



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		POORNAPRAJNA INSTITUTE OF MANAGEMENT
Name of the head of the Institution		BHARATH V
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0820-2531401
Mobile no.		9880156947
Registered Email		office@pim.ac.in
Alternate Email		pimudupi@yahoo.co.in
Address		Poornaprajna Campus
City/Town		UDUPI
State/UT		Karnataka
Pincode		576101
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. Naveen Kumar K R/Dr. Bharath V.
Phone no/Alternate Phone no.	08202531401
Mobile no.	9880156947
Registered Email	office@pim.ac.in
Alternate Email	pimudupi@yahoo.co.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://pim.ac.in/ver1/lbt-content/lbt-upload/16653443H.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://pim.ac.in/ver1/academic-calendar-2018-19

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A+	3.32	2019	01-May-2019	30-Apr-2024

6. Date of Establishment of IQAC

17-Jul-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NAAC Assessment and Accreditation	25-Apr-2019 2	136
Applied for Unnat Bharath	30-Jan-2019	136

Abhiyan

0

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
PCRD, PIM	Corporate Social Responsibility	Karnataka Bank Ltd.,	2018 730	400000

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

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

No

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

- A new designation Dean Academics was created to enhance academic quality.
- As part of extension and outreach activities suggested by IQAC, PCRD (Research wing of PIM) organised a visit by second year students with faculty members attending a lecture on 'Solid Liquid Resource Management' Students and Faculty members celebrated 65th National Cooperative week at Shankarnarayana Milk Producers Cooperative Society.
- Fire Fighting Mechanism with Fire Extinguishers installed in all the three floors of the Institute.
- Training programmes for NonTeaching staff conducted with Dr. Krishna Kothai and Dr. M. R. Hegde as resource persons.
- Two class rooms with sixty seating capacity each have been provided with sound system including multimedia podium, cordless mikes, collar mikes and amplifier.

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

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	25-Apr-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	10-Dec-2018
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Poornaprajna Institute of Management is affiliated to Mangalore University and follows the syllabus prescribed by the University. However, Curriculum is the responsibility of the Institution and hence, curriculum planning, delivery strategies and mapping of the same for review and improvement is taken care of by the Institution. Subjects are allocated to the faculties and each faculty prepares a curriculum plan for each allotted subject. The faculties have to present the curriculum plan at the Academic Council meeting arranged by the IQAC. The curriculum plan is approved at the meeting after sufficient discussion. Each faculty has to record each day's work in the work dairy provided by the Institute. This will be verified and signed by the Director periodically. An academic calendar will be prepared by the Institute at the beginning of each academic year taking into consideration the academic schedule of the university. The faculties participate in the workshops and seminars on curriculum conducted by the university and other institutes. The Institute also makes an effort to supplement the curriculum with value added courses and certificate courses to enable the students to improve their skills and become successful in the corporate world. Effective implementation of curriculum • Copies of the curriculum are provided to the students to create awareness about

the course objectives and outcomes. • Industrial visits are organised to provide hands on experience on how actually the industries operate. This bridges the gap between theory and practice. • To keep the faculties abreast of latest developments they are deputed to various workshops and conferences. • To integrate cross cutting issues like gender, environment, human values and ethics various activities are conducted under various cells • Students are sent for internship and project work to understand the practical world. • Guest lectures from experts in various fields are arranged to enhance the knowledge of the students. • The lecture halls are enabled with ICT related arrangements like LCDs, internet connection and audio-visual paraphernalia. • Computer lab with 30 computers, internet facility and LCD is provided • Students are encouraged to refer J-gate, N-list, e-books and other knowledge resources for presentations, seminars and assignments. Effective curriculum delivery • The Institute encourages the teachers to prepare curriculum plan which enables them to plan the classroom strategies to be used, time allocation for each topic and methods to be used for assessing the students. • To inculcate analytic skill, reasoning ability and logical analysis student centric teaching-learning methods are used by the faculties such as case study, group discussion, role play, quiz, seminars, etc. • To develop team spirit, effective communication and co-ordination skill, peer-teaching and peer-learning are used • Bridge course is conducted at the beginning of first semester to acquaint the students with management education. • Remedial classes are conducted for non-commerce students and slow learners. • Faculties participate in the framing and modifying of the university syllabi by giving suggestions and preparing model syllabus. • Feedback is received from students on teaching and curriculum and from various other stakeholders on curriculum. The inputs received are used for quality improvement and quality assurance.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	30/06/2019	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Business Administration	30/07/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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Yoga For Stress Management	22/11/2018	35
German Language	29/10/2018	15
Soft Skill Training -I	05/10/2018	56
Soft Skill Training -II	30/07/2018	60
Communicative English	03/10/2018	56
Personality development	03/08/2018	60
Prajna Vaibhavam	09/08/2018	116
Computer Skill-1	05/10/2018	56
Computer Skill-11	30/07/2018	60
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Business Administration	60
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is collected from four stakeholders i.e. students, parents, alumni and teachers. At the end of the academic year feedback is taken from all the students i.e both 1 and 11 MBA class. A structured questionnaire is used for the purpose. From this exercise the Institute gets the opinion of the students about the curriculum, materials available in the library and evaluation system. A separate feedback about various facilities available at the Institute is also taken using another questionnaire to understand the opinion of the students towards the Institute. This will enable the Institute to improve in a better way. Feedback is collected from the Alumni when they visit the college. A Structured questionnaire is used to get the opinion regarding the usefulness of the course studied in their professional life. With this the Institute can understand how beneficial its initiatives were in enhancing the capabilities of the students. Feedback from Parents is collected to understand their perception about the curriculum, the Institute, its facilities and the activities conducted in the Institute. This enables the Institute to know whether it has contributed towards capability enhancement from parents' point of view. Feedback from parents is collected during parents teachers meeting held in the Institute and also when parents visit the Institute to get feedback of their wards from the teachers. Feedback from teachers is collected at the end of every academic year to know the relevance of the subjects to the changing</p>

business world, clarity of the syllabus and the quality of the syllabus. Feedback thus collected is tabulated and analysed. It would be converted into tables and charts for easy understanding. The results of the feedback will be put for discussion in the immediate next Academic Council meeting. Members express their ideas and opinions at the meeting. The recommendations of the Academic Council will be forwarded to IQAC. IQAC will take necessary actions to supplement the curriculum in the form of introduction of the certificate courses, conducting field surveys, field visits etc. Actions taken at the IQAC meeting will get implemented in that academic year. The results of the Feedback will be sent to the Chair person of MBA department, Mangalore University for necessary action. The result of the feedback and the action taken report is uploaded in the official website of the Institute.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Business Administration	60	70	56
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	0	116	0	9	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
9	8	7	6	0	5
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

When the students from different backgrounds with different bachelors' degree come and join the MBA programme offered by Poornaprajna Institute of Management, many of the students find it extremely difficult to adjust to the new environment, both academically and otherwise. To sort out the problems of such students and to guide them in the right direction, the Mentor-Mentee system 'Margadarshak' was started in 2008 at Poornaprajna Institute of Management. The major objective behind the setting up of such a system is to help students come out of their 'adjustment-problems', if any and to make sure that they are in the main stream. Overall, the mentoring system has the responsibility of encouraging the students to mould themselves to suit the present day need of the corporate world and to shape their career path. As soon as students get admitted to the MBA programme, the Director distributes equal number of mentees to every mentor which will last for the next

two years. Both the mentor and mentees work together to make a fruitful long-lasting relationship. In the maiden meeting of the mentor with his mentees, certain preliminary data (demographics) are collected through a standard form. This enables the mentor to understand his mentees better, especially about their background and future prospects. Following the initial meeting, first Friday of every month, the mentor and mentees meet. This takes the form of mentor addressing all the mentees. In such general discussions usually following matters are discussed – • Academic performance/challenges of the mentees • Mentees participation in co-curricular activities like fests organised by other Institutes or in internal competitions conducted by various clubs and forums Depending upon necessity, there could be one-to-one interaction between the mentor and mentee to discuss about confidential or personal problems of the mentee which happens very rarely. In case the mentor himself is unable to provide any solution to the mentee's problem, or the matter is beyond his purview, the same may be referred to the concerned faculty or to the Director himself for necessary action. In the next meeting with the mentees, the mentor monitors the progress of the mentees. Also, depending upon the career goal of the mentees, the mentor helps them in choosing their specialisation stream during second year of the programme and while choosing internship/project. On the completion of the two years programme, an exit meeting is conducted with every mentee to know about the effectiveness of the mentoring programme

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
116	9	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
1	1	0	1	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Assistant Professor	Nil
2019	Nil	Assistant Professor	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	II SS	17/06/2019	22/08/2019
MBA	MBA	IV SS	18/06/2019	23/07/2019
MBA	MBA	I SS	01/02/2019	01/03/2019
MBA	MBA	III SS	02/01/2019	01/03/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per University guidelines, the ratio between Summative and Formative

Assessment is 70:30. As part of CIE, two Formative Assessment tests are conducted in each subject in a semester. In addition to this, a variety of other activities is practiced by PIM at the institutional level. Some of these are:

- In the regular classes questions are asked on topics discussed to know the understanding levels of students.
- Students work out problems on the board with necessary explanations on topics covered.
- Students are given seminar topics in advance on which they have to make presentations on rotation basis. On completing their presentation, useful feedback is given for improvements in future.
- Students make brief 'on the spot presentation' on topics of their choices in the class. This is likely to improve their confidence level and remove stage fear.
- On submitting assignments, either related or unrelated to the subjects, students are given feedback about the content/structure of the assignments, if found necessary.
- Subject related management cases are given to students either in advance or on the spot in the class. Students analyse the cases in groups and make presentations about the case, the related management issue in it and the solution to the issue. Such an exercise enhances team spirit among students, their analytical and presentation skill.
- In the soft skill classes, different skill improvement techniques like group discussion, role play, debate, turncoat etc. are practiced on regular basis and on the spot feedback is given by the faculty.
- After teaching how to solve different business related problems using software related applications, students are given similar tasks to solve on their own.
- In fourth semester, students prepare and submit a project report to the university based on their field study. Though university has not designed any viva-voce, PIM initiates presentations on such studies by the students. Each student of second year MBA has to make a PPT presentation of about 20 minutes in the class about their study and major findings of the study. Two hours per week is reserved for this and two faculty members will be present during the presentations. On completing the presentation, there will be questions asked by the faculty members and the student has to defend his presentation/work. Finally, the faculty members give their feedback on presentation and suggestion for improvement. Another activity which provides for CIE is that of 'Prajna Vaibhavam'. Students take on different events under this and perform in groups. This provides yet another chance to evaluate the students on a continuous basis. The panel of judges and other faculty members present give useful tips for future improvements. The coordinator of Poornaprajna Center for Research and Development who is also an active and renowned researcher is present at these 'Prajna Vaibhavam' sessions. He gives his expert comment about the students' presentations and shares his vast experience with students about the art of public speaking and the dos and don'ts in public speeches.

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

University calendar of events for MBA program intimates commencement and closing dates of semesters as well as commencement of term end examinations. Taking this as the base we, at PIM, design our own academic calendar. Commencement of third semester MBA classes is usually in the middle of July based on the date announced by the university. Commencement of first semester classes depends upon the completion of all rounds of counseling for government quota (PGCET) students. There is often more than a month gap between the commencement of two classes. Therefore, the institution needs to plan the academic calendar of the odd semester separately for first and third semester. The entire teaching faculty meets before the commencement of academic year to decide about various activities for the odd semester. In the odd semester, most of the activities scheduled are focused on first and third semester, separately. Though the commencement dates of the two classes are separate, second internal for third semester and first internal for first semester are usually scheduled together. Apart from the internal tests, many other events

are hosted by the institute which gives opportunities to evaluate the improvement in students' performance, internally. Prajna Vaibhavam is one such event which provides opportunity internally to evaluate the students' performance. The three main events - Debate, Company Presentation and Business Plan provide an ideal platform for the teaching faculty to evaluate the students on the basis of their public speaking skill, group coordination, question handling ability etc. During the second half of the academic year, the three forums based on the specialisation streams - Human Resource, Marketing and Finance conduct different types of in-house competitions for the students of the institute. These competitions are - FINSPARK by Finance forum, MARKSPROUT by Marketing forum and ZEST by Human Resource forum. The winners in these competitions are recognized and rewarded at the end of the event. In the regular time table, provision is made for soft skill training for the students. During these hours allotted for soft skills, the internal faculty members provide necessary soft skill training to the students. Activities like group discussion, debate, role play, turncoat, pick and speak, pick and act, dumb charade etc. are conducted for students. At the end of the session, on the spot feedback is given by the trainer for future improvement of the students. Finally, during the fourth semester, students make PPT presentations in the class about their project work which they submit to the university at the end of the fourth semester. Two faculty members will be present during the students' presentation and will give feedback at the end of each student's presentation for future improvement.

2.6 – Student Performance and Learning Outcomes

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

<http://pim.ac.in/ver1/programme-outcomes>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	Business Administration	60	60	100

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2.7 – Student Satisfaction Survey

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

<http://pim.ac.in/ver1/student-satisfaction-survey-2018-19>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects sponsored by the University	120	Azim Premji University, Bangalore	180000	81000

Projects sponsored by the University	1095	Azim Premji University, School of Development, Bangalore)	200000	0
Projects sponsored by the University	1095	Azim Premji University (School of Public Policy and Governance)	506000	114232
Industry sponsored Projects	1095	Karnataka Bank	400000	200000
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
International Projects	0	NIL	0	0
Any Other (Specify)	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on IPRS - Concepts and Importance of IPRS by Advocate Pradeep Kumar	IPRS cell of PIM	08/09/2018
workshop on IPRS by Ranjitha KR	IPRS Cell of PIM	03/11/2018
Corporate Interaction Session by AK Ayya	IQAC	09/07/2018
BSE-IPF sponsored workshop	Finance Forum of PIM	26/09/2019
GST -Opportunities and Challenges by Umesh Badhya -General Manager Udaya aluminium	Finance Forum and Alumni Association of PIM	05/03/2019
Interaction with Manager	Finance Forum	22/02/2019

of Corporation Bank Financial Research centre		
Taxation of Small Business - CA Shridhara Kamath Proprietor of Kamath and Associates	Finance Forum	02/11/2018
Scientifica and Systematic Investment - Mr.Harish B Proprietor of Premier Investments , Udupi	Finance Forum	30/10/2018
Youth and Stress Management by Dr.P.V. Bhandar, Medical Director of AV Baliga Hospital	Human Resources Forum of PIM	21/02/2019
Karnataka Bank sponsored corporate Interaction session by Mr.Devanand Upadhyaya Gen.Manageer syndicate Bank	PCRD and Entrepreneurship Development Cell of PIM	03/03/2019
A session with President of Consumer Forum of Udupi Mr.Ravindranath Shanubogue	Human Rights Cell of PIM	29/10/2018
Empowering Youth By Mr.subhash Bangera -MD Shloka ventures Udupi	Placement Cell of PIM	06/09/2018
Workshop on Gender Equality and Laws relating to it by Advocate Vijayalaxmi	Human Rights Cell of PIM	02/11/2018
Workshop on Communication skills by Mr.Anoo Choudhary, Business Development Manager of Hindu group	Placement Cell of PIM	30/08/2018
Workshop on Research proposal writing by Prof.Srimathi Mayya, Deputy Director of Statistical Bureau, MAHE, Manipal	IQAC	27/10/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start- up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

Name of the Department	Number of PhD's Awarded
MBA	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	MBA	2	5
International	MBA	4	5

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

Department	Number of Publication
MBA	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Impact of various groups of characteristics on innovation: an empirical study with reference to information technology sector.	Sureshrama Mayya	MAIMT	2018	138	MGM College Udupi	0
An Empirical Study on Characteristics Which Leads to Innovation: With	Sureshrama Mayya	Innovations in computer science and Engineering	2018	80201	MGM College, Udupi	0

Reference to Information Technology Sector						
Pricing and performance of IPOs: Evidence from Indian stock market	Naveen Kumar KR	Cogent Economics and Finance QA	2018	142035	Poornaprajna Institute of Management, Udupi	4
WOMAN AS THE KEY DECISION-MAKER THE CHANGING TREND IN THE BUSINESS	Ashwin Correa	International Journal of Emerging Technologies and Innovative Research , UGC ID: 63975	2018	234951	Poornaprajna Institute of Management	0
Windows of Opportunity and Seasoned Equity Offerings An Empirical Study	Naveen Kumar KR	Cogent Economics and Finance	2018	152868	Poornaprajna Institute of Management, Udupi	3
Women Managers Moving On What Might influence their career advancement and job satisfaction in Indian Hotel Industry	Sureshrama Mayya	Prabhandan Indian Journal of Management	2018	139986	MGM College Udupi	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Windows of Opportunity	Naveen Kumar KR	Cogent Economics	2018	3	3	Poornaprajna

nity and Seasoned Equity Offerings An Empirical Study		and Finance				Institute of Management, Udupi
Pricing and performance of IPOs: Evidence from Indian stock market	Naveen Kumar KR	Cogent Economics and Finance QA	2018	4	4	Poornapr ajna Institute of Management, Udupi
Impact of various groups of characteristics on innovation: an empirical study with reference to information technology sector.	Sureshrama Mayya	MAIMT	2018	0	0	MGM College. Udupi
Women Managers Moving On What Might influence their career advancement and job satisfaction in Indian Hotel Industry	Sureshrama Mayya	Prabhandan Indian Journal of Management	2018	7	0	MGM college Udupi
An Empirical Study on Characteristics Which Leads to Innovation: With Reference to Information Technology Sector	Sureshrama Mayya	Innovati ons in computer science and Engine ering	2018	5	0	MGM college Udupi

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	6	8	8
Presented papers	0	2	0	0
Resource persons	1	5	5	5

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
visit to local self government - manipur grama panchayat	PCRD	3	20
Rural Development- Financial Inclusion, Entrepreneurship Development -Women Empowerment Programs	PCRD	3	21
School Adoption Schemes	CSR club of PIM-Government School Indiranagar	2	6
Health Awareness Programs	CSR club of PIM-Aadarsha Hospital Udupi	3	25
Personality and Career Development Programs	Placement Cell of PIM-Udupi Jilla Kanaka dasa Seva Samaja Regd	1	15
Awareness and Educating about Human Rights	Human Rights Cell of PIM-Udupi Jilla Kanaka dasa Seva Samaja Regd	1	13
Human Resource Development Programs	HR club of PIM-Udupi Jilla Kanaka dasa Seva Samaja Regd	1	16
women Empowerment Programs	Women Empowerment Club of PIM-Udupi Jilla Kanaka dasa Seva Samaja Regd	1	16

Computer Training Programs	ICT club of PIM-Udupi Jilla Kanaka dasa Seva Samaja Regd	1	15
Financial Awareness Programmes	Finance Forum of PIM -Udupi Jilla Kanaka dasa Seva Samaja Regd	1	11
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Creation of Health awareness and Social responsibility	Adarsha Hospital -CSR club of PIM	World Heart Day and Heart Awareness Programme	3	25
Rural Development-women empowerment-financial inclusion-azim premji project	PCRD of PIM-Azim Premji University	Grama Panchayath Study	3	21
Rural Development-women empowerment-financial inclusion-azim premji project	PCRD of PIM-Azim Premji University	Waste Management Model study-SLRM	3	20
Rural Development-women empowerment-financial inclusion-azim premji project	PCRD of PIM-Azim Premji University	SHG functioning and Cooperatives role and function	3	20
Community Development-Development of Underprivileged	Women Empowerment Club-Udupi Jilla Kanaka Dasa Seva Samaja Regd.	Women empowerment programs-safety and hygiene	1	16
Community Development-	Finance Club of PIM-Udupi	Financial awareness-	1	11

Development of Underprivileged	Jilla Kanaka Dasa Seva Samaja Regd.	Currencies and financial institutions		
Community Development-Development of Underprivileged	Placement Cell of PIM-Udupi Jilla Kanaka Dasa Seva Samaja Regd	personality development-facing interviews	1	15
Community Development-Development of Underprivileged	ICT club of PIM-Udupi Jilla Kanaka Dasa Seva Samaja Regd	microsoft word-ppt	1	15
Community Development-Development of Underprivileged	Human Rights Cell of PIM-Udupi Jilla Kanaka Dasa Seva Samaja Regd	awareness about human rights/child abuse-protection	1	16
Community Development-Development of Underprivileged	Human Resources Club of PIM-Udupi Jilla Kanaka Dasa Seva Samaja Regd	stress management -facing exams	1	13
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research-student exchange	SHG training and Functioning of Co-operative Society	Azim Premji University-Project-Financial -PCRD	1
Research-student exchange	Waste management Model study	Azim Premji University-Project-Financial -PCRD	1
Research-student exchange	Workshop for District Level Presidents of Sri Shakthi Groups	Azim Premji University-Project-Financial -PCRD	1
Faculty exchange	Sri Poornaprajna evening college, Udupi	Sri Poornaprajna evening college, Udupi	1
Research-Conference	Sri Poornaprajna Evening College, Udupi	UGC sponsored -PCRD sponsored	1
Research-Conference	Poornaprajna college udupi	Syndicate bank sponsored-PCRD	1
Research-student exchange	Grama Panchayat Study	Azim Premji University-Project-Financial -PCRD	1

Research-student exchange	SHG training and Functioning of Co-operative Society	Azim Premji University-Project-Financial -PCRD	1
Research-student exchange	Waste Management Model study	Azim Premji University-Project-Financial -PCRD	1
Research-student exchange	Grama Panchayat Study	Azim Premji University-Project-Financial -PCRD	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic Project Report	Internship	Future Retail Ltd, Big Bazaar, Janardhana Tower, Opposite TMA Pai Hospital, near Taluk Office, Jodukatte, Udupi, Karnataka 576101	30/06/2018	31/07/2018	Renol Kenric Fernandes
Academic Project Report	Internship	Karvy Stock Broking Ltd (Registered Office) in Banjara Hills, Hyderabad	30/05/2018	31/07/2018	Nishitha S.
Academic Project Report	Internship	Karvy Stock Broking Ltd (Registered Office) in Banjara Hills, Hyderabad	30/06/2018	31/07/2018	Nikitha
Academic Project Report	Internship	Karvy Stock Broking Ltd (Registered Office) in Banjara Hills, Hyderabad	30/06/2018	31/07/2018	Jnanesh

Academic Project Report	Internship	Karvy Stock Broking Ltd (Registered Office) in Banjara Hills, Hyderabad	30/06/2018	31/07/2018	Akshay U.S
Academic Project Report	Internship	L G Industries-SunRise PVC Pipes, Halady Road, Koteshwara, Karnataka 576222	03/01/2019	05/02/2019	Sanketh
Academic Project Report	Internship	L G Industries-SunRise PVC Pipes, Halady Road, Koteshwara, Karnataka 576222	03/01/2019	05/02/2019	Akshay
Academic Project Report	Internship	Guru Nithyanandha Credit Cooperative Society Poornaprajna Collage Rd, ABOVE COASTAL CHICKEN, Kadekoppala, Chitpady, Udupi, Karnataka 576101	03/01/2019	05/02/2019	Adarsh
Academic Project Report	Internship	KTM -Manipal Udupi-Manipal Hwy, Ananta Kalyani Nagar, Hayagreeva Nagar, Udupi, Karnataka 576104	01/03/2019	30/04/2019	Abhishek M.R
Academic Project Report	Internship	Grasim Industries Limited, Selenium Tower B,plot O,Binaga,Karwar-581307	26/06/2018	25/07/2018	Student-Adhya Bhat MV

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shloka Ventures Udupi -private limited company	01/07/2018	Corporate training and exposure to students , Interview preparation , communication skills	128
Azim Premji University -university(non government)	30/05/2019	Rural development- community development	23

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
17	17

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easy Lib	Fully	4.3.3	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Library Automation	1	71085	0	17700	1	88785
Text Books	5395	1519304	42	21011	5437	1540315
e-Books	300000	0	0	0	300000	0
Journals	119	155678	10	34835	129	190513
e-Journals	2100	0	0	0	2100	0
Digital Database	1	0	0	0	1	0
CD & Video	285	0	0	0	285	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Ashwin Corea	Blooms Taxonomy	Adobe	07/08/2018
Shivananda Bhandarkar	Retail Customer	Adobe	07/08/2018
Sureshramana MayyaPLC	PLC	Adobe	07/08/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	42	30	42	0	0	3	7	50	0
Added	5	0	5	5	0	0	0	0	0
Total	47	30	47	5	0	3	7	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
In house facility is available	http://pim.ac.in/ver1/e-contents-and-learning-resources

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
14.49	14.49	2.32	21.32

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

Poornaprajna Institute of Management (PIM) ensures optimal allocation and utilization of all the available financial resources for the maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose. The maintenance, repairing of computer equipment are done on the basis of AMC given to local firms. There is systematic disposal of waste of all types bio-degradable and e-waste. Library: The requirement and list of books is taken from concerned faculty and Dean and the Director is involved in the process. The finalized list of required books is duly approved and signed by the Director. Every year, in the beginning of the academic year, 1 year MBA students are motivated to use INFLIBNET, and training is being imparted by Librarian and Dean. The proper account of visitors, students and staff on daily basis is maintained. Other issues such as weeding out of old titles, schedule of issues, return of books, etc are chalked out and resolved by the library committee and final decision will be taken by Librarian and Director. Efforts are underway towards transition from EasyLib to the Koha, the worlds first free and open source library system. Koha is a fully featured, scalable library management system. Sports PIM shares the sports facility with its sister institution, i. e, Poornaprajna College, Udupi, where facility of Indoor Badminton/Volleyball Court/TT Courts/Gym are available. Computers Well-equipped computer labs, LCD projectors and OHPs are available in the institution for promoting quality enabled teaching-learning and for conducting seminars, workshops in various fields related to the subjects. The Institute has separate computer lab with internet browsing facility. The students of the institute can access internet during their free time. Individual desktop with internet connection and laptops is also provided to the staff. The institute is optimising as far as the infrastructural upgradation is concerned. The Institute upgrades or replaces the computers with latest configuration on regular basis. All the computers and LCDs are maintained through AMC with the supplier. Computers and LCD are wi-fi enabled. Latest software is installed in all the systems. The following tables shows the number of computes available over the last five years. Multimedia Podium (Inbuilt PC), Internet, Microphone, Speaker, Mixer, Green Board are all provided in the main classrooms. All other classes are provided with LCD Projector, Slide Presenter, Internet facility, Green Board, if required faculty will be provided with speakers. Shifting to Cloud: Since the beginning of this institution during the year 2006-07, the Institute used google tools. First came the transition to Gmail, then G Drive, now the institution has access to complete G Suite. The faculty and students have been oriented and trained to use the tool. Because of the Google Tools, the cloud barriers have been overcome and unlimited access to the digital world is enabled. Poornaprajna Institute of Management has decided to have web-based Content Management System (CMS) based new website where the Institute can manage all the work connected with websites. It also got a vibrant blog.

<http://pim.ac.in/ver1/procedures-and-policies>

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Endowment Scholarship	7	24111
Financial Support from Other Sources			
a) National	Backward Welfare Scheme Social Welfare Scheme	55	2431970
b) International	---	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SOFT SKILLS TRAINING	16/07/2018	116	INTERNAL FACULTY
YOGA	16/07/2018	32	MR. MARATE -EXTERNAL YOGA TRINER
BRIDGE COURSE	10/10/2018	56	INTERNAL FACULTY
GERMAN LANGUAGE CLASSES	16/07/2018	13	MS. AMITA RAO-EXTERNAL TRAINER
SOFT SKILLS DEVELOPMENT	16/07/2018	116	JAI KISHEN BHAT - EXTERNAL RESOURCE PERSON
A training program on Youth and stress management	21/02/2019	116	ETICA - THE HR CLUB

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	----	0	0	0	0
2019	--	0	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	60

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
SHLOKAA ENTERPRISES, AXIS BANK, ORACLE FINANCIAL SERVICES, ICICI PRUDENTIAL LIFE, KANCHANA HYUNDAI	117	23	BANK OF BARODA FINANCIAL, KEMMALE GROUP	10	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	0	0	0	0	0
2018	0	0	0	0	0
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Volley Ball	Institutional	35
Tug of War	Institutional	50
Kabbadi	Institutional	20
Table Tennis	Institutional	12
Badminton	Institutional	20
Chess	Institutional	16
Carrom	Institutional	18
400 meter race	Institutional	16
200 meter race	Institutional	15
100 meter race	Institutional	12

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	paper presentation	National	0	1	1714	jackline nikita
2018	paper presentation	National	0	0	1719	krithika bangera

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Poornaprajna Institute of Management believes in participative management and transparency in all its domains. Students as important stakeholders are supposed to play a role in the progressive development of the institution and its activities. The college strongly believes that representation of energetic and active students in the student council and fair process of selection of such students is important. In this regard, The student council representatives are selected by holding on a meeting with Head of the Institution presiding over the meeting and all faculties are its members. The meritorious students' one male and one female are selected both for I MBA and II MBA. So every year there will be four students' two boys and two girls will be representing the student council. The Student Council shall at all times protect and uphold the democratic rights and welfare of the students. It is dedicated to the promotion of social awareness and involvement among the students of the College. The student council members are also representatives of student grievances redressal committee. The communication and coordination responsibilities with respect to any event or activates are routed through the student council representatives. Supervising the stationary needs and constant monitoring of gadgets used in the class rooms such as projectors, computers, boards etc. and coordinating with office manager for the same. The student council representatives are the important pillars who bridge the gap between faculties and students and make efforts for the smooth conduct of day to day activities. All these responsibilities gradually empower the students by inculcating the planning, coordinating and managerial skills in them and helping them in being job ready.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Cell was formally started in the year 2016, though there was always constant interaction and connect between the Institute and the Alumni in person and also over social media platforms. The alumni cell functions by forming members by registering the names of the students. The alumni cell registration number is DRUD/SOR/88/2018-2019. These Alumni are invited to the college for the ALUMNI meet to share their expertise and information and thus contribute to the well-being of the Alma Mater. Several Alumni members are entrepreneurs and many hold management positions at leading industries/organization. The Institution invites Alumni and their employers for various academic activities such as Seminar, workshops, Guest Lecture etc. and gets their feedback about curriculum enrichment. Also, during alumni meetings these points are further

discussed and brought to the notice of Academic Council for further consideration. Alumni cell brings mutually beneficial lifetime link between Institution and its community of alumni. It acts as a bridge between college and the industries for interaction on new developments in different disciplines of institution. Alumni are invited for the ALUMNI meet to share their expertise and information and thus contribute to the well-being of the Alma Mater. To achieve life time link the institution offer communications, events, benefits and services for the current and future alumni. Their input is used by the college as the link between the department and its industry partners and the students move to corporate fields as professionals. The faculty conducts informal conversation/ collects questionnaire, to elicit feedback about the relevance of the course content, coverage etc. It also promotes and extends support for activities like industry interaction, placements, curricular and extra-curricular activities. They support and contribute towards the improvement of institute. The interaction between alumni and students helps to provide guidance in academics. It provides a forum to reunite alumni and continue to have association with the Institution

5.4.2 – No. of enrolled Alumni:

54

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

66800

5.4.4 – Meetings/activities organized by Alumni Association :

5

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution has made a tremendous impact in the region with respect to management education under the visionary guidance of the President - His Holiness Shri Shri Vishwapriya Theertha Swamiji followed by the secretary, Joint Secretary, Treasurer, Governing Council Members and other members of the council. The President regularly keeps himself updated about the developments in the College. However, he has always exercised his leadership through meaningful delegation to the Secretary, Join-Secretary and the Treasurer. This was quite evident when the Institute was preparing itself for NAAC accreditation, and all the three representatives of the President were available for consultation and guidance to the Institute in the process of accreditation. The President had consigned all the important and critical powers to the Secretary, Join-Secretary and the Treasurer to carry out the necessary works during the process of assessment which otherwise should have been carried out by the President himself. This is a good example of Delegation where the hold and control of power was seen flowing from the Top Management to the subsequent level where the Secretary, Join-Secretary and the Treasurer used the opportunity to carry out the various operational task during assessment. The Director of the Institute is the supreme leader who guides, motivates and directs his staff whenever required. He prepares all the necessary plans in consultation with the staff of the Institution through regular staff meetings which are held on a weekly and monthly basis. The Director endows the staff to bring in innovation and creativity in teaching and learning and encourages the faculty to apply OUT OF THE BOX methodology. He empowers and delegates responsibilities to the staff where the Faculty takes independent decisions to plan activities and programs for the upgradation of the Knowledge, Skills and

Abilities of the student community. The faculty thus, has to enhance the learning and understanding of the students and to enable this they plan and implement various programs for the student community with the help of various academic club and associations. The Next level sees the Faculty preparing a detailed plan of action and perspective plan for the next period where Students are involved in the planning of activities through brainstorming. The students along with the faculty plan and decide various programs that can be conducted and again here, the students are asked to take the lead role in carrying out the programs. Thus students are involved where the decision are taken mutually and students are encouraged to take leadership. The principle of delegation is very effective at Poornaprajna Institute of Management as right from the President to the Management Representatives, Director to Faculty and Faculty to Students there is always delegation of authority. At the same time decisions are taken involving all the stakeholders of the Institute which is strong indicator of Participative Management.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Poornaprajna Institute of Management is affiliated to Mangalore University and follows the syllabus prescribed by the University. However, Curriculum is the responsibility of the Institution and hence, curriculum planning, delivery strategies and mapping of the same for review and improvement is taken care of by the Institution. Subjects are allocated to the faculties and each faculty prepares a curriculum plan for each allotted subject. The faculties have to present the curriculum plan at the Academic Council meeting arranged by the IQAC.
Teaching and Learning	Poornaprajna Institute of Management encourages innovation and creativity in every domain and the eco system is such that every faculty is autonomous to negotiate the tools, strategies and innovative practices to facilitate better teaching, learning and research practices. Individual teacher has his/her own innovative and creative practices in teachinglearning. Some of such practices are: The institute has implemented G-suite for education. Using ICT, expert talk reviews on different topics is displayed and discussed enhancing students' knowledge in the area. Students make review of corporate/management related books in groups and the findings are presented and discussed in the class.

<p>Examination and Evaluation</p>	<p>The institute is very particular about assessing the performance of the students. The students are created awareness about the importance of internal tests, semester exams and also the Project evaluation. Regular mentoring process helps the mentor to keep the track of students' progress and thus helps in addressing the students who need special attention. There are also student presentations and other academic activities which are designed to evaluate student performance. These are done on common platforms as well as by the individual faculty in their respective classes.</p>
<p>Research and Development</p>	<p>Poornaprajna Centre for Research and Development (PCRD is a Research and Development wing of PIM) acts as a Social Laboratory. The Centre, through various initiatives, links the Institute with the Rural areas/ Local Self Governments. 'COMMUNITY CONNECT' is one of the main objectives of the Centre and the Institute. Thus, PCRD as a "SOCIAL LABORATORY' is trying to connect Faculty members and students to rural issues. The Centre with other Faculty members are regularly assisting Research Scholars coming from various institutions.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The library of the institute is well-furnished having computer, internet facilities and photocopying services which are provided to students and the faculty with a seating capacity of 38. It has newspaper and magazines section got N-List, NDLI, e-books etc. A modern computer Lab with 30 computers, internet facilities and LCD with the latest software provides all round assistance to the students. The Institute is planning to provide the most required software to the students which will help the students in the necessary research and development activities.</p>
<p>Human Resource Management</p>	<p>The institute practices the best in class Human Resource philosophies which aim at the overall development of the human capital as well as strive to provide the best environment for all its internal stakeholders to operate on a regular basis. The selection of staff is one of the critical aspect for the success of any organization and at Poornaprajna Institute of Management it</p>

	is done very rigorously where a panel of experts from the Premium Institutions scrutinize the applicant and his caliber. Also the faculty are provided with regular training both internally and externally.
Industry Interaction / Collaboration	The institute since the inception has been encouraging the interaction between industry and academia. Regular visits by the corporate spearheads and other resource persons keep the student fraternity updated on the current and latest affairs and practices of the industry. The operational MOUs between the Institute and corporates help in successful collaboration where the students are facilitated to take up internship in various industries which gives them practical exposure and hands on training on various areas. The students also take part in Industrial visit twice in their MBA tenure which again acts as a connect between theory and practice.
Admission of Students	Admission for MBA programme at Poornaprajna Institute of Management is done in two phases: 50 percent of the total intake i.e. 30 seats fall under management category where the admission is done internally based on merit (through KMAT/MAT) while the remaining 30 seats are filled by the government through PG CET counseling. The students along with their guardians are given a clear picture about various rules and regulations along with the mandatory requirements and disciplinary behavior that is expected from the students during his/her stay at the Institute.

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

E-governance area	Details
Administration	AICTE
Student Admission and Support	MANGALORE UNIVERSITY
Examination	MANGALORE UNIVERSITY

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr JOE ASHWIN CORREA	RECENT TRENDS IN BUSINESS	NA	3460

		MANAGEMENT		
2018	Dr. SURESHRAMANA MAYYA	71ST ALL INDIA COMMERCE CONFERENCE	NA	6000
2018	Mr. SANTHOSH N PRABHU	CONSOLIDATING SOCIAL ENTERPRISES THROUGH CORPORATE SOCIAL RESPONSIBILITY INITIATIVES: ISSUES CHALLENGES	NA	740
2018	DR. NAVEEN KUMAR K.R	CONSOLIDATING SOCIAL ENTERPRISES THROUGH CORPORATE SOCIAL RESPONSIBILITY INITIATIVES: ISSUES CHALLENGES	NA	710
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	PREPARING FOR QUALITY	--	05/03/2019	05/03/2019	8	0
2018	--	EMPATHY AT WORKPLACE	03/08/2018	03/08/2018	0	9
2018	--	SELFLESS SERVICE	08/08/2018	08/08/2018	0	9
2019	--	SPOKEN ENGLISH	12/03/2019	12/03/2019	0	9
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

AWS ANALYTICS SERVICES OVERVIEW	1	07/10/2018	07/10/2018	1
BASIC TRAINING IN FIRE PREVENTION AND FIRE-FIGHTING	2	27/08/2018	29/08/2018	3
E-COMMERCE	1	23/08/2018	23/08/2018	1
ONE DAY WORKSHOP ON STUDENT PSYCHOLOGY AND COUNSELLING	8	22/08/2018	22/08/2018	1
THE FUNDAMENTALS OF DIGITAL MARKETING	1	17/08/2018	17/08/2018	1
ONE-DAY INTENSIVE EXECUTIVE DEVELOPMENT PROGRAM UNDERSTANDING ARTIFICIAL INTELLIGENCE DESIGN THINKING FOR BUILDING AN ORGANIZATION OF THE FUTURE	1	27/04/2018	27/04/2018	1
MANAGEMENT NXT	1	22/03/2019	22/03/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	8	9	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund	Provident Fund, ESI, Uniform Allowance	Health check up

6.4 – Financial Management and Resource Mobilization

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

Management is responsible for the preparation of the financial statements that give a true and fair view of the financial position, financial performance of the college in accordance with the accounting principles generally accepted in India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material

misstatement, whether due to fraud or error. The auditor is liable to express an opinion on the financial statements based on these audit. They conduct the audit in accordance with standards on auditing issued by the Institute of Chartered Accountants of India. These standards require that the auditors comply with ethical requirements and plan to perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. The audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedure selected depends on the auditor's judgment, including the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk, assessments the auditor considers internal control relevant to the institution's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. The audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by the management, as well as evaluating the overall presentation of the financial statements. Some of the tasks during audit include:

- Study of the Trust Deed and regulations
- Examining of previous financial statements
- Noting of provisions applicable
- Verification of student fee register
- Authorization for fee concessions
- Verification of cash books with respect to counterfoils of receipts and payments
- Verify Free studentship and concessions
- Confirmation of fines for late payment or absence
- Examining the passbook of college accounts
- Verify grants from any local bodies
- Report of any arrears
- Vouch counterfoils of receipts taken from donor
- Checking of acknowledgment letter w.r.t. scholarships
- Verify the PF register
- Vouching of all establishment expenses.
- Verification of Fixed assets register
- Verify ownership and existence of Fixed assets
- Confirmation of statutory compliance like PF, ESI, Income Tax etc.
- Verification of separate statements of accounts for different funds
- Checking of calculation of salary and deductions

Internal Audit is conducted every month wherein the monthly Receipts, Payments and related vouchers prepared by the Accounts section are cross verified and then submitted to the Director. The Director carefully cross checks and authorizes the receipts and payments including vouchers, bills and other documents and forwards it to the Head office for further processing and documentation.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

1. Support from the parents/guardian during NAAC Assessment 2. Permission from

the parents/guardian with respect to overnight Industrial visit 3. Permission from the parents/guardian to attend inter-college/management fests

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

1. Training programme on EMPATHY AT WORKPLACE 2. Training programme on SELFLESS SERVICE 3. Training programme on spoken English

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

NIL

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Unnath Bharath Abhiyan	30/01/2019	02/04/2018	31/03/2019	136
2018	NAAC Accreditation	19/07/2018	01/05/2019	31/12/2019	136
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
1. Gender equity ,awareness of constitution	29/10/2018	29/10/2018	22	26
2. Gender Sensitivity	02/11/2018	02/11/2018	20	25
3. Self defence for Women sexual Harrasment	29/11/2018	29/11/2018	55	45
4. Womens Day Celebration	08/03/2019	08/03/2019	67	30

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

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

Total annual power requirement (in KWH) 42000 Renewable energy source Nil Renewable energy generated and used Nil The energy supplied to the grid Nil

Initiatives have been made by the institution in the following areas: a) Good Daylight Design b) Water Efficiency c) Campus Air Quality, Ventilation and carbon neutrality d) Energy Efficiency (Awareness) e) Temperature and Acoustic Control g) Paper Waste Management h) E-Waste Management i) Institution Solid and liquid Waste Management j) Efficient Operation and Maintenance of Building. Kirloskar Generator is used for power backup. All CRT monitors in the Institute have been replaced with LCD monitors and the use of CFL, led bulbs, etc are practiced. Only electrical appliances with higher power savings (5 star) are purchased. Classrooms are designed with sufficient cross ventilation and light so that the use of electricity can be minimized. Energy saving is additionally ensured by students and staff by switching off the lights and fans when not in use. Awareness campaigns are also conducted regarding energy conservation. Save Power, Paper, Water Save the Nation. The institute follows a 3R (Reduce, Reuse and Recycle) policy for electronic equipment, if it is reusable.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	15/08/2018	1	Cultural Club inauguration	Local Culture	55
2018	1	1	16/08/2018	1	Hall of Fame: Knowing the Society	Knowing the Society	1
2018	1	0	30/08/2018	01	How to Improve Your Communication Skills to	Soft Skill Development	60

					Be Successful in Life: Mr. Choudhari at Poornaprajna Institute of Management		
2018	1	1	27/08/2018	3	Fire Fighting Training	Disaster Management	2
2018	1	1	28/08/2018	1	VISIT TO OZANAM-OLD AGE HOME AT KALLIANPUR, UDUPI.	noble Initiative	13
2018	1	1	24/08/2018	1	PIM Students Celebrate World Humanities Day	Role Model	55
2018	1	1	22/08/2018	1	One day workshop on Students Psychology and Counselling at Poornaprajna Institutions	Healthy Society	200
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of Ethics and Behavioral Guidelines	03/10/2018	The Code of ethics is part of a profession. The PIM is imparting higher professional education and has a Code of Ethics to serve as a guideline for forming attitudes, perception, directing conduct, and maintaining an environment of personal and institutional integrity. All members of the PIM community are to abide by this Code in letter and

		<p>spirit, within and outside the Institute. The Code of Ethics lays down norms of behavior for the more essential contexts of life in an institute. These guiding principles, however, are not exhaustive. Any action that goes against the letter and spirit of these principles and norms will be considered a violation of this Code. This Code invites every Poornaprjnan to 'carpe diem' - seize the day, make appropriate use of every opportunity, and experience 'life in its fullness.' By adopting an Institutional Code of Ethics, the institution demonstrates its commitment to implementing these values and principles.</p>
<p>Students' Handbook on Code of Ethics and conduct along with Standard Procedures</p>	<p>03/08/2018</p>	<p>This Handbook point toward the standard procedures and practices of the Institute for all students enrolling with the Institute for pursuing MBA Post Graduate Degree course. All students must be familiar with them that it is mandatory upon them to accept by this Code of Ethics and Behavior (hereinafter referred to as the 'Code') and the rights, responsibilities together with the restrictions flowing from it. That the Institute's work by means of put into effect this Code is to pioneer and administer a student discipline process that is egalitarian, conscientious, effectual and expeditious and providing a system which promotes student growth through individual and collective</p>

responsibility. All Students are requested to be well up to date with this Code, which can also be seen on the official website of the Institute (www.pim.ac.in). Students as members of the Institution, have a vital concern in the governance of the Institution. The Code, guidelines and the different processes laid down herein endorses that the principle of student participation in governance in both organizational and educational areas is vital, and it is pivotal that Students essentially, at all occasions, be encouraged to put forth their views and advice, for an informed decision making. Student Participation is encouraged and must be strengthened through the participation of students at all levels. Therefore, all students who are a part of the Institution and who are going to be enrolled in the Institution are guided to uphold the policy and inform the Institute of any damages and support independently and collectively to increase the quality and efficiency

Code of Conduct for Director

03/08/2018

The Director is the academic and administrative head of the institute and will work for the overall development of the institute. He will implement all the policies approved by the Governing council, which is the highest decision making body of the institute. He shall monitor various processes

like admissions, academic activity, examinations, evaluation for the smooth functioning of the institute. The Director is authorized to nominate coordinator, members, and other administration functionaries in various committees. He is responsible for extension or changes in various functionaries in the administration, with the approval of Governing Council. He is also responsible for conducting the meeting of the standing committee as per the stipulated guidelines and holding Governing Council meeting as per the norms. He shall coordinate and motivate the faculty, administrative authorities, and the supporting staff so that they perform their respective roles more effectively. He is responsible for providing a conducive ecosystem to promote imparting of effective management education. The Director will be a spokesperson of the Institute and shall take part in Regional, National and International Convention in serving the cause of development of management education. The Director along with all the staff working under him is singularly and collectively accountable to the Affiliated University, State Government, and AICTE/UGC. He is also responsible for the smooth and effective functioning of the Institute.

Code of Conduct Faculty

03/08/2018

DUTIES OF PROFESSOR /
DEAN 1. Providing

leadership in a Management Education in the relevant field of specialization. 2. Research and research guidance. 3. Consultancy services. 4. Teaching, including the development writing of books. 5. Evaluations of tutorials, assignments, journals, answer papers. 6. Interaction with Industry. 7. Continuing education activities. 8. Student's counseling. 9. Interaction with other Institutions, Universities at State, National and International levels. 10. Organizing seminars, workshops for teachers and professionals. 11. Publishing papers in National and International Journals. 12. Fellowship of Professionals' Bodies. 13. Industrial liaising to promote summer and final placements. 14. Review of academic activities of the Institute, periodically. 15. To prepare display notices, mark sheets attendance sheets, etc. pertaining to the students of the Institute. 16. To send attendance records, letters regarding attendance, discipline and other activities with the help of class teachers. 17. To organize for accreditation and make presentations to the visiting expert terms. 18. To undertake and implement consultancy projects to identify various funding agencies and harness funds for the development of the Institution. 19. Any other duties assigned by

the Director from time to time. 20. Shall conduct him/her befitting the noble profession of teaching by desisting himself/herself his colleagues from the temptation of private tuition and indulging in unfair practices.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independent Day	15/08/2018	15/08/2018	200
View File			

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

1. Public Transport Public Transport is the most vital and essential method of transport in the city of Udupi. Public transport (also known as public transportation, public transit, or mass transit which includes both private and govt) is a common passenger transport service which is existing for use by the general public, as different from modes such as taxi, cab, carpooling, hired buses, and transportation network companies which are not united by the general public without private arrangement. It is observed that 60 of the population utilizes public transport as a mode of transportation. Students - Out of the Total number of students 71.9 of our students come by bus, 18.8 of students by own vehicle, 2 near our institution by walking. 2. Roads - Institute roads are pedestrian-friendly. 3. The paperless office- The institution has taken a few initiatives to reduce paper usage. a) The internal communication is done through the intercom, Whatsapp group, which has reduced usage of papers for Circulars and any other information. b) Printers are set by default for 2-sided printing, a one-sided paper is used for other activities. c) G Suite and smart office software packages are installed, the User id is designated to respective users. 4. Plastic-free Campus - The institution has taken few initiatives in reducing the usage of plastics: a) Display board in the premises denying usage of plastics on the campus. b) Encouraging the usage of paper bags and Jute bags. On all occasions, jute bags are used instead of plastic bags. c) In office and staff rooms, jute bags are kept to bring any stationeries, materials, food, etc., to the Institute. d) Even in canteen usage of steel plates/leaf plates and steel cups, are mandatory. 5. Recycling of Paper Old and used papers (including students answer papers, news papers etc.) of all kinds are regularly sold to the junk vendor for recycling.

A calm and quiet environment is necessary for good mental health, physical development, psychological growth, and educational improvement. Our college is situated in the heart of Udupi town having clean air and water. Nagavana is maintained in the campus which provides space for meditation. So this place is called 'Abjaranya' a forest of natural trees. We have such a beautiful and serene atmosphere which helps to develop strong physical and mental courage.

1. Cycles:- Students and staff members are made to appreciate that cycling is good for health and is eco-friendly. To inculcate this culture "LIVE- green," "Ride Cycle," and "Clean -air awareness was Organized to convey the consciousness about the environment and our homeland Earth. The Institute has one cycle for official work. The Office staff are using it. 2. No Smoking Zone:- The entire open area has been kept green foliage of grass, seasonal flowers, and trees and is maintained by the Institution. PIM has pedestrian-friendly roads in all the college grounds. Campus strictly follows No Smoking Zone

principle. 3. Waste Management:- Solid Waste Management The solid waste generated in the Institute is segregated from other waste and accumulated in a designated secluded place, and it is disposed to waste management Organization Ayush Enviro Tech Ltd. designated by Pollution Control Office Udupi. Liquid Waste Management Since the Institution offers only MBA programme, the wet waste generation is meager. As per the norms of Udupi Municipal Office, it is mandatory for wet waste management and is discarded systematically. The Institution also has a well-maintained drainage system for sewage disposal. Liquid Waste Water Management. The waste water is vented through municipal garbage. E-waste Management Old and obsolete computers, printers and other equipment are discarded by the office and computer lab after complete inspection and verification by the hardware engineers from the Institutes office. The salvageable parts are reused in other defective systems and putting it in back in working condition. Irreparable equipment is scientifically disposed of through vendors for further e-waste management or through buyback arrangement by the Institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Mentoring System 1. Title Margadarshak Mentor-Mentee system 2. Objectives The main aim of the Margadarshak mentoring program is to teach the best attributes. 1. To help the student identify a career path through a program designed to link students with an advocate from a similar profession, who will provide honest insights as students explore and evaluate their potential, educational, and career options. 2. To expose the students to experienced industry professionals, alumni, and faculty at PIM on a one-to-one basis to understand the art of making ethical and informed decisions in their professional life. 3. To improve problem-solving, communication, leadership, research and entrepreneurship skills of a mentee. The Context Mentor-Mentee System started in 2008 at PIM, where interaction between mentor and mentee brought out positive dynamics. Thereafter the mentoring system became one of the essential and influential pillars of PIM since its establishment in 2006. The most essential mechanisms of fruitful mentoring connections are a stable commitment, preparedness to invest time and energy by both the mentor-mentee, and clarity about expectations. Mentoring relationships like partnerships started developing over time. Both mentors mentees worked to make a fruitful and long-lasting mentoring relationship. With the growth of Institution and increasing strength of mentee, the dynamics changed. The other challenge bubbled was that the youth of this generation was not willing to easily share their concerns with the mentor. 4. The Practice Mentoring forms an indispensable and significant aspect of a student's life. Mentor-Mentee System is an invaluable program of PIM where each student of PIM is nurtured holistically by faculty. It becomes the students endeavor to understand the intricacies of the Life both professionally and personally on these grooming platforms provided by PIM through the mentoring system and a robust Buddy System. This leads to their overall development of professional competencies, human values, work ethics, and spiritual values. Mentoring promotes knowledge-sharing and experiential learning between the experienced faculty. The mentees, in turn, develop everlasting bonds with their mentors as role models, and philosophers who are maintained throughout their professional pursuits. In an effective mentoring system, the benefits that accrue to the Mentor-Mentee are manifold. Benefits for Student/Mentee 1. Help a better understanding of self 2. Provide an insight into the work environment in which they would work 3. Provide relevance to their program of studies 4. Assist students to be better equipped to have control over their futures. 5. Promote amongst students a better evaluation of relevant careers and subjects pursued. 6. A greater understanding of the field or industry of their interest 7. Enhancement of

skills 8. Greater confidence and self-esteem 9. Learn about potential career options from someone who has been in their shoes 10. Obtain practical advice from a different perspective 11. Network with professionals in his field of interest exposes themselves to the professional environment 12. Learn about the operations of a specific company and industry 13. Share their educational and career aspirations 14. Encouragement 15. Seamless Transition from academics to real work Life Benefits for Mentors 1. Personal Satisfaction 2. Feedback 3. Enhanced self and professional awareness 4. New valuable Insights 5. Experience Sharing 6. Access to the vast talent pool 5. Evidence of Success The mentee can talk to their mentors anytime, but a monthly mentoring session is fixed for the First Friday i.e., every first Friday of the month (or the following working day in case of the holiday on Friday) of each month in the academic year. The agenda is set a week before the meeting, and the mentor-mentee knows the agenda of the meeting. Agendas are related to the requirements proposed by the mentee for the mentor group. The attendance of the mentee in the session is recorded. mentor reports about the session held are recorded. A monthly report of the mentoring session held is submitted to the Institute. There are formats (user manual and forms) which are used to record the sessions and reports. The user manual is a compiled format of the Institution Mentoring system covering the number of mentors: mentees and the session agendas. User manual forms is a report which individual mentor submits to Institution's Mentoring Program Coordinator and to Head of the Institution about his/her respective group of mentees. The success of the mentoring system is evident when mentee after post graduating returns to meet the mentor and remains in contact with their mentor for a lifetime. Problems Encountered and Resources Required With the growth of the PIM, coordination, and monitoring of the Mentor-Mentee system became very challenging. Getting connect between the mentoring group (Mentee mentors) was becoming difficult. Therefore, an online email system/Whatsapp group was introduced in 2018. Mentor-Mentee System - Step-1: Selection of Mentoring Program Co-Ordinator Step -2: Allotment Of Faculty Mentor(FM) MPC assigns FM to each student of the Institute. One FM can be assigned to 5 - 10 Mentees Depending on the strength of Mentees and Mentors available. Step -3: Setting of Session Agenda BY MPC FM Step-4: Mentor-Mentee Session On First Friday of month 1. Faculty Mentor and respective Mentees meet on the First Friday of month 2. Mentee attendance is marked. Step- 5: Faculty mentors and MPC write the reports documented. Step-6: Feedback -The facility to give session feedback is provided for Mentor-Mentee. Best Practice II 1. Title Prajna Vaibhavam 2 Objective The main aim of the Prajna Vaibhavam is to inculcate the best attributes and overall development of personality. 1. To help the student identify and overcome loopholes through a program designed to develop rapport students which will provide honest insights to students, explore and evaluate their potential, educational and career options. 2. To improve problem-solving, communication, presentation, leadership, research, group dynamics and entrepreneurship skills 3. The Context Prajna Vaibhavam Program System started in 2012 at PIM, where interaction among students and program judges brought out positive dynamics. Thereafter the Prajnavaibhavam Program system became one of the important and strong pillars of PIM. The most important mechanisms of fruitful results of the programs are a stable commitment, preparedness to invest time and energy by students and faculty. Prajna Vaibhavam is an interclass, intergroup Competition held every semester to uplift the students soft skills and overall personality development. the other challenge bubble up is students do not come prepared, absenteeism, communication gap, no group effort, no proper groundwork. 4. The Practice Apart from subject-related specific activities for enhancing the learning experiences, the weekly two-hour slot is provided for a unique business-related activity for students. The activity consists of different events like debate, company presentation, and business plan. Each team consists of six members and each team has to make a presentation using ICT for about thirty minutes in front of all other students and faculty members. The

performance of the teams is judged by a panel of two judges on a rotation basis and due recognition is given to the winning teams and to the outstanding performers. Such activity is supposed to enhance team spirit, team coordination, communication skill, business knowledge and also supposed to get rid of stage fear as every student has to make a part presentation of the task assigned to the team. benefits for students

1. Help a better understanding of self and team
2. Provide an insight into the team coordination and group dynamics
3. Provide relevance to their program of studies
4. Assist students to be better equipped to face the interviews.
5. Promote amongst students a better evaluation of relevant and subjects pursued.
6. Greater understanding about the field or business knowledge of their interest
7. Enhancement of soft skills
8. Greater confidence and self-esteem
9. Obtain practical advice from a different perspective
10. Learn about the operations of a specific company and industry
11. Encouragement and Seamless Transition from academics to real work Life

5.Evidence of Success Every Thursday 11.00 am to 1.00 pm session is fixed (or the following working day in case of the holiday on Thursday) in the academic year. The topics are given to the respective team 15 days before by the lottery system. the team should come prepared with respective topics all team members should participate in the event. marks are awarded by judge's base on individual as well as group. The report will be submitted to the program coordinator of PrajnaVaibhavam. the scrutinization of the report will be done co-ordinator sessions will continue and one team and one individual selected at final. The success of Prajna Vaibhavam is that students are improved a lot with all their loopholes and gain a confidant to face any type of situation. There is a swift change in their personality and Knowledge.

6. Problems Encountered and Resources Required lack preparedness from students' side for postponing their team activities, absent of team members, individual effort, no group dynamics. holidays, strikes, the bandh is the root cause for interruption of the session. resources required ICT, Public addressing system seating arrangement. two faculty judges for the session.

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

<http://pim.ac.in/ver1/best-practices>

7.3 – Institutional Distinctiveness

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

The motto of the Udupi Sri Admar Mutt Education Council is to spread the light to imparting quality education. PIM strictly follow this tradition. The vision of the institute focuses on developing virtuous leaders and thus the Institute is committed to creating future flag bearers of the industry. To fulfill this objective, the Institute concisely create an atmosphere where the students are exposed to the challenges of corporate life, by making them interact with industry stalwarts. Many of the illustrious alumni are holding positions of responsibilities in the corporate world. Quite a few of them have established their own businesses and progressing in their professional life. Every effort is made to sync the Institutes vision and mission for the overall development of the students so that they can replicate the success story of their seniors and super-seniors. The most effective method of inching towards this objective is through Academia-Industry meet as well as fruitful interactions with successful alumni through Alumni Meet, Guest lectures. The majority of Educational Institutions in the country focus more on offering academic degrees in various fields. The importance of RESEARCH, EXTENSION, EVALUATION, ADVOCACY. need not be overemphasized. Efforts to bridge the gap between academic institutions and communities, though very important, are abysmally low. It is in this background that Sri Admar Mutt Education Council has started

Centers/Institutions which would serve the above purposes. POORNAPRAJNA CENTER FOR RESEARCH AND DEVELOPMENT (PCRD) is such an initiative. The Center is commissioned as a wing of PIM. PCRD takes up research, training, extension, evaluation, advocacy, the consultancy in the domain of Social Sciences with special reference to Rural Development and Rural Reconstruction. The Center acts as a Social Laboratory. The Center works with the Government, NGOs, Rural Institutions, and Rural Communities. For example, it works with Udupi Zilla Panchayath, Taluk Panchayaths, gram panchayats etc. It collaborates with other Institutions / Organizations and takes up important Research Studies. So is the case with training and monitoring. The Center takes part in various Government programmes, thereby establishing an organic link between Government and academics. For e.g., the Co-ordinator of the Center acts as a resource person by Zilla Panchayath offering training for community stakeholders, elected representatives and others. The Center joins hands with other community-based organizations in organizing important programmes. The District Administration and various other important organizations have considered the Center as an important link. People who are pursuing research visit the Center for consultations. Thus, the Center has been acting as an important body, linking the community with other agencies, which is an important and rare INITIATIVE.

Provide the weblink of the institution

<http://pim.ac.in/ver1/pcrd>

8.Future Plans of Actions for Next Academic Year

- As per the findings of students' survey on curriculum feedback, Academic Council has recommended the introduction of diploma/certificate courses in the area of Advanced Excel and Hospital Administration. Accordingly, the Institute is planning to introduce these two diploma/certificate courses in 2019-20 academic year.
- The Institute is planning to register with National Institutional Ranking Framework (NIRF), MHRD-GOI and to provide necessary information as and when asked.
- To apply for Permanent Affiliation from Mangalore University for the MBA programme offered by the Institute instead of renewing the affiliation every year.
- To submit AQAR 1 for academic year 2018-2019.
- To hold first ever 'Graduation Day' at the Institute for the 2017-19 MBA batch students.
- The Institute is planning to host any of the University Level Inter-collegiate sports event during the coming academic year. Initiative in this regard is to be made through Mr. Sukumar, Physical Education Director.
- To conduct more and more corporate oriented programmes to make the students of the Institute 'corporate ready' and to enhance their employability or entrepreneurial skill. Various clubs and cells like Placement or EDP cells should conduct programmes in this regard.
- The Placement Cell is to conduct more and more on and off campus Placement Activities the Cell is to take up responsibility to make students participate in the Job Fairs conducted by other Institutes
- To use PCRD - a research wing of the Institute more extensively for the benefit and growth of the students of the Institute. PCRD has already got funding from Karnataka Bank Ltd during the Academic Year 2018-19 for CSR activities and has applied for funding under Unnat Bharath Abhiyan, a MHRD-GOI initiative which is available for Post-Graduate students of Management Institutes. Any financial assistance available under these are to be used for conducting more and more outreach and extension activities.
- The CSR club of the Institute is conduct programmes in collaboration with other Institutes/Organisations as part of MOUs.
- It is planned to replace Easy Lib gradually by Koha Library Software, the World's first free and Open Source Library System.
- In addition to the above, routine yearly activities like Induction programme for the first year students, PTA meeting, observing special days by respective and relevant Cells/Clubs, hosting competitions by Cultural Club, Literary Club, Sports Club, specialisation forums i.e. Marketing, Finance and Human Resource, will be done, as usual. With respect to all the above mentioned programmes and activities, the exact nature of event will be decided in

the respective IQAC meeting and by the concerned clubs or cells.