



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

MANEL SRINIVAS NAYAK MEMORIAL
BESANT INSTITUTE OF
MANAGEMENT STUDIES

- Name of the Head of the institution Dr. Molly S. Chaudhuri
- Designation Director
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 08242482669
- Mobile no 9945354024
- Registered e-mail msnmbesant@gmail.com
- Alternate e-mail msnmiqac@gmail.com
- Address MSNM Besant Institute of PG
Studies, Besant Vidya Kendra,
Bondel, Mangaluru - 575008
- City/Town Mangalore
- State/UT Karnataka
- Pin Code 575008

2. Institutional status

- Affiliated /Constituent Affiliated
- Type of Institution Co-education

- Location Semi-Urban

- Financial Status **Self-financing**
- Name of the Affiliating University **Mangalore University**
- Name of the IQAC Coordinator **Reema Agnes Frank**
- Phone No. **08242482668**
- Alternate phone No. **9945354024**
- Mobile **8150021686**
- IQAC e-mail address **reemafrank@msnmbesant.edu.in**
- Alternate Email address **msnmiqac@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://msnim.edu.in/documents/40/AQAR_20-21_report.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://msnim.edu.in/documents/45/Academic_Calender_2021-2022.xlsx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.70	2013	05/01/2013	04/01/2018
Cycle 2	A	3.09	2019	03/03/2019	04/03/2024

6. Date of Establishment of IQAC

05/02/2013

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

[View File](#)

IQAC

9.No. of IQAC meetings held during the year 20

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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)

Delivering additional courses each semester other than university prescribed syllabus.

Academic, industrial, and social activities Inviting corporate leaders to speak to the students

Providing assisting with extended research efforts.

Maintaining the integrity and timeliness of the academic curriculum

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
To develop aptitude skills amongst the students	Institution trains students in building aptitude skills to succeed in corporate interviews and also competitive exams
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 rooms are extensively used.
Designing certificate courses for the students and organizing seminars, guest lectures and conference	It helps the students to get the practical knowledge in the field of management
MOU's amongst other prominent academic institutions and also with the industries	Its helps the students to gain the real time work experience through internships and projects
students are prepared to organize intercollegiate fests and activities	This helps to build the necessary skills amongst the students

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	08/08/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Director
• Does the institution function from its own campus?	Yes
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• Mobile no	9945354024
• Registered e-mail	msnmbesant@gmail.com
• Alternate e-mail	msnmiqac@gmail.com
• Address	MSNM Besant Institute of PG Studies, Besant Vidya Kendra, Bondel, Mangaluru - 575008
• City/Town	Mangalore
• State/UT	Karnataka
• Pin Code	575008
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Self-financing
• Name of the Affiliating University	Mangalore University

• Name of the IQAC Coordinator	Reema Agnes Frank				
• Phone No.	08242482668				
• Alternate phone No.	9945354024				
• Mobile	8150021686				
• IQAC e-mail address	reemafrank@msnmbesant.edu.in				
• Alternate Email address	msnmiqac@gmail.com				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://msnim.edu.in/documents/45/Academic_Calender_2021-2022.xlsx				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			View File		

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Providing assisting with extended research efforts.		
Maintaining the integrity and timeliness of the academic curriculum		
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Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	08/08/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
yes	25/01/2023

15. Multidisciplinary / interdisciplinary

As an affiliated college, there is no academic flexibility, as the syllabus is prescribed by the Mangalore University. It limits the scope of multidisciplinary flexible curriculum and allowing entry and exit of students. The faculty members ensure

that credit based projects, departmental conferences and co-curricular activities are value-based and communicate the ethos of the institution which includes inclusivity, sustainability, religious tolerance and scientific temper.

MSNIM is well-equipped to implement NEP regulations in its curriculum. The teaching learning pedagogy adopted in this institution ensures amalgamation of intellectual, social and cultural development among its students. Apart from the regular credit-based courses, all the students at post-graduation level complete 4 extra courses, IBM design thinking EXCEL with Tally-GST, digital marketing and SPSS. Students are also allowed to select elective papers from any discipline (in their final year) of their choice. Seminars/ workshops/ training programs/ internships have been introduced which enables the better understanding of management courses. Institution plays a pivotal role in sensitizing students towards environmental, social and health issues through series of programs. All the initiatives foster the capacity building of the youth into responsible citizens.

Our vision clearly articulates our 'commitment to achieve excellence through holistic education'

16.Academic bank of credits (ABC):

As the college is affiliated to the Mangalore University and follows stated policies, it does not have liberty to access the Academic Bank of Credits by itself. The college is waiting for the university to lay down the procedure of initiating this process. As soon as it happens, college will register itself and begin the process. Students are encouraged to enrol and successfully complete courses through online platforms such as Swayam, Coursera etc. to enrich their learning experience.

17.Skill development:

The college conducts various certified/add-on/bridge courses which are aimed towards enhancing the skills & knowledge of learners, and eventually increasing their employability. Value Education, Life Skills and College Women Development Cell support value-based education. Through the Social Outreach Programme, the students were already engaged in community service. All these programs inculcate positivity among students and enhance development of humanistic, ethical and several other human values. To develop the Constitutional and other human values the college celebrates a list of days like Independence Day, Republic

day, Health series, Visit to orphanage and old age home, just to name a few.

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

The college commemorates several days significant to Indian culture. Traditional day, festivals like Christmas, Onam, Eid, Holi, Deepawali is celebrated which give students an opportunity to learn and enjoy the rich and diverse linguistic and regional culture of the nation. Till the college does not attain academic autonomy to institute integration of Indian knowledge and teaching language culture into the curriculum may become a challenge.

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

The college has a practice of assessing the outcomes of various courses that are part of various Programmes. This feedback is then used to make alterations in teaching learning and curriculum based activities. The college also follows a system of obtaining feedback from its stakeholders and the changes obtained through the feedback process are incorporated. One of the significant outcome of obtaining feedback taken from students and other agencies, was the initiation of the certified courses. The college is affiliated to Mangalore University and follow stated policies so the amount of changes that are made get limited.

20.Distance education/online education:

As and when the college opts for autonomy, the institute can prepare online content such as e-books, lecture series, online live and offline doubt solving sessions for the Open Distance Learning students based on the designed curriculum. It is planned that though the college is affiliated, we have started with background preparation for distance learning like finding out the licensing issues of content development.

It proved to be a versatile tool particularly during the Covid pandemic as it enabled conduct of online classes, management of attendance, submission of assignments, webinars, training programs, fine arts festival and even commemorate important days and events. During the pandemic, most of the classes were conducted online and faculty members and students have gained experience on working with digital tools such as Google Tools, Online Whiteboards, YouTube to develop and deliver e-content, short videos, interactive power point presentations and other online content. With offline classes being pursued at present,

the faculty and students at the institute are looking forward towards blended learning as it integrates the learning experience with a humane aspect. Therefore, the students can gain from the benefit of online teaching along with face-to-face interaction with tutor and fellow pupils. Students are also encouraged to engage in courses offered by online portals such as Swayam, Coursera etc. to widen their sphere of knowledge and understanding and sharpen their skills. The college is an active Local Chapter of NPTEL courses. The institute organizes online FDP's, international conference in online mode and encourages the faculty members and students to be a part of other online programs which enhances their skill and ability.

Extended Profile

1.Programme

1.1	1
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	112
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	60
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	44
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	12
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	12
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	12
4.2 Total expenditure excluding salary during the year (INR in lakhs)	35,57,720.11
4.3 Total number of computers on campus for academic purposes	61
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	
<p>Institute is affiliated to Mangalore University and courses are offered under choice based credit system as per the syllabus prescribed by the University. Choice based credit system enhances the flexibility and provides various optional soft core courses besides compulsory hard core courses.</p>	

The Institute ensures effective curriculum delivery aligning with its vision and mission, through well planned and documented process. In order to ensure effective planning of various programmes, an Academic Calendar is prepared at the beginning of every year. The IQAC ensures the conduct of the programmes as stipulated the academic calendar. In Academic Calendar, various programmes, completion of syllabus, delivery of lectures, internal examination, publication of student magazine, conduct of various competitions, sports and other co-curricular activities are scheduled well in advance. We have Executive Council Meetings, Academic Calendars, Manpower Planning, Subjects Allotment, Program Sheet, Teaching Plan. The teacher prepares the teaching plan, and the Director checks the plan. The teaching plan helps the teacher to plan the curriculum delivery in time and reflects the use of innovative teaching methods such as ICT, participative and experiential teaching, etc. There is monitoring by IQAC, communication through Notice Boards and Social Groups, Teaching Aids and a well-maintained library.

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

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

Academic Calendar: A comprehensive academic plan for the year is drawn in the faculty meet prior to the commencement of the academic year with the Director. The academic calendar is prepared taking into cognizance the University calendar, vacation, holidays, projects and other in-house institute activities.

Teaching Plan: Based on the academic requirement of the University and students, the concerned faculty member prepares a lesson plan for each chapter in the subject. This is documented by the faculty member in his/her work diary. The diary so maintained is brought to the perusal of the director and a soft copy is maintained in the MSNM IQAC email id. The lesson plan is prepared taking into considerations the internal examinations dates and university examination dates. The faculty tries to cover the syllabus within the allocated credit hours. However, the total credit hours spend in each subject at the institute far exceeds the credit requirement stipulated by the university.

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

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

1

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

6

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

112

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**

The various committees which take care of the student's development are:

1. Women Empowerment Cell: Majority members are females representing members from faculty, non teaching staff and students from each class. It is heartening to state that in our institute the incidents of sexual harassment of women students have been nil due to the discipline and gender sensitivity. The cell also conducts program for women empowerment, women entrepreneurship, women health care, gender sensitisation, etc.

2. Anti- Ragging Committee: As per the guidelines of UGC, AICTE and the University, an Anti- Ragging Committee has been constituted to handle the issues pertaining to ragging. The names of the committee members along with their mobile numbers are displayed at different places in the institution. Any student can lodge a

complaint without disclosing his/her identity in case of any untoward incident.

3.Human Rights: The institute conducts various programmes on Human Rights to provide awareness among students.

- Blood Donation Programmes
- Swachh Bharath through various outreach programs
- Health Awareness Programmes through MSNM Health Series
- Various socially sensitive activities for the upliftment of the society

4. Environmental Sustainability: Lectures have been conducted by experts on Rainwater Harvesting, use of alternate source of energy and plant protection.

File Description	Documents
Any additional information	View File
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

44

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
44	
File Description	Documents
Any additional information	View File
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	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	NA
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/17ge6VRP6-yUURnsKSis5OUZ7R5is2unb?usp=sharing
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	
68	
File Description	Documents
Any additional information	View File
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	
36	
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	
<p>The institution assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their Degree marks and the entry level test conducted by each department. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. The tutors of the respective classes of UG and PG extend valid support in classifying the students with reports based on observation and class tests.</p> <p>? The institution organizes Orientation programmes/Induction programmes for freshers both at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.</p>	

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

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

Number of Students	Number of Teachers
112	12

File Description	Documents
Any additional information	No File Uploaded

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

All students receive assistance with their internships, which allow them to gain real-world experience. All students visit the company in person and complete the tasks given to them. We made it mandatory for students to participate in a 1-month internship programme to help them bridge the gap between industry and academia.

We ensure students are attending the competitions held outside the campus wherein they experience the management Fest held by the various institutions.

Perform group exercises to increase the participants' interactivity and self-assurance.

Play games that are connected to the subject they are learning to get their interest.

The following student centric methods are extensively used:

a. Case Study Method: To acquaint the students with the real-life situations. The cases are drawn from the standard text books,

journals and from other e-resources. Some cases are also developed by the faculty concerned.

b.Group Discussion: The faculty members organize group discussions in their subjects to familiarize the students with the concepts and their implications. It helps to learn both process and content.

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

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

Learning Management System (LMS) & E - Learning Resources

? Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology are being followed by the faculty members in class rooms.

? The academic plan with budget, lesson plan and question banks are made available at the very beginning of the semester.

? The use of multimedia teaching aids like, LCD projectors, classrooms with internet enabled computer/laptops/tablet systems are usually in use in classroom.

? The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the

students using the resources from National Programme on Technology Enhanced Learning (NPTEL) to enhance the learning experience.

? Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through proxy server in the campus.

? Seminar hall is equipped with multimedia facilities using ICT tools. Invited talks and webinars are conducted in seminar hall using ICT facilities.

<https://msnim.edu.in/academics/campus-facilities/>

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

7

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

2.4 - Teacher Profile and Quality

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

12

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	View File

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

4

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

12

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.

Evaluation methods are communicated to students during beginning of the course through student handbook. Evaluation schedules are discussed and finalized in Executive Council meetings, although every faculty member has liberty to decide their internal assessment activities as they think appropriate. But this is to be done within norms decided and finalized with the Director. The same is communicated to students through time-tables and schedules well in advance. Teachers also communicate to students the evaluation criterions and weightages during their teaching sessions.

University puts forth guidelines for the continuous and comprehensive evaluation of students. Institute maintains an Academic Calendar which includes plans for internal assessment. Written exams, class tests, presentations, quizzes, group-discussions, curriculum related activities/games, survey/projects,

etc. are methods of assessment at the institute. The uniform internal exam time table is published one month in advance. Exam is arranged on a common schedule and supervised by faculty members. The syllabus for the internal exam is announced in advance by the teacher concerned.

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

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

Internal Evaluation is on continuous basis and includes tests, assignment, projects, internal examination, etc. Grievances related to internal evaluation include syllabus not covered but questions asked, less marks given than expected, etc. Mechanism for redressal of grievances regarding internal evaluation includes:

a. Timing of internal test / examination: Generally there is no grievance regarding this aspect as sufficient notice is given regarding proposed test/examination.

b. If internal test/examination is having questions from syllabus not covered so far, students can complaint to Academic Coordinator. If it is not resolved, than to Director. Necessary action in such cases, asking faculties for explanation and retest if required. But instances of such grievances are also very rare.

c. Grievances regarding lesser marks given in internal evaluation: All students are handed over their corrected answer sheets so that they can know how much marks they received in each question. Internal marks are also displayed on notice board. Students are encouraged to discuss with faculty members to clarify their doubts regarding marks received. If students have failed or received very low marks, they are given an opportunity to give additional assignments or retest to improve their marks / grade.

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

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.

The institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and outcomes.

The methods of internal assessment are partly based on multiple choice questions presentations and problem solving. These test the conceptual understanding, memory, communication skills and application skills. The semester-end assessment tests their discipline specific knowledge, critical thinking skills, written communication skills. Weaker students are advised to practice answering model papers and have them assessed. They are counseled and guided to overcome their inadequacies. Remedial teaching is conducted by the departments whenever required.

The College has laid down the learning outcome at program level and course level. A copy of the document containing the details of the learning outcome is made available to the students. Each faculty member before the beginning of the term, declare the learning objectives, course outline, lesson plan and evaluation process setting out the details of the pre-reads, books, articles, cases that are required to be studied and discussed in the class including classroom presentations and class participating activities and in the process each student is made aware of the academic process involved in the program.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NA
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 programs and the outcomes are aligned to the vision and mission statement displayed in the website. The same is also reproduced in the important documents and visible places at the institute.

The institute website, prospectus as well as the student handbook states the mission and objectives of the institute. These documents also highlight the achievements of the students and lists the kind of jobs that students get after completion of the different programs. In the orientation program for the first year students, the broad program objective of the program is explained.

All the important academic and non-academic programmes are taking place in the institute are notified in the website under the upcoming events column. Declaration of results are announced through University website.

All the important communications to students and faculty members are carried out through website and individual emails. The outcome of special programmes like MSNM Besant 'I Want to Know' series are published with photos and details in the institute website.

The institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and outcomes.

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

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

44

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	NA

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://drive.google.com/drive/folders/17ge6VRP6-yUURnsKSis5OUZ7R5is2unb?usp=sharing	
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)	View File
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	
2	
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)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NA

3.2 - Innovation Ecosystem

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

Institute is proud to start an incubation center to enable its students get firsthand experience in promote innovation driven activities at the institute and provide a comprehensive and integrated range of support including space, mentoring, training programs, networking and an array of other benefits. We believe that an incubation center is equally essential in today's competitive and fast changing world. Through the incubation center, students gain hands-on experience in innovation while being nurtured and encouraged by faculty, management and industry experts. The Institute aims to be the hub of innovative and high impact ventures in social, educational, commercial and other domains. It hopes to bring forth a revolution in how and what students learning.

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

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

16

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)	View File

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

0

File Description	Documents
URL to the research page on HEI website	NA
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

2

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every Year, programme are organized under which students and staff participate voluntarily in community based activities with neighborhood. · Every Year, programs are organized under which students and staff participate voluntarily in community based activities with neighborhood. Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, and empowerment of girls are organized. · Continuous voluntary activities by students to maintain cleanliness in and around the Campus, create awareness about the role of clean environment in human health and contribute to the National Swachh Bharat Abhiyan. Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc.

- 1.To help people in need and distress
- 2.To understand and share the need of under privileged children
- 3.To promote cleanliness in all span of life and common places
- 4.To acquire social values and a deep interest in environmental related issues

File Description	Documents
Paste link for additional information	NA
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)	View File
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

6

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)	View File

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

112

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)	View File

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

44

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	View File

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

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

The Institute is spread over in an area of 3.62 acres of land on Mangalore Airport Road at Bondel. The Institution has adequate number of class rooms provided with ICT facilities, highly resourced library, seminar Halls, auditorium, parking area for the vehicles, food court, transport facility and separate hostel for both boys and girls.

Teaching aids include LCD projectors, Laptops & Computers, Wi-Fi facility, Cameras, Scanners, Printers and Photocopy machines.

The Institution accommodate a Research course work room with 30 seating capacity and ICT facility.

There is a state of art Air Conditioned computer laboratory with 60 computers with latest configuration.

The entire building of the institute has an installation of Fire Hose reel system, fire alarm, signages

Boys & girls hostels together has 22 well furnished rooms for comfortable living. Facilities like indoor games and recreation like TV and reading rooms available to make students for hostel life pleasurable.

Food Court available in the campus provide good catering service at low cost for Staff and students.

Every important place CCTV camera were installed for surveillance. 31 CCTV cameras were installed in the campus.

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

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

The Institution gives utmost importance to overall development of the students and organizes various sports, games, and cultural activities on campus regularly. Sports articles & kits along with first aid facilities are always available. Institute has indoor sports facilities comprising Table-Tennis, Chess and Carrom. Students use these facilities regularly. Institute conducts annual competitions as Sports Days. Winners are facilitated during the Annual Day. Institute has Play-Ground for Throw Ball, Volleyball, and Badminton.

On 21st March 2022 MSNIM Cricket League was organized for the students in Padushedde gound.

Institute has auditorium with seating capacity of 500 where most of the cultural activities are conducted. Institute conducts Cultural Day and talents day every year for the students.

Students of the institute organized Agneya (Cultural) and Edify (management) fests for the undergraduate students on 20th June and 28th June respectively.

The students are encouraged to participate at various intercollegiate sports and cultural events by paying the registration fee.

Institute observes international yoga day every year and yoga hour is also introduced in the time table. A faculty member takes yoga classes for the students.

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

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

8

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

₹7,06,095/-

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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 Institution has a spacious Library located in the basement of the Institution building with a reading room area of 295.211 Sq. mts. Library has rich Resource content consisting of books, E-books, periodicals, News Papers, Reference books and Internet & photocopying Facilities. The reading room has sixty seating capacity. On workdays Library works from Monday to Friday: 8.30 a.m. - 5.30 p.m., Saturday: 8.30 a.m. - 1.30 p.m.

During the year 34 books are added to the stock. Total no. of books available for use is 9020.

Library subscribed to 11 periodicals (Journals and Magazines) & 3 online journals. In addition, the library also subscribes to 1 on-

line Journal Database.

Library Committee consisting of faculty members and student representatives meet once in a semester and take the necessary decisions for the up-gradation of the library services.

EasyLib Standard software version 4.3.3 is used for Library automation services.

Registered member of National Digital Library (NDL)

User Orientation and awareness for fresher's is given at the commencement of the academic year to ensure efficient and maximum utilization of library services. Library gives Training to students on information retrieval for online database (Jgate) & Ebooks regularly.

Data Requirement for last five years: Upload a description of library with,

- Name of ILMS software ----Easylib 4.3.3
- Nature of automation (fully or partially) ---- Partially
- Version ----Standard

Year of Automation ----2006

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
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)

1,22,647/-

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

120

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

Information Technology facility in the Institution is provided with well-equipped and organized computer lab. Sixty well configured computers with internet facility are available . Computers are installed with Windows 10 operating system and MS Office and well secured with antivirus and are updated regularly

The institution facilitates extensive use of ICT resources for the purpose of computer-aided teaching/ learning activities. This is attained by having: ? Spacious Interactive Classrooms with LCD projectors. ? Providing laptops for Power point presentations. ? Demonstrations & Project preparation. ? Group discussions. ? Educational films and documentaries. ? Video Conferencing. ? Voice conferencing through con-call device ? Formal training in basic computer skills is given to the students (MS Power point, MS Word, MS Excel, web-research etc.) ? The student seminars and presentations are ICT enabled. The students are trained to use LCD for PPT presentations. ? Teachers also use ICT for teaching - LCD presentations, etc.

? Seminar halls and Auditorium of the Institution are also equipped with ICT facilities. ? From 2014 onwards, Internet facility is updated from broadband to OFC ? The internet facility on Wi-Fi has been upgraded to OFC The advent of office automation has ensured inter-departmental "LAN" connectivity. The computing facility is being continuously upgraded and modernized.

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

4.3.2 - Number of Computers

61

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)	
₹7,55,797.55	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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.	
The institution has full time care taker to look after the immediate need of repair/ renovation of infrastructure, maintenance and AMC works. the suggestions and feedback on the need for the maintenance and upkeep of classrooms, seminar halls, staff rooms, library, computer lab sports etc are given by the respective departments to the director. the computers and other ICT's are maintained by the technician and system administrator.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NA
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	

54

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

35

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	NA
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

38

File Description	Documents
Self-attested list of students placed	View File
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

0

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)	View File

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.

2

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

The institute encourages students overall personality development along with management education. Students are encouraged to participate in various cultural, management fest organized by

other management institutes/ universities. The students have participated & won awards at management events organized by various colleges like 'Echelon 2022,' by Sri Devi Institute of Management, Mangalore,' Adhiveshana,' by NMIT, Bengaluru, 'Magma', Srinivas University, Mangalore, 'Akriti 2022' by Canara Engineering College, Bantwal, Sentia 2022 by Mangalore Institute of Technology. The students also coordinated & participated at KCCI Event: 'Address by Shri Nitin Gadkari, Honorable Minister, of Road Transport & Highways', in Mangalore. Our students have represented the institute in All College Student Union council (council of student representatives of management colleges in the district (affiliated to Mangalore University).

The students actively take part in cocurricular activities like visit to govt school 'Chilume' and gave program on personality development along with some fun learning activities. The students visited old age Home under the activity named 'Chaitanya'. They interacted with senior citizens of old age home, conducted some entertainment activities and were moved by the stories of the senior citizens living there. This teaches them empathy & has made them to remember their responsibility as a son or daughter to take care of their own elder family members in their old age.

The students also organized undergraduate level cultural Fest 'Agneya' in June 2022. Around 20+ colleges in and around Mangalore participated in the cultural fest.

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

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

6

File Description	Documents
Report of the event	View File
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

The Alumni Association/ Chapters (registered and functional) contributes significantly to the development of the institution through financial and non-financial means during the last five years. An Association is formed for the benefit of MSNM Alumni.

? All the students are provisionally admitted as members in the MSNM Alumni Association. The provisional membership entitles the student to participate in seminars, workshops, and conferences organized by MSNM Alumni Association and participate in the activities. After completion of the course requirements of the respective programs.

? MSNM BESANT students will automatically be eligible for a membership in Alumni Association. The students need not apply for the membership.

? The Alumni Association meets at regular intervals in order to discuss the various changes that are carried out in the institute. A group of students are also provided scholarships under the Alumni Scholarship program.

? The Alumni interaction with the students provides an opportunity for better placements and training of our current students to meet the industrial requirements before passing out from our institution.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File
5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs
File Description	Documents
Upload any additional information	View File
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	
<p>Director and the faculty representatives apprise the Council about the activities of the institute and put forth suggestions for the betterment 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 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 plans in their respective subjects. 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 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.</p>	

File Description	Documents
Paste link for additional information	NA
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.

Director and the faculty representatives apprise the Council about the activities of the institute and put forth suggestions for the 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 activities related to the subject matter for the academic year are planned by the Dean and faculty members with the guidance and the approval of the Director. 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 and vision of the college

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Enhance the quality of the library and also the e-resources periodically.
- Encourage faculty members to pursue PhD and take up major

and minor research projects & publish research articles

- Inviting dignitaries of national and international repute for an interaction with the students.
- Signing of an MOU with well-known institutions in the country.
- Collaborations with other institutions and industries

Strategic Plan:

- The institution has recently built state of the art academic block and online exam blocks. The plans are to upgrade all furniture, ICT and library as and when required.
- Achieving the status of Autonomy

Deployment Documents

The organizational procedure manual, service rules and student handbook guides all the above mentioned activities through well-defined policies and procedures for each of the activities

Case Study reflecting the implementation of the strategic plan

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.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	NA
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 college has a well-defined Management structure led by the Board of WNES, Governing Council, Director and Dean. Committees headed by faculty members control the coordination and monitoring mechanism. Various academic activities are planned and coordinated

under the supervision of the Director The non-teaching staff works under the direct supervision of the Director, Dean and the Administrative Officer. The institution has been able to discharge its duties effectively with the total involvement and coordination of different committees of faculty and non-teaching staff. The organization structure depicts the apex bodies and the flow of delegation in the institute for effectively carrying out the activities of the institute.

Admission Committee, Library Committee, Alumni Committee, Anti-Ragging Cell, Anti-Women Harassment Cell/Women Development Cell, Human Rights Cell, Maintenance, 'Wisdom 'The Notice Board", Language Lab, Minority Community Cell and OBC Cell, Grievance Redressal Cell, Internal Compliance Cell, MSNM Swacch Campus Cell,

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the institution webpage	NA
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

D. Any 1 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)	View File

6.3 - Faculty Empowerment Strategies

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

The Director directly deals with the redressal of grievances of both the teaching and non-teaching staff. The Management and Governing Council also supports the Director and the Dean in policy matters that can enhance the quality of work life for the staff members.. Institute organizes faculty development programs, staff development programs, seminars, workshops and conferences for the overall development of the employees.

1. Provident Fund as per PF Act.
2. Leave Benefits CL-15 days, EL-30 days (10 Days for Vacation Staff), Sick Leave, Maternity Leave, Vacation Leave and Sabbatical Leave.
3. 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.
- The support staff of the institution is given an opportunity to pursue further education if in case they have discontinued it for various reasons. Faculty members take keen interest in guiding them by providing course material and coaching.
- 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.

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

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

7

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)	View File

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

0

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)	No File Uploaded

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

6

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

At the end of the year each faculty is required to submit a self-appraisal report containing the details of his/her performance in academic and non-academic activities. The final reports will be sent to the management. 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

This Director/Dean appraises the statements made by the faculty and also records his comments on the appraisal report.. The institute encourages transparency and maintenance of a healthy environment among the staff to effectively and efficiently carry

out their duties and responsibilities towards the institution, students and oneself. The Performance Appraisal is also supervised by the Management of WNES.

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

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

The institute diligently maintains its financial records under the guidance of Director and Administrative Officer. The financial accounts are maintained exclusively by an Accounts Officer of the Institute. The financial records are maintained in Tally as well as manually in journals and ledgers. The accounts of the institution are subject to internal and external audit.

Internal audit is done by the management of WNES on the basis of Receipts and Payments statements submitted every month. The Manager and the Secretary at WNES scrutinize each expenditure incurred at the institute and call for explanations if need be. The receipts and payments of each month are also placed the institute and call for explanations if need be. The receipts and payments of each month are also placed expenses and advises the Director if any special concerns are there. External audit is done annually by CA M. R. Kamath at the end of the financial year. There were no major audit objections in the preceding years.

The institute follows single entry system. The balance sheet and income & expenditure are prepared at the WNES for all the institutions under their control including our institute.

File Description	Documents
Paste link for additional information	NA
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)**

NIL

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

Academic and administrative financial planning in the institution is done in a participative manner to promote transparency and accountability. The Institution is guided by the WNES in strategies for mobilization of funds and the optimal utilization of resources. The systems and practices ensure that the college is able to effectively fulfil its aims and meet its requirements and obligations.

The institute also conducts short term programs for outsiders which generate a small portion of the income. The institute strives to undertake consultancy projects to increase the revenue. As the Besant Institutions have a legacy of serving quality education to poor students, the institute taking into consideration the financial weak background of the students, the fees structure is kept at minimal and optimal.

When there is a requirement to install any infrastructural/ICT facility, the Director scrutinizes the quotations before a final decision is made based on parameters like pricing, quality and terms of service etc. However, the capital expenditure relating to building and furniture are funded by Women's National Education Society (WNES) For the new building, the parent society (WNES) has borrowed. Three Crores from Corporation Bank. The institute resorts to the WNES if there is any financial deficit.

File Description	Documents
Paste link for additional information	NA
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 Internal Quality Assurance Cell (IQAC) of the institute guides the institute to frame the policy for the academic and administrative growth of the institution. IQAC is playing a major role in designing and maintaining quality assurance within the academic systems. It monitors the proper implementation and analysis of overall academic and administrative performances of the college activities. The IQAC has contributed in institutionalizing the quality assurance processes, contribution of management, external members, students etc., institutional integrated framework for Quality assurance of the academic and administrative activities. The IQAC has framed a quality policy discussed in its meeting and also placed forth to the Governing council in its three consecutive meeting with the council. The policy is being adhered to and displayed at the entrance of the institute. The quality policy is stated below:

MSNM Besant Institute of Post Graduate Studies, as a dedicated team is committed to impart quality education and training leading to excellence. The Institute creates a learning environment by constantly upgrading the system and nurturing the talents to promote creativity and leadership.

File Description	Documents
Paste link for additional information	NA
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 cell supports the teaching and learning goals articulated in the institution's strategic plan.
- Regular meeting of IQAC to discuss various measures related to quality enhancement in which the recommendations made by Governing Body and Academic Council are discussed and analysed for further improvement.
- Ensuring maximum utilization of infrastructural facilities and the available ICT resources.
- On the basis of academic audit, a review of student's performance is made by IQAC
- IQAC ensures the proper implementation of academic calendar.
- IQAC reviews the feedback received from the parent-faculty meetings organised during the college day.

Mechanisms to continuously review the teaching - learning process

- Faculty members maintain work diary which enables them to plan their academic programmes and adhere to the schedules.
- Student feedback is sought on every faculty by distributing Appraisal forms at the end of the semester. This data is collected and handed over to the Director of the institute for review.
- The Governing Council members take immense interest in the development of the faculty They call for meetings with the faculty on a quarterly basis leading to increased transparency and accountability among the faculty members.

File Description	Documents
Paste link for additional information	NA
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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	NA
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

The concept of gender equity refers to equal treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities. Gender equity in education means that males and females have equal opportunities in terms of economic, social, cultural, and political developments.

1. Safety and security

It is a common phenomenon that most of the outstation students enrolling for different courses come out of their homes and so the institute provides them a comfortable and safe ambience

1. CCTV Camera 24-hour CCTV surveillance is maintained in the college. Discipline is also maintained and it also provides a sense of security to the students and even their guardians. Students wear identity cards at all times to ensure their identity.

2. Security Guards are appointed round the clock to check onto the safety of the campus all the time.

3. Common Rooms • Separate common room facilities for both female and male students are available in their respective hostels in campus where the students come in their free time to relax and entertain. • For boys and girls we have separate hostels and strict rules are observed to maintain proper law and order. Sports facility like table tennis, carom etc. are available in common room of each hostels

File Description	Documents
Annual gender sensitization action plan	NA
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	Safety and security, Counseling, Common Rooms

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

C. Any 2 of the above

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

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

Solid Waste Management

Differently coloured large size dustbins, green for degradable and red for non-degradable, are kept all over the campus for segregated disposal of waste. Two giant-size pits (10x10x10 m), one for degradable and the other for non-degradable, at the eastern end of the campus, in the vicinity of the RDS farm, are used as dumping sites.

The decomposed waste, namely the compost, is used as organic manure for the cultivation of field of kitchen vegetables

The use of plastic carry bags, cups and laminated paper plates are prohibited on the campus. Students and staff are advised to bring cloth bags.

Paper Waste: Dustbins are provided in every classroom for collecting paper waste. Dustbins are cleared every day.

Food Waste: Separate dustbins are kept in the canteen and hostels for collection of food waste.

5. Waste recycling system

A compost pit has been dug and all the wet waste from the kitchen and hostel is collection in thrown into this pit for creation of compost . The compost created is in turn used for all the plants and especially the vegetables garden adjacent to the hostel

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

D. Any 1 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:

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

C. Any 2 of the above

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
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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	D. Any 1 of the above
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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).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day, along with many regional festivals like Onam, Moharram and Christmas are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. All these facilities to the patients are provided irrespective of their caste, creed, colour, sex or socioeconomic background.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

The college believes in celebrating events and festivals in

college. It is an integral part of learning and building a strong cultural belief in a student. In academic year 2021-22, we celebrated the following days like World Environment Day, International Yoga Day, Independence Day, Republic Day, National Unity Day (Birth Anniversary of Sardar Vallabh bhai Patel), Women's Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Manel Srinivas Nayak Knowledge Series - Guest Talk on 'Career as a Company Secretary' by Ms. Sarita Kamath, Head - Legal & Compliance and Company Secretary of Tata Capital Ltd, Mumbai - Manel Srinivas Nayak Institute of Management (msnim.edu.in)
Any other relevant information	NA

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	View File
Any other relevant information	No File Uploaded

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

and festivals

Republic day is celebrated every year on 26th January in the main college campus with great enthusiasm and pride. Independence Day is also celebrated on 15th August commemorating the nation independence. International Women day is also celebrated in our college on 8th March every year. The day is used to recognize women who have made significant contribution to the advancement of their gender. International Yoga Day is also celebrated on 21st June every year in the college. The birth anniversary of Sardar Vallabhbhai Patel on 31st October is celebrated as National Unity Day. 26th November is also celebrated as National Constitution Day to commemorate the adoption of constitution of India by constituent assembly of India. On this day, Dr. B. R. Ambedkar, the creator of the constitution is remembered. It was declared by govt. of India on 19th November 2015 to celebrate 26th November as constitution day every year. Holi Diwali and Christmas are also celebrated every year in the college. All this helps in to decode the spirit of ethics and moral values, duties and responsibilities, humanity, awareness, physical and mental fitness etc. among the students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Title of the Practice: MENTORING SYSTEM FOR STUDENTS

2. Objectives of the Practice

- Understanding and solving the problems of students and improving their quality of life.
- Guiding the students to choose better career path for job, higher studies, Entrepreneurship, etc.

- Strengthening of teacher-student relationship.

A Batch of 12 students is allotted to a mentor (counsellor). Each counsellor maintains the academic records of allotted students. Counsellor has direct communication with the students. The students meet the respective counsellors regularly. The academic progress of each student is communicated to their parents and appraised of the performance of their ward. In case of students with poor attendance /performance, their parents are advised to meet the counsellor & faculty members for discussing corrective measures. The counsellors initiate to arrange tutorial classes for slow learners.

- Student's attendance had improved after counselling by the mentors.
- The direct communications between mentor and students have improved the teacher student relationship.
- Academic performances of the students have improved.
- Participation in extra-curricular activities has been enhanced.
- Students become more disciplined.
- Students maintain harmonious relationship among themselves.
- Students performed better in placement activities.

File Description	Documents
Best practices in the Institutional website	Azadi Ka Amrit Mahotsav (Samanvaya) - Manel Srinivas Nayak Institute of Management (msnim.edu.in)
Any other relevant information	NA

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

Our Institutes believes in building a Knowledgeable Graduates who are capable of applying knowledge and skills to real world situations and are digitally literate. They should be effective in every task and are deliverable planners and executors, ensuring

the project's success. Our graduates are critical and analytical thinkers who are open to, and reflect on new ideas, evidence and assumptions to arrive at logical solutions to problems. With this idea we have two major programs run and are distinctive. 1. Manel Srinivas Nayak Knowledge Series/Dialogue Series Interactive programmes with the renowned personalities of our times is the focal point of this series. VIPs from corporate world, government, NGO sector and the arts are invited as the esteemed guests of this stage event. A prepared speech on a particular area of expertise of the speaker, followed by question and answer session is the format through which students get a chance to speak to guest and enhance their knowledge. 2. Manel Srinivas Nayak Health Series Interactions with healthcare experts to foster better health. Here doctors and health experts address the students to create health awareness and to ensure healthy life. Executive stress and lifestyle related ailments are growing day by day. Through this programme we try to give our students a healthy start in life with awareness and cultivation of healthy habits.

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

To recruit and retain well qualified motivated faculty. 2. To provide amenities and sports facilities in harmony with nature. 3. To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the challenges of corporate world. 4. To arrange career guidance programmes. 5. To obtain NIRF Ranking. 6. To provide facilities and opportunities to faculty and students towards research activities