Annual Quality Assurance Report (AQAR)

in Accredited Institutions

(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013*)

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Part - A
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AQAR for the year (for example 2013-14) 2015-16 I. Details of the Institution School of Management 1.1 Name of the Institution Near 9th Block 1.2 Address Line 1 **MIT Campus** Address Line 2 MANIPAL, UDUPI City/Town **KARNATAKA** State 576104 Pin Code Office.mim@manipal.edu Institution e-mail address 0820-2571924 Contact Nos. Dr. Raveendranath Nayak Name of the Head of the Institution: Tel. No. with STD Code: 0820-2925311

Mobile:	9164623286
Name of the IQAC Co-ordinator:	Raveendra Rao K
Mobile:	9845199836
IQAC e-mail address:	iqac@manipal.edu
1.5 Website address:	http://manipal.edu/som.html
Web-link of the AQAR:	http://manipal.edu/som/about-som/iqac-som- manipal/aqar-2015-16.html

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Ī	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
ſ	1	1 st Cycle	B+		2002	5 yrs
Ī	2	2 nd Cycle	А	3.30	2016	5 yrs

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

03-06-2013

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

i. AQAR	21-05-2016	(DD/MM/YYYY)				
ii. AQAR	(D	D/MM/YYYY)				
iii. AQAR	(DD/MM/YYYY)					
iv. AQAR	(DI	(DD/MM/YYYY)				
1.9 Institutional Status University	State Central Deer	ned 🔽 Private				

Affiliated College Yes No
Constituent College Yes V No
Autonomous college of UGC Yes No
Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)
Type of Institution Co-education V 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 V
Others (Specify)
1.11 Name of the Affiliating University (for the Colleges)
1.12 Special status conferred by Central/ State Government UGC/CSIR/DST/DBT/ICMR etc
Autonomy by State/Central Govt. / University NA
University with Potential for Excellence UGC-CPE
DST Star Scheme UGC-CE

|

UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (<i>Specify</i>)	
UGC-COP Programmes			
2. IQAC Composition and Activi	<u>ties</u>		

5 2.1 No. of Teachers 1 2.2 No. of Administrative/Technical staff 6 2.3 No. of students 2.4 No. of Management representatives NIL 2.5 No. of Alumni NIL 2. 6 No. of any other stakeholder and NIL community representatives 2.7 No. of Employers/ Industrialists NIL 1 2.8 No. of other External Experts 2.9 Total No. of members 12 2.10 No. of IQAC meetings held 03

2.11 No. of meetings	with various stakeholders: No. 3 Faculty 3
Non-Teachi	ng Staff Students 3 Alumni 2 Others NIL
If yes, men 2.13 Seminars and Co	ved any funding from UGC during the year? Yes No V ntion the amount NA onferences (only quality related) mars/Conferences/ Workshops/Symposia organized by the IQAC
Total Nos.	11 International National State Institution Level 11
(ii) Themes	 Padeagogy improvement Staff training Global Trends in Supply Chain innovation Workshop on mock interview Recent Marketing Trends in Banking Industry Research Methodology and Challenges in the corporate sector Workshop on Rubik cube Workshop on Excel Workshop on International Financial Reporting Standards Workshop on MS Excel Level II

2.14 Significant Activities and contributions made by IQAC

2 Internal Quality Audits and Review meetings

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 *

Plan of Action	Achievements
Syllabus revision to incorporate	Changed the syllabus and approved by
Industry feedback	Board of Studies
Alumni meet for getting student	Conducted Alumni meet
feedback on program	
Introduction of new Programs	Five Specializations added in BBM
Paper presentation in International	Achieved
Conference – At least one per	
faculty	

* Attach the Academic Calendar of the year as Annexure.

L	Part – B
	AQAR is submitted to Quality Department of University
	Management V Syndicate Any other body Provide the details of the action taken
2.15 Whethe	er the AQAR was placed in statutory body Yes No
2.15 Whethe	er the AQAR was placed in statutory body Yes No

Criterion – I

I. Curricular Aspects

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	1	NIL	NIL	NIL
PG	02	NIL	NIL	NIL
UG	04	05	NIL	NIL
PG Diploma	NIL	01	NIL	NIL

1.1 Details about Academic Programmes

Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	07	06	NIL	NIL
Interdisciplinary	NIL	01	NIL	NIL
Innovative	02	03	NIL	NIL

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

	Pattern		Ν	umber of programmes
	Ser	mester	11	
	Tri	mester	01	
	Aı	nnual	NIL	
1.3 Feedback from stakeholders* (On all aspects)	Alumni	v Par	ents	Employers $$ Students $$
Mode of feedback :	Online	√ Man	ıal	Co-operating schools (for PEI)

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

All courses updated incorporating feedback from Alumni and Employers. Incorporated Environmental studies module in BBM

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

Centre for Social Entrepreneurship, Centre for research in Financial Inclusion, Centre for Advances in Marketing, Centre for Regional Development, Centre for consultancy, training and corporate interface, International center for business studies, Centre for advanced learning in financial accounting, Centre for Managing Family Business, Centre for Supply Chain education and research and Centre for Business analytics.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of	Total	Asst. Professors	Associate Professors	Professors	Others
permanent faculty	46	32	09	05	NIL

2.2 No. of permanent faculty with Ph.D.

12

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Profes	ssors	Associa Profess		Profe	ssors	Others	8	Total	
	R	V	R	V	R	V	R	V	R	V
	10		6		4				20	
2.4 No. of Guest and Visiting faculty and Temporary faculty NIL 15 NIL										
2.5 Faculty participation in confe	rences a	nd sym	posia:							

No. of Faculty	International level	National level	State level
Attended	14	03	
Presented papers	33	09	
Resource Persons	03	02	

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

Online course management software used by all faculty members. Online cases from Harvard Publishers purchased, Paraphrasing workshop conducted for all students.

239

Industry visits, Guest lectures, Mentoring through Teacher guardian

- 2.7 Total No. of actual teaching days during this academic year
- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double Valuation

- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
- 2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students	Division				
appeared		Distinction %	I %	II %	III %	Pass %
MBA	120					100
MBA(HCM)	23					100
MBA(GB)	18					100
BBM (E	42					67
Banking and						
Finance)						

BBM(Financial	18			44
Markets)				
BBM(Profession	31			71
al)				
BBM(Logistics	21			57
and Supply				
Chain)				
М	50			96
Com(Logistics&				
Supply Chain)				
PGD(Logistics	04			75
and Supply				
Chain)				

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

Corse Coordinator and Director monitor the teaching learning process, Teacher Guardian process

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	17
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	24
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	13
Others Skill Development Program- 'Microsoft Saksham' organized by Manipal University for teaching staff of MU from 11 th April 2016 to 16 th April 2016.	5

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	15	-	-	-
Technical Staff	02	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Research committee conducts/guides faculty for presentation and publications. Faculty sent for various research workshops conducted by other Institutes.

Incentives for publications indexed in Scopus, Web of Science

3.2

Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	45	10	-
Non-Peer Review Journals	03	-	-
e-Journals	01	01	-
Conference proceedings	34	07	

3.5 Details on Impact factor of publications:

Range0-3Average1.4h-indexNILNos. in SCOPUS03

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL

Students research projects (other than compulsory by the University)	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

3.7 No. of books published i) With ISBN No. Chapters in Edited Books NIL 02 ii) Without ISBN No. NIL NIL 3.8 No. of University Departments receiving funds from NIL UGC-SAP CAS DST-FIST NIL NIL DPE DBT Scheme/funds NIL NIL 3.9 For colleges CPE **DBT Star Scheme** Autonomy NIL NIL NIL INSPIRE Any Other (specify) CE NIL NIL NA 3.10 Revenue generated through consultancy 3.31 Lakhs Level International National State University College 3.11 No. of conferences Number NIL NIL NIL NIL organized by the Institution NIL NIL NIL

3.12 No. of faculty served as experts, chairpersons or resource persons 09 3.13 No. of collaborations International National Any other 02 03 NIL 3.14 No. of linkages created during this year NIL

Sponsoring

agencies

3.15 Total budget for research for current year in lakhs :

From Funding agency	NIL	From Management of University/College	NIL	
Total	NIL			

Type of Patent		Number
National	Applied	NIL
Inational	Granted	NIL

NIL

NIL

NIL

3.16 No. of patents received this year

	Applied	NIL
International	Granted	NIL
Commercialised	Applied	NIL
Commercianseu	Granted	NIL

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
08	08	NIL		NIL		NIL
			NIL		NIL	

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

11	
08	

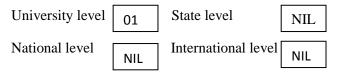
- 3.19 No. of Ph.D. awarded by faculty from the Institution
- 3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)



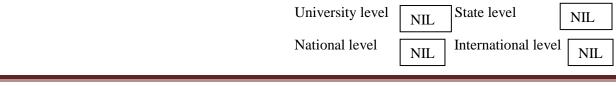
3.21 No. of students Participated in NSS events:



3.22 No. of students participated in NCC events:



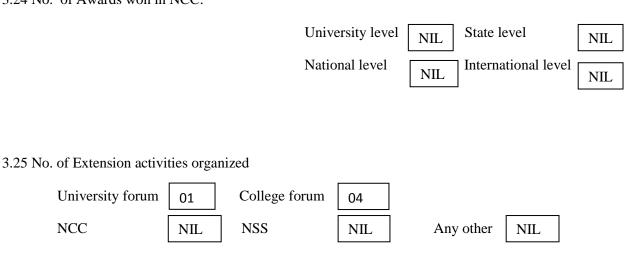
3.23 No. of Awards won in NSS:



3.24 No. of Awards won in NCC:

University forum

NCC



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

- Lakeside cleaning •
- Fire emergency Training •

01

NIL

- School children's education on hygiene, •
- **Onam Celebration**
- Consendo- International Level Management fest
- 4th Dimension: National Level Management Fest
- Yakshagana Event
- Dan Utsav
- Vanamahotsav Sapling distribution

Criterion – IV 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of	Total
			Fund	
Campus area	1543.93	NIL	University	1543.93

Class rooms	12	07	University	19
Laboratories	02	NIL	University	02
Seminar Halls	NIL	NIL	University	0
No. of important equipments purchased $(\geq 1-0 \text{ lakh})$ during the current year.	NIL	NIL	NA	0
Value of the equipment purchased during the year (Rs. in Lakhs)	8.95,000	4	University	8,95,000
Others	NIL	NIL	NA	0

4.2 Computerization of administration and library

Student Information System Implemented for all student data, Library has facility for access of Digital subscriptions.

Automation of Library search using EasyLib software

4.3 Library services:

	Existing		Newly	Newly added		otal
	No.	Value	No.	Value	No.	Value
Text Books	14456	57,78,35	1990	800007	16446	6578358
		1				
Reference Books	25		22	-	47	-
e-Books	-	-	-	-	-	-
Journals (Jan-Dec)	17	39500	-	46440	17	85940
e-Journals	-			-		
Digital Database	6	25,29,12	-	3789672	6	6318792
		0				
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	143	128	143	NIL	NIL	11	1	3
Added	8	3	8	NIL	3	NIL	NIL	5

Total	151	131	151	NIL	03	11	1	8

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

•	Office staff trained in MS Office and SIS software
•	Digital camera for distant teaching and placement purpose
•	Blue Ray Writer, Faculty data back up facility

4.6 Amount spent on maintenance in lakhs :

10.1
10.49
2.5
6.9
29.99

Criterion – V 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Learning Management System introduced for all courses, Student counsellor allotted for every student, Student feedback on teaching, Guest lectures from industry experts.

5.2 Efforts made by the institution for tracking the progression

Regular Internal Audits, Management Review Meetings for discussing program issues.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
537	383	08	NA

(b) No. of students outside the state



(c) No. of international students



	No	%		No	%
Men	618	65.2	Women	306	34.8

Last Year				This Year							
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
607					607	802					802

Demand ratio 1:6 Dropout %: 7

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

	Courses offered for preparing students for competitive exams						
No. of	students be	neficiaries		400		-	
5.5 No. of st	udents quali	fied in these exa	minatio	ns			
NET	1	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS	etc 1	State PSC	NIL	UPSC	NIL	Others	NIL

5.6 Details of student counselling and career guidance

Student counsellor is available at Institute and at University.

Mentoring by faculty for career advancement. Entrepreneurship Development Cell assists students interested in new ventures. Teacher guardians allotted for undergraduate students

No. of students benefitted

393

5.7 Details of campus placement

	On campus				
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		
27	128	91	25		

5.8 Details of gender sensitization programmes

Gender Sensitization program conducted at Institute for Students and staff.

5.9 Students Activities

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

	State/ University level	167	National level	NIL	International level	NIL
	No. of students participa	ited in cul	tural events			
	State/ University level	NIL	National level	NIL	International level	NIL
5.9.2	No. of medals /awards v	von by stu	idents in Sports, 0	Games and	l other events	
Sports :	: State/ University level	27	National level	NIL	International level	NIL
Cultural	: State/ University level	NIL	National level	NIL	International level	NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	184	87,32,776
Financial support from government	10	1,11,772
Financial support from other sources	03	49,500

Number of students who received International/ National recognitions	NIL	NIL
Student organised / initiatives		
: State/ University level NIL National le	evel NIL Intern	national level NIL

National level

NIL

International level

NII

5.12 No. of social initiatives undertaken by the students
5.13 Major grievances of students (if any) redressed: ___NIL

Criterion – VI

Exhibition: State/ University level

5.11

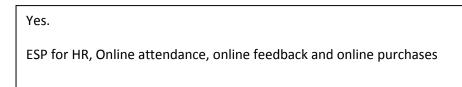
Fairs

6. Governance, Leadership and Management

6.1 "To be a highly respected B-school in South India."
This will be achieved through
Our MBA education producing graduates with strong attributes that include leadership, ethical integrity, team spirit, and entrepreneurship;
Faculty research that has impact on management knowledge and practice;
Social responsibility in providing management training to the organizations in the region through our Centre for Regional Development and Centre for Social Entrepreneurship

NII

6.2 Does the Institution has a management Information System



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

6.3.1 Curriculum Development

Feedback from guests from Industry, Alumni, Board of Studies, and Employers

6.3.2 Teaching and Learning

Learning Management System adopted

Online quizzes, Skype guest talks, industry academia interface for practical knowledge, feedback of IQAC incorporated in teaching

6.3.3 Examination and Evaluation

Initialized process of examination through e-pad for BBM

6.3.4 Research and Development

Faculty were sponsored for Paper presentations at International conferences/FDPs/Workshops/Seminars, Incentives for publications, patents

6.3.5 Library, ICT and physical infrastructure / instrumentation

New online databases added, given access in computer lab as well at Library.

6.3.6 Human Resource Management

FDPs, Outbound training programs, Personality Development workshops, Training for non-teaching staff in communication, computers.

6.3.7 Faculty and Staff recruitment

As per University Rules

6.3.8 Industry Interaction / Collaboration

Guest talks by industry experts and Skype lectures by experts in different subjects, Campus visit by industry experts/international universities

6.3.9 Admission of Students

New selection methodology adopted using online marks entry for candidates during admission interviews

6.4 Welfare schemes for

Teaching	Recreation room, refrigerator,
	coffee maker provided, NPS benefit

	for staff
Non teaching	Recreation room, refrigerator, coffee
	maker provided, NPS benefit
Students	Rest room for students

NIL

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

ne	Yes	✓	No	

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

Audit Type	Ex	ternal	Internal		
	Yes/No	Agency	Yes/No	Authority	
Academic	Yes	TUV	Yes	IQAC	
Administrative	Yes	TUV	Yes	IQAC	

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

For UG Programmes

Yes	✓	No	

For PG Programmes

/	No	

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

E-pads introduce for BBM examination from academic year 2016-2017

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

Yes

Autonomy status has been given to few institutions like Manipal Institute of Technology, WGSHA, MMMC etc. University has initiated the process of providing autonomy to other institutes, where ever possible within a span of two years

6.11 Activities and support from the Alumni Association

Alumni involved in admission process, curriculum revision and Placements

6.12 Activities and support from the Parent – Teacher Association

Revis

6.13 Development Programmes for support staff

Training in computer skills, Client Service Improvement Programme and English language conducted.

Fire safety training provided to all staff

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

Usage of online attendance, google docs and LMS for paper usage reduction, e-waste management system

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.

New online database (Capital line) procured for research in economics and finance.

Learning Management System implemented for all courses, E Pad in exams, Interdiscipliniary course hospitality and tourism introduced

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

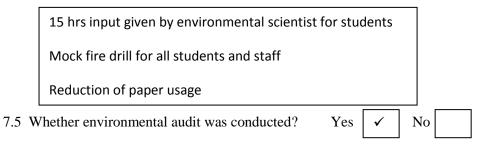
Reduction of paper usage by 5% achieved

Research publication enhanced and Various pedagogical and statistical training given for faculty

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

- 1. Scheduled quality audits
- 2. Student mentoring for BBM

7.4 Contribution to environmental awareness / protection



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

Strengths: Young faculty members		
Faculty members with doctoral qualifications		
Brand name of University		
Good industry contacts		
Infrastructure Analysis		
Weakness: No industry experience for our intake		
Placement due to location disadvantage		
Lack of diversity in student cohort		
Opportunities: Increasing demand for MBA graduates		
Possibilities of introducing new areas of specialization		
International collaborations through Manipal University		
Increased student intake		
Build reputation through NBA and international accreditation		
Challenges:Intense competition due to increasing number of MBA colleges		
Reduced median salary for fresh MBAs		
Increased competition for public research funding		

8. Plans of institution for next year

International collaborations

Rev NBA Accreditation for MBA

Name Prof. Raveendra Rao K

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
