATION	MBA	FINANCE MARKETING AND HUMAN RESOURCE MANAGEMENT	105	104	99
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2.7 – Student Satisfaction Survey

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

http://msnm.besant.edu.in/documents/350/Feedback_2019.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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FDP on Research Methods	MBA	20/08/2019
Demonstration and Workshop on NPTEL	MBA	31/08/2019
Research Awareness and Abstract writing E-Poste	MBA	06/09/2019
Student Reformation	MBA	09/09/2019
Human Rights	MBA	12/09/2019
Drug Abuse and Awareness	MBA	25/09/2019
FDP on Case analysis	MBA	24/09/2019
Caring for Your eyes	MBA	10/10/2019
FDP on Innovative Teaching Pedagogies	MBA	18/10/2019
Workshop on UGC NET crash course	MBA	21/11/2019
A dialogue with Mr George Albuquerque Pai, Proprietor, A. Albuquerque Sons	MBA	23/11/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	01/12/2020	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	01/12/2020
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	0	0

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

Name of the Department	Number of PhD's Awarded
MBA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	MBA	2	3
No file uploaded.			

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

Department	Number of Publication
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No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
KANARA CHAMBER OF COMMERCE AND INDUSTRY, MANGALURU	05/12/2019	INDUSTRY CONNECT	176
INDIAN SOCIETY FOR TRAINING AND DEVELOPMENT	14/03/2020	TRAINING	176
BESANT EVENING COLLEGE	29/07/2019	ACADEMIC FLEXIBILITY	124
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9	3.1

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Easylib	Partially	4.3.3	2007

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	01/12/2020
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	66	55	66	0	0	6	5	35	0
Added	0	0	0	0	0	0	0	50	0
Total	66	55	66	0	0	6	5	85	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
47	35	35	15

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

<p>The institution has a full time caretaker to look after the immediate need of repair/ renovation of infrastructure, maintenance and AMC works. Suggestions and feedback on the need for maintenance and upkeep of classrooms, seminar rooms and staff rooms, library, computer, sports, etc. are given by the respective departments to the Director. The computers and other ICTs are maintained by a technician and system administrator.</p>
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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Aptitude Training	99	99	15	11
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	0	NA	NA	NA	NA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year

(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Aagneya	State Level	87
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council (SSC) representatives actively participate in various activities. They help in coordinating all the events related to academics and other cocurricular Extra-curricular activities, as per the directives of teaching faculty. Council has the members of MBA-1 II. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students. Contribution of the Student Council in Academic Administration 1. Coordination in day to day academic activities at their level 2. Coordination in communicating the information between students and Teaching faculty 3. Coordination in conducting special events like Spectrum etc. 4. Coordination in organizing Cultural events 5. Coordination in organizing Sports Games for the students 6. Coordination in arranging Industrial Visits for the students Institute provides necessary support to the council members in organizing coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

198000

5.4.4 – Meetings/activities organized by Alumni Association :

NA

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

• Women's National Education Society, sponsors of Besant Institution manages the Institute. Governing Council comprises of Industrialists, Corporate Executives, Academicians, Lawyer, the Director and one Faculty Representative.

• The Governing Council meetings are held to devise and execute strategic plans. Director and the faculty representatives apprise the Council about the activities of the institute and put forth suggestions for the betterment of the institution. Administration is decentralized by the Director who forms various committees, associations including faculty, non-teaching staff and students for effective functioning of the institution.

• The Director is the administrative head of the institute and is given is financial autonomy for all routine operations within the budget approved by the Governing Council. The Director Delegates authority to the staff based on their expertise, undertakes all correspondence and coordination with stakeholders, regulatory bodies and affiliating university.

• The activities related to the subject matter for the academic year are planned by the Head of the department and faculty members with the guidance and the approval of the Director.

• Faculty members are given the authority to choose and invite guest speakers and devise an effective lesson plan in their respective subjects.

• The faculties along with the students are motivated to groom leadership quality by organizing various programmes and other academic functions. They are kept in various committees and encouraged to organize meetings and programs independently under the banner of those committees. The co-curricular and extracurricular activities are also initiated and executed by each faculty assigned the task with whole hearted cooperation and support from the Director.

• Faculty member accompany students for field trips, industrial visits and other events outside the institution when necessary.

• Faculty members are deputed as Deputy Chief-superintendent (DC) to other MBA colleges affiliated to Mangalore University during semester examinations.

• The faculty members are also given the liberty to finalize the project topics to be carried out by the students.

• Faculty members suggest the purchase of relevant books related to the subjects handled by them and enhance the quality of the library repository.

• Activities which demands for field visits, extension activities, operation workouts, live projects are designed by the faculty members themselves

• Library Committee is involved in subscribing and purchasing of books, journals and dailies. It is empowered for maintaining and enhancing the quality of the collections in the library. Participation of the Faculty in Decision Making Process

• Faculty members constitute the Executive Council, which meets weekly. Here, various issues are discussed, constructive suggestions are proposed and incorporated in the future plan to achieve better results

• The faculty members are deputed as external examiners during university examinations and are also the members of the Evaluation team at Mangalore University to which the institution is affiliated

• Committees are led by faculty members under the guidance of the IQAC and the Director

• A team of committed staff members maintains good interpersonal relationship, enabling effective implementation of the academic policy statement, which is in tune with the mission

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	50 percent of the seats are filled from the side of management seats and 50 percent of the seats are filled from the side of PG CET exam conducted by the KEA.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • MOU: The institute has entered into MOU with ? Kanara Chamber of Commerce Industry (KCCI), Mangalore ? Indian Society for Training and Development, Mangalore Udupi (ISTD) ? Besant Evening college, Mangalore • Placement Internship: Extramarks - 8, Religare - 12. Companies: Oracle OFSS, Extramarks educations India Pvt ltd, Peepal consultancy, Religare. Internship: Internshala (registered) - 7 • Guest Lecture: The Management is committed to deliver quality education and making education accessible to economically weaker section. The Institute has the advantage of having successful Industrialists/ businessmen as President, Vice President and Secretary, Eminent Corporate Executives as members in the Governing Board and a dynamic Director with industry and academic experience. Collaborations with other institutions and industries so as to exchange expertise. MSNM Besant Institute of PG Studies Dialogue with Professionals provides an opportunity for the students to listen and interact with eminent leaders from the corporate world. MSNM Besant Institute of PG Studies Knowledge series where eminent industry experts address the students on topics related to academics, human values and skills. • Industrial Visit: Faculty member accompany students for field trips, industrial visits and other events outside the institution when necessary. This year for the industrial visit the students were visited along with faculties to United Breweries Limited Mangalore Chemicals Fertilizers Limited
Human Resource Management	? Human Resource Management: The Director regularly interacts with faculty members that enable them to convey grievances or professional requirements. The weekly Executive Committee meeting provides a forum to convey and review matters that can help the faculty members grow professionally. The Director directly

deals with the redressal of grievances of both the teaching and non-teaching staff. Institute has invested a lot in providing quality physical and human resources to students. One of the pre-requisites of quality education is well-qualified and quality staff. Staff members are motivated by welfare measures provided. The management and governing Council also supports the Director in policy matters that can enhance the quality of work life for the staff members. The welfare schemes like Provident Fund, Leave Benefits, Gratuity and Vacation are provided to all the staff members who are on regular roll. Other welfare schemes provided to the staff members include Leave Encashment, Maternity leave, Leave relaxations and sabbaticals. Training on general etiquettes, health hygiene, work related training etc., are given with an objective to improve their proficiency to perform better and keep them updated. The institute reviews faculty performance through a structured Performance Appraisal system. The efficiency of the non-teaching staff is also assessed at regular intervals. The objective of performance appraisal is to create awareness among the faculty regarding professional values based on knowledge, practices and relationship with stakeholders. Director and Dean deal in the mechanism with the concurrence of Governing Body. It plays a pivotal role for upgrading skills and performance of teaching and Non-teaching staff. The members of the Governing Council, Director and the Dean interact with the faculty members to review their performance in both teaching and other delegated duties. The institution has a transparent Performance Appraisal System for teaching and non-teaching staff. The system for Performance appraisal ensures both accountability and continuous improvement in the abilities and performance of staff. The appraisal focuses on the faculty on a 5-point scale unravelling various attributes related to:

- Knowledge base of the faculty
- Communication Skills in terms of articulation and comprehensibility
- Commitment of the faculty
- Interest generated by the faculty
- Ability to integrate course

material with environment /other issues, to provide a broader perspective • Ability to integrate content of the course with other courses • Accessibility of the faculty in and out of the class • Quality of assignments and projects to evaluate students understanding of the course • Temperament in the class

Library, ICT and Physical Infrastructure / Instrumentation

? Library, ICT and Physical Infrastructure / Instrumentation: • Library: Library is a hub of knowledge in terms of books, journals and other learning materials The library has been partially automated with installation of Knowledge software to access e journals and publication namely, J-Gate, Easylib and National Depository of journals. Mechanisms for technology-aided learning that allow students to acquire the information, knowledge and skills necessary for their study programmes. It has become a matter of necessity to use e-journals and books, offering remote access to e-resources in the library. The reading room is spacious to accommodate the students for references and library hours. • ICT: For appropriate technology implementation and maintenance, the organisation adopts policies and strategies for academic and administrative purposes. The Computer Lab consists of 54 desktops and other learning facilities for students. There are 10 more desktops for other administrative and library personnel tasks. • Physical Infrastructure: Infrastructure services are the keys to the effective and successful delivery of education programmes. Infrastructure growth must therefore keep pace with the institutions academic progress. In order to contribute to the successful atmosphere for curricular, extra-curricular and administrative activities, the other supporting facilities on campus are built. A provision of expenditure in the budget is made annually for maintenance and replenishment of physical facilities which will ensure their availability on a continual basis. Regular maintenance and periodic infrastructure replenishment are necessary.

Research and Development

Promoting research is an essential duty of the Institution without which

it is not possible to realize a research culture on campus. The institution is actively involved in this by establishing effective policies and procedures, making sufficient resources available, facilitating the active participation of faculties in research, and acknowledging any achievement of faculties through research. The institute has improved upon the financial assistance being provided for faculty participation in conferences and development programs. The institute also motivates the faculty to pursue research

Examination and Evaluation

? Examination and Evaluation: The subject knowledge of students is evaluated through direct and indirect methods of assessment methodology / tools, such as systematic analysis, case studies are determined keeping in mind the parameters/learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum. Students who are slow in their understanding compared to their peers are identified on the basis submission of assignments, punctuality and personal interactions, class attendance, pass percentage, classroom results, and regularity. The institute manages it sensitively through its students, and pays attention to learners with different speeds. Revision lectures to help the students to have insight to the previously covered topics and connecting with the new topics.

Teaching and Learning

Teaching plans for a semester are planned. Through trained and experienced instructors, the teaching-learning process is facilitated. Students are encouraged to use the library and internet resources in addition to classroom instruction. The teaching staff maintains diary and record daily instruction delivered, practical conducted and other such activities performed. Any short time responsibilities (Extra lecture, duties for seminar etc.) are properly recorded and informed to concerned authority. The efficacy of the teaching and learning process is periodically reviewed. The inputs for such review may be from: Students' feedback,

internal test results. Quality of assignment submitted, final results of term / year. The teaching and learning process is reviewed by head of the department for the concerned teaching faculty and the feedback is shared. The concerned faculty then plans for improvements which is periodically tracked for their effectiveness

Curriculum Development

Initiate various short term courses in the institution. inviting dignitaries of national and international repute for an interaction with the students. Encouraging students to present papers at national and international level. Guiding the students in event management at collegiate and intercollegiate competitions. The Institution has initiated programmes namely MSNM Knowledge series and MSNM Dialogue Series which are in sync with its vision and mission to sphere its students to be business leaders with contemporary knowledge, skill and human values as they listen and interact with eminent personalities from the corporate world. The MSNM Health Series educates the students on the need and ways to maintain a healthy mind and body for a healthy life.

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

E-governance area	Details
<p>Planning and Development</p>	<p>? Planning and Development: To use ICT in the process of planning college-events and activities, institute uses personal e-mails. Important notices and reports are also circulated via e-mails. E-governance is the convergence of information and communication technologies. It aims at reducing manual efforts and enhancing connectivity, establishing a consistent system and being cost-effective and time-effective.</p>
<p>Administration</p>	<p>To achieve the target of Paperless IQAC , committee members of it started using Google facilities like Google Forms :- To prepare Feedback forms and get Online feedbacks of Students The college has Biometric attendance for teaching and non-teaching staff. The college campus is equipped with HikVision's 33 CCTV Cameras installed at various places of need. · To surveillance Hikconnect application is</p>

available and software is available for surveillance on computer for college Authorities. • ICT has been introduced in the Administrative work. • College staff uses smartphone with inbuilt social app like Gmail to communicate. WhatsApp Group helps to provide the brief notices of any event to be happened on college. • WhatsApp Groups are also used for awareness and of smooth functioning of the same.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	12	12

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Faculty is encouraged to attend and present papers at national and	Leaves, pension, gratuity, loan etc as per Govt. Rule, opportunities	Scholarships, Remedial classes, Welfare schemes implemented by govt and

international level conferences. Financial support is also provided towards the reimbursement of registration fee for attending the conferences and faculty development programs. • Provident Fund as per PF Act, Leave Benefits - CL-15 days, EL-30 days (10 Days for Vacation Staff), Sick Leave, Maternity Leave, Vacation Leave and Sabbatical Leave • Gratuity as per Gratuity Act. • Other welfare schemes provided to the staff members include Leave Encashment, Interest free Loan facility, etc. • Leave relaxations and Sabbaticals are extended to the faculty while undertaking research related activities.

for career development

university, free counselling and internet facility, Industrial trips are organised and several workshops, training sessions are conducted for their overall improvement. In campus hostel facility with quality housing and meal is provided to students. Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students

6.4 – Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

- We conduct regular meetings and telephonic contact with the parents. Feedback from parents is given due consideration.
- Parents are always invited for Appreciation Ceremony of Meritorious Students

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

College has been permitting the faculty members to attend seminars, conference and related foundation course, Orientation courses, training programmes. 2. Continues guidance and advice giving to all the faculty members by the principal to carry on their curriculum activity effectively and efficiently 3. Regular Personal mentoring of support staff

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

The absence of a research culture which was pointed out by the Peer team almost a decade ago has been addressed to. A majority of the faculty have obtained their PhD degrees while the remaining are engaged in doctoral research. Academic activities like seminars, workshops and lectures have been organised in the current academic session. The college now has a digital Library with Internet and WiFi facilities along with ebooks and ejournals

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Talk on Human Rights by Ms. Avni Bhatia from Josh Talks	12/09/2019	12/09/2019	67	32
Demonstration on Self Defence	09/03/2020	09/03/2020	117	58

By Mr. Karthik Kateel				
Zumba workshop for fitness by Ms. Shruthi Keerthiraj	09/03/2020	09/03/2020	117	58

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	0
Physical facilities	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
MSNM Hand Book	01/01/2019	<p>Responsibility and Accountability 1. Teachers should handle the subjects assigned by the Head of the Department 2. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 3. Teachers shall monitor the respective group of students who are attached to them. 4. Assignment topics for each course are to be given to the students within a week of the beginning of the semester.</p>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

Solar Plant is installed in our institute LED Bulbs are used in the campus. Elimination of all plastic bags, and use of cloth bags Solid waste management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Rain Water harvesting plant made in our institute to save water Solar plant is installed in our institute LED Bulbs are used in the campus Elimination of all plastic bags and use of cloth bags Solid waste management Research Support: The institution provides opportunities for Faculty and Students to present research papers in National Conferences organized by colleges and Universities Digitalization of teaching and evaluation: successfully conducted online classes, and evaluation for 2 and 4 Semester, and commenced classes for 3rd semester Assistance and facilitation to students to start up business through MOU with KCCI, Workshop on startups, Business plan competitions E quiz on Commerce and Management Part 1 E quiz on Commerce and Management Part 2 E quiz on commerce and management Part 3 Manel Srinivas Nayak Memorial Dialogues on Professional Managers - National Conference on Start-ups in India: Challenges, Issues, and Opportunities

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

<http://msnm.besant.edu.in/news/national-conference-start-ups-india-challenges-issues-and-opportunities/>

7.3 – Institutional Distinctiveness

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

We conduct MSNM Dialogue , MSNM Knowledge and MSNM Health Series

Provide the weblink of the institution

<http://msnm.besant.edu.in/>

8.Future Plans of Actions for Next Academic Year

- To introduce relevant Certificate courses in tune with the industry requirements.
- To seek autonomy and be an autonomous institute.
- To increase the industry and institute interface by internships and live projects