



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	POORNAPRAJNA INSTITUTE OF MANAGEMENT, UDUPI
• Name of the Head of the institution	DR. BHARATH V
• Designation	DIRECTOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08202531403
• Mobile no	9880156947
• Registered e-mail	office@pim.ac.in
• Alternate e-mail	pimudupi@yahoo.co.in
• Address	Poornaprajna Campus, Udupi
• City/Town	Udupi
• State/UT	Karnataka
• Pin Code	576101
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Mangalore University</b>				
• Name of the IQAC Coordinator	<b>Dr. Naveen Kumar K R</b>				
• Phone No.	<b>08202531401</b>				
• Alternate phone No.	<b>08202531402</b>				
• Mobile	<b>9845233694</b>				
• IQAC e-mail address	<b>office@pim.ac.in</b>				
• Alternate Email address	<b>pimudupi@yahoo.co.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.pim.ac.in">www.pim.ac.in</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://pim.ac.in/ver1/lbt-content/lbt-upload/14727271E.pdf">https://pim.ac.in/ver1/lbt-content/lbt-upload/14727271E.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A+</b>	<b>3.32</b>	<b>2019</b>	<b>01/05/2019</b>	<b>30/04/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>17/07/2014</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Research Center</b>	<b>VHSNC PROJECT</b>	<b>AZIM PREMJI UNIVERSITY</b>	<b>2020</b>	<b>47149</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>No</b>		
• Upload latest notification of formation of IQAC			No File Uploaded		

<b>9.No. of IQAC meetings held during the year</b>	<b>6</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>Setting up of 'Centre for Social Empowerment' by PCRDR with financial assistance from Rotary Club, Manipal</li> <li>Four MOUs have been signed by the HEI with: The Udupi Co-operative Town Bank Ltd, Shri Madhwa Vadiraja Institute of Technology &amp; Management, Prakash Retail Private Ltd, and Ayush Envirotech Private Ltd.</li> <li>Made Arrangements for COVID-19 vaccination drive at the Institute: First dose - June 29 &amp; July 7, 2021; Second dose - August 17 &amp; 23, 2021</li> <li>Introduction of group discussion activity in Prajna Vaibhavam</li> <li>Launching of HR specialisation Newsletter - ETICA</li> </ul>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
To bring in financial assistance through PCRDR to install Chairs or commence Centres under PCRDR	PCRDR has been successful in setting up 'Centre for Social Empowerment' with financial assistance from Rotary Club, Manipal; the centre was inaugurated on 23rd March, 2021	
To go for Atal Ranking of Institutions on Innovation Achievement (ARIIA) during Academic Year 2020-21	Submitted the Report in March 2021	
To focus more on placement	<ul style="list-style-type: none"> <li>16 students from second year</li> </ul>	

<p>related activities as well as internship programme through placement cell 'Poornakash'</p>	<p>MBA have done 7 days internship at Big Bazar • Another 16 students from second year MBA have done one month internship at Bank of Baroda Financial Services • 8 students from first year MBA have done internship at different organisations with time periods ranging from 30 days to 60 days • 2 students are selected by IDFC First Bank for the post of 'Senior Officer' in February 2021 • 2 students are selected by Axis Bank for the post of 'Assistant Manager (Commercial Banking)' in March 2021 • 6 students are selected by Muthoot Finance in October 2021 • 24 students are selected by Reliance Retail for the position of 'Department Manager' • 3 students are selected by Prakash Retail Private Ltd for the post of 'Probationary Officers-Finance' in November 2021</p>
<p>To go for new/renewal of MOUs</p>	<p>The Institute has signed MOU with the following organisations: • The Udupi Co-operative Town Bank Ltd, Udupi dated 21st March, 2021 • Shri Madhwa Vadiraja Institute of Technology &amp; Management, Bantakal dated 21st March, 2021 • Prakash Retail Private Ltd, Udupi dated 29th March, 2021 • Ayush Envirotech Private Ltd dated 1st July, 2021</p>
<p>Different clubs of the Institute to conduct/hold relevant activities/programmes</p>	<p>• English Learning Skills by Prof Sumana R, faculty, PPC, Udupi - 12th January, 2021 • Talk on Entrepreneurship Skills by Mr. M D Imtiyaz, Hoode, Udupi - 13th January, 2021 •</p>

Blood Donation camp - 7th March, 2021 • HR students visited orphanage 'Mamatheya Thottilu' - 20th March, 2021 • Annual Sports Meet - 18th March, 2021 • Students visit to Radio Mirchi, Mangalore - 6th April, 2021 • Online workshop on 'Amazing Empowerment Workshop' - 8th May, 2021 • Rtn H N S Rao Memorial Lecture - 15th July, 2021 • Workshop on 'Basics of Financial Planning & Investment Management' - 6th August, 2021 • 'Vagvaibhavam' - 25th August, 2021 • Career guidance programme - 26th & 27th August, 2021 • Indoor sports - 6th September, 2021 • Fit India Freedom Run 2.0 - 21st September, 2021 • Interaction with Azim Premji University students - 9th November, 2021 • Panel discussion with resource persons from Rotary club, Manipal - 16th November, 2021 • Workshop on 'Case Study for Future Ready Managers' - 18th November, 2021 • Seminar on 'Constitution of India' - 19th November, 2021 • Fire Safety & Health Safety Awareness Programme - 14th December, 2021 • A talk on 'Wheel of Life' - 23rd December, 2021 • A lecture on 'World Human Rights' - 31st December, 2021

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

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	15/12/2021
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	
<b>17. Skill development:</b>	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
<b>20. Distance education/online education:</b>	

## Extended Profile

### 1. Programme

1.1 35

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 105

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 30

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 56

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 9

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 8

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>35</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>105</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>30</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>56</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>9</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded



3.2	8
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	6
Total number of Classrooms and Seminar halls	
4.2	2380533
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	44
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Poornaprajna Institute of Management is affiliated to Mangalore University and follows the syllabus prescribed by the University. Curriculum planning, delivery strategies and mapping of the same for review and improvement is taken care of by the Institution. The faculties have to present the curriculum plan for approval at the Academic Council meeting arranged by the IQAC. Faculties maintain their work dairy. Value added courses and certificate courses are conducted to enable the students to become successful in the corporate world.

#### Effective implementation of curriculum

- Industrial visits, internship and project work are facilitated to have practical exposure.
- cross cutting issues like gender, environment, human values and ethics are integrated in curriculum
- Guest lectures from experts in various fields are arranged

**Effective curriculum delivery**

- Due to Covid-19 and lockdown Institute embraced Blended learning approach. Google Classroom and Google Meet are used.
- Student centric teaching-learning methods are used by the faculties such as case study, group discussion, role play, quiz, seminars, etc. Peer-teaching and peer-learning are also used
- Bridge Course and Remedial classes are conducted to benefit the students
- The lecture halls are enabled with ICT facilities.
- Faculties participate in design of curriculum.
- Feedback on curriculum is received from students and other stakeholders.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

University calendar of events for MBA program informs about commencement and closing dates of semesters as well as commencement of term-end examinations. Taking this as the base, PIM designs its 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'. Therefore, the Institute plans the Academic Calendar of the odd semester separately, for first and third semesters. Even semesters schedule coincide and have a common academic calendar. The entire teaching faculty meets before the commencement of academic year to decide about various activities and its scheduling including formative assessment tests. 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 different, second formative test for third semester and first formative test for first semester are usually scheduled together. Apart from the internal tests, many other events, national/international days that are hosted by the Institute which gives opportunities to evaluate the improvement in students' performance, are also scheduled in the academic calendar.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://pim.ac.in/ver1/academic-calendar">https://pim.ac.in/ver1/academic-calendar</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

1

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

## 1.2.2 - Number of Add on /Certificate programs offered during the year

### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

9

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

105

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Institutions strongly believes in integrating cross cutting issues like Gender, Environment, Human Values and Professional Ethics besides other important values with a view to ensure holistic development of the students. Besides growing into empowered professionals fit for purpose, the graduates of this institution must be successful, happy, responsible and humane

individuals who can contribute to the society in a variety of ways. Hence, systems are put in place for effective curriculum delivery, imparting skills, besides integrate values into the curriculum so as to enable students grow into mature and responsible citizens. Various Clubs have been established which integrate these values into curriculum. Besides the syllabus prescribed by the University also makes provision for such integration.

Women cell works for gender sensitivity & gender equity, Human Rights Cell works for integrating human values, constitutional rights and responsibilities, Eco Club works for environment. CSR club organised blood donation camp, fire and health safety awareness program. ETICA the H R forum of the college visited Asha Nilaya ( school for specially challenged students) Mamatheya thottilu , a house for orphan children. Various birth anniversaries and commemoration days like Independence day, republic day, teacher's day, women's' day, Ekta Divas, Constitution day, water day etc. are observed.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

80

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://pim.ac.in/ver1/feedback">https://pim.ac.in/ver1/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://pim.ac.in/ver1/feedback">https://pim.ac.in/ver1/feedback</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

49

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

34

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessment of Students' Learning levels is essential so as to draw strategies for effective and efficient teaching-learning practices to become operative. Students are assessed based on their

performance in the Undergraduate level examinations and two groups are identified as Advanced Learners and Slow Learners. On the commencement of first semester classes, a well-designed Bridge Course is conducted that provides the teachers an opportunity to bridge the gap among the undergraduate students and the requirements of MBA programme. This is done to acquaint the students with the requirements of the corporate world. This kind of bridge course is conducted in the regular class hours during the initial few days. A customized curriculum containing different modules is prepared in consultation with the teachers and the same is adopted for Bridge Course.

Some of the other specific practices at PIM to strengthen the learning process and to make it more effective are:

- As admission for MBA is open for students from across streams, bridge course makes space for topics like Accounting and Finance, especially, for Non-commerce students.
- Remedial classes are conducted for slow learners in the area of quantitative courses like Research Methodology, Accounting, Financial Management etc. after the regular hours.
- Communication skills/etiquettes are imparted to students.
- Though the standard work load for every course is four hours per week as per the University guidelines, the Institute allots additional hour/s for certain courses, especially for quantitative courses. This enables advanced learners to have more insight into the topic while slow learners are able have better conceptual clarity.
- ICT facilities are provided in every classroom which is used by both faculty as well as students while making presentations. You Tube videos, e-resources are accessed in the classroom.
- Advanced learners get representation in the IQAC
- To help the slow learners, whenever group activities are given they are encouraged to make presentations on behalf of the entire group.
- Advanced learners are motivated to make paper presentations at conferences held at other institutes and also to participate in other academic events.
- Class representatives of first year are nominated based on their graduation marks and in the second year, they are nominated based on their first semester MBA marks.
- In the second year, based on the specialisation, three forums are created namely, Finance, Marketing and Human



Resource Management. The advanced learners coordinate various activities of the forums. The finance forum has been bringing out a weekly in-house magazine named 'Artha Prajna'; HR forum has introduced HR related newsletter 'ETICA' during the academic year. The advanced learners get a representation in the editorial board and the slow learners can contribute to the magazine.

- All the three forums have their respective slots in the students' notice board. Slow learners take up the responsibility of maintenance which includes display of various matters on the notice board.

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

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

Number of Students	Number of Teachers
105	8

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

In addition to the usual lecture oriented method, a lot of diverse, innovative student-centric teaching methodologies are practiced at PIM. Some of these are:

- In IT subject, advanced learners are given tasks which they solve using software related application. As part of computer skill training, different office management applications are taught and discussed to enhance their computer skill.
- Students are encouraged to work out problems on the board after necessary introduction to the subject
- Students of HR domain gain hands on experience regarding various training practices

- After giving bird's eye view of different modules, specific topics are allotted for seminar presentation under the supervision of concerned faculty. Necessary feedback, additional inputs or clarification is given by the teacher after the presentation.
- Students should also be ready for 'on the spot presentations' on topics of their choice. Case study approach is an integral part of management education. Students are given case studies in advance which they have to present in groups on rotation basis. Concerned faculty gives review of the presentation and feedback for future improvement.
- Core finance specialisation students analyse research articles from finance journals in groups and present the gist of the article. Such an activity is likely to enhance their research skill.
- Finance students are also responsible for bringing out a weekly in-house newsletter 'Artha Prajna'. Teams on rotation basis take up the responsibility for rolling out this newsletter. The editorial board consists of one chief editor, one technical editor and two language editors and the board's performance is monitored by the staff-in-charge.
- Human Resource specialisation students started HR newsletter 'ETICA'
- Apart from subject related specific activities for enhancing the learning experiences, weekly two-hour slot is provided for a unique business related activity for students called 'Prajna Vaibhavam'. The activity consists of different events like debate, company presentation, business plan formulation or group discussion. The performance of the teams is judged by a panel of two judges. Such an 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 part presentation of the task assigned to the team.
- Students are also taken for factory visits at least once a year wherein the executives brief the students about their business practices, different business problems they come across and how these problems are handled. Students get a chance to see how the organisations practically work and seek clarifications on various issues.
- Cultural club of the Institute initiates a programme called AARAMBH to welcome the first year students. Such a healthy practice initiated by the senior students not only exhibits the professional commitments of the budding managers, but also removes the barriers between junior and senior

students.

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

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

All the teachers at PIM use different ICT enabled tools to make their teaching effective. Apart from using PPT slides to supplement teaching, teachers also use Google Classrooms. With Google Classrooms, teachers create virtual classes for specific subjects and upload study materials in these classes. Students also submit assignments and get these assignments graded on Google Classrooms. The HEI has audio-visual enabled classrooms with internet connection. In these classrooms, students can watch subject specific websites (for e.g. official websites of BSE, NSE or SEBI in financial management classes) or various subject related videos from Youtube on the LCD big screen.

The Institute has implemented G Suite for Education. This has helped to create domain email both for students and faculty and also to have more cloud storage. The Google 'Meet' app available through the domain email permits the user to have longer meetings with more number of participants, up to 250, and also to record and save the meetings.

The above special feature of G Suite has been effectively used by all the faculty members of PIM, especially during the lockdown on account of COVID 19 pandemic. All the teachers have conducted online classes through Google 'Meet' either from home or from the Institute.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest

completed academic year )

### 2.3.3.1 - Number of mentors

8

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

9

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

85

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment of 30 marks per course is finalised as per the guidelines of Examination Committee of the Institute. The committee is headed by the Director and is assisted by one Staff Coordinator. The guidelines of the committee are as follows:

- Duration of the test is 2 hours with maximum 50 marks
- Two tests are to be conducted in a day; one in the forenoon and another in the afternoon
- Time table of the test is to be published at least 15 days in advance
- Question papers are to be submitted to the office at least one week in advance
- Office manager is responsible for the smooth conduct of the test
- Valued answer papers are to be distributed among students within 15 days; students' grievance, if any, has to be attended by the concerned faculty
- Within 7 days of completion of the semester, internal marks are to be finalised and submitted to the Institute's office by faculty

Internal marks of 30 in each subject is finalised as under:

- Two internal tests are conducted per course; students have to compulsorily write both these tests. In case a student is unable to write any one of these tests due to genuine reason, retest is conducted. Marks obtained out of fifty in

each test is reduced to five. This reduced marks out of five in each test is then summed up.

- In each course at least one assignment is given to the students. Timely submission of assignment in standard format will carry a maximum of ten marks. As part of ICT initiatives, students also submit assignments through Google Classroom.
- Regularity in attending classes, active participation in classroom discussion on the subject and related topics, quality of seminar presentation, surprise test, case analysis etc. will carry another ten marks; also, the involvement of students in various other programmes/activities conducted, leadership quality and team spirit exhibited in organising such activities are considered while awarding the last ten internal marks.
- The concerned office staff compiles the internal assessment marks awarded by different teachers class wise, and prepares the master list. The students get a chance to know how much he/she has got in each subject and are free to seek any clarification from the concerned teacher on the marks they got.
- Only after all the students are fully convinced about the marks they got, the concerned staff in the office sends the master list to the university through online which will later be added to the term end examination marks of the students.

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

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

Mechanism to deal with examination related grievances at the Institute is of two types - Formative Assessment related grievance and Summative Assessment related grievance. Formative assessment related grievances are handled by the concerned faculty as per the guidelines of the Examination Committee. The internal evaluation process has been made known to the students well in advance to make the process very transparent.

To handle Summative assessment related grievances, an Examination Grievance Handling Committee is formed at the institute level and

a liaison officer is appointed by the Director. The liaison officer takes care of the followings:

- Any delay in the online availability of students' hall tickets is followed up by the office staff with the University to ensure that they are available on time.
- In case students misplace/lose their hall tickets already issued, duplicate copy is issued by the office at no extra cost.
- To initiate necessary/required follow-up action, in case the announcement of University examination result is withheld.
- On receiving marks card from the University, in case there are any mistakes, the Committee initiates process for correcting the same by the University. The matter is periodically followed up with the University officials till it is resolved.
- On announcement of results, if students have grievances about results or marks, they can opt for 'challenge valuation'. The Committee makes necessary arrangements to forward the filled-in application form along with covering letter to the University.
- After the announcement of challenge valuation result, if the student is eligible for refund of the fee earlier paid, Committee again initiates the process for the same; on receipt of the amount in the Institute's bank account, cheque is issued to the student.
- Another examination related grievance taken up by the Committee is when the student loses the original marks card and wants to apply for duplicate marks card.
- Committee also makes special arrangements, in consultation with the University, in conducting examinations where there are differently abled, visually challenged students or students with health related issues.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The HEI offers only one program i.e. MBA affiliated to Mangalore

University. The Institute has to abide by the MBA syllabus designed by the University. In this syllabus, for each course, the objective or outcome of learning is mentioned specifically. Based on such objectives or outcomes, the HEI has developed different programme outcomes, programme specific outcomes and course outcomes. Faculty members and students of the Institute are familiarised with these outcomes in the following ways:

- Both hard copy and soft copy of the syllabus is made available to students as well as faculty in the Library of the Institute.
- Every time, while introducing the individual course in different semesters, specific course outcomes are briefed to the students by the respective faculty
- Course outcomes, along with program outcomes and program specific outcomes are uploaded on the official website of the institute; anybody who opens the website can access these outcomes.
- Expected program outcomes and program specific outcomes are briefed to the students at the beginning of the MBA program, especially at the time of commencement of first semester classes

The important course outcomes (CO) pertaining to the MBA programme are listed as under:

- CO1 - To assist in understanding/familiarising established management concepts and strategies and to help students implementing them in their career
- CO2 - To upgrade corporate knowledge among students; to improve their decision making ability
- CO3 - To strengthen students' knowledge in different functional areas of management to master them in the area of their interest
- CO4 - To update and familiarise students with latest and emerging management concepts
- CO5 - To enable students the use of technology, especially information technology, in handling everyday business challenges and, thus, managing the organisation better
- CO6 - To help students in understanding and implementing different quantitative tools at work place and to take better decisions using such tools
- CO7 - To introduce techniques like case study, group discussion, seminars, management competitions etc. and thus to enhance knowledge of students in the area of business, corporate world and economy, at large



- CO8 - To provide inputs about external environment of business, especially government policies and legislations affecting business or emergence of opportunities and threats in new/different areas; to enhance students' ability to cash these opportunities or to handle threats more effectively
- CO9 - integrating cross cutting issues like Gender, Environment, Human Values and Professional Ethics besides other important values

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- The programme outcomes pertaining to the MBA programme offered by the HEI is measured by the Institution based on students getting placed in organisations upon the completion of two years of MBA programme.
- Programme outcomes are also measured based on academic performance of students in the summative assessment conducted by the University at the end of each semester as well as formative assessment conducted by the Institute twice in each semester, and also in different co-curricular activities and management competitions conducted by the institute. It is also measured based on students' participation and performance in management fests conducted by other Institutions.
- In addition, programme outcomes are also measured based on the ability of the students in initiating new start-ups and/or managing their existing family business better.
- Programme specific outcomes are measured based on the domain specific placements i.e. human resources, marketing and finance. PSOs are also measured based on students' involvement in various management competitions - both as organisers and contestants.
- The course outcomes are measured based on course specific activities like assignments, seminars, paper presentation, case analysis etc. All these are in addition to the performance of students in two internal tests and in the term end examination in the respective subject.

The degree of attainment of programme outcomes, programme specific outcomes and course outcomes are measured by -

- Formative and summative assessment results which test the concept clarity, depth of knowledge, analytical skills of the students
- Seminars, presentations, group discussions test the communication & convincing skill, leadership skill and presentation skill
- Case presentation tests the problem solving skill and decision making ability
- Awards won in different event/management fests organised by other Institutes exhibit the degree of attainment of all the above outcomes
- Organising various events at the Institute exhibits their organising and leadership skills

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

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://pim.ac.in/ver1/lbt-content/lbt-upload/22450297C.pdf">https://pim.ac.in/ver1/lbt-content/lbt-upload/22450297C.pdf</a>

### 2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://pim.ac.in/ver1/lbt-content/lbt-upload/90101665K.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**Rs . 84 , 384 . 00**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

##### 3.1.2.1 - Number of teachers recognized as research guides

**2**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

##### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

**1**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://azimpremjiuniversity.edu.in/">https://azimpremjiuniversity.edu.in/</a>

## 3.2 - Innovation Ecosystem

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

**Research Centre: Poornaprajna Centre for Research and Development (PCRD)** is a Research and Development wing of PIM which acts as a Social Laboratory. Faculty members are encouraged to 'incubate' such ideas which can take the shape of a Research Paper or an Assistance to the sister Institutions of Poornaprajna group or other institutions. Faculty members, specializing in various areas visit other Institutions and through interactions spread ideas that may be new to those Institutions. In creating such an atmosphere, PIM's Research Center wing PCRD plays an important role, along with the Faculty members and Students of the Institute. 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. Ideas get INCUBATED here.

Internship Programs for students from outside the state to PIM (PCRD). Students from Maharashtra, Andhrapradesh, Shillong, Jharkand and Gujarath were placed at PIM (PCRD) as a part of their placement exercise. The institute took them to organizations such as GP-Kumbhashi/Vandse, CWC(Namma Bhoomi), and other places. Apart from interacting with the president, office bearers, Panchayat development officer, and others, they also visited the school, Anganwadi, and waste segregation unit. Zillah panchayat, Udupi, involved the center while taking up certain surveys and gps work by the students of various colleges who undertook the activities in some gram Panchayats.

**Student Research:** Students are encouraged to write RESEARCH PAPERS and present them in other Institutions. Business Plans to solve the societal problems were generated through students.

**Research Personnel of Higher Calibre:** Co-ordinator of the Research Centre got involved with other institutes as well. (Last Mile Delivery, Farmers Suicides in Mandya District:

Collaborations with Communities (Unnata Bharatha Abhiyan), Government, Non-Governmental Organisations, Universities, Colleges (Seminars, Conferences, Workshops, Discussions, etc.) Rural Institutions, SHGs, etc. facilitate the incubation of ideas and research environment.

**Activities of Societal Importance:** The Institute is represented on various Committees. where again ideas get incubated. Institute has taken up activities of national importance to serve those causes. (Entrepreneurship Awareness Programme, Women's Programmes, Programmes for Presidents of the Societies.

#### Library and Lab resources

PIM has good library resources which consist of six thousand hard copies of textbooks on different subjects and around three thousand e-books. Digital library with easy-lib software consists of J-Gate Software and N-list database comprising of Jestor, Ebsco e-books, and e-library. It has a media center and 5 computers for browsing and knowledge building up of students. PIM has a spacious computer lab with 30 computers that can be effectively utilized.

Thus, the Institute has, to a great extent has proved its usefulness with the rural communities and panchayat /taluk/district administration, other Institutions/ Organisations/NGOs through RESEARCH, EXTENTION, TRAINING, and CONSULTANCY

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pim.ac.in/ver1/">https://pim.ac.in/ver1/</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	<a href="https://pim.ac.in/ver1/">https://pim.ac.in/ver1/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Poornaprajna Institute of management shares deeper concerns towards sensitising the youth towards societal needs and problems and thereby contribute to the overall development of its students, making them perfect human beings. The institute is working in association with a number of NGOs. Students participate in the field studies learning about the problems of a poor and downtrodden section of the society. First-year MBA students were divided into groups of five and were assigned the work of studying the socio-economic status of the unorganised labourers in the wake of a covid-19 pandemic. It helped the students to understand the reach of the government help to the weaker sections of the society and could help the needy through associating with Rotary club, Manipal. Students of the institute participate in the blood donation camps, health awareness camps organised by Adarsha hospital, Badagubettu Credit Cooperative Society and SPEC ( sister concern of PIM). Students and faculties donate blood and actively participate in creating health awareness in society. Students do take up rural research in association with PCRDR. They visit the Gramapanchayaths, cooperative societies, Primary health centres and learn their functioning. The functioning and contribution of Self-help groups are important learning for the students. The faculties engage in contributing towards societal development. They work as resource persons for a number of institutions and thereby share their academic knowledge with society.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ftp/AQAR_2020-21_Criterion_3/impact_of_extension.pdf">https://pim.ac.in/ftp/AQAR_2020-21_Criterion_3/impact_of_extension.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

16

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year



### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

105

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

68

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

##### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

PIM believes in the integration of technology and classroom communication. By utilizing new and advanced technologies, classrooms are today becoming highly productive and interactive. Compared to traditional learning methods, the advanced equipment facilitates better learning environment and allows every student to enjoy an organized learning experience. A well designed and built podium proves to be one of the audio-visual presentation tools that offer a teacher to enjoy a more authoritative platform to talk from and interact well with the students. These typed of highly advanced podiums - called intelligent lecterns - are considered as some of the smart[est] classroom equipment or modern ways to engage students by grabbing their attention with great information exchange. The Classes at PIM are having podiums with latest multimedia computer fitted with them. It also connected with High-Quality Professional Duet UHF Wireless Microphone System (Head-worn, Gooseneck Podium Mic), Wall Speaker 60 W RMS/2 Way, and SSB - 120 Ahuja PA Mixer Amplifier. Such intelligent lecterns or digital podiums or e-podiums are well built to integrate highly advanced display technology, audio systems, video systems and projector systems, classroom control systems and multimedia network. All functions of effective communications in PIM Classroom are enabled through high-speed internet connected multimedia computer, Projector link, audio amplification, mixer, control systems, having appropriate adjustable height, movable wheels, and our studies have found that students enjoy the audio-visual way of learning resulting in greater retention. Integration of G suite for Education provided facilities like Google Classroom, Drives, Adobe Captivate developed quizzes, displaying of online ppt linked videos stored in our server can be

effectively displayed to students.

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. The faculties are also using the lab. Individual desktop with internet connection and laptops is also provided to the staff. Resources for conducting online examinations exist in the institute. 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 computers available over the last five years.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>

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

- Institute has enough facilities for sports, games and cultural activities. The total area of sports and games field is about 3 Acres. Institute is having qualified Physical Director and students are playing various games such as Volleyball, Kabbadi, Cricket etc. and annually Institute organises sports meet including Athletics. Institute has Indoor stadium to play badminton, Table Tennis, Carom etc. and Gymnasium facility is available.
- Institute has well equipped Air Conditioned Auditorium with 150 seating capacity to organise cultural activities to the students as well as a big outdoor auditorium with seating capacity of about 1000. There is a separate associate in the Institute to conduct cultural activities. Students are exhibiting their talents on the stage. Institute organises cultural day, traditional day, festivals and national days

where the students are participating. Students are also participates in inter college competition.

- Institute has trained yoga teacher and allotted 3 hours per week for Yoga classes.
- Institution frequently updates its IT facilities including wi-fi
- There are established systems and procedures for maintaining and utilizing physical, academic and support facilities, laboratory, library, sport complex, computers, class rooms etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pim.ac.in/ver1/infrastructure">https://pim.ac.in/ver1/infrastructure</a>

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.64

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Library automation work started during February 2010. 4.3.3 version was the software module supplied by EASYLIB Software Pvt. Ltd., Bangalore.
- PIM Library Fully Automated
- Majority portion of EASYLIB used client server technology and runs on windows. EASYLIB uses a standard RDBMS. (EASYLIB 4.3.3)
- Training about usage of software modules were given to library staff members
- OPAC search facility were made available to the users

Easylib provides extensive features that a library requires and desires. Basic features includes: Acquisition, Cataloguing, Membership management, circulation, periodical and OPAC

#### Main menu

- Cataloguing and Accessioning
- Circulation
- OPAC
- Setup and Securities
- Members
- Periodicals
- Registration
- Digital Library

#### Cataloguing and Acquisition:

This module basically distributed in ordering, receipts monitoring invoice processing, accessioning and payment monitoring

Circulation module:

A circulation system module includes most of the elements of circulation section required in a library. Each sub modules include activities of different aspects of work normally carries in the circulation section. It has got a provision to automatically calculate overdue charges. This modules helps to have effective control over financial as well as circulation activities

•

One of the major attractions of Easylib is that it has a powerful online public access catalogue with the choice of search option and variety of display formats. User in library can search the bibliography database and find specific information online which would not normally be possible form traditional catalogue. The search facility also tells the availability of each item for circulation including current status of individual copies of a title

•

Membership is assigned to every student. Student's details are entered and soon after the completion of their two years course membership will be inactive automatically.

■

- Issue of books through library software were made
- Barcode labelling for MBA books were made
- MBA question Paper were scanned
  
- Data entry of bound volumes of journals of MBA were made
- Xerox machine was purchased
  
- HP Scanner were purchased to scan question paper

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://pim.ac.in/ver1/library">https://pim.ac.in/ver1/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

0.25

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

73

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Computer lab is well equipped with branded PCs adequately supported by Mbps lines for internet connectivity. It is also equipped with a wide range of licensed system software and application software.

Computers lab, library, office and classrooms are well connected to the internet to help students and faculty to carry out their academic and other work.

The Institute has total 55 computers with LAN facility.

WI-Fi facility: Wi-Fi facility provided to students and faculty on restricted basis to avoid the misusing of facility by the students.

1. PCs available to students -36
2. PCs available in Library -8
3. PC s available in the Administrative office -3
4. PCs available to staff members- 8
5. Internet Band width in Mbps- 200 Mb/s
6. LCD project -5
7. Printers- 3
8. Biometric machine- 1
9. Scanners -1

IT facilities have been updated in regular basis. Institute has annual maintenance contract with the suppliers.

The Institutional web site is maintained and updated regularly.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>

#### 4.3.2 - Number of Computers

55

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

23.80

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Institution frequently updates its IT facilities including wi-fi. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities, laboratory, library, sport complex, computers, class rooms etc.

**Class rooms:** Institute has its total 6 ICT facilitated class rooms, discussion rooms and one seminar hall. There is a separate provision for counselling purpose. All the rooms having enough seating facility. Computer with internet facility and sound systems. Cleanliness of the rooms & hall is maintained on regular basis. Working condition of audio system, LCD projectors etc is done on regular basis.

**Sports complex:** Institute has well established sports complex and indoor stadium. The complex is used by our sister concerns also. There is a separate full time physical education director is provided by the Management. Cleanliness of the complex and gym equipment and sports materials maintained on regular basis.

**Maintainances of other systems**

1. Housekeeping is done on regular basis
2. Garden and greenery is maintained
3. Clean and hygienic drinking water is available
4. Sports facilities are maintained by the sports committee
5. Class room facilities such as light, fan, LCD, computers, internet, sound system etc. are inspected on regular basis.
6. Stock checking activity is done on yearly basis

**Maintainances of Library facilities:**

Institute library is well equipped with all modern facilities. All books are kept in the open steel almaidass. Separate almaidass are arranged for the different categories and subjects of books. Books are coded and classified, reader can access the books easily. Separate self's are there for periodicals and magazines. Exclusive room is available for reference and news paper reading. Importance is given to maintain the cleanliness and dust removed on daily basis. Pest control is done on regular basis for maintaining books safe from Termites'. Regularly new books are added to the library. Library is digitalised. Updating and maintain all library records, journals etc. Facilities provided for photocopying,

printing, computer browsing. Any pricuances are immediately responded in the library.

Computers of computer lab: The Institute has an adequate number of computers with internet and wi-fi facilities. Computer systems, UPS, Software always updated and made AMC for uninterrupted services. There is separate Air conditioner computer lab with 30 computers and separate faculty to train the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/infrastructure">https://pim.ac.in/ver1/infrastructure</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

28

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

6

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

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to Institutional website	<a href="https://pim.ac.in/ver1/capability-enhancement-programmes">https://pim.ac.in/ver1/capability-enhancement-programmes</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**0**

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

**240**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

38

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The 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 activities 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.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ver1/prajna-vibhavam">https://pim.ac.in/ver1/prajna-vibhavam</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

28

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Creating an engaged, supportive network is crucial to an institution's success. Alumni are great role models for current students and are often well placed to offer practical support to students as they start their careers. Alumni are often able to engage the expertise of their institution in their professional lives. A founder can carry an institution only so far, and then others must step in, even the alumni. That's how an institution becomes one says Shiv Nadar.

Business is always responsible for the stakeholders as all of them can contribute towards the success. In the context of an educational institution the old students of the association who are termed as alumni of the institution, the parents, teachers, support staff, the director, students etc. can be called the



stakeholders. An educational institution's reputation depends on the good results it obtains, co-curricular activities, environment, and investments. But one most important factor that brings strength to the institution is the alumni of the alma mater. Due to Alumni association" students feel obliged and honored to return the favors and successes as well as the Alma Mater also get benefit and grow enormously in terms of both academics and administration at national and international level.

Though the alumni of Poornaprajna Institute of Management were having emotional connection with the institute and organised number of programmes for the benefit of the students of PIM, the bondage was formally made official with the inauguration of the Poornaprajna Institute of alumni association on 5th October 2016 at Prajna Hall by His Holiness Shri Shri Vishwapriya Theertha Swamiji.

#### OBJECTIVES

1. To bring together all the old students and the faculty of Poornaprajna Institute of Management to share their experiences with each other
2. To maintain and update the data base of all the alumni of the college and to interact with them
3. To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
4. To utilize the rich experiences of old students of the college for the benefit and progress of the present students
5. To provide guidance to the present students in their endeavor for better employment and higher studies.
6. To promote the campus placements through the old students working in reputed industries in India and abroad
7. To get the valuable advices of the Alumni in the overall development of the college
8. To arrange seminars, debates, workshops and to arrange cultural and social welfare programs
9. To provide financial assistance to the needed alumni members pursuing higher studies based on merit and means.
10. To arrange donations to the poor students either by way of cash or kind for their education purpose
11. To gather and maintain database of employment information and to assist the members in securing suitable jobs
12. To maintain website, publish periodical magazines or bulletins with valuable information useful to the members and students.
13. To involve the members in the overall development of the

**Institute and the Society**

14. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ver1/alumni">https://pim.ac.in/ver1/alumni</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The management of the Institution aims at building future leaders by providing the best of education and experiential learning to prepare the students for the future challenges and changing business environment. The Management has made sure that all the members of the institute were totally safe during the pandemic and had facilitated online mode education to benefit both the Faculty and student community. Regular awareness was created regarding vaccination not only for the members of the Institution but the same was also conveyed and communicated to the family members of the faculty and the students. During the pandemic times, even when the institute was physically closed for the students the Director along with the faculty motivated the students to attend online classes. Sincere efforts were made by the faculty to transfer the knowledge to the students without any compromise in the quality of education making the online class experience as that of a normal classroom. The Director along with the faculty also encouraged the students to take up online internships to familiarize the students

with the Corporate world developments.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institution during the pandemic had experienced a very grave situation for the first time ever and during these difficult times the management extended a huge support. Even though the Chairman was unable to visit the Institute premises due to the restrictions from the Government the Governing council and the members especially the treasurer and the secretary visited the Institution on a regular basis and made sure that all the staff members were in good health. The Director of the College was in regular touch with the students and parents and also took personal attention in matters of their safety during the pandemic. There was a separate and exclusive vaccine drive for the students of the Institute which was facilitated for more than a month in the Institute premises for the faculty, students and the non-teaching staff as well. The staff were asked to take a break from the regular work duties after the vaccination to ensure that there was no further casualty as a result of the vaccine dosage. The Management also has provided special leave for the staff who were tested positive without any deductions in the pay.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The HR forum of the Institute has been conducting various

activities over the period of time for the benefit of all the stakeholders of the Institute. Programs such as Guest lectures, Interaction with the corporate leaders, visit to NGOs and many more have been the regularly organized. However, there was a strong need felt for starting up an HR newsletter over many years and this plan was materialized on 23rd December 2021. The exclusive goal of this newsletter was to bring out the latest HR trends in the industry and encourage the students to develop and publish research on the basis of exploring facts and data around. As a first step, a 20-page newsletter was published by the HR forum with Faculty in-charge and Students jointly joining hands as the members of the editorial. It was decided that once in every 3 months a new issue will be released which would cover news and articles and regular columns from the present students, faculty, alumni and other relevant HR professionals. The editorial board makes sure that the articles and content are original and are purely related to the theme.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The chairman of the college has a very strong vision towards the development of the education system as a whole. The vision of the chairman is supported by the Governing council who in turn formulate the same to the office bearers. The Chairman's vision to make the Institute as one of the best B-schools in coastal Karnataka is a proof of the magnanimous revelation of a great leader. The office bearers viz., the secretary and the treasurer keep the system hybrid with regular interactions and facilitating modern resources to make the institute a one of its kind in the region. Quick approvals and delegation makes the office bearers a dynamic duo which has been responsible for the institute to bag A+ grade during the previous NAAC assessment. The Director holds regular meetings with both faculty and non-teaching staff as a move to ensure overall quality delivery to make the institute the best among rest. The empowered faculty take initiative to deliver the top most quality education without any compromises. The non-

teaching staff ensure the maximum student support in terms of admission, premises up keep, providing infrastructure and exam related process to help students have a life-time experience.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

The management of the organization is always see working towards the welfare of the faculty and non-teaching staff. During the pandemic situation the Institute had facilitated a vaccine drive for the faculty and the non-teaching staff which was well utilized by both the categories of the staff. This vaccine drive was a result of the efforts of the Chairman, the Governing council, the honorable secretary and treasurer which was executed by the Director ultimately. This vaccine drive helped the faculty and the non-teaching staff to deliver their duties efficiently and effectively boosting the immunity and helping to fight the pandemic times. This vaccine drive also resulted in saving the valuable time of the faculty staff who otherwise had to take the

vaccination from some other source.

The attenders of the college who are part of the non-teaching staff are provided with 2 pairs of uniforms each to help them deliver their duty more efficiently and systematically. The uniforms are of supreme quality that indicate the professionalism while delivering the duties creating a positive impression in the minds of the visitors and other stakeholders of the Institute.

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

### **6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**NIL**

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

**2**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Institution has a systematic process of reviewing the performance of the faculty and the non-teaching staff on a regular basis in order to boost the motivation of the members. The performance is reviewed after considering the various inputs from

multiple stakeholders. These include student's feedback and management's decision to recognize the performance of the individual.

Every year the management of the Institution addresses the faculty and the non-teaching staff and yearly increments are decided based on the performance and the outcomes during the previous year. The performance matrix is purely based on the principle of hard work and dedication towards the work. discipline a work, high moral standards, delivering high quality of service to all the stakeholders of the Insitute.

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

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial audit of the institute is conducted meticulously within the regular course of time. The internal audit is carried out by the Accounts team which includes rigorous and intense verification, and cross-checking the financial statements of the institute. Reputed and qualified auditors perform the audit function throughout and also suggest remedial measures in case of any gap in the accounting processes or systems. The Institute maintains all relevant books of accounts in the most transparent way which indicates the high standards in financial and accounting systems.

There is a regular check on the accounting processes and financial systems by the honorable treasurer of the Institute who takes care to follow all the protocols before finalizing or sanctioning any financial deed or instrument.



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

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institute functions for the overall development of the student community and makes the best utilization of all the resources to mobilize funds which could help in some constructive activities.

1. The Photocopying machine installed in the library provides the printing/photocopying services which are needed by the students at very reasonable and affordable rates. Even though the rates are reasonable there is no compromise on the quality of the output. The income generated from such printing and photocopying is treated as income in the income expenditure account which is further projected in the Balance sheet of the Institute.

2. The students have access to a multiple of newspapers in the Library which enhances the knowledge and improves the general awareness of the students. These newspapers are resold as scrap which is treated as income in the income expenditure account which is further projected in the Balance sheet of the Institute.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

### 1. Poornaprajna-Rotary Club Centre for Social Empowerment:

Poornaprajna -Rotary Club Manipal, Centre for Social Empowerment, was inaugurated on 23rd March 2021, Tuesday at Prajna Hall of Poornaprajna Institute of Management, Udupi. Poornaprajna-Rotary club, Manipal Centre for Social Empowerment, is the result of a joint effort of PCRD, the research wing of Poornaprajna Institute of Management and Rotary Club, Manipal.

### 1. ETICA\_ The HR newsletter:

As an initiative from the IQAC of the Institution, the HR newsletter aims to share the contemporary developments in the HR domain to all the related stakeholders, publish the interactions with the HR leaders of the corporate, bring the social innovators to the limelight and improve the QWL of the readers by suggesting coping mechanisms for modern situations.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

### GROUP DISCUSSION:

Prajna Vaibhavam for Academic Year 2021-22 began on 9th of

December, 2021 with a new round of activity i.e. Group Discussion being introduced. During the two-hour session, four teams discussed on the topics given to them. The Teams and their respective topics for Group Discussion are as follows:

**PANEL DISCUSSION WITH AZIM PREMJI UNIVERSITY STUDENTS:**

As a collaborative programme Of Poornaprajna Rotary Manipal Centre For Social Empowerment, Azim Premji University, Bangalore, Poornaprajna Institute Of Management, Udupi, Karnataka Bank, Mangalore, 'A PANEL DISCUSSION' was organized at PIM for the benefit of visiting students from Azim Premji University, Bangalore and students and faculty members of PIM on 16-11-2021.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**

## 7.1 - Institutional Values and Social Responsibilities

### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

#### Safety and Security-

The institution has put in place a secure system with a view to providing absolute safety and security to its stakeholders. The campus surveillance is foolproof. The security guards are available 24 x7 within the campus. Further CCTV's are installed at appropriate locations. The institute has a separate committee for safety & security, which includes sister concern Principals and faculties. The institute has a mentor-mentee system where students are feeling home away from home.

The Institution has appointed a separate women warden for girls' hostels and a male warden for boys' hostel.

1 First aid kit is made available in all hostels as well as in college.

2. Hostels are well connected with the ICT requirements.

3. Wardens are provided EHS training.

4. Adarsha Hospital is available near the campus for any health-related emergencies.

5. Ambulance service is available 24 x 7 with the following contact details:

adaudp@gmail.com Ambulance service is available 24 x 7 at Adarsha Hospital: Ph:0820-2536580

Awareness and training is provided in the campus for safety and security of all the students. In respect of the fresher's joining the institution, an Anti-Ragging Cell is set up. Students were given emergency contact no's for immediate communication. Anti-ragging squads are appointed by the head of the institution from the anti-ragging cell.

#### Counseling-

The institute has set up a special Cell for the Counselling of the students and Professionals. This Cell addresses the diverse social, mental and professional challenges of the heterogeneous

group.

The cell provides guidance to the students to improve their overall personality and help them to meet challenges in their life.

The Vision is to assist and groom the individuals to meet the social, mental and professional challenges for the endurance in the fast-paced life.

The Mission is---

- To provide all-inclusive support services to the students.
- To help the individuals become result-oriented and self-motivated in their endeavours.
- To make individuals socially and intellectually resourceful for the society. The main objective of counseling is to bring about a voluntary change in the individuals. For this purpose, the counselor provides facilities to help achieve the desired change or make a suitable choice.
- To encourage and develop special abilities and right attitudes for successful endeavours.
- The institute also conduct yoga programs to help students to cope up with stress.

Separate Common Room: The Institute, has set up separate common room for girls and boys to provide privacy and recuperation. Especially for girls, which has a bed, pillow, and blankets, tube light, fan, first-aid box, and glucose, sanitary napkins, and housekeeping helper. Apart from this, we have Adarsha Hospital in the vicinity, for any health-related emergencies. [adaudp@gmail.com](mailto:adaudp@gmail.com) Ambulance service is available 24 x 7 at Adarsha Hospital: 0820-2536580.

PIM Rules and Policy guidelines for admission, recruitment, administrative function, and academic administrative activities safeguard the interests of the students, faculty and workforce members without any discrimination including gender. As a matter of fact, true spirit of education is being practiced in the Institute, i.e., no discrimination against caste, creed, religion, and gender including third gender. The Institute provides safety, security & counseling facilities to both male and female students /staff through its well-defined Equity, Diversity & Non-discriminatory policy. The institution has constituted a Statutory Committee as per Clause 1 of section 23 of the AICTE Act, 1987 (52 of 1987) AICTE. The Committee ensures transparency in admissions,

prevent unfair practices, address to the complaints of discrimination towards staff/ students belonging to Scheduled Caste, Scheduled Tribe, OBC, Minority or Disabled Categories. No sexual harassment complaint has been recorded so far.

File Description	Documents
Annual gender sensitization action plan	<a href="#"><u>Annual gender sensitization action plan</u></a> <a href="#"><u>Gender equality means, women and men and girls and boys all enjoy the same rights, reserves, opportunities, and securities.</u></a> <a href="#"><u>Gender sensitization and esteem towards women will be observed in the Institute.</u></a> <a href="#"><u>The Institute will conduct more gender equity programs for the students to understand the fact that equality is the fundamental nature of democracy. Maintain a good workplace free from discrimination and bullying. Enable girls to have a broader role in decision-making.</u></a> <a href="#"><u>Preventing and responding to gender-based violence. Gender equality in teaching and education systems. Supporting teachers to build a gender-inclusive learning environment.</u></a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://pim.ac.in/ver1/women-empowerment-cell"><u>https://pim.ac.in/ver1/women-empowerment-cell</u></a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**D. Any 1 of the above**

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Solid Waste Management** 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 an MBA programme, the wet waste generation is meager. As per the norms of the 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 wastewater 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 Institute's 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 arrangements by the Institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

### 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

B. Any 3 of the above



**facilities for persons with disabilities  
(Divyangjan) accessible website, screen-  
reading software, mechanized equipment  
5. Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies  
of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The PIM believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religions, regions are studying without any discrimination. Though the institution has a diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio-economic, and other diversities. With great fervour the national festivals, birth anniversaries, and memorials of great Indian personalities like Mahatma Gandhi Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, Lal Bahadur Shastri, etc. The institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex.

The PIMorganizes various programs from time to time for the promotion of Constitutional values, rights, duties, and responsibilities of citizens. The PIMorganizes various activities to create awareness about the national identity and symbols. Moreover, these are aimed to familiarize its stakeholders with Fundamental Duties and Rights.

Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of the Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight the struggle for freedom and the importance of the Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://pim.ac.in/ver1/code-of-conducts">https://pim.ac.in/ver1/code-of-conducts</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

PIM celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seeds of Nationalism and Patriotism among the people of India. PIMcelebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff, and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of the Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of the national flag and spreading a warm message of nationalism in a speech by the Chairmen of the council, Principal.

Independence Day is celebrated every year on the 15th of August, parades and flag hoisting is organized and is celebrated to mark the freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein a pledge is taken by students and staff. In today's times, we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

International Yoga day is celebrated on 21st June every year. The Faculty & Students organize the yoga camp and a speech is conducted to make everyone aware of how Yoga embodies unity of mind and body; thought and action; restraint and fulfillment.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Best Practice I Mentoring System**

**1. Title** Margadarshak Mentor-Mentee system

**2.Objectives** The main aim of the Margadarshak mentoring program is to inculcate the best attributes.

- 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.
- To expose the students to the 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.
- To improve the problem-solving, communication, leadership, research, and entrepreneurship skills of a mentee.

**3.The Context** Mentor-Mentee System started in 2008 at PIM, where interaction among mentor and mentee brought out positive dynamics. Thereafter the mentoring system became one of the important and strong pillars of PIM since its establishment in 2005. The most important 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 Institutions and increasing strength of mentees, the dynamics changed. The other challenge that bubbled was that the youth of this generation was

not willing to easily share their concerns with the mentor. 4. 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 the PIM is nurtured holistically by faculty. It becomes the students endeavour to understand the intricacies of Life both professionally and personally on these grooming platforms provided by PIM through the mentoring system and a robust Buddy System.that leads to their overall development of professional competencies, human values, work ethics, and spiritual values. Mentoring promotes knowledgesharing and experiential learning between the experienced faculty. The mentees, in turn, develop everlasting bonds with their mentors as role models, and philosophers which are maintained throughout their professional pursuits. In an effective mentoring system, the benefits that accrue to the Mentor-Mentee are manifold. Benefits for Student

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. Greater understanding about 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 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. Attendance of mentees 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) that 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 are a

report which an individual mentor submits to the Institution's Mentoring Program Coordinator and the 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 6. Problems Encountered and Resources Required With the growth of the PIM, coordination, and monitoring of the Mentor-Mentee system became very challenging. Getting connected with the mentoring group (Mentee mentors) was becoming difficult. Therefore, an online email system/WhatsUp group was introduced in 2018. Mentor-Mentee System - Step-1: SELECTION OF MENTORING PROGRAM COORDINATOR 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 AND FM Step-4: MENTOR-MENTEE SESSION ON FIRST FRIDAY OF THE MONTH 1. Faculty Mentor and respective Mentees meet on the First Friday of the month 2. Mentee attendance is marked. Step- 5: Faculty mentors and MPC write the reports documented. Step-6: FEEDBACK -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 with 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 presentations, and business plans. 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 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 lottery system. the team should come prepared with respective topics all team members should participate in the event. marks are awarded by judges based 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 coordinator sessions will continue and one team and one individual selected at the final. The success of Prajna Vaibhavam is that students improve a lot with all their loopholes and gain the confidence 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, absence of team members, individual effort, no group dynamics. holidays, strikes, the bandh is the root cause for the interruption of the session. resources required ICT, Public addressing system seating arrangement. two faculty judges for the session.

7. Notes (Optional) The event outcome does not only help the student but also enhances

1. Inculcating analytical skill, reasoning ability, and logical analysis in handling specific business situations
2. Developing team spirit, effectively.

File Description	Documents
Best practices in the Institutional website	<a href="http://pim.ac.in/ver1/best-practices">http://pim.ac.in/ver1/best-practices</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The motto of the Udupi Sri Admar Mutt Education Council is to spread the light to impart quality education. PIM strictly follows 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 creates 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 responsibility 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 Institute's 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 coordinator 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.

Poornaprajna-Rotary, Manipal Center for Social Empowerment is yet another initiative where the Institute has joined hands with the reputed Social Organisation- Rotary Club, Manipal. Through this Center various activities connected with Communities which special reference to Women Empowerment are taken up from time to time. The aims and objectives of the Rotary Club being service, the Center tries to design and execute various programmes which are relevant and important.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Poornaprajna Institute of Management is affiliated to Mangalore University and follows the syllabus prescribed by the University. Curriculum planning, delivery strategies and mapping of the same for review and improvement is taken care of by the Institution. The faculties have to present the curriculum plan for approval at the Academic Council meeting arranged by the IQAC. Faculties maintain their work dairy. Value added courses and certificate courses are conducted to enable the students to become successful in the corporate world.

#### Effective implementation of curriculum

- Industrial visits, internship and project work are facilitated to have practical exposure.
- cross cutting issues like gender, environment, human values and ethics are integrated in curriculum
- Guest lectures from experts in various fields are arranged

#### Effective curriculum delivery

- Due to Covid-19 and lockdown Institute embraced Blended learning approach. Google Classroom and Google Meet are used.
- Student centric teaching-learning methods are used by the faculties such as case study, group discussion, role play, quiz, seminars, etc. Peer-teaching and peer-learning are also used
- Bridge Course and Remedial classes are conducted to benefit the students
- The lecture halls are enabled with ICT facilities.
- Faculties participate in design of curriculum.
- Feedback on curriculum is received from students and other stakeholders.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

University calendar of events for MBA program informs about commencement and closing dates of semesters as well as commencement of term-end examinations. Taking this as the base, PIM designs its 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'. Therefore, the Institute plans the Academic Calendar of the odd semester separately, for first and third semesters. Even semesters schedule coincide and have a common academic calendar. The entire teaching faculty meets before the commencement of academic year to decide about various activities and its scheduling including formative assessment tests. 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 different, second formative test for third semester and first formative test for first semester are usually scheduled together. Apart from the internal tests, many other events, national/international days that are hosted by the Institute which gives opportunities to evaluate the improvement in students' performance, are also scheduled in the academic calendar.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://pim.ac.in/ver1/academic-calendar">https://pim.ac.in/ver1/academic-calendar</a>

### 1.1.3 - Teachers of the Institution participate in following activities related to

B. Any 3 of the above

**curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

1

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

9

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

105

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

#### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Institutions strongly believes in integrating cross cutting issues like Gender, Environment, Human Values and Professional Ethics besides other important values with a view to ensure holistic development of the students. Besides growing into empowered professionals fit for purpose, the graduates of this institution must be successful, happy, responsible and humane individuals who can contribute to the society in a variety of ways. Hence, systems are put in place for effective curriculum delivery, imparting skills, besides integrate values into the curriculum so as to enable students grow into mature and responsible citizens. Various Clubs have been established which integrate these values into curriculum. Besides the syllabus prescribed by the University also makes provision for such integration.

Women cell works for gender sensitivity& gender equity, Human Rights Cell works for integrating human values, constitutional rights and responsibilities, Eco Club works for environment. CSR club organised blood donation camp, fire and health safety awareness program. ETICA the H R forum of the college visited Asha Nilaya( school for specially challenged students)

Mamatheya thottilu ,a house for orphan children. Various birth anniversaries and commemoration days like Independence day, republic day, teacher's day, women's' day, Ekta Divas, Constitution day, water day etc. are observed.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

80

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://pim.ac.in/ver1/feedback">https://pim.ac.in/ver1/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://pim.ac.in/ver1/feedback">https://pim.ac.in/ver1/feedback</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**49**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

## 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

34

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessment of Students' Learning levels is essential so as to draw strategies for effective and efficient teaching-learning practices to become operative. Students are assessed based on their performance in the Undergraduate level examinations and two groups are identified as Advanced Learners and Slow Learners. On the commencement of first semester classes, a well-designed Bridge Course is conducted that provides the teachers an opportunity to bridge the gap among the undergraduate students and the requirements of MBA programme. This is done to acquaint the students with the requirements of the corporate world. This kind of bridge course is conducted in the regular class hours during the initial few days. A customized curriculum containing different modules is prepared in consultation with the teachers and the same is adopted for Bridge Course.

Some of the other specific practices at PIM to strengthen the learning process and to make it more effective are:

- As admission for MBA is open for students from across streams, bridge course makes space for topics like Accounting and Finance, especially, for Non-commerce



students.

- Remedial classes are conducted for slow learners in the area of quantitative courses like Research Methodology, Accounting, Financial Management etc. after the regular hours.
- Communication skills/etiquettes are imparted to students.
- Though the standard work load for every course is four hours per week as per the University guidelines, the Institute allots additional hour/s for certain courses, especially for quantitative courses. This enables advanced learners to have more insight into the topic while slow learners are able have better conceptual clarity.
- ICT facilities are provided in every classroom which is used by both faculty as well as students while making presentations. You Tube videos, e-resources are accessed in the classroom.
- Advanced learners get representation in the IQAC
- To help the slow learners, whenever group activities are given they are encouraged to make presentations on behalf of the entire group.
- Advanced learners are motivated to make paper presentations at conferences held at other institutes and also to participate in other academic events.
- Class representatives of first year are nominated based on their graduation marks and in the second year, they are nominated based on their first semester MBA marks.
- In the second year, based on the specialisation, three forums are created namely, Finance, Marketing and Human Resource Management. The advanced learners coordinate various activities of the forums. The finance forum has been bringing out a weekly in-house magazine named 'Artha Prajna'; HR forum has introduced HR related newsletter 'ETICA' during the academic year. The advanced learners get a representation in the editorial board and the slow learners can contribute to the magazine.
- All the three forums have their respective slots in the students' notice board. Slow learners take up the responsibility of maintenance which includes display of various matters on the notice board.

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

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

Number of Students	Number of Teachers
105	8

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

In addition to the usual lecture oriented method, a lot of diverse, innovative student-centric teaching methodologies are practiced at PIM. Some of these are:

- In IT subject, advanced learners are given tasks which they solve using software related application. As part of computer skill training, different office management applications are taught and discussed to enhance their computer skill.
- Students are encouraged to work out problems on the board after necessary introduction to the subject
- Students of HR domain gain hands on experience regarding various training practices
- After giving bird's eye view of different modules, specific topics are allotted for seminar presentation under the supervision of concerned faculty. Necessary feedback, additional inputs or clarification is given by the teacher after the presentation.
- Students should also be ready for 'on the spot presentations' on topics of their choice. Case study approach is an integral part of management education. Students are given case studies in advance which they have to present in groups on rotation basis. Concerned faculty gives review of the presentation and feedback for future improvement.

- Core finance specialisation students analyse research articles from finance journals in groups and present the gist of the article. Such an activity is likely to enhance their research skill.
- Finance students are also responsible for bringing out a weekly in-house newsletter 'Artha Prajna'. Teams on rotation basis take up the responsibility for rolling out this newsletter. The editorial board consists of one chief editor, one technical editor and two language editors and the board's performance is monitored by the staff-in-charge.
- Human Resource specialisation students started HR newsletter 'ETICA'
- Apart from subject related specific activities for enhancing the learning experiences, weekly two-hour slot is provided for a unique business related activity for students called 'Prajna Vaibhavam'. The activity consists of different events like debate, company presentation, business plan formulation or group discussion. The performance of the teams is judged by a panel of two judges. Such an 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 part presentation of the task assigned to the team.
- Students are also taken for factory visits at least once a year wherein the executives brief the students about their business practices, different business problems they come across and how these problems are handled. Students get a chance to see how the organisations practically work and seek clarifications on various issues.
- Cultural club of the Institute initiates a programme called AARAMBH to welcome the first year students. Such a healthy practice initiated by the senior students not only exhibits the professional commitments of the budding managers, but also removes the barriers between junior and senior students.

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

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

All the teachers at PIM use different ICT enabled tools to make their teaching effective. Apart from using PPT slides to supplement teaching, teachers also use Google Classrooms. With Google Classrooms, teachers create virtual classes for specific subjects and upload study materials in these classes. Students also submit assignments and get these assignments graded on Google Classrooms. The HEI has audio-visual enabled classrooms with internet connection. In these classrooms, students can watch subject specific websites (for e.g. official websites of BSE, NSE or SEBI in financial management classes) or various subject related videos from Youtube on the LCD big screen.

The Institute has implemented G Suite for Education. This has helped to create domain email both for students and faculty and also to have more cloud storage. The Google 'Meet' app available through the domain email permits the user to have longer meetings with more number of participants, up to 250, and also to record and save the meetings.

The above special feature of G Suite has been effectively used by all the faculty members of PIM, especially during the lockdown on account of COVID 19 pandemic. All the teachers have conducted online classes through Google 'Meet' either from home or from the Institute.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

8

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

9

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

85

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment of 30 marks per course is finalised as per the guidelines of Examination Committee of the Institute. The committee is headed by the Director and is assisted by one Staff Coordinator. The guidelines of the committee are as follows:

- Duration of the test is 2 hours with maximum 50 marks
- Two tests are to be conducted in a day; one in the forenoon and another in the afternoon
- Time table of the test is to be published at least 15 days in advance
- Question papers are to be submitted to the office at least one week in advance
- Office manager is responsible for the smooth conduct of the test
- Valued answer papers are to be distributed among students within 15 days; students' grievance, if any, has to be attended by the concerned faculty
- Within 7 days of completion of the semester, internal marks are to be finalised and submitted to the Institute's office by faculty

Internal marks of 30 in each subject is finalised as under:

- Two internal tests are conducted per course; students have to compulsorily write both these tests. In case a student is unable to write any one of these tests due to genuine reason, retest is conducted. Marks obtained out of fifty in each test is reduced to five. This reduced marks out of five in each test is then summed up.
- In each course at least one assignment is given to the students. Timely submission of assignment in standard

format will carry a maximum of ten marks. As part of ICT initiatives, students also submit assignments through Google Classroom.

- Regularity in attending classes, active participation in classroom discussion on the subject and related topics, quality of seminar presentation, surprise test, case analysis etc. will carry another ten marks; also, the involvement of students in various other programmes/activities conducted, leadership quality and team spirit exhibited in organising such activities are considered while awarding the last ten internal marks.
- The concerned office staff compiles the internal assessment marks awarded by different teachers class wise, and prepares the master list. The students get a chance to know how much he/she has got in each subject and are free to seek any clarification from the concerned teacher on the marks they got.
- Only after all the students are fully convinced about the marks they got, the concerned staff in the office sends the master list to the university through online which will later be added to the term end examination marks of the students.

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

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

Mechanism to deal with examination related grievances at the Institute is of two types - Formative Assessment related grievance and Summative Assessment related grievance. Formative assessment related grievances are handled by the concerned faculty as per the guidelines of the Examination Committee. The internal evaluation process has been made known to the students well in advance to make the process very transparent.

To handle Summative assessment related grievances, an Examination Grievance Handling Committee is formed at the institute level and a liaison officer is appointed by the Director. The liaison officer takes care of the followings:

- Any delay in the online availability of students' hall

tickets is followed up by the office staff with the University to ensure that they are available on time.

- In case students misplace/lose their hall tickets already issued, duplicate copy is issued by the office at no extra cost.
- To initiate necessary/required follow-up action, in case the announcement of University examination result is withheld.
- On receiving marks card from the University, in case there are any mistakes, the Committee initiates process for correcting the same by the University. The matter is periodically followed up with the University officials till it is resolved.
- On announcement of results, if students have grievances about results or marks, they can opt for 'challenge valuation'. The Committee makes necessary arrangements to forward the filled-in application form along with covering letter to the University.
- After the announcement of challenge valuation result, if the student is eligible for refund of the fee earlier paid, Committee again initiates the process for the same; on receipt of the amount in the Institute's bank account, cheque is issued to the student.
- Another examination related grievance taken up by the Committee is when the student loses the original marks card and wants to apply for duplicate marks card.
- Committee also makes special arrangements, in consultation with the University, in conducting examinations where there are differently abled, visually challenged students or students with health related issues.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The HEI offers only one program i.e. MBA affiliated to Mangalore University. The Institute has to abide by the MBA syllabus designed by the University. In this syllabus, for each



course, the objective or outcome of learning is mentioned specifically. Based on such objectives or outcomes, the HEI has developed different programme outcomes, programme specific outcomes and course outcomes. Faculty members and students of the Institute are familiarised with these outcomes in the following ways:

- Both hard copy and soft copy of the syllabus is made available to students as well as faculty in the Library of the Institute.
- Every time, while introducing the individual course in different semesters, specific course outcomes are briefed to the students by the respective faculty
- Course outcomes, along with program outcomes and program specific outcomes are uploaded on the official website of the institute; anybody who opens the website can access these outcomes.
- Expected program outcomes and program specific outcomes are briefed to the students at the beginning of the MBA program, especially at the time of commencement of first semester classes

The important course outcomes (CO) pertaining to the MBA programme are listed as under:

- CO1 - To assist in understanding/familiarising established management concepts and strategies and to help students implementing them in their career
- CO2 - To upgrade corporate knowledge among students; to improve their decision making ability
- CO3 - To strengthen students' knowledge in different functional areas of management to master them in the area of their interest
- CO4 - To update and familiarise students with latest and emerging management concepts
- CO5 - To enable students the use of technology, especially information technology, in handling everyday business challenges and, thus, managing the organisation better
- CO6 - To help students in understanding and implementing different quantitative tools at work place and to take better decisions using such tools
- CO7 - To introduce techniques like case study, group discussion, seminars, management competitions etc. and thus to enhance knowledge of students in the area of business, corporate world and economy, at large

- CO8 - To provide inputs about external environment of business, especially government policies and legislations affecting business or emergence of opportunities and threats in new/different areas; to enhance students' ability to cash these opportunities or to handle threats more effectively
- CO9 - integrating cross cutting issues like Gender, Environment, Human Values and Professional Ethics besides other important values

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- The programme outcomes pertaining to the MBA programme offered by the HEI is measured by the Institution based on students getting placed in organisations upon the completion of two years of MBA programme.
- Programme outcomes are also measured based on academic performance of students in the summative assessment conducted by the University at the end of each semester as well as formative assessment conducted by the Institute twice in each semester, and also in different co-curricular activities and management competitions conducted by the institute. It is also measured based on students' participation and performance in management fests conducted by other Institutions.
- In addition, programme outcomes are also measured based on the ability of the students in initiating new start-ups and/or managing their existing family business better.
- Programme specific outcomes are measured based on the domain specific placements i.e. human resources, marketing and finance. PSOs are also measured based on students' involvement in various management competitions - both as organisers and contestants.
- The course outcomes are measured based on course specific

activities like assignments, seminars, paper presentation, case analysis etc. All these are in addition to the performance of students in two internal tests and in the term end examination in the respective subject.

The degree of attainment of programme outcomes, programme specific outcomes and course outcomes are measured by -

- Formative and summative assessment results which test the concept clarity, depth of knowledge, analytical skills of the students
- Seminars, presentations, group discussions test the communication & convincing skill, leadership skill and presentation skill
- Case presentation tests the problem solving skill and decision making ability
- Awards won in different event/management fests organised by other Institutes exhibit the degree of attainment of all the above outcomes
- Organising various events at the Institute exhibits their organising and leadership skills

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

### **2.6.3 - Pass percentage of Students during the year**

#### **2.6.3.1 - Total number of final year students who passed the university examination during the year**

56

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://pim.ac.in/ver1/lbt-content/lbt-upload/22450297C.pdf">https://pim.ac.in/ver1/lbt-content/lbt-upload/22450297C.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://pim.ac.in/ver1/lbt-content/lbt-upload/90101665K.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**Rs. 84,384.00**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**2**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://azimpremjiuniversity.edu.in/">https://azimpremjiuniversity.edu.in/</a>

### 3.2 - Innovation Ecosystem

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

Research Centre: Poornaprajna Centre for Research and Development (PCRD is a Research and Development wing of PIM which acts as a Social Laboratory. Faculty members are encouraged to 'incubate' such ideas which can take the shape of a Research Paper or an Assistance to the sister Institutions of Poornaprajna group or other institutions. Faculty members, specializing in various areas visit other Institutions and through interactions spread ideas that may be new to those Institutions. In creating such an atmosphere, PIM's Research Center wing PCRD plays an important role, along with the Faculty members and Students of the Institute. 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. Ideas get INCUBATED here.

Internship Programs for students from outside the state to PIM (PCRD). Students from Maharashtra, Andhrapradesh, Shillong, Jharkand and Gujarath were placed at PIM (PCRD) as a part of their placement exercise. The institute took them to organizations such as GP-Kumbhashi/Vandse, CWC(Namma Bhoomi), and other places. Apart from interacting with the president, office bearers, Panchayat development officer, and others, they also visited the school, Anganwadi, and waste segregation unit. Zillah panchayat, Udupi, involved the center while taking up certain surveys and gps work by the students of various colleges who undertook the activities in some gram Panchayats.

**Student Research:** Students are encouraged to write RESEARCH PAPERS and present them in other Institutions. Business Plans to solve the societal problems were generated through students.

**Research Personnel of Higher Calibre:** Co-ordinator of the Research Centre got involved with other institutes as well. (Last Mile Delivery, Farmers Suicides in Mandya District:

Collaborations with Communities (Unnata Bharatha Abhiyan), Government, Non-Governmental Organisations, Universities, Colleges (Seminars, Conferences, Workshops, Discussions, etc.) Rural Institutions, SHGs, etc. facilitate the incubation of ideas and research environment.

**Activities of Societal Importance:** The Institute is represented on various Committees. where again ideas get incubated. Institute has taken up activities of national importance to serve those causes. (Entrepreneurship Awareness Programme, Women's Programmes, Programmes for Presidents of the Societies.

#### Library and Lab resources

PIM has good library resources which consist of six thousand hard copies of textbooks on different subjects and around three thousand e-books. Digital library with easy-lib software consists of J-Gate Software and N-list database comprising of Jestor, Ebsco e-books, and e-library. It has a media center and 5 computers for browsing and knowledge building up of students.

PIM has a spacious computer lab with 30 computers that can be effectively utilized.

Thus, the Institute has, to a great extent has proved its usefulness with the rural communities and panchayat /taluk/district administration, other Institutions/ Organisations/NGOs through RESEARCH, EXTENTION, TRAINING, and CONSULTANCY

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pim.ac.in/ver1/">https://pim.ac.in/ver1/</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	<a href="https://pim.ac.in/ver1/">https://pim.ac.in/ver1/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Poornaprajna Institute of management shares deeper concerns towards sensitising the youth towards societal needs and



problems and thereby contribute to the overall development of its students, making them perfect human beings. The institute is working in association with a number of NGOs. Students participate in the field studies learning about the problems of a poor and downtrodden section of the society. First-year MBA students were divided into groups of five and were assigned the work of studying the socio-economic status of the unorganised labourers in the wake of a covid-19 pandemic. It helped the students to understand the reach of the government help to the weaker sections of the society and could help the needy through associating with Rotary club, Manipal. Students of the institute participate in the blood donation camps, health awareness camps organised by Adarsha hospital, Badagubettu Credit Cooperative Society and SPEC ( sister concern of PIM). Students and faculties donate blood and actively participate in creating health awareness in society. Students do take up rural research in association with PCRD. They visit the Gramapanchayaths, cooperative societies, Primary health centres and learn their functioning. The functioning and contribution of Self-help groups are important learning for the students. The faculties engage in contributing towards societal development. They work as resource persons for a number of institutions and thereby share their academic knowledge with society.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ftp/AQAR_2020-21_Criterion_3/impact_of_extension.pdf">https://pim.ac.in/ftp/AQAR_2020-21_Criterion_3/impact_of_extension.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

16

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

105

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration****3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

68

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year****3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

PIM believes in the integration of technology and classroom communication. By utilizing new and advanced technologies, classrooms are today becoming highly productive and

interactive. Compared to traditional learning methods, the advanced equipment facilitates better learning environment and allows every student to enjoy an organized learning experience. A well designed and built podium proves to be one of the audio-visual presentation tools that offer a teacher to enjoy a more authoritative platform to talk from and interact well with the students. These typed of highly advanced podiums - called intelligent lecterns - are considered as some of the smart[est] classroom equipment or modern ways to engage students by grabbing their attention with great information exchange. The Classes at PIM are having podiums with latest multimedia computer fitted with them. It also connected with High-Quality Professional Duet UHF Wireless Microphone System (Head-worn, Gooseneck Podium Mic), Wall Speaker 60 W RMS/2 Way, and SSB - 120 Ahuja PA Mixer Amplifier. Such intelligent lecterns or digital podiums or e-podiums are well built to integrate highly advanced display technology, audio systems, video systems and projector systems, classroom control systems and multimedia network. All functions of effective communications in PIM Classroom are enabled through high-speed internet connected multimedia computer, Projector link, audio amplification, mixer, control systems, having appropriate adjustable height, movable wheels, and our studies have found that students enjoy the audio-visual way of learning resulting in greater retention. Integration of G suite for Education provided facilities like Google Classroom, Drives, Adobe Captivate developed quizzes, displaying of online ppt linked videos stored in our server can be effectively displayed to students.

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. The faculties are also using the lab. Individual desktop with internet connection and laptops is also provided to the staff. Resources for conducting online examinations exist in the institute. 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 computers available over the last five years.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>

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

- Institute has enough facilities for sports, games and cultural activities. The total area of sports and games field is about 3 Acres. Institute is having qualified Physical Director and students are playing various games such as Volleyball, Kabbadi, Cricket etc. and annually Institute organises sports meet including Athletics. Institute has Indoor stadium to play badminton, Table Tennis, Carom etc. and Gymnasium facility is available.
- Institute has well equipped Air Conditioned Auditorium with 150 seating capacity to organise cultural activities to the students as well as a big outdoor auditorium with seating capacity of about 1000. There is a separate associate in the Institute to conduct cultural activities. Students are exhibiting their talents on the stage. Institute organises cultural day, traditional day, festivals and national days where the students are participating. Students are also participates in inter college competition.
- Institute has trained yoga teacher and allotted 3 hours per week for Yoga classes.
- Institution frequently updates its IT facilities including wi-fi
- There are established systems and procedures for maintaining and utilizing physical, academic and support facilities, laboratory, library, sport complex, computers, class rooms etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pim.ac.in/ver1/infrastructure">https://pim.ac.in/ver1/infrastructure</a>

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

4.64

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Library automation work started during February 2010. 4.3.3 version was the software module supplied by EASYLIB Software Pvt. Ltd., Bangalore.
- PIM Library Fully Automated
- Majority portion of EASYLIB used client server technology and runs on windows. EASYLIB uses a standard RDBMS. (EASYLIB 4.3.3)
- Training about usage of software modules were given to library staff members

- OPAC search facility were made available to the users

Easylib provides extensive features that a library requires and desires. Basic features includes: Acquisition, Cataloguing, Membership management, circulation, periodical and OPAC

#### Main menu

- Cataloguing and Accessioning
- Circulation
- OPAC
- Setup and Securities
- Members
- Periodicals
- Registration
- Digital Library

#### Cataloguing and Acquisition:

This module basically distributed in ordering, receipts monitoring invoice processing, accessioning and payment monitoring

#### Circulation module:

A circulation system module includes most of the elements of circulation section required in a library. Each sub modules include activities of different aspects of work normally carries in the circulation section. It has got a provision to automatically calculate overdue charges. This modules helps to have effective control over financial as well as circulation activities

- 

One of the major attractions of Easylib is that it has a powerful online public access catalogue with the choice of search option and variety of display formats. User in library can search the bibliography database and find specific information online which would not normally be possible form traditional catalogue. The search facility also tells the availability of each item for circulation including current status of individual copies of a title

- Membership is assigned to every student. Student's details are entered and soon after the completion of their two years course membership will be inactive automatically.

- - Issue of books through library software were made
  - Barcode labelling for MBA books were made
  - MBA question Paper were scanned
  - Data entry of bound volumes of journals of MBA were made
  - Xerox machine was purchased
  - HP Scanner were purchased to scan question paper

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://pim.ac.in/ver1/library">https://pim.ac.in/ver1/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**



<b>0.25</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>73</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
<b>4.3.1 - Institution frequently updates its IT facilities including Wi-Fi</b>	
<p>Computer lab is well equipped with branded PCs adequately supported by Mbps lines for internet connectivity. It is also equipped with a wide range of licensed system software and application software.</p> <p>Computers lab, library, office and classrooms are well connected to the internet to help students and faculty to carry out their academic and other work.</p> <p>The Institute has total 55 computers with LAN facility.</p> <p>WI-Fi facility: Wi-Fi facility provided to students and faculty on restricted basis to avoid the misusing of facility by the students.</p> <ol style="list-style-type: none"> <li>1. PCs available to students -36</li> <li>2. PCs available in Library -8</li> </ol>	

3. PC s available in the Administrative office -3
4. PCs available to staff members- 8
5. Internet Band width in Mbps- 200 Mb/s
6. LCD project -5
7. Printers- 3
8. Biometric machine- 1
9. Scanners -1

IT facilities have been updated in regular basis. Institute has annual maintenance contract with the suppliers.

The Institutional web site is maintained and updated regularly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/it-infrastructure">https://pim.ac.in/ver1/it-infrastructure</a>

#### 4.3.2 - Number of Computers

55

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and

**academic support facilities) excluding salary component during the year (INR in lakhs)**

23.80

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Institution frequently updates its IT facilities including wi-fi. There are established systems and procedures for maintaining and utilizing physical, academic and support facilities, laboratory, library, sport complex, computers, class rooms etc.

**Class rooms:** Institute has its total 6 ICT facilitated class rooms, discussion rooms and one seminar hall. There is a separate provision for counselling purpose. All the rooms having enough seating facility. Computer with internet facility and sound systems. Cleanliness of the rooms & hall is maintained on regular basis. Working condition of audio system, LCD projectors etc is done on regular basis.

**Sports complex:**Institute has well established sports complex and indoor stadium. The complex is used by our sister concerns also. There is a separate full time physical education director is provided by the Management. Cleanliness of the complex and gym equipment and sports materials maintained on regular basis.

**Maintainances of other systems**

1. Housekeeping is done on regular basis
2. Garden and greenery is maintained
3. Clean and hygienic drinking water is available
4. Sports facilities are maintained by the sports committee
5. Class room facilities such as light, fan, LCD, computers,

internet, sound system etc. are inspected on regular basis.

6. Stock checking activity is done on yearly basis

#### Maintainances of Library facilities:

Institute library is well equipped with all modern facilities. All books are kept in the open steel almirahs. Separate almirahs are arranged for the different categories and subjects of books. Books are coded and classified, reader can access the books easily. Separate shelves are there for periodicals and magazines. Exclusive room is available for reference and news paper reading. Importance is given to maintain the cleanness and dust removed on daily basis. Pest control is done on regular basis for maintaining books safe from Termites'. Regularly new books are added to the library. Library is digitalised. Updating and maintain all library records, journals etc. Facilities provided for photocopying, printing, computer browsing. Any inconveniences are immediately responded in the library.

Computers of computer lab: The Institute has an adequate number of computers with internet and wi-fi facilities. Computer systems, UPS, Software always updated and made AMC for uninterrupted services. There is separate Air conditioner computer lab with 30 computers and separate faculty to train the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pim.ac.in/ver1/infrastructure">https://pim.ac.in/ver1/infrastructure</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

28

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

6

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

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

B. 3 of the above

File Description	Documents
Link to Institutional website	<a href="https://pim.ac.in/ver1/capability-enhancement-programmes">https://pim.ac.in/ver1/capability-enhancement-programmes</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

240

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

38

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The 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 activities 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.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ver1/prajna-vibhavam">https://pim.ac.in/ver1/prajna-vibhavam</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

28

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Creating an engaged, supportive network is crucial to an institution's success. Alumni are great role models for current students and are often well placed to offer practical support

to students as they start their careers. Alumni are often able to engage the expertise of their institution in their professional lives. A founder can carry an institution only so far, and then others must step in, even the alumni. That's how an institution becomes one says Shiv Nadar.

Business is always responsible for the stakeholders as all of them can contribute towards the success. In the context of an educational institution the old students of the association who are termed as alumni of the institution, the parents, teachers, support staff, the director, students etc. can be called the stakeholders. An educational institution's reputation depends on the good results it obtains, co-curricular activities, environment, and investments. But one most important factor that brings strength to the institution is the alumni of the alma mater. Due to Alumni association" students feel obliged and honored to return the favors and successes as well as the Alma Mater also get benefit and grow enormously in terms of both academics and administration at national and international level.

Though the alumni of Poornaprajna Institute of Management were having emotional connection with the institute and organised number of programmes for the benefit of the students of PIM, the bondage was formally made official with the inauguration of the Poornaprajna Institute of alumni association on 5th October 2016 at Prajna Hall by His Holiness Shri Shri Vishwapriya Theertha Swamiji.

#### OBJECTIVES

1. To bring together all the old students and the faculty of Poornaprajna Institute of Management to share their experiences with each other
2. To maintain and update the data base of all the alumni of the college and to interact with them
3. To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
4. To utilize the rich experiences of old students of the college for the benefit and progress of the present students
5. To provide guidance to the present students in their endeavor for better employment and higher studies.
6. To promote the campus placements through the old students working in reputed industries in India and abroad

7. To get the valuable advices of the Alumni in the overall development of the college
8. To arrange seminars, debates, workshops and to arrange cultural and social welfare programs
9. To provide financial assistance to the needed alumni members pursuing higher studies based on merit and means.
10. To arrange donations to the poor students either by way of cash or kind for their education purpose
11. To gather and maintain database of employment information and to assist the members in securing suitable jobs
12. To maintain website, publish periodical magazines or bulletins with valuable information useful to the members and students.
13. To involve the members in the overall development of the Institute and the Society
14. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni.

File Description	Documents
Paste link for additional information	<a href="https://pim.ac.in/ver1/alumni">https://pim.ac.in/ver1/alumni</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      **E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The management of the Institution aims at building future leaders by providing the best of education and experiential learning to prepare the students for the future challenges and

changing business environment. The Management has made sure that all the members of the institute were totally safe during the pandemic and had facilitated online mode education to benefit both the Faculty and student community. Regular awareness was created regarding vaccination not only for the members of the Institution but the same was also conveyed and communicated to the family members of the faculty and the students. During the pandemic times, even when the institute was physically closed for the students the Director along with the faculty motivated the students to attend online classes. Sincere efforts were made by the faculty to transfer the knowledge to the students without any compromise in the quality of education making the online class experience as that of a normal classroom. The Director along with the faculty also encouraged the students to take up online internships to familiarize the students with the Corporate world developments.

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

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institution during the pandemic had experienced a very grave situation for the first time ever and during these difficult times the management extended a huge support. Even though the Chairman was unable to visit the Institute premises due to the restrictions from the Government the Governing council and the members especially the treasurer and the secretary visited the Institution on a regular basis and made sure that all the staff members were in good health. The Director of the College was in regular touch with the students and parents and also took personal attention in matters of their safety during the pandemic. There was a separate and exclusive vaccine drive for the students of the Institute which was facilitated for more than a month in the Institute premises for the faculty, students and the non-teaching staff as well. The staff were asked to take a break from the regular work

duties after the vaccination to ensure that there was no further casualty as a result of the vaccine dosage. The Management also has provided special leave for the staff who were tested positive without any deductions in the pay.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The HR forum of the Institute has been conducting various activities over the period of time for the benefit of all the stakeholders of the Institute. Programs such as Guest lectures, Interaction with the corporate leaders, visit to NGOs and many more have been the regularly organized. However, there was a strong need felt for starting up an HR newsletter over many years and this plan was materialized on 23rd December 2021. The exclusive goal of this newsletter was to bring out the latest HR trends in the industry and encourage the students to develop and publish research on the basis of exploring facts and data around. As a first step, a 20-page newsletter was published by the HR forum with Faculty in-charge and Students jointly joining hands as the members of the editorial. It was decided that once in every 3 months a new issue will be released which would cover news and articles and regular columns from the present students, faculty, alumni and other relevant HR professionals. The editorial board makes sure that the articles and content are original and are purely related to the theme.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The chairman of the college has a very strong vision towards the development of the education system as a whole. The vision of the chairman is supported by the Governing council who in turn formulate the same to the office bearers. The Chairman's vision to make the Institute as one of the best B-schools in coastal Karnataka is a proof of the magnanimous revelation of a great leader. The office bearers viz., the secretary and the treasurer keep the system hybrid with regular interactions and facilitating modern resources to make the institute a one of its kind in the region. Quick approvals and delegation makes the office bearers a dynamic duo which has been responsible for the institute to bag A+ grade during the previous NAAC assessment. The Director holds regular meetings with both faculty and non-teaching staff as a move to ensure overall quality delivery to make the institute the best among rest. The empowered faculty take initiative to deliver the top most quality education without any compromises. The non-teaching staff ensure the maximum student support in terms of admission, premises up keep, providing infrastructure and exam related process to help students have a life-time experience.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The management of the organization is always see working towards the welfare of the faculty and non-teaching staff. During the pandemic situation the Institute had facilitated a vaccine drive for the faculty and the non-teaching staff which was well utilized by both the categories of the staff. This vaccine drive was a result of the efforts of the Chairman, the Governing council, the honorable secretary and treasurer which was executed by the Director ultimately. This vaccine drive helped the faculty and the non-teaching staff to deliver their duties efficiently and effectively boosting the immunity and helping to fight the pandemic times. This vaccine drive also resulted in saving the valuable time of the faculty staff who otherwise had to take the vaccination from some other source.

The attenders of the college who are part of the non-teaching staff are provided with 2 pairs of uniforms each to help them deliver their duty more efficiently and systematically. The uniforms are of supreme quality that indicate the professionalism while delivering the duties creating a positive impression in the minds of the visitors and other stakeholders of the Institute.

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

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**NIL**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

**2**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<b>No File Uploaded</b>
Reports of Academic Staff College or similar centers	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the**



year	
2	
File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>
<b>6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff</b>	
<p>The Institution has a systematic process of reviewing the performance of the faculty and the non-teaching staff on a regular basis in order the boost the motivation of the members. The performance is reviewed after considering the various inputs from multiple stakeholders. These include student's feedback and management's decision to recognize the performance of the individual.</p> <p>Every year the management of the Institution addresses the faculty and the non-teaching staff and yearly increments are decided based on the performance and the outcomes during the previous year. The performance matrix is purely based on the principle of hard work and dedication towards the work. discipline a work, high moral standards, delivering high quality of service to all the stakeholders of the Insitute.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
<b>6.4 - Financial Management and Resource Mobilization</b>	

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial audit of the institute is conducted meticulously within the regular course of time. The internal audit is carried out by the Accounts team which includes rigorous and intense verification, and cross-checking the financial statements of the institute. Reputed and qualified auditors perform the audit function throughout and also suggest remedial measures in case of any gap in the accounting processes or systems. The Institute maintains all relevant books of accounts in the most transparent way which indicates the high standards in financial and accounting systems.

There is a regular check on the accounting processes and financial systems by the honorable treasurer of the Institute who takes care to follow all the protocols before finalizing or sanctioning any financial deed or instrument.

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

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**NIL**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institute functions for the overall development of the student community and makes the best utilization of all the resources to mobilize funds which could help in some constructive activities.

1. The Photocopying machine installed in the library provides the printing/photocopying services which are needed by the students at very reasonable and affordable rates. Even though the rates are reasonable there is no compromise on the quality of the output. The income generated from such printing and photocopying is treated as income in the income expenditure account which is further projected in the Balance sheet of the Institute.

2. The students have access to a multiple of newspapers in the Library which enhances the knowledge and improves the general awareness of the students. These newspapers are resold as scrap which is treated as income in the income expenditure account which is further projected in the Balance sheet of the Institute.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

### 1. Poornaprajna-Rotary Club Centre for Social Empowerment:

Poornaprajna -Rotary Club Manipal, Centre for Social Empowerment, was inaugurated on 23rd March 2021, Tuesday at Prajna Hall of Poornaprajna Institute of Management, Udupi. Poornaprajna-Rotary club, Manipal Centre for Social Empowerment, is the result of a joint effort of PCRD, the research wing of Poornaprajna Institute of Management and Rotary Club, Manipal.

### 1. ETICA\_ The HR newsletter:

As an initiative from the IQAC of the Institution, the HR newsletter aims to share the contemporary developments in the HR domain to all the related stakeholders, publish the interactions with the HR leaders of the corporate, bring the social innovators to the limelight and improve the QWL of the readers by suggesting coping mechanisms for modern situations.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

#### GROUP DISCUSSION:

Prajna Vaibhavam for Academic Year 2021-22 began on 9th of December, 2021 with a new round of activity i.e. Group Discussion being introduced. During the two-hour session, four teams discussed on the topics given to them. The Teams and their respective topics for Group Discussion are as follows:

#### PANEL DISCUSSION WITH AZIM PREMJI UNIVERSITY STUDENTS:

As a collaborative programme Of Poornaprajna Rotary Manipal Centre For Social Empowerment, Azim Premji University, Bangalore, Poornaprajna Institute Of Management, Udupi, Karnataka Bank, Mangalore, 'A PANEL DISCUSSION' was organized at PIM for the benefit of visiting students from Azim Premji University, Bangalore and students and faculty members of PIM on 16-11-2021.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

#### **Safety and Security-**

The institution has put in place a secure system with a view to providing absolute safety and security to its stakeholders. The campus surveillance is foolproof. The security guards are available 24 x7 within the campus. Further CCTV's are installed at appropriate locations. The institute has a separate committee for safety & security, which includes sister concern Principals and faculties. The institute has a mentor-mentee system where students are feeling home away from home.

The Institution has appointed a separate women warden for girls' hostels and a male warden for boys' hostel.

1 First aid kit is made available in all hostels as well as in college.

2. Hostels are well connected with the ICT requirements.

3. Wardens are provided EHS training.

4. Adarsha Hospital is available near the campus for any health-related emergencies.

5. Ambulance service is available 24 x 7 with the following contact details:

adaudp@gmail.com Ambulance service is available 24 x 7 at Adarsha Hospital: Ph:0820-2536580

Awareness and training is provided in the campus for safety and security of all the students. In respect of the fresher's joining the institution, an Anti-Ragging Cell is set up. Students were given emergency contact no's for immediate communication. Anti-ragging squads are appointed by the head of the institution from the anti-ragging cell.

#### Counseling-

The institute has set up a special Cell for the Counselling of the students and Professionals. This Cell addresses the diverse social, mental and professional challenges of the heterogeneous group.

The cell provides guidance to the students to improve their overall personality and help them to meet challenges in their life.

The Vision is to assist and groom the individuals to meet the social, mental and professional challenges for the endurance in the fast-paced life.

#### The Mission is---

- To provide all-inclusive support services to the students.
- To help the individuals become result-oriented and self-motivated in their endeavours.
- To make individuals socially and intellectually resourceful for the society. The main objective of counseling is to bring about a voluntary change in the individuals. For this purpose, the counselor provides facilities to help achieve the desired change or make a

suitable choice.

- To encourage and develop special abilities and right attitudes for successful endeavours.
- The institute also conduct yoga programs to help students to cope up with stress.

Separate Common Room: The Institute, has set up separate common room for girls and boys to provide privacy and recuperation. Especially for girls, which has a bed, pillow, and blankets, tube light, fan, first-aid box, and glucose, sanitary napkins, and housekeeping helper. Apart from this, we have Adarsha Hospital in the vicinity, for any health-related emergencies. [adaudp@gmail.com](mailto:adaudp@gmail.com) Ambulance service is available 24 x 7 at Adarsha Hospital: 0820-2536580.

PIM Rules and Policy guidelines for admission, recruitment, administrative function, and academic administrative activities safeguard the interests of the students, faculty and workforce members without any discrimination including gender. As a matter of fact, true spirit of education is being practiced in the Institute, i.e., no discrimination against caste, creed, religion, and gender including third gender. The Institute provides safety, security & counseling facilities to both male and female students /staff through its well-defined Equity, Diversity & Non-discriminatory policy. The institution has constituted a Statutory Committee as per Clause 1 of section 23 of the AICTE Act, 1987 (52 of 1987) AICTE. The Committee ensures transparency in admissions, prevent unfair practices, address to the complaints of discrimination towards staff/ students belonging to Scheduled Caste, Scheduled Tribe, OBC, Minority or Disabled Categories. No sexual harassment complaint has been recorded so far.

File Description	Documents
Annual gender sensitization action plan	<a href="#">Annual gender sensitization action plan</a> <a href="#">Gender equality means, women and men and girls and boys all enjoy the same rights, reserves, opportunities, and securities.</a> <a href="#">Gender sensitization and esteem towards women will be observed in the Institute.</a> <a href="#">The Institute will conduct more gender equity programs for the students to understand the fact that equality is the fundamental nature of democracy. Maintain a good workplace free from discrimination and bullying. Enable girls to have a broader role in decision-making.</a> <a href="#">Preventing and responding to gender-based violence. Gender equality in teaching and education systems. Supporting teachers to build a gender-inclusive learning environment.</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://pim.ac.in/ver1/women-empowerment-cell">https://pim.ac.in/ver1/women-empowerment-cell</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**



**Solid Waste Management** 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 an MBA programme, the wet waste generation is meager. As per the norms of the 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 wastewater 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 Institute's 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 arrangements by the Institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**

greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path,**

**B. Any 3 of the above**

**lights, display boards and signposts  
Assistive technology and facilities for  
persons with disabilities (Divyangjan)  
accessible website, screen-reading software,  
mechanized equipment 5. Provision for  
enquiry and information : Human  
assistance, reader, scribe, soft copies of  
reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The PIM believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religions, regions are studying without any discrimination. Though the institution has a diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio-economic, and other diversities. With great fervour the national festivals, birth anniversaries, and memorials of great Indian personalities like Mahatma Gandhi Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, Lal Bahadur Shastri, etc. The institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex.

The PIMorganizes various programs from time to time for the promotion of Constitutional values, rights, duties, and responsibilities of citizens. The PIMorganizes various activities to create awareness about the national identity and symbols. Moreover, these are aimed to familiarize its stakeholders with Fundamental Duties and Rights.

Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of the Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight the struggle for freedom and the importance of the Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://pim.ac.in/ver1/code-of-conducts">https://pim.ac.in/ver1/code-of-conducts</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to**

**monitor adherence to the Code of Conduct**  
**Institution organizes professional ethics**  
**programmes for students,**  
**teachers, administrators and other staff**  
**4. Annual awareness programmes on Code**  
**of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

PIM celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seeds of Nationalism and Patriotism among the people of India. PIMcelebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff, and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of the Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of the national flag and spreading a warm message of nationalism in a speech by the Chairmen of the council, Principal.

Independence Day is celebrated every year on the 15th of August, parades and flag hoisting is organized and is

celebrated to mark the freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein a pledge is taken by students and staff. In today's times, we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

International Yoga day is celebrated on 21st June every year. The Faculty & Students organize the yoga camp and a speech is conducted to make everyone aware of how Yoga embodies unity of mind and body; thought and action; restraint and fulfillment.

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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Best Practice I Mentoring System**  
**1. Title** Margadarshak Mentor-Mentee system  
**2.Objectives** The main aim of the Margadarshak mentoring program is to inculcate 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 the 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 the problem-solving, communication, leadership, research, and entrepreneurship skills of a mentee.  
**3.The Context** Mentor-Mentee System started

in 2008 at PIM, where interaction among mentor and mentee brought out positive dynamics. Thereafter the mentoring system became one of the important and strong pillars of PIM since its establishment in 2005. The most important 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 Institutions and increasing strength of mentees, the dynamics changed. The other challenge that bubbled was that the youth of this generation was not willing to easily share their concerns with the mentor.

4. 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 the PIM is nurtured holistically by faculty. It becomes the students endeavour to understand the intricacies of Life both professionally and personally on these grooming platforms provided by PIM through the mentoring system and a robust Buddy System.that leads to their overall development of professional competencies, human values, work ethics, and spiritual values. Mentoring promotes knowledgesharing and experiential learning between the experienced faculty. The mentees, in turn, develop everlasting bonds with their mentors as role models, and philosophers which are maintained throughout their professional pursuits. In an effective mentoring system, the benefits that accrue to the Mentor-Mentee are manifold.

Benefits for Student

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. Greater understanding about 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 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. Attendance of mentees 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) that 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 are a report which an individual mentor submits to the Institution's Mentoring Program Coordinator and the 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 6. Problems Encountered and Resources Required With the growth of the PIM, coordination, and monitoring of the Mentor-Mentee system became very challenging. Getting connected with 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 COORDINATOR 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 AND FM Step-4: MENTOR-MENTEE SESSION ON FIRST FRIDAY OF THE MONTH 1. Faculty Mentor and respective Mentees meet on the First Friday of the month 2. Mentee attendance is marked. Step-5: Faculty mentors and MPC write the reports documented. Step-6: FEEDBACK -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 with 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 presentations, and business plans. 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 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 lottery system. the team should come prepared with respective topics all team members should participate in the event. marks are awarded by judges based 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 coordinator sessions will continue and one team and one individual selected at the final. The success of Prajna Vaibhavam is that students improve a lot with all their

loopholes and gain the confidence 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, absence of team members, individual effort, no group dynamics. holidays, strikes, the bandh is the root cause for the interruption of the session. resources required ICT, Public addressing system seating arrangement. two faculty judges for the session. 7. Notes (Optional) The event outcome does not only help the student but also enhances 1. Inculcating analytical skill, reasoning ability, and logical analysis in handling specific business situations 2. Developing team spirit, effectively.

File Description	Documents
Best practices in the Institutional website	<a href="http://pim.ac.in/ver1/best-practices">http://pim.ac.in/ver1/best-practices</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The motto of the Udupi Sri Admar Mutt Education Council is to spread the light to impart quality education. PIM strictly follows 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 creates 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 responsibility 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 Institute's 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 coordinator 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.

Poornaprajna-Rotary,Manipal Center for Social Empowerment is yet another initiative where the Institute has joined hands with the reputed Social Organisation- Rotary Club, Manipal. Through this Center various activities connected with Communities which special reference to Women Empowerment are taken up from time to time. The aims and objectives of the Rotary Club being service, the Center tries to design and execute various programmes which are relevant and important.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

**Plan of Action for the Next Academic Year**

- Launching of Marketing specialisation Newsletter
- Certificate course in 'Data Analysis through SPSS'
- Follow-up action with Mangalore University regarding 'Permanent Affiliation'
- Imparting Skill Training through Poornaprajna & Rotary Manipal Centre for Social Empowerment
- Initiate Incubation Centre at the Institute
- Conducting more and more Faculty Development Programmes
- Conducting Placement Related Activities & Internship Programme through Placement Cell
- Student Exchange Programme between PIM and Azim Premji University, Bangalore
- Conducting extension/outreach/corporate interaction programme through different Clubs or Associations of the Institute

Exact nature of the programme/activity is to be decided by the specific Club or Association in consultation with IQAC