

Part – A

AQAR for the year

2016-17

1. Details of the Institution

1.1 Name of the Institution

G. H. RAISONI INSTITUTE OF BUSINESS MANAGEMENT,
JALGAON

1.2 Address Line 1

Gat No 57/2

Address Line 2

Shirsoli Road

City/Town

Jalgaon

State

Maharashtra

Pin Code

425001

Institution e-mail address

ghribmjal@raisoni.net

Contact Nos.

0257 2264884

Name of the Head of the Institution:

Dr.Preeti V. Agarwal

Tel. No. with STD Code:

0257 2264884

Mobile:

9604010444

Name of the IQAC Co-ordinator:

Asst. Prof. Rajkumar Kankariya

Mobile: 9011768391/9604010444

IQAC e-mail address: iqac_ghribmjal@raisoni.net

1.3 NAAC Track ID(For ex. MHCOGN 18879)

MHCOGN21790

OR

1.4 NAAC Executive Committee No. & Date:

EC(SC)/05/A&A/030

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

[www \ghribmjal.raisoni.net](http://www.ghribmjal.raisoni.net)

Web-link of the AQAR:

www.ghribmjal.raisoni.net/ghribmAQAR2017.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	2.74	2014	March 2015
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

01.12.2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR **2014-15 submitted to NAAC on 28-04-2016**
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central emed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

North Maharashtra University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- a. Case writing workshop for faculties
- b. Excel workshop for students
- c. Teaching Learning pedagogy
- d. Presentation Skill

2.14 Significant Activities and contributions made by IQAC

- IQAC was reconstituted after the visit of peer team of NAAC and has carried out an analysis of the suggestions made by the visiting team both in its report as well as during the interactions with the faculty members and staff during the visit.
- The IQAC has identified various strengths, weaknesses and opportunities that are available for the institute in respect of improvement of quality and growth.
- Interaction with various stake holders (Students, parents, alumni, employer, industry) at departmental and institutional level for feedback
- **Permanent affiliation**
- **Formation of Research promotion policy**
- **Application for NAAC sponsored conference**

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Sr. No	Plan of Action		Achievements
1	Strengthening measures for preservation of environment.		The following measures were undertaken:
		1	Notice was placed in each classroom to request students to switch off the lights when not in use.
		2	Tube lights and bulbs in the College are gradually being replaced by CFL.
		3	Regular checks are carried out by the faculty members to minimize wastage of water and electricity.
		4	Tree plantation drive was undertaken.
2	Faculty engagement in research and research related activities		A research cell "Avishkar" is established. Progressive trend is seen in terms of research publications.
3	To increase the involvement of the students in the placement and internship activities.		<ul style="list-style-type: none"> To make the placement activity more students driven a 'placement committee' of students has been formed. Four students from each department are made placement coordinators, assisted and guided by the faculty placement team. Further, internship activity is also made student driven. This action of making the placement and internship activities more students driven has encouraged student participation and also resulted in accountability of the student community in these activities.
4	To develop and nurture entrepreneur skills in the students an 'Entrepreneurship Cell' be started.		<ul style="list-style-type: none"> Raisoni Incubation centre is established Awareness campaign conducted by MCED (Maharashtra Centre for Entrepreneurship Development MSME (Ministry of Small & Medium Enterprise) Further Supporting students for making projects and Encouraging them to showcase the projects in-house and outside participation

5	To examine and analyse the process of branding and admissions to identify areas for improvement which may include : Publicize achievements / awards / appreciation and accolades received by students and faculty of the institute through appropriate media.	<ul style="list-style-type: none"> • Students have a key role in spreading the message of “a satisfied customer”. Their role has been identified and given due weightage in the admissions process • The institute has organized many Student Development Programs (SDPs) on Personality Development, Soft skills and Career development Programs. Also conducted management events and competitions. University and state level. These activities helped bringing awareness about management programs and the institute among graduating students all stake holders
6	Academic calendar of the semesters	Attachment in Annexure
7	To encourage the students to participate in the college, university, state and national level sports and games events	Students actively participated in the college, university, state and national levels sports and games events and bagged several medals and awards

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

Got approval and incorporated the suggestions.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2		2	04
UG	3		3	
PG Diploma				
Advanced Diploma				
Diploma	01		01	
Certificate				6
Others				
Total	06		06	10
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options : Core & Elective

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	
Annual	1

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- The institute is affiliated to the North Maharashtra University and bound to follow the university syllabi designed by respective board of studies. As a significant change, university has brought credit and grade system. As an affiliated college, we have implemented the change through,

- Introduction of Grading system for all the programmes
- Inclusion of 60: 40 patterns for all programmes. 60 marks for external component examination and 40 marks for internal component examination.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

ICSI Study Centre for Students pursuing CS (company secretary)
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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	28	25	02	1	02

2.2 No. of permanent faculty with Ph.D.

3

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
25	02	02		01				28	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

4

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	28	41	
Presented papers	22	36	
Resource Persons	3	5	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Introduced foundation course for Accounts and Qualitative Techniques for first year students of PG and UG prior to commencement of classes.
- Encouraged students to register and use MOOC & Edx (free online certificate training) for better understanding the subject related current trends
- Educational trips / excursions were arranged to provide direct exposure to techniques adopted in the divers' fields.

2.7 Total No. of actual teaching days

during this academic year

190

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- As the Institute is affiliated to the North Maharashtra University, examinations were conducted as per the directives of BOS in the respective programmes.
- University has introduced the Credit Based Semester and Grading system for all the programmes
- Bar Code system has been introduced, to maintain the transparency in the assessment of answer papers of final year and post graduate students.
- Photo copy of the assessed answer paper, issued to the student on demand.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

6	6	6
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2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Sr.no	Title of the Programme	Total No. of Student Appeared	Division				
			Distinction %	I %	II %	III %	Pass %
1	MBA-I	54	8	27	11	0	85.19
2	MBA-II	52	5	29	9	0	82.69
3	BBA-I	80	18	28	20	0	82.50
4	BBA-II	38	11	12	8	1	84.21
5	BBA-III	16	3	6	4	1	87.50
6	MCA-I	12	3	4	3	0	83.33
7	MCA-II	3	2	1		0	100.00
8	MCA-III	42	4	12	18	0	80.95
9	BCA-I	46	8	22	9	2	89.13
10	BCA-II	12	2	4	3	1	83.33
11	BCA-III	26	5	9	8	0	84.62
12	Dual MCA-I	33	4	7	16	0	81.82
13	Dual MCA-II	12	5	4	2	0	91.67

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC has identified qualitative and quantitative indicators and has designed the process for monitoring and evaluating the teaching learning process.

The quantitative indicators are as follows:

- i. Number of programmes and enrichment courses.
- ii. Number of learners.
- iii. Number of faculty members.
- iv. Number of lectures.
- v. Number of teaching days.
- vi. Success rate.
- vii. Available resource.

The qualitative indicators are as follows:

- i. Academic excellence.
- ii. Work ethics.
- iii. All round development of the learners

To monitor the quality of teaching learning, the IQAC has developed the following process: Preparation of teaching plan, Scrutiny of daily lecture schedule by HOD, Feedback obtained by HODs, Coordinators, and Faculty member appraisals at the end of every semester.

To evaluate the quality of teaching learning, the IQAC has developed the following process: Maintaining Academic calendar, Analysis of learners' feedback about faculty members, Performance of learners in internal test and semester end examinations and overall Result Analysis, Interaction of the Director with the faculty members to discuss feedback and results and Review of academic progress at the meetings of the Local Managing Committee.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	20
UGC – Faculty Improvement Programme	15
HRD programmes	-----
Orientation programmes	02

Faculty exchange programme	01
Staff training conducted by the university	12
Staff training conducted by other institutions	10
Summer / Winter schools, Workshops, etc.	-----
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10			
Technical Staff	02			

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC at the Institute constantly strives to inculcate a culture of research among the staff and the students. To ensure the participation of students, Institute promotes research aptitude and inculcation of research methodologies in students' minds by organizing workshops / seminars on recent topics by encouraging and guiding them in presenting papers at seminars.

- The institute promotes the students and faculty members by sanctioning registration amount for research publication.
- Two-days Thesis writing workshop has been conducted exclusively on theme "Ph.D. thesis and research paper writing" for the benefit of students and faculties across North Maharashtra region, the expert was Dr. Sachin Kamble from NIIT, Mumbai. 65 research scholars participated.
- The institute has hosted the very prestigious Avishkar State Level Paper Presentation Competition 2016, at Zonal Level, more than 1150 participants presented their posters in different categories like pure sciences, engineering, medical and pharmacy, Commerce, Law & Management, Agriculture.
- Two National level conferences were organized by MBA and MCA departments.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs	0.90 Lakhs			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	3	0	0
Outlay in Rs. Lakhs	1.95 Lakhs	1.50 Lakhs	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	9	6	
Non-Peer Review Journals	3	3	
e-Journals	2	1	
Conference proceedings	50	77	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	02	North Maharashtra University	3.75 Lac	2.00
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		2			
Sponsoring agencies		Self-Financed			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	<input type="text"/>
From Management of University/College	<input type="text" value="250000"/>
Total	<input type="text" value="250000"/>

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
13			2	4	03	04

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

	University level	<input type="text"/>	State level	<input type="text"/>
National level	International level	<input type="text"/>		<input type="text"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text"/>	State level	<input type="text"/>
National level	International level	<input type="text"/>		<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="7"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The programmes pertaining to community involvement is to charity- **philanthropic** through faculty and students. Periodically students are encouraged to contribute food grains, clothes, and other stationery materials for nearby orphanage.
- On special occasions to mark and celebrate the event like world elders' day a group of staff and students visit **orphanages** and speak to the inmates and also provide them with eatables and fruits and seek their blessings on such occasion.
- In the last four academic years RGI fostered philanthropic attitude among students and staff by organizing various **CSR activities** like visits to the old-age home namely Matoshree, food donation Camp , **Ek Mutthi Anaaj**, Tree Plantation and donation of woollen clothes to the deserving people on the streets. Etc
- Adoption of 10 HIV victims for supporting them with monthly supply of nutrition and food.
- **Road Safety** program was organised to promote awareness amongst students regarding necessity of wearing helmets while riding two-wheelers.
- A **Village is adopted** by the Institution , 30000 funds from management is sanctioned for drainage, computer literacy and health awareness programmes

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.5 Acre			1.5 Acre
Class rooms	20			20
Laboratories	5			5
Seminar Halls	2			2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-			
Value of the equipment purchased during the year (Rs. in Lakhs)	-			
Others	-			

4.2 Computerization of administration and library

(a) The Administrative System is computerised.

- The Application forms details, internal examination marks, results for all the courses is computerised.
- University given software “e-suvidha” is used for hall ticket printing, marks entry and mark sheet printing for first year of all courses.

(b) The entire process of library is computerised

- Central library, the heart of the college, is fully equipped with modern facilities to cater the needs of students, faculties and the members of the library.
- All the books in the library are bar coded.
- OPAC serves Library book searching.
- Institutional Digital Repository was created with the help of D Space digital library software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4557	16,14,695.00	226	54449	4383	16,69,144
Reference Books	942		39		981	
e-Books	325	-	45	-	370	-
Journals	25	58500	-	-	25	58500
e-Journals	2(IEEE, J-Gate)	4,56,441.00	-	-	2(IEEE, J-Gate)	4,56,441.00
Digital Database	No	-	-	-	No	-
CD & Video	374	-	20	-	394	-

Others (specify)						
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4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	210	5	30 Mbps	-	1	1	2	
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- All the faculty members have laptops with Wifi enabled high speed internet connection.
- The computer labs with internet access is made available to students in their departments and even to non-teaching staff in the office.
- Most of the teachers deliver their lecture using power point presentations.
- The seminar hall is well equipped with interactive board, LCD projector and all the accessories required for various kinds of presentation.
- The Administrative office makes use of software packages for managing the admission process, accounts and payroll generation.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text" value="50,000"/>
ii) Campus Infrastructure and facilities	<input type="text"/>
iii) Equipments	<input type="text"/>
iv) Others	<input type="text"/>
Total :	<input type="text" value="50,000"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Cell has suggested various initiatives to enhance awareness of the students about various support services made available to them by the Institution.

- Induction programme is conducted for all first year students where in Student Handbook (which includes Mission, Vision, Academic Calendar, Rules & Regulation, Major events etc.)
- Notices are sent to the classrooms to convey information/circulars/notifications. Notices are displayed on the respective notice boards etc.
- Various orientation sessions are arranged for enhancing awareness of the students.
- SMS are also used to inform students and parents.
- Google groups are used to communicate through email
- Mentoring scheme is implemented to have a face to face interaction with individual student.

5.2 Efforts made by the institution for tracking the progression

The graduating students are encouraged to keep in contact with the college as members of the alumni. The college does not have any formal method of tracking the students' progression. However, the college maintains records of transcripts / copies of migration certificates of students which indicate that several of them opt for higher studies.

- Alumni association to have at least one meeting in an academic year
- Alumnus are invited for guest lectures and Coffee cup meets with juniors

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
263	163		

(b) No. of students outside the state

20

(c) No. of international students

-

Men	No	%	Women	No	%
	298	70		128	30

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						240	5	1	180	-	426

Demand ratio

Dropout % 2

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

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No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- The College has an active Career Guidance and Placement Cell.
- Resume Preparation & Interview Techniques sessions are part of academic time table.
- Aptitude preparation course for 10 Days conducted by Global Education an ISO certified company from Nagpur.
- Different companies have approached the College for internships and placements.

*** For details pertaining to counselling and career guidance refer to Annexure**

No. of students benefitted

NA

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	65	32	15

5.8 Details of gender sensitization programmes

“Be careful” safety awareness program for female candidates on the campus is conducted .

Self defence Camp was organised for Female Teachers and students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events:

State/ University level	<input type="text" value="35"/>	National level	<input type="text" value="22"/>	International level	<input type="text"/>
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No. of students participated in cultural events

State/ University level	<input type="text" value="12"/>	National level	<input type="text"/>	International level	<input type="text"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	<input type="text" value="05"/>	National level	<input type="text"/>	International level	<input type="text"/>
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Cultural: State/ University level	<input type="text" value="08"/>	National level	<input type="text"/>	International level	<input type="text"/>
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	95	10.00 lacs
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text"/>	National level	<input type="text"/>	International level	<input type="text"/>
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Exhibition: State/ University level	<input type="text"/>	National level	<input type="text"/>	International level	<input type="text"/>
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5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

“To achieve excellent standards of quality education by keeping pace with rapidly changing technologies and to create technical manpower of global standards with capabilities of accepting new challenges.”

6.2 Does the Institution has a management Information System

Yes, Institute has as ERP base academic monitoring system called “ RAMS”,
Raisoni Academic Monitoring System.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Institute follows Curriculum , prescribed by the affiliating University. How ever faculty members , contribute in curriculum development, being the members of BOS

6.3.2 Teaching and Learning

Institute has special schemes for Slow and Fast Learners. Teaching plans are prepared by faculty members. Faculty Feed back is analysed and shared with respective faculty members. ICT based Innovative teaching-learning pedagogy is used.

6.3.3 Examination and Evaluation

Institutes has very transparent system for Exams .Semester Pattern is followed for all the courses. Duly constituted Grievance Committee addresses the grievances of the students.

6.3.4 Research and Development

FDP is organised to promote Research .Incentives schemes and policies are existing. Faculty members are always encouraged to publish research papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is fully automated. Whole campus is covered with CCTV cameras. Smart boards and LCD projectors are used. Language Lab is fully functional.

6.3.6 Human Resource Management

Faculty Recruitment process is as per norms laid down by AICTE/ University.

6.3.7 Faculty and Staff recruitment

Faculty Recruitment process is as per norms laid down by AICTE/ University.

6.3.8 Industry Interaction / Collaboration

Institute has very strong network and Interaction with neighbouring Industries.

6.3.9 Admission of Students

Admission Process is through CAP rounds conducted by DTE, Maharashtra.

6.4 Welfare schemes for

Teaching	yes
Non teaching	yes
Students	yes

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes

 Y

No

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

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

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

Alumni Meets are organised every year, which receives overwhelming response from the Alumni. Co of Cup meet with Alumnus is frequently organised for the junior batches of students.

6.12 Activities and support from the Parent – Teacher Association

Parent meet is organised twice a year to have open interaction with them.

6.13 Development programmes for support staff

FDP and Research orientation programs are regularly arranged for the staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Tree Plantation activity organised every year. Campus is using solar energy.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Writing 3 C report competition for students

- The objective of teaching 3 C report is to make the student understand/know the basic information of the company that is company profile, the customer base and the competitors of the company.
- This helps the students at the time of interview as the questions “what you know about our company?” is asked very frequently, by preparing this report a student can answer this question which reflects his interest to join/ work with the company.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the Beginning of the year

- Industry institute interaction is strengthen which ultimately reflected on placement
- Organising the International conference
 - International conference is organized on 30th and 31st Jan 2015
- Enhancing participation in Avishkar Research Festival - 2015
 - Participated with 16 research projects in **State Level “Avishkar”, a Research Festival – 2015**
- Frequent updating of the college website as a tool of ICT.
 - Results, regular notices, model answers of question papers, results and attendance records are being uploaded on college student portal.
- Employability development skill development program
- Mentor mentee program

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Best Practice 1

Raisoni Mandi- An Experiential Learning Methodology Raisoni Mandi- An Experiential Learning Methodology

1. **Title of the practice – Raisoni Mandi** thrives on the idea that any learning is Incomplete until experienced by self, and is based on the twin ideals of Corporate Social Responsibility and Ethics in Business Management.

2. Goal: Following are the goals:

- Learning is **INCOMPLETE** unless it is practiced involving **Head, Hand, and Heart** of the learner.
- **Real World** is a wonderful context for learning.

The Context:

- The students work on a real time project in order to “**Know by- Doing**” and they are required to sell chosen products in order to learn the personal selling skills. Though, this approach has been a real challenge for students but without this, they may not learn real essence of this course in regular lecture-based classes.
- The insights gained by students have been stupendous for their understanding of sales management, per se, sales pitching, follow-up, negotiating, product knowledge and closing sales.

Budget: The institute allocates a budget of Rs. 20,000 to 25,000 for ‘carrying out Raisonni Mandi”.

3. The practice:

Mandi is a three fold programme i.e an event of three days. The Three folds of MANDI are:

- Learning by Doing
- Developing a sense of Social Responsibility
- Blending of theory with practical knowledge

Day-one: The students are given training about the products by a training session organized in the institute. The products are purchased by the institute from an NGO , which works for the cause of facilitating underprivileged children. After the training session the students are divided in groups and informed about the market routes where they have to go. Inventories are issued to students at least one-day in advance. This provides sufficient preparation time to the students to get fully acquainted with the products.

At this stage, students need to be encouraged to discuss in small groups regarding the sales strategies that they need to develop for higher sales. The discussion covers specific aspects like: Appropriate Markets that need to be focused, Customer Profiles, Products and Product benefits, probable problems students will face while selling, the alternate strategies which need to be ready with - in case of surprises if any. There is very good scope for creating learning milestones at this stage as students will be rearing to go to the field to make sales.

Day- two: There is a formal flagging off ceremony and the students are deputed by buses to different locations in the city with a bag of products which they have to sell. A brunch of food packet is also provided so that there should be no obstacle in their selling process. At the end of the day the students come back to the institute and give an account of the products sold.

Day- three: The last phase of the exercise is debriefing session. This session is considered as the most important phase in the whole activity. During this period certain insights/learning from the experience shared amongst the students. This is encouraged in view of the impact of these insights on the students leading to discovery of learning.

4. Evidence of success:

The success of the event can be easily measured from the numerous students seen discussing their unique learning and experiences, and with every other person on the street talking about the event and applauding students for their commitment. Truly Mandi has gone into the veins of the people of the city.

5. Problems encountered and resources required:

- Monitoring and evaluation of all the groups on the fields is a challenging process, as it has to be done simultaneously on the streets.
- Language barriers for other state students while selling products can hamper their selling.

Best Practice 2

Network Lunch – Network or you Don't Work

1. Title of the practice: Network Lunch

Once a month, corporate style lunch is arranged and students are given different topics or cases to discuss on the tables. They are asked to share their experiences in the post lunch session. Students also get an opportunity to know the skill sets of their classmates in a more casual setup.

2. Goal:

- The goal of this activity is to break down the homogeneous groups formed by the students as per their comfort level.
- Also another objective is to help the students know importance of networking in life.
- To boost team building spirit
- To improve the interpersonal skills of the students
- To develop the presentation skills of the students

3. The Context:

This activity is useful to help the students know the importance of networking for business; as well it is a field practice to the students of management and IT.

4. The practice:

- Every month, a corporate style lunch is arranged for the students where they are given some different topics to discuss.
- The groups of are made such that they do not have their regular friends. This helps them to interact with all the other students in that class.
- They are then asked to discuss over the topic given to them. This exercise not only helps to develop their communication skills but is also a way to increase interaction amongst the class.
- After the lunch session the students are asked to give a presentation in the class so that they can give a feedback on their experiences.

5. Evidence of success:

This activity is successful as it helps to build a network amongst the class. The students come to know about the strengths and weakness of their classmates which helps in team building. The students find some common interests and hobbies while interacting with each other and get new friends. This activity also develops the interpersonal skills of the students and boosts group diversity.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Tree Plantation, Poster presentation Competition
Use of Solar Energy

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:

- Excellent infrastructure, beautiful building, state of the art furniture and computer labs, latest teaching aids and learning resources.
- Ability to reach to the rural lot and up bring their potentials and make them a part in meeting the global challenges.
- Institute's faculty and students are engaged in research projects. The faculty and students have bagged prizes and excelled in paper presentation and projects competitions.
- The Institute's students get ranks in the North Maharashtra University, Jalgaon.
- Focus on overall growth of the students rather than result centric.
- Innovative Teaching Methods and integrating learning assessment pertinent to Industry requirements
- Experiential learning in the classes and sharing of experience by Industry Guest Lectures.
- The Institute's faculty and students are members of professional bodies like CSI, AIMS , AIMA etc.
- The Institute has well developed digital library which has access to e books, National & International Journals
- The Institute regularly organizes National Conferences, Symposiums, Workshops and faculty training programs for researchers and faculty members.
- The Institute is the Centre for various entrance examinations like GATE, MBA-CET, AIEEE, PAT, and MCA- CET etc...
- The Institute has language Lab which helps to improve the communication skills of students.
- The Institute carries out CSR activities like blood donation camps, visit to old age Homes and conducts workshops and training programs for various stakeholders in the society.
- Faculty members are encouraged to upgrade their qualifications and take up research projects & also they are sponsored for pursuing their PhD and higher studies.
- The teaching learning process is agile and dynamically adjusted to changing environment.
- Excellent facilities for extra and co-curricular activities.
- Excellent placement record.
- Industrial visits are regularly organised to give practical exposure to the students.

WEAKNESSES

- Young institute (less than a decade old) and doesn't have strong alumni network.
- Most students lack in basic statistics, accounting and soft skills that are essential pre-requisites
- Students' non-exposure to participative based learning before joining the program.

- Due to lack of air connectivity it is difficult to attract good experts from industry and reputed academic institutes for sharing their expertise with the students.

OPPORTUNITIES

- The institutes with excellent reputation in academics are less in the region and lot of Space is available to grab this.
- Continuous improvement through pedagogy and curriculum change.
- Synergy through partnering with internationally reputed business schools for faculty-student exchange
- Increasing youth population and need for higher education.
- The Institute has benefit of organising faculty Exchange programs and sharing the expertise with the other reputed Institutes under the Umbrella of RGI.
- Industry is looking to Tier III cities for talent hunt.
- Career opportunity for students with adequate knowledge, skill and right attitude are very high.
- Ample scope for innovative and creative students.

CHALLENGES

- The Institute has the challenge of continuously upgrading the quality to attract good students and qualified and experienced faculty.
- The Institute has challenge of selecting appropriate new programs to meet the requirement of stake holders.

8.Plans of institution for next year

Institute will go for NAAC reassessment for improving the CGPA

Institute will also try to get Autonomous status From UGC.

Name: Prof. Rajkumar Kankariya

Name : Prof. Preeti Agarwal



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

DIRECTOR
G.H. RAISONI INSTITUTE OF
BUSINESS MANAGEMENT
JALGAON

