



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Dr. Ambedkar Institute of Management Studies and Research
• Name of the Head of the institution	Dr. Sudhir S. Fulzele
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7276021207
• Mobile No:	9822563970
• Registered e-mail	naac.admin@daimsr.in
• Alternate e-mail	iqac@daimsr.edu.in
• Address	Deekshabhoomi ,
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	440010
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur				
• Name of the IQAC Coordinator	Dr. Mujahid Siddiqui				
• Phone No.	7276021203				
• Alternate phone No.	7276021205				
• Mobile	09890325497				
• IQAC e-mail address	iqac@daimsr.edu.in				
• Alternate e-mail address	mujahid_siddiqui@daimsr.edu.in				
3. Website address (Web link of the AQAR (Previous Academic Year))	www.daimsr.edu.in/AQAR_2019-20				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://daimsr.edu.in/documents/data-2020-21/622333a39972a-ACADEMIC_CALENDAR_2020-2021.docx.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.01	2017	30/10/2017	29/10/2022
6. Date of Establishment of IQAC			16/05/2014		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
MBA	ICSSR-IMPRESS	ICSSR	2019-20 duration of 24 months	90,000	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	02
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Improvising the research and consultation policy.	
Design and development of mechanisms for Online Teaching.	
Organizing faculty training Programme for improvement.	
Improvement of Infrastructure of the Institute considering the pandemic situation for effective teaching and Learning process	
Introducing the students online feedback system for timely addressing the students needs in light of the change scenario on online teaching and learning.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
e-Course Content Development for the purposes of 24/7 access to student body during COVID-19 pandemic.	Creation of more than 750 minute course videos for each module to be taught in the semesters was created by the members of the faculty.
Online access to study materials for student body.	Creation of Google-Classrooms for each course and Zoom IDs for the students to easily access study materials throughout the year.
Securing research publication in Scopuss/WoS indexed journals.	Training program on identifying fraudulent journals and how to ensure publication in authentic journals.
Student engagement through online events during COVID-19 pandemic.	Majority of the students participated in the various online events and activities that ensured student engagement and interface with the institute.
Online CRT to facilitate student development and job readiness.	CRT was conducted through the online medium to ensure that the student body would remain job ready upon placements. This ensured their career advancement was not hampered.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Local Management Committee	10/11/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	27/01/2022
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	126
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1032
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	619
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	830
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	42

File Description	Documents
Data Template	View File
3.2	34
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	38
Total number of Classrooms and Seminar halls	
4.2	1,42,71,797
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	400
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

DAIMSR strongly believes that quality is not just an end result but a process in itself. It is important that we follow quality checks and imbibe the culture in our day to day activities in order to ingrain it as an institutional culture. DAIMSR always ensures that each stake holder is in line to the fact and student development should be of primordial importance, in order to ensure that the institution always walks the tight rope of excelling in current competitive environment. In order to ensure uniformity Our Vision, Mission and Quality policy is communicated to students, teachers, nonteaching staff, parents and other stakeholders through every program in the institute. The Director, through his address, communicates this information via the orientation program to the newly admitted students at the beginning of the academic year. The institution being affiliated to RTM Nagpur follows all curriculum

guidelines and syllabus mentioned by the university. The college constantly works on ensuring apt and exact execution of prescribed syllabus with extra co-curricular activities to groom each student's skills. The institution follows a very transparent policy of allocating the subject the faculties. The subject allotment as done based on choices given and experience of the faculties teaching the particular subject. The Academic and Activity calendar is prepared in advance by the HOD and senior faculty members in consultation with Co-Ordinator including curricular and co-curricular activities.

The institute follows following system to ensure smooth operation of academic activities:

1. Preparation of Academic calendar and subject allocation in advance so that the faculties get sufficient time to be prepared with subject material ensuring effective delivery.
2. Faculties submit individual lecture plan and planned activities during the upcoming session to avoid last minute hassle and overlapping of curriculum.
3. The personal time table and lecture plan is designed as per format given by IQAC. The lecture plan includes teaching pedagogy and supporting material, plan for continuous assessment during the session, which will be used during the course of conduction of the session.
4. The faculties regularly revise their material to ensure completeness and keep their course content updated. Faculties provide the students with supplementary content which provides students with contemporary knowledge, which is not directly covered in prescribed syllabus.
5. All the faculties undergo FDP every year to ensure that their knowledge is tuned with the current developments in their respective fields.
6. In order to ensure timely completion of the allotted course and to ensure progress of academics' Regular meetings are conducted with course faculties during the planned session.
7. The institution also has the policy of conducting remedial classes.

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

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

Prior to the end of the academic year, HoDs along with academic committee members prepare the academic calendar well in advance for the upcoming semester. Subject preferences are sought from the members of faculty for the courses for the semester and then allocation of courses is based on the choice and area of expertise and interest of the faculty. The members of the faculty for the course then prepare the lecture plan indicating the topics to be covered in each lecture, and assessment questions for the lecture along with the proposed examples, cases to be discussed, supplementary material, video links and any other material to be used during the lectures, before the commencement of the semester. The lecture plan is duly reviewed by the steering committee along with the members of faculty who will be conducting the course. The steering committee then provides its inputs if needed to modify and the lecture plans are finalized. The calendar mentions the academic schedule for the upcoming year, tentative schedule of periodic class tests, examinations, examination patterns, rules and regulations etc. It is then made available to the students. After considering the university holidays, the timetable is prepared as per the guidelines of the statutory bodies and course requirements for the semester prior to the semester and is communicated to the members of the faculty in end semester meeting. Timetable is uploaded on the system. A student guide is prepared in accordance with the academic calendar and is circulated to the students before the commencement of the semester.

Institute constantly thrives for better and result oriented evaluation process to achieve productive outcomes. In order to achieve this goal, the institute believes in creative use of two types of evaluation process i.e., conventional and modern techniques. Conventional methods aim at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The

aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

Reforms in this criterion are procedural reforms to make assessment and evaluation smoother. This encompasses: a) Introduction of Rubrics method for evaluation of Internship Programme and final year project reports. b) Moderation of Question Bank (Course outcome wise) to reduce the time of moderating question papers. Encouragement to use tools like Moodle and Google classroom for evaluation process.

The final internal marks also include parameters like average attendance, assignments, classroom performance, and active participation of the students in the extracurricular and co-curricular activities. Along with this, due to the pandemic a new methodology for Continuous Internal Evaluation was created by the institute:

- Preparing the question paper for the unit test and sessional examination in the prescribed pattern based on Knowledge level using revised Bloom's taxonomy.
- Question paper audit-A review is conduct under the guidance of Dean and COE of the college with the subject expert to finalise the questionpapers for the examination.
- PCT introduce in multiple choice question due to pandemic situation.
- Disclosure of answers to Students-Immediately after the announcement of results, disclosure of answer is facilitated. Students are allowed to look at the answers for all the courses for doubt clarifications or re-correction. The faculty submits the re-corrected results to the examination in charge and marks are displayed on the notice board (Google classroom in case of pandemic).
- Rubrics methods adopted for evaluation of final year projects report by the institution.
- Live projects and small assignments are given to the students
- For UG and PG Students small subject related project and

models making task are given to boost their self-confidence and to enhance their creativity and presentation skills.

- The evaluations for practical courses are assessed in the similar pattern followed for theory courses. For Practical sessions, the student is assessed through viva questions, observations.

Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future through mentor counselling.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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.

A. All of the above

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	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

25

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)	View File

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

2405

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

2405

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Human Values - this part of the curriculum is covered by - Indian

ethos and values- relevance of Indian ethos, Indian work ethos and Principles of Indian ethos for Management, Cultural influences on business practices- benefits from the culture knowledge- culture insights into social responsibility, Principles Practiced by Indian Companies, Role of Indian Ethos in Managerial Practices, Transactional Analysis- An Indian Perspective.

Sustainability this part of the curriculum is covered by - Framework of Social Orientations- Management and Social Theories , Five types of managers, organization classification. International framework for corporate social Responsibility, Millennium Development goals, Sustainable development goals, Relationship between CSR and MDGs. United Nations (UN) Global Compact 2011. UN guiding principles on business and human rights. OECD CSR policy tool, ILO tri-partite declaration of principles on multinational enterprises and social policy, Identifying key stakeholders of CSR & their roles- Role of Public Sector in Corporate, government programs that encourage voluntary responsible action of corporations. Role of Non-profit & Local Self-governance in implementing CSR; Contemporary issues in CSR & MDGs. Global Compact Self Assessment Tool, National Voluntary Guidelines by Govt. of India. Understanding roles and responsibilities of corporate foundations

Environment- this part of the curriculum is covered by - Social Issues, Sustainability for environment, Environment awareness and Sustainable Lifestyle, Social Issues and Environment, Environment Health and Education in environmental studies

Professional Ethics this part of the curriculum is covered by Professional Values, Ethics in Management, Ethics in decision Making in fundamentals of business management

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	View File

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

04

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	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

699

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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 sanctioned seats during the year

1030

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

786

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Institute constantly thrives for better and result oriented evaluation process to achieve productive outcomes. In order to achieve this goal, the institute believes in creative use of two types of evaluation process i.e., conventional and modern techniques. Conventional methods aim at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

The final internal marks also include parameters like average attendance, assignments, classroom performance, and active participation of the students in the extracurricular and co-curricular activities. Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future through mentor counselling and personal development activities.

File Description	Documents
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
1032	43

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

A student enrolling in a programme is confronted with a wide range of academic and personal concerns. Students sometimes find themselves in situations where they must make vital judgments without assistance. Some scenarios, such as deciding on a career path, choosing a course of specialisation, or selecting a college, choosing a firm for internships and a company for final placements necessitate the use of a mentoring. Aside from these choices, Students also require a variety of assistance, such as academic guidance and behavioural counselling in the development of specialised skills, and so on. Sometimes hiring a career/psychological counsellor isn't enough as well as unacceptable solution, because these services are not always available.

Due to covid-19 pandemic mentoring activities were conducted every Saturday through zoom platform. Weekly and monthly activities were given to students such as A day in my life, Plant venture, management lesson, creating commercial, cooking, do it yourself .etc. Students were supposed to complete these activities few individual and few group and submit the same in activity Google classroom. The mentor will conduct mentoring session at the end of subject classes so that students can attend the classes freely and without any time constraint. We focus on all round development of students hence variety of mentoring activities are carried out such as self-introduction, extempore, presentations, group discussions, seminars and interview techniques etc.

The mentor keeps track of their progress and offers advice as needed. The mentor's job is to develop the pupils and guide them through any problems they may have. Mentor encourages the mentees to come up forward and express themselves without fear. In coping with these challenges, the mentoring system is quite crucial. The following are the goals of the College's mentoring programme:

- To provide specific attention and aid to the mentees in dealing with their challenges by developing at least the minimum required abilities to cope with course expectations.
- Identify weaker students of the class who needs more attention and improvement.
- Creating learning and enjoyable environment for the students so that the feel free to express themselves.
- Help them improve their focus, confidence and goal setting abilities.
- Building a mutual and trustworthy relationship between the institute and its students.

One of the key goals is to mentor students in becoming productive citizens for society as a whole, through participative management. With the assistance of faculty members, a mentorship system that gives a guide line to the students was designed and implemented. Every faculty keeps a record of every student's complete profile. Periodically, a schedule is implemented to track their progress. At the end of every semester feedback is given to students about their progress and guidance is provided for their future developments.

Excellent connection between the mentor and the mentee can be maintained by need-based personal counselling and supplementary education. This approach aids in reducing the amount of failures across all departments. The system's additional benefits include an increase in mentee confidence and increased job satisfaction for the mentor. Group, personal, and peer mentoring will all be part of the mentoring system as it develops. Thus, mentoring proves to be very much useful in preparing students for the upcoming challenges of life.

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

The use of ICT and Smart Classrooms has been implemented across the institutions. In order to make the learning experience more practical and relevant. During the pandemic, the institute created e-lectures, assignments, projects and various other methods for assessment and evaluation using the ICT framework. Google Suite and Zoom Platforms were used for conducting the lectures. The students were provided access to the study materials and lectures through the Google Classrooms along with notes and e-books pertaining to the topics. This enabled the student body to continuously access their educational materials and provide a systematic method for continuing their education. Utilization of Power-Point presentations, MS-Excel and various other tools and softwares is a regular part of the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

400

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institute uses two types of evaluation process i.e., conventional and modern techniques. The process is clarified to the student community during their induction after completion of admission. Conventional methods aiming at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

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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

Grievance Redressal Mechanism:

It is quite possible that due to the COVID-19 Pandemic situation we

will face certain student grievances in evaluation. This will create certain issues in evaluation of students' performance and create obstacles in Programme and Course Outcome Attainment. Therefore, in order to address these issues, the following course of action is recommended:

- Any grievance will be relating to Internal Exams, Assignments, Presentations or Projects shall be conveyed by the student to his/her respective Mentors.
- Mentors will file a formal complaint with the Exams & Evaluation Cell and register the complaint.
- The Exams & Evaluation Cell shall verify the validity of the complaint within three working days from the filing of the complaint and recommend either a re-evaluation of the point of conflict.
- The Outcome of the Inquiry shall be conveyed to the aggrieved student by the sixth day from the filing of the complaint.
- If the complaint is found to be valid then necessary changes should be made to the point of conflict and changes should be made to the respective record.
- If the complaint is not found to be valid then the reasons for rejection of the complaint should be conveyed to the student by either the Mentor or the members of Exams & Evaluation Cell.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The students are provided with the Student Guidebook detailing the academic calendar, programme outcomes, course outcomes, ethics and values of professional behaviour. The Director's Address provided to the students which shall briefly detail these points. Also, in prominent places across the institute, the Vision, Mission and Objectives of the institute should be displayed. During the lectures and also in the video lectures along with the student teaching materials should also prominently state the Programme and Course Outcomes of the institute. Finally, it is recommended that during the Parents' Teachers' Meetings (PTMs) the Mentors should introduce

the legal guardians or parents of the students with the Programme and Course Outcomes. In the last semester, an Exit Seminar Exercise is conducted by the institute with the aim of student self-evaluation wherein they rate the level of outcomes achieved by them during their time in the institute.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://ww.daimsr.in/mission-&-vision-&-objectives.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The institute takes all efforts to ensure that the Programme Outcomes and Course Outcomes are attained. Regular feedback for attainment rating the course and programme outcome is taken for the following:

1. College activities,
2. Events,
3. Guest lectures,
4. Employer feedback and
5. Course feedback

These are taken along with faculty feedback at the end of the year. The scores are taken on a range from 1-10 points. Then the average of the above each option of feedback is to be taken as well. The students submit the feedback at the end of the semester for each activity, event or course undertaken during the semester.

A Programme End Survey is also conducted along with the Student Satisfaction Survey focusing on a self-rating by the student learner about his own attainment of Programme and Course Outcomes.

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

831

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://daimsr.edu.in/documents/data-2020-21/62233c90b3a71-STUDENT_SATISFACTION_SURVEY.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)

90000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - 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)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

39

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

37

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Title of the Activities

Organising unit/ agency/ collaborating agency

Number of teachers co-ordinated such activities

Number of students participated in such activities

Awareness Campaign on COVID Appropriate Behaviour

NSS Wing of DAIMSR

1

30

Blood Donation Camp

NSS Wing of DAIMSR &

Shree Sainath Blood Bank

5

22

Constitution Day

NSS Wing of DAIMSR

1

50

Food Kit Distribution to COVID affected

Rotaract Club of DAIMSR Fort

2

20

Masks Donation and Awareness

Rotaract Club of DAIMSR Fort

2

25

Blanket Donation to Needy

Rotaract Club of DAIMSR Fort

1

30

Distribution of Ration kits to Transgenders

Gaurav NGO, Nagpur

3

10

Distribution of Stationary and computer accessories to NGO

Jatan Sanstha

3

8

Distribution of biscuits and soaps to under-privileged children

3

12

Vaccination Awareness drive in slum area

4

18

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies 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)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

10

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

225

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

83

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Dr. Ambedkar Institute of Management Studies & Research has created extensive and state-of-the-art infrastructure and physical facilities. The Classrooms and tutorial rooms are equipped with good quality furniture and fixtures. All rooms are equipped with LCD projectors, white board and quality sound systems almost all of these classrooms are air-conditioned and rest are air-cooled. The class rooms are Wi-Fi enabled.

The institute has six Computer labs each fitted with latest configuration Desk top PCs and LCD monitors. The total number of terminal in the lab is 389 and all the labs are Wi-Fi enabled. The labs are well furnished and each of them have LCD projectors and White board to conduct training classes. The Institute three Seminar halls with a combined strength to accommodate 1500 students.

The seminar halls are either Air conditioned or Air cooled and are equipped with latest Projection Systems, Wi-Fi enabled and high quality sound system, Video conferencing facilities is also available in one of the Seminar Halls.

The Institute has two large libraries spread over an area of (19032666) 4569 sq. ft. The library is well furnished and has large spaces to provide for reading area. The Library is also equipped with terminals to search for the books and journals available in the library. The library is also wi-fi enabled and also provides the facility to browse the Internet to search for Online resources. The Libraries have over 22000 titles on a variety of disciplines and also has many e-journals and research databases.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622338be8c5b2-CLASSROOMS_SEMINAR_HALL_AND_S_I_GNAGE.pdf

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

Dr. Ambedkar Institute of Management Studies & Research has one of the best equipped playfields which can host games ranging from Cricket, Hockey, Football, Volley ball, Archery, Lawn Tennis etc. The ground has one of the best curated Cricket pitches and more than 10 Turf and Synthetic practice pitches, where matches are hosted by the District Cricket Association. The Institute also has Outdoor games facilities for the following Sports:

1. Full Size Cricket Ground with 5 Centre Turf Wickets and 15 Turf Wicket Nets for Practice with

2 Bowling Machines with floodlight facilities.

3. Hockey Play Ground.
4. 1 football Ground.
5. 2 Lawn Tennis Courts.
6. 200 meters Running Track.
7. 2 Volley Ball Grounds.
8. 2 Kabaddi Grounds.
9. 1 Kho-Kho Ground.
10. Full Size Archery Arena with 5 Targets.

The institute has a centralized Gymnasium well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training. The institute has a centralized Gymnasium well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training.

The Institute also has indoor games facilities for the following Sports:

1. State of the Art Gymnasium with 16 Stations Multi - Gymnasium, Weight Training section.
2. Special Gymnasium with well Equipment for the Players Snooker Billiards
3. Indoor Table Tennis Hall with 8 Tables.
4. Badminton Court etc. are all available to students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622339139aaeb-LANDSCAPING_SPORTS_AND_RECREATION_FACILITIES-compressed.pdf

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

32

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

32

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622338be8c5b2-CLASSROOMS_SEMINAR_HALL_AND_SIGNAGE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1,42,71,797

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Institute has two large libraries spread over an area of (19032666) 4569 sq. ft. The library is well furnished and has large spaces to provide for reading area. The Library is also equipped with terminals to search for the books and journals available in the library. The library is also wi-fi enabled and also provides the facility to browse the Internet to search for Online resources. The Libraries have over 22000 titles on a variety of disciplines and also has many e-journals and research databases. Each book has been coded and a library card is issued to all students and members of the faculty for borrowing books from the institute. The records are maintained using the Master-Soft Software and also it is important to note that all records have been automated since 2015. The issuance and return of books are recorded using this software package. Along with that the entry and exit of all persons are recorded in the library register. The students are able to access these databases and journals in the campus with the help of computer systems in the library. Also, faculty members ensure that sufficient e-books and study materials are shared with the student body using Google Classrooms to provide remote access to books.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://daimsr.edu.in/documents/data-2020-21/62233a935b0af-DAIMSR_LIBRARY.pdf

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)	View File

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

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

250435

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

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

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

184

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

Dr. Ambedkar Institute of Management Studies & Research has a total of 6 computer labs in its campus. They are equipped with over 400 desktop personal computers with state-of-the-art configurations. The entire campus is Wi-Fi and WLAN enabled. Members of the faculty as well as students can access Wi-Fi at any point of the day through

their institutional login ID. The desktops are regularly updated with the latest software and anti-virus packages. Along with that, if there is any breakdown in any PC, they are quickly repaired or replaced. During the COVID-19 pandemic all the classrooms were equipped with the latest cameras and microphone equipment to provide the best teaching-learning environment. The institute also purchased the subscription of the Zoom Platform for conducting its lectures throughout the duration of the pandemic. The institute has also converted one of the computer labs as a Language Lab where each PC is also equipped with a modern headset and microphone. The institute has a leased line connection providing 50 MBPS and above speed enabling access to the users.

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

4.3.2 - Number of Computers

400

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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	No File Uploaded

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)

1,42,71,797

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institute has appointed members of the faculty for the appropriate utilization and maintenance of the physical, academic and support systems. There are three faculty members in charge of Library & Learning Resources, Computing Facilities, Physical Infrastructure and Sports respectively. The role of the In-Charges is to ensure that the facilities remain up to date and take corrective actions for repairing or replacing the utilities. There are physical instructors available to the students and members of the faculty who are interested in using them for after hours as well. If there is any event or activity to be conducted which may utilize any of the facilities then an application is made to the respective in-charge for access to the facilities. However, academic facilities such as Library, Computer Labs and Classrooms are made accessible to the students freely for studies during the office hours and in some instances upto 3 hours beyond college functioning hours. This helps students access the physical, academic and support facilities with great ease.

Academic Facilities of the institute are made freely accessible to all members of the students and faculties. However, the utilization of the facilities such as

Physical Training instructors are appointed to help the members in physical training. The institute has a centralized Gymnasium well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training

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

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

977

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

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

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

06

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

323

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

491

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

241

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

examinations) during the year

28

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

24

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)	View File

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

DAIMSR has a Student Council comprising of Class representatives from each section from different programmes. The class representatives are elected by the students of each section. The Director nominates the office bearers of the Students Council from amongst these elected class representatives. The details of the constitution of Students Council is given as below:

President

Vice-President

Secretary

Joint Secretary

Treasurer

Programme Coordinators

Executive Members

Activities where the Students Council actively participates:

1. Feedback - Maintenance, Infrastructure, Syllabus, Certification etc.
2. Directors Forum - Continuous Feedback
3. Induction Program
4. Fresher's Party
5. Teachers Day Celebrations
6. Organizing various Cultural Sports Academic Events
7. Sign out Day
8. Organizing Farewell functions
9. Annual Awards
10. Host to Visitors to the institute
11. Co-ordination with Alumni Association

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

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

24

File Description	Documents
Report of the event	No File Uploaded
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)	View File

5.4 - Alumni Engagement

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

DAIMSR has a prominent registered Alumni Association. It is in function and active with enthusiastic members across various sectors of economy. It is attempted to ensure that students who pass out have a stake within the institution and allows them to stay connected with the institution even after they have passed out. It also improves the academic industries connect between the stakeholders i.e. the institution and the alumni. It enables the student body of the current batches to learn from their seniors and train themselves for the roles and requirements of their professional needs. Alumni help the current batch students for Summer Internships Final Placement. Alumni offer the Live Projects to the students. Alumni takes initiative in Institute Social responsibilities programmes.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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 institute being socially responsible, take utmost care in grooming the students from disadvantaged background as per the objective of Samiti (Managing Body). It also provides equal opportunity to each stakeholder for partnering, participation and progress. Vision clearly states that DAIMSR aspires to be a centre of excellence for value-based management education and research through commitment and continuous learning. The mission statement of the institution reflects its distinctive characteristics by encompassing three pillars of education, viz., Knowledge, Skills and Attitude.

The first component focuses on imparting contemporary knowledge through various curricular and co-curricular activities. The institute ensures that all the faculty members keep themselves aware about the current happenings and their learnings are incorporated in their teaching pedagogy. The institute encourages the faculty members to attend and participate in various workshops, seminars and faculty development programmes. This helps the institute to design the teaching pedagogy that best suits to ever changing needs of the industry. The institute ensure that the students are given ample exposure to the industry through guest lectures, internships and live projects / field visits. Thus, the institute ensures the value addition to the students through the knowledge to prepare them to become creative, risk taker and ethical leaders throughout their professional career.

The second component ensures that all the required employability skills are developed by the students to succeed in ever changing business environment. Apart from the prescribed syllabus of the affiliating university, the institute has designed various activities and certification courses to enhance the employability skills. These activities include Students' Seminars, Group Discussions, ICT training, aptitude development, Language Lab, etc. The certification courses for various functional areas of management are also designed for the purpose. Thus, the students are equipped with all the necessary skills to exploit the knowledge.

The third component attempts to develop the right attitude amongst the students to solve the complex organizational issues. The institute has developed a well-designed mentoring system whereby each student gets personal attention from his/her mentor. The mentoring system helps to identify the attitudinal issues amongst the students and corrective actions are taken over a period of time. The institute conducts management games and events wherein the students actively participate and conducts the various tasks which are assigned. This helps the students to develop the right attitude for complex problem solving.

File Description	Documents
Paste link for additional information	http://daimsr.in/mission-&-vission-&-objectives.php
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 Institute works on a Portfolio based decentralised system which empowers each and every member of faculty as well as non-teaching staff of the institution. The work of each faculty is compartmentalised yet executed through engagement of the groups, thus providing autonomy as well as accountability in the working. One of the prominent features of the institution's operations is the 'Roster System' of responsibilities where events and activities are allocated through a roster created for three years. A group of faculty member are given the task of organising the critical activities and events in cooperation with the student's body. This helps in inclusiveness and cooperation. The first In-charge of the event is the primary responsibility holder for the event or activity. While there is a support of second and Third In-charge to the primary responsibility holder. This helps in involvement of a group. The First in-charge in the current year organises the event with the support and the second in-charge will automatically move to become the first in-charge in the next year and a new member is nominated in the next year. This way for every activity a roster is updated in the beginning of the year which helps in transfer of skills form one member of faculty to the others. The rotational policy helps in keeping the interest alive through new challenges and thus the members of faculty is able to work on a variety of jobs over a period of time. The members of faculty are given an opportunity to participate in all important discussions and

meetings, so that their ideas and proposals can be actively encouraged. The faculty members are given their own budget through a structured mechanism and this budget is spent judiciously under the guidance of Senior members of the faculty and IQAC. These practices enhances the personal involvement of the members of the institution and helps them in honing their organising skills, while keeping their interests alive in the duties allotted to them.

File Description	Documents
Paste link for additional information	http://daimsr.in/policies-page.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Curriculum Development:** The Institute collects the inputs through the structured and semi-structured feedback on the curriculum and plans the courses in the bucket of Value Added, Capacity enhancement and Bridge courses.
- **Teaching and Learning:** Academic Audit and Faculty feedback are the prominent modes through which the Teaching and Learning process is continuously improved.
- **Examination and Evaluation:** The institute considers examination and evaluation as dynamic function and thus regular technological support is used for enhancing the transparency and objectivity in the evaluation. Participation and engagement of student community through a grievance mechanism and feedback system plays the pivotal in improving the examination and evaluation machinery of the institute
- **Research and Development:** Continuous support through an evolving Research Promotion policy, with progressive and incremental changes for enhancing the quality of the institutes research output form the basis of the Research and Development strategy of the institute.
- **Library, ICT and Physical Infrastructure / Instrumentation:** The Library and learning resources are considered to be vital in providing an updated knowledge infrastructure for the students and faculty members of the institute. This domain is enhanced through technology support and resource enhancement, while focusing on wider usage and distribution of all learning resources.
- **Human Resource Management:** Capacity building, Incentivizing the achievements and financial support for a variety of

activities is the goal of HR activities of the institution. The compensations and perks are always matched with the best in the City. The culture of work is participative while empowering the individual for personal growth and development remains the primary drivers of the HR strategy.

- **Industry Interaction / Collaboration:** The engagement with the industry through continuous involvement of professional in a variety of activities is the mode of enhancing the interaction with the industry. Learning from practitioners through interaction and encouraging the participation of professionals in every possible activity based on mutual benefit drives this interaction.
- **Admission of Students:** The admissions of the students are although through the Centralized process driven by the government, but active engagement with the student community and involving students participation across multiple functions of the institute, enhances the image of the institute in the students community. This helps spread a positive word of mouth which leads to attracting the most talented students to the institute.

Implementation of e-governance in areas of operations:

- **Planning and Development:** The institution collects feedback for a variety of purposes, the element of planning and development form part of this process. Most of this process is conducted through online mechanism and anonymity is maintained to obtain honest feedback for planning process at different levels.
- **Administration:** All administrative processes are automated and supported by a robust MIS. While some of the functions are centralized, yet some are run independently for security and confidentiality purposes.
- **Finance and Accounts:** The finance and accounts function is yet to be included in the ambit of e-governance, but the proposal is on anvil to shift its functionality and operations through cloud based platforms for better services to all the stakeholders.
- **Student Admission and Support:** The students support services such as fee collection and applications are governed through the electronic mode.
- **Examination:** The institute is gradually shifting to the online mode of examinations for internal evaluations and results processing is being done through e-platforms. All programmes are being planned to be shifted to this mode in coming years.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://daimsr.in/policies-page.php
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.

Samiti and the Director depict top management. The leadership of the institute is provided by the Director under the guidance of Samiti and other statutory bodies like AICTE, Directorate of Technical education and RTMNU. The strategies defined by the Local Management Committee, the Director and the Academic Council give direction to the institute to achieve excellence in its endeavours. By emphasizing excellence in teaching methods, research, development of personality and civic sense, development of students and making them more employable, the institute will be able to meet its commitment and realize its objectives mentioned in the quality policy. Top management, the Director and faculty play an active role in ensuring the implementation of its quality policy.

Role of Top management: Top management and the institute work together to formulate quality policy based on the inputs of feedback, benchmarking and evaluating the results and quality of the students passing out from the Institute. Top management attempts to achieve quality objectives such as: i) Provision for Resources. Top management lays down the overall objectives and grants permission for financial resources for various activities conducted by the Institute. ii) Provision for quality infrastructure. The top management provides excellent infrastructure like computer labs, well developed library, audio visual teaching aids, digitally enabled classrooms, auditoriums, resting rooms, cafeteria, and sports fields etc. iii) Review progress of the Institute. Top management reviews the reports given by the Institute and in the meeting of Local Management Committee (LMC) and gives fresh directions if required.

Role of the Director: i) The director provides leadership to the institute. He is the chairman of Academic Council and member secretary of LMC. ii) The Director assesses the requirement and expectations of all stakeholders by interaction and feedback and

evaluates the quality policy in the background of the same. iii) The Director does the benchmarking with other institutions and sets quality standards for the Institute. iv) He makes the result analysis and evaluates the quality policy in the light of results achieved. v) He examines the parameters of placements taking place and then evaluates policy. vi) He assesses the quality of students based on their performance in intercollege/ intervarsity competitions. vii) He validates the quality policy based on all these factors when required.

Role of Faculty Members: The Members of the faculty work to implement quality policy by the following ways: i) Understanding the quality policy and intimating the quality objectives to students. ii) Giving inputs for designing and revising quality policy at various forums e.g. fortnightly subject meetings, faculty meetings or such other forums. iii) Completing the course as per the course plan in a stipulated time as per the university norms by using best of the methods. iv) Help in improving the curriculum and planning the delivery of content. v) Communicate with students for their personality development and academic pursuits. vi) Participating actively in research activities. vii) Working as a mentor and counsellor for the students in their curricular and extra-curricular development. viii) Being a role model for students.

The effective implementation is the responsibility of Deans, CoE, AO, CRs, Research Head, TPO and Faculty. The Director being a part of all the monitoring committees of the institute, monitors and evaluates the policies and plans of the institution for effective implementation and improvement from time to time using the following ways:

- **Meeting with CR:** The Director of the Institute holds periodical meetings with the class representative to get formal and informal feedback on the implementation of various academic and co-curricular activities conducted by the institute.
- **Meeting with Faculty Members:** The Director holds regular meetings with the faculty members to plan, implement and evaluate the various curricular and co-curricular activities.
- **Meeting with COE & Deans:** The Director shares the inputs received from the faculty members and the students with the Deans and COE and finalizes the academic activities in consultation with the Deans and COE.
- **Meeting with TPO:** The Director meets Training and Placement

Officer regularly to monitor and evaluate the various issues and policies related to campus recruitment and make necessary changes in the plans and policies which best suits to the general interest of the students and institute.

- **Student Feedback:** Apart from the periodical informal feedback, the Director formally takes the student feedback for each course at the end of the Semester. This is then discussed with the concerned faculty member and corrective actions if any are suggested.

- **Suggestion Box:** The institute has installed suggestion boxes on each floor. Any student who wants to give any suggestion for improvement are requested to put their suggestions in the box.

- **Meeting with AO and Non-teaching Staff:** The Director periodically holds the meeting with Administrative Officer (AO) and other non-teaching staff to address the issues pertaining to routine administration of the institute.

Appointment of Faculties:The institution abides by all the government and university regulations with respect to the appointment of faculty members. The salaries are as per the regulations prescribed in the policy documents. The salary slips are made available monthly to the members of the faculty to provide them with a clear outlook of the salaries disbursed.

File Description	Documents
Paste link for additional information	http://daimsr.in/policies-page.php
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institute has a policy of providing benefits to the employees in various forms at different levels:

1. **Insurance:** Health Insurance for Spouse and Children is provided for Teaching and non- teaching staff of the institute to cover Hospitalization and other expenses upto Rs. 2 lacs.
2. **Fee Waiver:** Admission to Wards of the Staff members are provided in the institute as well as other institutions of the Society at a Concessional fees.
3. **Marriage Grants:** For Marriage Grants upto Rs. 10,000 is provided to the staff.
4. **Subsidized Food:** Food at Subsidized rate is provided in the Institute Cafeteria for teaching and Non-teaching Staff.
5. **Advance Salary:** Provision for Salary Advances is available to Non-Teaching Staff.
6. **Training Sponsorships:** The institute provided full reimbursement for Registration fees and travel for participation in Workshops Seminars and FDPs and other personal development activities.
7. **Special Leaves:** Special Leaves are granted for preparation of Doctoral Thesis leading to Ph. D for the faculty members.
8. **Duty Leaves:** Duty Leaves are granted for pursuing Higher Education.

9. Maternity benefits and Paternity Leaves: Provision for Maternity and Paternity leaves have been made for the staff 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

25

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

25

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

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

23

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

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

A full-scale planning by the empowered body comprising of Director, Dean Administration and Senior Faculty members is done prior to beginning of the semester, which determines the roles, responsibilities, Portfolios and Teaching assignments allocated to each of the faculty members and non-teaching staff of the institute. This determines the Full 'work-load' of each of the staff members. A

performance appraisal of each of the staff member is executed bi-annually in case of Semester pattern courses and annually in case of Annual Pattern course. The staff members are responsible for submission of the Annual Self-Assessment for Performance based Appraisal System as prescribed by UGC regulations.

This is followed by a review by the Director, the major thrust of the Review is the classroom delivery and meeting the expectations of the student's community, as they are the most important stakeholder of the institution. The Director personally conducts the Classroom Performance Appraisal by means of a structured Questionnaire comprising of Ten Parameters. These results are personally communicated to the faculty member along with the Institute average, Section and Subject wise average scores. This help the faculty weigh his performance vis-à-vis his/her peer performance. Based on this performance a personal meeting of each faculty member is held in order to complete the process of performance appraisal. The performance appraisal of the Non-teaching staff is done annually by the Dean Administration and a report on this is submitted to the Director for usage in the functions such as:

- Allocation of Duties
- Hike in Salaries
- Transfer to other Departments
- Increasing or decreasing the Staff strength.
- Identifying the training needs.

The outcome of the Performance Appraisal is used for improvising the individual and the group performances. The specific outcomes during the personal meeting with the director of the institute helps the individual staff member in identifying areas of strength and weaknesses. The weak areas are marked for strengthening through specific training and corrective actions as may be needed.

These actions include:

- Increasing quality of Classroom Inputs through continued training.
- Mentoring by Senior Faculty Member.
- Attending Specific FDPs.

- Counselling Sessions by Experts.:
- Setting up higher benchmarks for achieving better results.
- Reallocation of Portfolios.
- Reallocation of Courses.

The non-teaching staff performance appraisals have been led them to re-assess their own skills and learn new competencies in areas of IT, administration and other soft-skills. This has improved the overall performance of the staff members.

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 internal audit report informs the management how well the systems and processes designed to keep the finance on track are working. Mechanism for Internal Audit of DAIMSR: Internal audit of DAIMSR is conducted on half yearly basis. Internal audit committee is nominated by the Director. The auditors check all the financial transactions and vouchers in order to ensure that all transactions are as per financial regulation. Bills are authentic and tax liabilities are accounted for and other such points to ensure that accounting has been done correctly. Audit committee finds out the major audit objections, if any, and gives its report within fifteen days.

External audit is performed by a separate and registered auditing firm appointed by the Governing Body of the trust. All necessary regulations and mechanisms are followed to ensure the requirements of external audit are met.

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)

105000

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)	View File

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

DAIMSR is a non granted institute. Institute budget is made every year after taking inputs from previous years, income and expenditure and anticipated expenditure and income for next financial year. The Management prepares a budget for the year, in advance, so as to make effective utilization of available recourses. There is a 3 member committee under the chairmanship of Director, responsible for Budget preparation. The committee monitors the effective and efficient use of available financial resources. All proposals for major purchases are approved by the managing committee after full justification and old stock being taken into consideration. All major purchases are made through the purchase committee consisting of the staff, Director and Managing Committee representative. The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted. Quotations are called for and prices are compared.

The Institute has a well-defined procedure to monitor effective and efficient utilization of available resources for infrastructure, development and teaching learning process. All the major financial

transactions are monitored by the Committee. The financial resolutions of the Committee are recommended by the LMC. Finally, there are trustees of the Society who may raise a point with regard to any financial transaction of the institute.

In addition to this, the account of each financial year of the institute is audited by Chartered Accountant firm. Thus, the utilization of financial resources is monitored at several levels. There is fully computerized accounts department in the Institute. Tally software is used. Double entry system is followed to maintain the accounts. The following three types of accounts / documents are created:

- i) Receipts & Payment Accounts.
- ii) Income & Expenditure Accounts.
- iii) Balance Sheets.

Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only duly authorized persons can operate the bank account. Income expenditure account is approved by Local LMC. College monitors the earnings by projected admission, projected possible funding from other agencies & revenue collection by deposits, interest on deposits & other asset. It allocates the funds for salary, infrastructure development, research, equipment in laboratories, furniture, books, journals, faculty development and other necessary recurring expenses. Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are made through accounts.

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

The Institute has a experienced and enthusiastic Internal Quality Assurance Cell (IQAC). The IQAC Co-Ordinator has formulated a

transparent and robust set of policies for various quality initiatives.

Teaching Initiatives:

- Workshop on e-learning methods and teaching techniques.
- Creation of e-content for delivering to student-body.
- Creation of various evaluation and assessment mechanisms corresponding to PO and COs of the institute.
- Initiatives to engage student body with the institute.

Research Initiatives:

- Workshop on safeguarding research output.
- Utilizing of modern software and tools for research output.
- Identifying genuinely good research journals for publication processes.

Institutional Initiatives:

- Creation of e-classrooms for delivery of lectures.
- Smart classroom environment for creation and delivery of e-content.
- Infrastructural changes to suit the COVID-19 pandemic situation.

Social Responsibility Initiatives:

- Initiatives to spread awareness of COVID-19 safety measures and behavioural changes for safeguarding self.
- Outreach programs for various sections of society and welfare activities to support them.

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

The IQAC is present in all walks of life at the organization especially in the teaching learning processes, structures and methodologies utilized at the institute. All the activities, lectures and initiatives are designed with the aim of achieving the COs and POs. Each activity is designed with an outcome in mind and then framework is made for the process of achieving said outcomes.

Course Feedback is conducted with the aim of understanding the level of attainment of COs. Faculty feedback is conducted with the aim of performance assessment. There is a set of activities designed by the institute to measure the outcome according to the COs and thus, the outlook is for facilitating the same. The Course Feedback and Faculty Feedback is conducted at the end of each semester for all courses and members of faculty involved in teaching activities during the period respectively. A set of outcomes for the administrative, events and other initiatives is also created by the institution. These are evaluated by the IQAC and senior members of the faculty thereby ensuring that the assessment is done with clear aim in mind. Various Certification activities are also undertaken, alumni interaction, industrial exposure is also a regular part of the curriculum at DAIMSR. At the end of each of such certification or interaction, the institute conducts a feedback with clear assessment of outcomes.

These activities have been set up in the previous years and the outcome has been seen to gradually improve over the course of time.

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)

A. All 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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women empowerment cell was established with objective to sensitize & equip students with issues related to gender sensitization, women empowerment and other issues. The institutions has been very concern on gender equity and women safety round the clock. Various measures are being taken by the institution at all levels to safeguard the female students.

1. Two Class representatives are appointed from each of the section which comprise of a male student and a female student.

2. A mix of male and female students is there in the mentoring groups that are formulated and each such mentoring group is headed by a mentor who take care of all activities and issues that arise in the group.

3. During the induction program of the new batch the students are briefed on the various issue of gender sensitization to make the students aware. Doctors and counsellors visits are a regular feature during the induction programm as these visitors touch upon the various issues related to gender equality and sensitization.

4. CCTV Camera -24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students and even their guardians. Students wear identity cards at all times to ensure their identity. The institution takes good care of the students in every aspect.

5.Restricted Entry - For security of the girls in the college campus and to restrict unwanted entry, proper boundary wall with fencing have been constructed. Signboards have been placed to ensure restricted entry

6. Guard -College also has guards to keep the interest of girl students. They perform their duties meticulously. It also generates a sense of belongingness in girl students. All the girl students have the right to report to any guard anytime and the guards are available to help without fail. It instils a sense of security among the female students and their parents too feel assured.

7.Discipline in campus There is a Discipline Committee in the institution to take care of safety and security of the students. It also keeps an eye on the working of all the employees as well as the activities of the students within the institution. It aims at zero tolerance against eve teasing/ragging with wide publicity which is maintained by the Discipline Committee.

8.2 Women Grievance and empowerment cell A Women Grievance & Empowerment Cell also plays role actively to address the issues of all the female students in the college. Cell also actively work on this issue outside campus also

9.Parent teacher meeting Regular parent-teacher meetings are organized to bring the students -parents and teachers together. Updates are provided about the overall development and performance of the students. Parents' issues related to their wards are also entertained.

10.Faculty Mentor - Faculty advisors are assigned the responsibility of mentoring and counselling of the students boys and girls both. Each faculty mentor looks after the matters of a group of 20 students. If any problem is there both boys and girls are being counselled as per their requirements individually also.

11.Common Rooms • Separate common room facilities for both female and male students are available in the premises in campus where the students come in their free time to relax and entertain.

12.Awareness program- Awareness programs and workshops on gender sensitivity are regularly organized in the campus and nearby places by the students and faculty members to make them aware towards women issues in order to enhance women empowerment. The female faculty members, staff and students are informed about various laws and rights available for their empowerment.

13.Visitor register The institute keeps visitor log register to record the details of any person entering the college premise

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

B. Any 3 of the above

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

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

- **Solid waste management:**
- To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.
- Waste is collected on a daily basis from various sources and is separated as dry and wet waste.
- Color coded dustbins are used for different types of wastes. Green for wet and blue for solid waste.
- Daily garbage is collected by housekeeping personnel and handed over to authorized personnel for further processing. All waste water lines from toilets; bathrooms etc. are connected with Municipal drainage mains. Waste material like plastic, papers etc. are collected and sold out to scrap vendor from time to time.

- Efforts have taken to produce compost manure from the canteen solid waste and waste from other sources and efficiently run by the students. Manure is used for the purpose of herbal garden as well or for planted tree.
- Liquid waste management:
- The wastepasses through concealed pipe line into soak pit & recycled water is used for the watering trees or non-potable usage.
- Liquids are diluted by getting mixed with the washroom and toilet liquid wastes in to the common drainage
- E-waste Management: The institute has taken up the task of protecting the environment from the e-waste generated by the institute - its students and staff. The Institute has adopted the three 'R' Model (Reduce, Reuse & Recycle). At the first stage, the institute tries to reduce the generation of the e-waste by using the old equipment and gadgets to the extent possible. Technologically obsolete material is transferred to places and persons who may still make use of these. The institute also has identified institutions and organizations which can reuse the equipment (Mostly Computers and it's peripheral devices), the institute donates these materials to such organizations. Many organizations have benefitted for this Re-Use Programme. With a focus on reduction of the e-waste, the institute carefully examines the requirements of such equipment, which are likely to generate the e-waste. Only those which are classified as 'Essential and Mandatory' are bought. This reduces the generation of e-waste in the institute. Every piece of e-waste generated is collected and passed over to the recycling agency, which are approved by the Maharashtra State Pollution Control Board (MPCB). The Institute has also placed E-Bins in the institute premises for safe disposal of e-waste. The agency collects the e-waste and is properly recycled. Hence the disposal of e-waste is also done while minimizing the negative impact on the environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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 **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The Institute conducts several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

For the promotion of unity in diversity, NSS Cell of DAIMSR organizes programs under Swatch Bharat campaign on the anniversary of Mahatma Gandhi. The program aims at strengthening the bond between people to strengthen the unity and integrity of India. Every year DAIMSR NSS Cell Conducts Special Camps in villages for NSS volunteers. These camps are directed towards various social issues impacting the lives of the people in the community viz-a-viz including social and cultural values among the young students. The volunteers mainly undertake awareness generation activities with regard to the social issues. The camps were conducted in villages of Navarbari, Tumbdee, Mangrul and Junapani

The NSS wing of the institute volunteers during Dhamma Chakra Pravartan Din as Police Mitra in overseeing the arrangements for over 15 lacs pilgrims at Deeksha Bhoomi.

The institute also organizes various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs like Asmaan and Anubhuti and present their regional cultural talents. These cultural events are organized at UG and PG level in the institute- and on different occasions like Independence Day, Republic Day, Azad Day etc. Apart from the annual cultural event organized by the institute, DAIMSR Students also conducts a week long cultural and sport event called Ayaan. To cater to the linguistic diversity, all student related competitions like Essay Writing, are conducted in English and regional languages.

The various departments of the institute conduct seminars, workshops, and outreach programs to promote communal harmony and tolerance. DAIMSR NSS cell organized Various activities like Painting, Wall painting, Lectures by Eminent Personalities.

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

Constitution day

Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities on the related themes.

Celebration of National Days

Every year Institute celebrates Republic Day, Maharashtra Day and Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme.

Blood Donation Every year institute organizes blood donation camp in association with NSS or Rotary Club. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

Road Safety Rally

The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety. To create the awareness about role of students in the healthcare the students also participates in the rally every year. Every year Cyclethon- Cycle Rally is being organised in association with Rotary Club and insltitute as partners. The aim of the cycle rally is to create awareness and health concerns among the people of all ages.

Cleanliness/Plantation drive Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year. Moreover, students are encouraged for active participation in the plantation.

During the Induction program the students are briefed on values, rights, duties and responsibilities Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

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File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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 A. All of the above

4. Annual awareness programmes on Code of Conduct are organized

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

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

The institute gives due importance to issues which requires special sensitisation amongst the students community. Many issues included within and beyond the purview of the standard curricula are given due importance through various initiatives by the institute. The following activities are part of these efforts:

? Observing/celebrating important days like, International Women's Day, Human Rights Week, International Peace Day, International Youth Day, Gandhi Jayanti, Dr. Ambedkar Jayanti, Environment week etc

. ? Screening of videos on socially sensitive issues and expert guidance. ? Awareness campaigns are organised on issues such as

Corruption, Health and Gender Equality

. ? Addressing social issues through workshops and Poster exhibitions.

? Smile project: A Special project designed to sensitize the students community on issues of differently abled children.

? Project Raddi: An awareness drive on waste management and Art of giving.

? The Institutional Festivals and Events are held on Socially relevant themes.

? Aids Awareness Drives are conducted to sensitize the students. Village visits are organised to study the problems and issues faced by the rural masses.

? E-waste awareness and 'No Plastic' days are celebrated to make the students aware on the environmental hazard of these non-biodegradable wastes.

? Digital India Week was celebrated in the institute to support the national campaign for usage of ICT.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

Online Learning Management Systems (OLMS):-

DAIMSR tackled the Covid-19 pandemic in an innovative manner. The continuous learning process of the student-body and access to education was assured by the entire college through shifting to the online medium of instruction. The institute purchased subscription to Zoom database and Google Student Suite for easy access and

evaluation of the students. All members of the faculties developed e-lectures keeping the entire syllabus in mind. These lectures were uploaded in the Google Classrooms of each course by members of the faculty. The institute set-up both a studio for development of e-lectures and conducted a training program for the members of the faculty. The access to e-lectures during offline hours greatly facilitated the self-study of students along with actual lectures conducted virtually.

e-Library Access:-

The Covid-19 pandemic caused uproar in the traditional academic set-up. However, the institute moved quickly. A database of all course textbooks was created by scanning and uploading them to the Google-Classrooms for each course along with notes and question banks. The institute library also created a database of e-books through the textbook CDs and identified key reading materials for the benefit of students. These were uploaded the institute website and classrooms as well thereby allowing the student body a continuous access to their study materials.

Online Events & Special Days Celebrations:-

Student engagement plays a key role in institute values and vision. Thus, to maintain a steady engagement with the student body, DAIMSR conducted a set of events and competitions in the e-formats. This was initiated by the members of the faculty and various activities and competitions encompassing both academic and cultural aspects were conducted. Academic activities such as Case Study Exercises, Quizzes and Debates etc. were conducted. Cultural activities like online Dance and Singing competitions etc. were conducted. Special mention must be made; the students themselves volunteered and celebrated various Socio-Cultural Days commemorating the various great freedom fighters, scientists and heroes of India.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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 institute has time and again showcased its core principles and mission through providing the best possible education, research and social support to its stakeholders. During the raging pandemic the students and faculties undertook various activities by conducting classes for the underprivileged; skill development certifications and industry exposure through online internships and live projects thereby ensuring that students will be ready to face the upcoming challenges of a post-pandemic industrial environment. Various awareness initiatives were conducted for both the students, as well as, the members of the faculty for health and safety protocols to be observed when working. The institute set-up e-classrooms and even a studio for publishing and creating e-content for education and various training programs for the same were conducted for members of the faculty as well. Rigorous evaluation and assessments were carried out by the institute to ensure that students will not lose out on their education. The institute remained in touch with the parents throughout the duration of the academic year and the placement cell provided employment opportunities for even those batches that had passed out. Counselling and training was provided to the student body to ensure that the student's psychological well-being was taken care of. The digital resources in the form of video lectures and study material have been made available to the students to which they have 24 x 7 access. Industry-Institute interaction also continued despite the pandemic. A significant number of faculty-student collaboration through research publications has also bolstered the institute standing among the core stakeholders and society in general.

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

DAIMSR strongly believes that quality is not just an end result but a process in itself. It is important that we follow quality checks and imbibe the culture in our day to day activities in order to ingrain it as an institutional culture. DAIMSR always ensures that each stake holder is in line to the fact and student development should be of primordial importance, in order to ensure that the institution always walks the tight rope of excelling in current competitive environment. In order to ensure uniformity Our Vision, Mission and Quality policy is communicated to students, teachers, nonteaching staff, parents and other stakeholders through every program in the institute. The Director, through his address, communicates this information via the orientation program to the newly admitted students at the beginning of the academic year. The institution being affiliated to RTM Nagpur follows all curriculum guidelines and syllabus mentioned by the university. The college constantly works on ensuring apt and exact execution of prescribed syllabus with extra co-curricular activities to groom each student's skills. The institution follows a very transparent policy of allocating the subject the faculties. The subject allotment as done based on choices given and experience of the faculties teaching the particular subject. The Academic and Activity calendar is prepared in advance by the HOD and senior faculty members in consultation with Co-Ordinator including curricular and co-curricular activities.

The institute follows following system to ensure smooth operation of academic activities:

1. Preparation of Academic calendar and subject allocation in advance so that the faculties get sufficient time to be prepared with subject material ensuring effective delivery.

2. Faculties submit individual lecture plan and planned activities during the upcoming session to avoid last minute hassle and overlapping of curriculum.

3. The personal time table and lecture plan is designed as per

format given by IQAC. The lecture plan includes teaching pedagogy and supporting material, plan for continuous assessment during the session, which will be used during the course of conduction of the session.

4. The faculties regularly revise their material to ensure completeness and keep their course content updated. Faculties provide the students with supplementary content which provides students with contemporary knowledge, which is not directly covered in prescribed syllabus.

5. All the faculties undergo FDP every year to ensure that their knowledge is tuned with the current developments in their respective fields.

6. In order to ensure timely completion of the allotted course and to ensure progress of academics' Regular meetings are conducted with course faculties during the planned session.

7. The institution also has the policy of conducting remedial classes.

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

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

Prior to the end of the academic year, HoDs along with academic committee members prepare the academic calendar well in advance for the upcoming semester. Subject preferences are sought from the members of faculty for the courses for the semester and then allocation of courses is based on the choice and area of expertise and interest of the faculty. The members of the faculty for the course then prepare the lecture plan indicating the topics to be covered in each lecture, and assessment questions for the lecture along with the proposed examples, cases to be discussed, supplementary material, video links and any other material to be used during the lectures, before the commencement of the semester. The lecture plan is duly reviewed by the steering committee along with the members of faculty who will be conducting the course. The steering committee then provides its

inputs if needed to modify and the lecture plans are finalized. The calendar mentions the academic schedule for the upcoming year, tentative schedule of periodic class tests, examinations, examination patterns, rules and regulations etc. It is then made available to the students. After considering the university holidays, the timetable is prepared as per the guidelines of the statutory bodies and course requirements for the semester prior to the semester and is communicated to the members of the faculty in end semester meeting. Timetable is uploaded on the system. A student guide is prepared in accordance with the academic calendar and is circulated to the students before the commencement of the semester.

Institute constantly thrives for better and result oriented evaluation process to achieve productive outcomes. In order to achieve this goal, the institute believes in creative use of two types of evaluation process i.e., conventional and modern techniques. Conventional methods aim at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

Reforms in this criterion are procedural reforms to make assessment and evaluation smoother. This encompasses: a) Introduction of Rubrics method for evaluation of Internship Programme and final year project reports. b) Moderation of Question Bank (Course outcome wise) to reduce the time of moderating question papers. Encouragement to use tools like Moodle and Google classroom for evaluation process.

The final internal marks also include parameters like average attendance, assignments, classroom performance, and active

participation of the students in the extracurricular and co-curricular activities. Along with this, due to the pandemic a new methodology for Continuous Internal Evaluation was created by the institute:

- Preparing the question paper for the unit test and sessional examination in the prescribed pattern based on Knowledge level using revised Bloom's taxonomy.
- Question paper audit-A review is conducted under the guidance of Dean and COE of the college with the subject expert to finalise the question papers for the examination.
- PCT introduce in multiple choice question due to pandemic situation.
- Disclosure of answers to Students-Immediately after the announcement of results, disclosure of answer is facilitated. Students are allowed to look at the answers for all the courses for doubt clarifications or re-correction. The faculty submits the re-corrected results to the examination in charge and marks are displayed on the notice board (Google classroom in case of pandemic).
- Rubrics methods adopted for evaluation of final year projects report by the institution.
- Live projects and small assignments are given to the students
- For UG and PG Students small subject related project and models making task are given to boost their self-confidence and to enhance their creativity and presentation skills.
- The evaluations for practical courses are assessed in the similar pattern followed for theory courses. For Practical sessions, the student is assessed through viva questions, observations.

Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future through mentor counselling.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

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	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

25

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)	View File

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

2405

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

2405

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Human Values - this part of the curriculum is covered by - Indian ethos and values- relevance of Indian ethos, Indian work ethos and Principles of Indian ethos for Management, Cultural influences on business practices- benefits from the culture knowledge- culture insights into social responsibility, Principles Practiced by Indian Companies, Role of Indian Ethos in Managerial Practices, Transactional Analysis- An Indian Perspective.

Sustainability this part of the curriculum is covered by - Framework of Social Orientations- Management and Social Theories , Five types of managers, organization classification. International framework for corporate social Responsibility, Millennium Development goals, Sustainable development goals, Relationship between CSR and MDGs. United Nations (UN) Global Compact 2011. UN guiding principles on business and human rights.

OECD CSR policy tool, ILO tri-partite declaration of principles on multinational enterprises and social policy, Identifying key stakeholders of CSR & their roles- Role of Public Sector in Corporate, government programs that encourage voluntary responsible action of corporations. Role of Non-profit & Local Self-governance in implementing CSR; Contemporary issues in CSR & MDGs. Global Compact Self Assessment Tool, National Voluntary Guidelines by Govt. of India. Understanding roles and responsibilities of corporate foundations

Environment- this part of the curriculum is covered by - Social Issues, Sustainability for environment, Environment awareness and Sustainable Lifestyle, Social Issues and Environment, Environment Health and Education in environmental studies

Professional Ethics this part of the curriculum is covered by Professional Values, Ethics in Management, Ethics in decision Making in fundamentals of business management

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	View File

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

04

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	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

699

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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 sanctioned seats during the year

1030

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

786

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Institute constantly thrives for better and result oriented evaluation process to achieve productive outcomes. In order to achieve this goal, the institute believes in creative use of two types of evaluation process i.e., conventional and modern techniques. Conventional methods aim at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

The final internal marks also include parameters like average attendance, assignments, classroom performance, and active participation of the students in the extracurricular and co-curricular activities. Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future through mentor counselling and personal development activities.

File Description	Documents
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
1032	43

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

A student enrolling in a programme is confronted with a wide range of academic and personal concerns. Students sometimes find themselves in situations where they must make vital judgments without assistance. Some scenarios, such as deciding on a career path, choosing a course of specialisation, or selecting a college, choosing a firm for internships and a company for final placements necessitate the use of a mentoring. Aside from these choices, Students also require a variety of assistance, such as academic guidance and behavioural counselling in the development of specialised skills, and so on. Sometimes hiring a career/psychological counsellor isn't enough as well as unacceptable solution, because these services are not always available.

Due to covid-19 pandemic mentoring activities were conducted every Saturday through zoom platform. Weekly and monthly activities were given to students such as A day in my life, Plant venture, management lesson, creating commercial, cooking, do it yourself .etc. Students were supposed to complete these activities few individual and few group and submit the same in activity Google classroom. The mentor will conduct mentoring session at the end of subject classes so that students can attend the classes freely and without any time constraint. We focus on all round development of students hence variety of mentoring activities are carried out such as self-introduction, extempore,

presentations, group discussions, seminars and interview techniques etc.

The mentor keeps track of their progress and offers advice as needed. The mentor's job is to develop the pupils and guide them through any problems they may have. Mentor encourages the mentees to come up forward and express themselves without fear. In coping with these challenges, the mentoring system is quite crucial. The following are the goals of the College's mentoring programme:

- To provide specific attention and aid to the mentees in dealing with their challenges by developing at least the minimum required abilities to cope with course expectations.
- Identify weaker students of the class who needs more attention and improvement.
- Creating learning and enjoyable environment for the students so that the feel free to express themselves.
- Help them improve their focus, confidence and goal setting abilities.
- Building a mutual and trustworthy relationship between the institute and its students.

One of the key goals is to mentor students in becoming productive citizens for society as a whole, through participative management. With the assistance of faculty members, a mentorship system that gives a guide line to the students was designed and implemented. Every faculty keeps a record of every student's complete profile. Periodically, a schedule is implemented to track their progress. At the end of every semester feedback is given to students about their progress and guidance is provided for their future developments.

Excellent connection between the mentor and the mentee can be maintained by need-based personal counselling and supplementary education. This approach aids in reducing the amount of failures across all departments. The system's additional benefits include an increase in mentee confidence and increased job satisfaction for the mentor. Group, personal, and peer mentoring will all be part of the mentoring system as it develops. Thus, mentoring proves to be very much useful in preparing students for the upcoming challenges of life.

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

The use of ICT and Smart Classrooms has been implemented across the institutions. In order to make the learning experience more practical and relevant. During the pandemic, the institute created e-lectures, assignments, projects and various other methods for assessment and evaluation using the ICT framework. Google Suite and Zoom Platforms were used for conducting the lectures. The students were provided access to the study materials and lectures through the Google Classrooms along with notes and e-books pertaining to the topics. This enabled the student body to continuously access their educational materials and provide a systematic method for continuing their education. Utilization of Power-Point presentations, MS-Excel and various other tools and softwares is a regular part of the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

400

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institute uses two types of evaluation process i.e., conventional and modern techniques. The process is clarified to the student community during their induction after completion of admission. Conventional methods aiming at evaluating the performance of the students by making a use of techniques such as periodical class tests, home assignments and any suitable technique as demanded by the course. The evaluation is not only limited to questions and answer but also includes evaluation-based case analysis; which requires the applications of theoretical knowledge and concepts. The aim of this process is to sharpen the analytical and critical thinking & skills in students by making them to understand the connotation of certain factors in various real-life problems. Non-conventional methods of evaluation tools like class presentation, on screen examination, quiz, group tasks etc. are used to evaluate the performance of the students. Accompanying to it, activities like operation workouts which are given by outsiders (like corporates, consultants etc) are introduced in courses with an objective to evaluate the students. As a result; based on the feedback of the presenter of operation workouts, students are assigned certain credits in the courses for which operation workouts are assigned.

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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

Grievance Redressal Mechanism:

It is quite possible that due to the COVID-19 Pandemic situation we will face certain student grievances in evaluation. This will create certain issues in evaluation of students' performance and create obstacles in Programme and Course Outcome Attainment. Therefore, in order to address these issues, the following course of action is recommended:

- Any grievance will be relating to Internal Exams, Assignments, Presentations or Projects shall be conveyed by the student to his/her respective Mentors.
- Mentors will file a formal complaint with the Exams & Evaluation Cell and register the complaint.
- The Exams & Evaluation Cell shall verify the validity of the complaint within three working days from the filing of the complaint and recommend either a re-evaluation of the point of conflict.
- The Outcome of the Inquiry shall be conveyed to the aggrieved student by the sixth day from the filing of the complaint.
- If the complaint is found to be valid then necessary changes should be made to the point of conflict and changes should be made to the respective record.
- If the complaint is not found to be valid then the reasons for rejection of the complaint should be conveyed to the student by either the Mentor or the members of Exams & Evaluation Cell.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The students are provided with the Student Guidebook detailing the academic calendar, programme outcomes, course outcomes, ethics and values of professional behaviour. The Director's Address provided to the students which shall briefly detail these points. Also, in prominent places across the institute, the Vision, Mission and Objectives of the institute should be

displayed. During the lectures and also in the video lectures along with the student teaching materials should also prominently state the Programme and Course Outcomes of the institute. Finally, it is recommended that during the Parents' Teachers' Meetings (PTMs) the Mentors should introduce the legal guardians or parents of the students with the Programme and Course Outcomes. In the last semester, an Exit Seminar Exercise is conducted by the institute with the aim of student self-evaluation wherein they rate the level of outcomes achieved by them during their time in the institute.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://ww.daimsr.in/mission-&-vision-&-objectives.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The institute takes all efforts to ensure that the Programme Outcomes and Course Outcomes are attained. Regular feedback for attainment rating the course and programme outcome is taken for the following:

1. College activities,
2. Events,
3. Guest lectures,
4. Employer feedback and
5. Course feedback

These are taken along with faculty feedback at the end of the year. The scores are taken on a range from 1-10 points. Then the average of the above each option of feedback is to be taken as well. The students submit the feedback at the end of the semester for each activity, event or course undertaken during the semester.

A Programme End Survey is also conducted along with the Student

Satisfaction Survey focusing on a self-rating by the student learner about his own attainment of Programmer and Course Outcomes.

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

831

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://daimsr.edu.in/documents/data-2020-21/62233c90b3a71-STUDENT_SATISFACTION_SURVEY.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)

90000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - 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)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

39

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

37

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Title of the Activities

Organising unit/ agency/ collaborating agency

Number of teachers co-ordinated such activities

Number of students participated in such activities

Awareness Campaign on COVID Appropriate Behaviour

NSS Wing of DAIMSR

1

30

Blood Donation Camp

NSS Wing of DAIMSR &

Shree Sainath Blood Bank

5

22

Constitution Day

NSS Wing of DAIMSR

1

50

Food Kit Distribution to COVID affected

Rotaract Club of DAIMSR Fort

2

20

Masks Donation and Awareness

Rotaract Club of DAIMSR Fort

2

25

Blanket Donation to Needy

Rotaract Club of DAIMSR Fort

1

30

Distribution of Ration kits to Transgenders

Gaurav NGO, Nagpur

3

10

Distribution of Stationary and computer accessories to NGO

Jatan Sanstha

3

8

Distribution of biscuits and soaps to under-privileged children

3

12

Vaccination Awareness drive in slum area

4

18

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies 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)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

10

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

225

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

83

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

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

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

Dr. Ambedkar Institute of Management Studies & Research has created extensive and state-of-the-art infrastructure and physical facilities. The Classrooms and tutorial rooms are equipped with good quality furniture and fixtures. All rooms are equipped with LCD projectors, white board and quality sound systems almost all of these classrooms are air-conditioned and

rest are air-cooled. The class rooms are Wi-Fi enabled.

The institute has six Computer labs each fitted with latest configuration Desk top PCs and LCD monitors. The total number of terminal in the lab is 389 and all the labs are Wi-Fi enabled. The labs are well furnished and each of them have LCD projectors and White board to conduct training classes. The Institute three Seminar halls with a combined strength to accommodate 1500 students.

The seminar halls are either Air conditioned or Air cooled and are equipped with latest Projection Systems, Wi-Fi enabled and high quality sound system, Video conferencing facilities is also available in one of the Seminar Halls.

The Institute has two large libraries spread over an area of (19032666) 4569 sq. ft. The library is well furnished and has large spaces to provide for reading area. The Library is also equipped with terminals to search for the books and journals available in the library. The library is also wi-fi enabled and also provides the facility to browse the Internet to search for Online resources. The Libraries have over 22000 titles on a variety of disciplines and also has many e-journals and research databases.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622338be8c5b2-CLASSROOMS_SEMINAR_HALL_A_ND_SIGNAGE.pdf

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

Dr. Ambedkar Institute of Management Studies & Research has one of the best equipped playfields which can host games ranging from Cricket, Hockey, Football, Volley ball, Archery, Lawn Tennis etc. The ground has one of the best curated Cricket pitches and more than 10 Turf and Synthetic practice pitches, where matches are hosted by the District Cricket Association. The Institute also has Outdoor games facilities for the following Sports:

1. Full Size Cricket Ground with 5 Centre Turf Wickets and 15

Turf Wicket Nets for Practice with

2 Bowling Machines with floodlight facilities.

3. Hockey Play Ground.

4. 1 football Ground.

5. 2 Lawn Tennis Courts.

6. 200 meters Running Track.

7. 2 Volley Ball Grounds.

8. 2 Kabaddi Grounds.

9. 1 Kho-Kho Ground.

10. Full Size Archery Arena with 5 Targets.

The institute has a centralized Gymnasium well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training. The institute has a centralized Gymnasium well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training.

The Institute also has indoor games facilities for the following Sports:

1. State of the Art Gymnasium with 16 Stations Multi - Gymnasium, Weight Training section.

2. Special Gymnasium with well Equipment for the Players Snooker Billiards

3. Indoor Table Tennis Hall with 8 Tables.

4. Badminton Court etc. are all available to students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622339139aaeb-LANDSCAPING_SPORTS_AND_RECREATION_FACILITIES-compressed.pdf

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

32

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

32

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://daimsr.edu.in/documents/data-2020-21/622338be8c5b2-CLASSROOMS_SEMINAR_HALL_AND_SIGNAGE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1,42,71,797

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Institute has two large libraries spread over an area of (19032666) 4569 sq. ft. The library is well furnished and has large spaces to provide for reading area. The Library is also equipped with terminals to search for the books and journals available in the library. The library is also wi-fi enabled and also provides the facility to browse the Internet to search for Online resources. The Libraries have over 22000 titles on a variety of disciplines and also has many e-journals and research databases. Each book has been coded and a library card is issued to all students and members of the faculty for borrowing books from the institute. The records are maintained using the Master-Soft Software and also it is important to note that all records have been automated since 2015. The issuance and return of books are recorded using this software package. Along with that the entry and exit of all persons are recorded in the library register. The students are able to access these databases and journals in the campus with the help of computer systems in the library. Also, faculty members ensure that sufficient e-books and study materials are shared with the student body using Google Classrooms to provide remote access to books.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://daimsr.edu.in/documents/data-2020-21/62233a935b0af-DAIMSR_LIBRARY.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

A. Any 4 or more of the above

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)	View File

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

250435

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

184

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Dr. Ambedkar Institute of Management Studies & Research has a total of 6 computer labs in its campus. They are equipped with

over 400 desktop personal computers with state-of-the-art configurations. The entire campus is Wi-Fi and WLAN enabled. Members of the faculty as well as students can access Wi-Fi at any point of the day through their institutional login ID. The desktops are regularly updated with the latest software and anti-virus packages. Along with that, if there is any breakdown in any PC, they are quickly repaired or replaced. During the COVID-19 pandemic all the classrooms were equipped with the latest cameras and microphone equipment to provide the best teaching-learning environment. The institute also purchased the subscription of the Zoom Platform for conducting its lectures throughout the duration of the pandemic. The institute has also converted one of the computer labs as a Language Lab where each PC is also equipped with a modern headset and microphone. The institute has a leased line connection providing 50 MBPS and above speed enabling access to the users.

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

4.3.2 - Number of Computers

400

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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	No File Uploaded

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)****1,42,71,797**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institute has appointed members of the faculty for the appropriate utilization and maintenance of the physical, academic and support systems. There are three faculty members in charge of Library & Learning Resources, Computing Facilities, Physical Infrastructure and Sports respectively. The role of the In-Charges is to ensure that the facilities remain up to date and take corrective actions for repairining or replacing the utilities. There are physical instructors available to the students and members of the faculty who are interested in using them for after hours as well. If there is any event or activity to be conducted which may utilize any of the facilities then an application is made to the respective in-charge for access to the facilities. However, academic facilities such as Library, Computer Labs and Classrooms are made accessible to the students freely for studies during the office hours and in some instances upto 3 hours beyond college functioning hours. This helps students access the physical, academic and support facilities with great ease.

Academic Facilities of the institute are made freely accessible to all members of the students and faculties. However, the utilization of the facilities such as

Physical Training instructors are appointed to help the members in physical training. The institute has a centralized Gymnasium

well equipped with the most modern physical training equipment. The students' community and faculty members have free access to these facilities even after the regular institute working hours. Physical Training instructors are appointed to help the members in physical training

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

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

977

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

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

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

06

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
323	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
491	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

241

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

28

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

24

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)	View File

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

DAIMSR has a Student Council comprising of Class representatives from each section from different programmes. The class representatives are elected by the students of each section. The Director nominates the office bearers of the Students Council from amongst these elected class representatives. The details of the constitution of Students Council is given as below:

President

Vice-President

Secretary

Joint Secretary

Treasurer

Programme Coordinators

Executive Members

Activities where the Students Council actively participates:

1. Feedback - Maintenance, Infrastructure, Syllabus, Certification etc.
2. Directors Forum - Continuous Feedback
3. Induction Program
4. Fresher's Party
5. Teachers Day Celebrations
6. Organizing various Cultural Sports Academic Events
7. Sign out Day
8. Organizing Farewell functions
9. Annual Awards

10. Host to Visitors to the institute**11. Co-ordination with Alumni Association**

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

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**

24

File Description	Documents
Report of the event	No File Uploaded
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)	View File

5.4 - Alumni Engagement

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

DAIMSR has a prominent registered Alumni Association. It is in function and active with enthusiastic members across various sectors of economy. It is attempted to ensure that students who pass out have a stake within the institution and allows them to stay connected with the institution even after they have passed out. It also improves the academic industries connect between the stakeholders i.e. the institution and the alumni. It enables the student body of the current batches to learn from their seniors and train themselves for the roles and requirements of their professional needs. Alumni help the current batch students for Summer Internships Final Placement. Alumni offer the Live

Projects to the students. Alumni takes initiative in Institute Social responsibilities programmes.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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 institute being socially responsible, take utmost care in grooming the students from disadvantaged background as per the objective of Samiti (Managing Body). It also provides equal opportunity to each stakeholder for partnering, participation and progress. Vision clearly states that DAIMSR aspires to be a centre of excellence for value-based management education and research through commitment and continuous learning. The mission statement of the institution reflects its distinctive characteristics by encompassing three pillars of education, viz., Knowledge, Skills and Attitude.

The first component focuses on imparting contemporary knowledge through various curricular and co-curricular activities. The institute ensures that all the faculty members keep themselves aware about the current happenings and their learnings are incorporated in their teaching pedagogy. The institute encourages the faculty members to attend and participate in various workshops, seminars and faculty development programmes. This helps the institute to design the teaching pedagogy that best suits to ever changing needs of the industry. The institute ensure that the students are given ample exposure to the industry through guest lectures, internships and live projects / field visits. Thus, the institute ensures the value addition to the

students through the knowledge to prepare them to become creative, risk taker and ethical leaders throughout their professional career.

The second component ensures that all the required employability skills are developed by the students to succeed in ever changing business environment. Apart from the prescribed syllabus of the affiliating university, the institute has designed various activities and certification courses to enhance the employability skills. These activities include Students' Seminars, Group Discussions, ICT training, aptitude development, Language Lab, etc. The certification courses for various functional areas of management are also designed for the purpose. Thus, the students are equipped with all the necessary skills to exploit the knowledge.

The third component attempts to develop the right attitude amongst the students to solve the complex organizational issues. The institute has developed a well-designed mentoring system whereby each student gets personal attention from his/her mentor. The mentoring system helps to identify the attitudinal issues amongst the students and corrective actions are taken over a period of time. The institute conducts management games and events wherein the students actively participate and conducts the various tasks which are assigned. This helps the students to develop the right attitude for complex problem solving.

File Description	Documents
Paste link for additional information	http://daimsr.in/mission-&-vission-&-objectives.php
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 Institute works on a Portfolio based decentralised system which empowers each and every member of faculty as well as non-teaching staff of the institution. The work of each faculty is compartmentalised yet executed through engagement of the groups, thus providing autonomy as well as accountability in the working. One of the prominent features of the institution's operations is the 'Roster System' of responsibilities where events and activities are allocated through a roster created for three

years. A group of faculty member are given the task of organising the critical activities and events in cooperation with the student's body. This helps in inclusiveness and cooperation. The first In-charge of the event is the primary responsibility holder for the event or activity. While there is a support of second and Third In-charge to the primary responsibility holder. This helps in involvement of a group. The First in-charge in the current year organises the event with the support and the second in-charge will automatically move to become the first in-charge in the next year and a new member is nominated in the next year. This way for every activity a roster is updated in the beginning of the year which helps in transfer of skills form one member of faculty to the others. The rotational policy helps in keeping the interest alive through new challenges and thus the members of faculty is able to work on a variety of jobs over a period of time. The members of faculty are given an opportunity to participate in all important discussions and meetings, so that their ideas and proposals can be actively encouraged. The faculty members are given their own budget through a structured mechanism and this budget is spent judiciously under the guidance of Senior members of the faculty and IQAC. These practices enhances the personal involvement of the members of the institution and helps them in honing their organising skills, while keeping their interests alive in the duties allotted to them.

File Description	Documents
Paste link for additional information	http://daimsr.in/policies-page.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Curriculum Development:** The Institute collects the inputs through the structured and semi-structured feedback on the curriculum and plans the courses in the bucket of Value Added, Capacity enhancement and Bridge courses.
- **Teaching and Learning:** Academic Audit and Faculty feedback are the prominent modes through which the Teaching and Learning process is continuously improved.
- **Examination and Evaluation:** The institute considers examination and evaluation as dynamic function and thus regular technological support is used for enhancing the transparency and objectivity in the evaluation.

Participation and engagement of student community through a grievance mechanism and feedback system plays the pivotal in improving the examination and evaluation machinery of the institute

- **Research and Development:** Continuous support through an evolving Research Promotion policy, with progressive and incremental changes for enhancing the quality of the institutes research output form the basis of the Research and Development strategy of the institute.
- **Library, ICT and Physical Infrastructure / Instrumentation:** The Library and learning resources are considered to be vital in providing an updated knowledge infrastructure for the students and faculty members of the institute. This domain is enhanced through technology support and resource enhancement, while focusing on wider usage and distribution of all learning resources.
- **Human Resource Management:** Capacity building, Incentivizing the achievements and financial support for a variety of activities is the goal of HR activities of the institution. The compensations and perks are always matched with the best in the City. The culture of work is participative while empowering the individual for personal growth and development remains the primary drivers of the HR strategy.
- **Industry Interaction / Collaboration:** The engagement with the industry through continuous involvement of professional in a variety of activities is the mode of enhancing the interaction with the industry. Learning from practitioners through interaction and encouraging the participation of professionals in every possible activity based on mutual benefit drives this interaction.
- **Admission of Students:** The admissions of the students are although through the Centralized process driven by the government, but active engagement with the student community and involving students participation across multiple functions of the institute, enhances the image of the institute in the students community. This helps spread a positive word of mouth which leads to attracting the most talented students to the institute.

Implementation of e-governance in areas of operations:

- **Planning and Development:** The institution collects feedback for a variety of purposes, the element of planning and development form part of this process. Most of this process is conducted through online mechanism and anonymity is maintained to obtain honest feedback for planning process

at different levels.

- **Administration:** All administrative processes are automated and supported by a robust MIS. While some of the functions are centralized, yet some are run independently for security and confidentiality purposes.
- **Finance and Accounts:** The finance and accounts function is yet to be included in the ambit of e-governance, but the proposal is on anvil to shift its functionality and operations through cloud based platforms for better services to all the stakeholders.
- **Student Admission and Support:** The students support services such as fee collection and applications are governed through the electronic mode.
- **Examination:** The institute is gradually shifting to the online mode of examinations for internal evaluations and results processing is being done through e-platforms. All programmes are being planned to be shifted to this mode in coming years.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://daimsr.in/policies-page.php
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.

Samiti and the Director depict top management. The leadership of the institute is provided by the Director under the guidance of Samiti and other statutory bodies like AICTE, Directorate of Technical education and RTMNU. The strategies defined by the Local Management Committee, the Director and the Academic Council give direction to the institute to achieve excellence in its endeavours. By emphasizing excellence in teaching methods, research, development of personality and civic sense, development of students and making them more employable, the institute will be able to meet its commitment and realize its objectives mentioned in the quality policy. Top management, the Director and faculty play an active role in ensuring the implementation of its quality policy.

Role of Top management: Top management and the institute work

together to formulate quality policy based on the inputs of feedback, benchmarking and evaluating the results and quality of the students passing out from the Institute. Top management attempts to achieve quality objectives such as: i) Provision for Resources. Top management lays down the overall objectives and grants permission for financial resources for various activities conducted by the Institute. ii) Provision for quality infrastructure. The top management provides excellent infrastructure like computer labs, well developed library, audio visual teaching aids, digitally enabled classrooms, auditoriums, resting rooms, cafeteria, and sports fields etc. iii) Review progress of the Institute. Top management reviews the reports given by the Institute and in the meeting of Local Management Committee (LMC) and gives fresh directions if required.

Role of the Director: i) The director provides leadership to the institute. He is the chairman of Academic Council and member secretary of LMC. ii) The Director assesses the requirement and expectations of all stakeholders by interaction and feedback and evaluates the quality policy in the background of the same. iii) The Director does the benchmarking with other institutions and sets quality standards for the Institute. iv) He makes the result analysis and evaluates the quality policy in the light of results achieved. v) He examines the parameters of placements taking place and then evaluates policy. vi) He assesses the quality of students based on their performance in intercollege/ intervarsity competitions. vii) He validates the quality policy based on all these factors when required.

Role of Faculty Members: The Members of the faculty work to implement quality policy by the following ways: i) Understanding the quality policy and intimating the quality objectives to students. ii) Giving inputs for designing and revising quality policy at various forums e.g. fortnightly subject meetings, faculty meetings or such other forums. iii) Completing the course as per the course plan in a stipulated time as per the university norms by using best of the methods. iv) Help in improving the curriculum and planning the delivery of content. v) Communicate with students for their personality development and academic pursuits. vi) Participating actively in research activities. vii) Working as a mentor and counsellor for the students in their curricular and extra-curricular development. viii) Being a role model for students.

The effective implementation is the responsibility of Deans, CoE, AO, CRs, Research Head, TPO and Faculty. The Director being a

part of all the monitoring committees of the institute, monitors and evaluates the policies and plans of the institution for effective implementation and improvement from time to time using the following ways:

- Meeting with CR: The Director of the Institute holds periodical meetings with the class representative to get formal and informal feedback on the implementation of various academic and co-curricular activities conducted by the institute.

- Meeting with Faculty Members: The Director holds regular meetings with the faculty members to plan, implement and evaluate the various curricular and co-curricular activities.

- Meeting with COE & Deans: The Director shares the inputs received from the faculty members and the students with the Deans and COE and finalizes the academic activities in consultation with the Deans and COE.

- Meeting with TPO: The Director meets Training and Placement Officer regularly to monitor and evaluate the various issues and policies related to campus recruitment and make necessary changes in the plans and policies which best suits to the general interest of the students and institute.

- Student Feedback: Apart from the periodical informal feedback, the Director formally takes the student feedback for each course at the end of the Semester. This is then discussed with the concerned faculty member and corrective actions if any are suggested.

- Suggestion Box: The institute has installed suggestion boxes on each floor. Any student who wants to give any suggestion for improvement are requested to put their suggestions in the box.

- Meeting with AO and Non-teaching Staff: The Director periodically holds the meeting with Administrative Officer (AO) and other non-teaching staff to address the issues pertaining to routine administration of the institute.

Appointment of Faculties: The institution abides by all the government and university regulations with respect to the appointment of faculty members. The salaries are as per the regulations prescribed in the policy documents. The salary slips are made available monthly to the members of the faculty to provide them with a clear outlook of the salaries disbursed.

File Description	Documents
Paste link for additional information	http://daimsr.in/policies-page.php
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Institute has a policy of providing benefits to the employees in various forms at different levels:

1. Insurance: Health Insurance for Spouse and Children is provided for Teaching and non- teaching staff of the institute to cover Hospitalization and other expenses upto Rs. 2 lacs.

2. Fee Waiver: Admission to Wards of the Staff members are provided in the institute as well as other institutions of the Society at a Concessional fees.

3. Marriage Grants: For Marriage Grants upto Rs. 10,000 is provided to the staff.

4. Subsidized Food: Food at Subsidized rate is provided in the Institute Cafeteria for teaching and Non-teaching Staff.

5. Advance Salary: Provision for Salary Advances is available to Non-Teaching Staff.

6. Training Sponsorships: The institute provided full reimbursement for Registration fees and travel for participation in Workshops Seminars and FDPs and other personal development activities.

7. Special Leaves: Special Leaves are granted for preparation of Doctoral Thesis leading to Ph. D for the faculty members.

8. Duty Leaves: Duty Leaves are granted for pursuing Higher Education.

9. Maternity benefits and Paternity Leaves: Provision for Maternity and Paternity leaves have been made for the staff 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

25

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

25	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

23	
File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

A full-scale planning by the empowered body comprising of Director, Dean Administration and Senior Faculty members is done

prior to beginning of the semester, which determines the roles, responsibilities, Portfolios and Teaching assignments allocated to each of the faculty members and non-teaching staff of the institute. This determines the Full 'work-load' of each of the staff members. A performance appraisal of each of the staff member is executed bi-annually in case of Semester pattern courses and annually in case of Annual Pattern course. The staff members are responsible for submission of the Annual Self-Assessment for Performance based Appraisal System as prescribed by UGC regulations.

This is followed by a review by the Director, the major thrust of the Review is the classroom delivery and meeting the expectations of the student's community, as they are the most important stakeholder of the institution. The Director personally conducts the Classroom Performance Appraisal by means of a structured Questionnaire comprising of Ten Parameters. These results are personally communicated to the faculty member along with the Institute average, Section and Subject wise average scores. This help the faculty weigh his performance vis-à-vis his/her peer performance. Based on this performance a personal meeting of each faculty member is held in order to complete the process of performance appraisal. The performance appraisal of the Non-teaching staff is done annually by the Dean Administration and a report on this is submitted to the Director for usage in the functions such as:

- Allocation of Duties
- Hike in Salaries
- Transfer to other Departments
- Increasing or decreasing the Staff strength.
- Identifying the training needs.

The outcome of the Performance Appraisal is used for improvising the individual and the group performances. The specific outcomes during the personal meeting with the director of the institute helps the individual staff member in identifying areas of strength and weaknesses. The weak areas are marked for strengthening through specific training and corrective actions as may be needed.

These actions include:

- Increasing quality of Classroom Inputs through continued training.
- Mentoring by Senior Faculty Member.
- Attending Specific FDPs.
- Counselling Sessions by Experts.:
- Setting up higher benchmarks for achieving better results.
- Reallocation of Portfolios.
- Reallocation of Courses.

The non-teaching staff performance appraisals have been led them to re-assess their own skills and learn new competencies in areas of IT, administration and other soft-skills. This has improved the overall performance of the staff members.

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 internal audit report informs the management how well the systems and processes designed to keep the finance on track are working. Mechanism for Internal Audit of DAIMSR: Internal audit of DAIMSR is conducted on half yearly basis. Internal audit committee is nominated by the Director. The auditors check all the financial transactions and vouchers in order to ensure that all transactions are as per financial regulation. Bills are authentic and tax liabilities are accounted for and other such points to ensure that accounting has been done correctly. Audit committee finds out the major audit objections, if any, and gives its report within fifteen days.

External audit is performed by a separate and registered auditing firm appointed by the Governing Body of the trust. All necessary

regulations and mechanisms are followed to ensure the requirements of external audit are met.

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)

105000

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)	View File

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

DAIMSR is a non granted institute. Institute budget is made every year after taking inputs from previous years, income and expenditure and anticipated expenditure and income for next financial year. The Management prepares a budget for the year, in advance, so as to make effective utilization of available recourses. There is a 3 member committee under the chairmanship of Director, responsible for Budget preparation. The committee monitors the effective and efficient use of available financial resources. All proposals for major purchases are approved by the managing committee after full justification and old stock being taken into consideration. All major purchases are made through the purchase committee consisting of the staff, Director and Managing Committee representative. The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted. Quotations are called for and prices are compared.

The Institute has a well-defined procedure to monitor effective and efficient utilization of available resources for infrastructure, development and teaching learning process. All the major financial transactions are monitored by the Committee. The financial resolutions of the Committee are recommended by the LMC. Finally, there are trustees of the Society who may raise a point with regard to any financial transaction of the institute.

In addition to this, the account of each financial year of the institute is audited by Chartered Accountant firm. Thus, the utilization of financial resources is monitored at several levels. There is fully computerized accounts department in the Institute. Tally software is used. Double entry system is followed to maintain the accounts. The following three types of accounts / documents are created:

- i) Receipts & Payment Accounts.
- ii) Income & Expenditure Accounts.
- iii) Balance Sheets.

Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only duly authorized persons can operate the bank account. Income expenditure account is approved by Local LMC. College monitors the earnings by projected admission, projected possible funding from other agencies & revenue collection by deposits, interest on deposits & other asset. It allocates the funds for salary, infrastructure development, research, equipment in laboratories, furniture, books, journals, faculty development and other necessary recurring expenses. Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are made through accounts.

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

The Institute has a experienced and enthusiastic Internal Quality Assurance Cell (IQAC). The IQAC Co-Ordinator has formulated a transparent and robust set of policies for various quality initiatives.

Teaching Initiatives:

- Workshop on e-learning methods and teaching techniques.
- Creation of e-content for delivering to student-body.
- Creation of various evaluation and assessment mechanisms corresponding to PO and COs of the institute.
- Initiatives to engage student body with the institute.

Research Initiatives:

- Workshop on safeguarding research output.
- Utilizing of modern software and tools for research output.
- Identifying genuinely good research journals for publication processes.

Institutional Initiatives:

- Creation of e-classrooms for delivery of lectures.
- Smart classroom environment for creation and delivery of e-content.
- Infrastructural changes to suit the COVID-19 pandemic situation.

Social Responsibility Initiatives:

- Initiatives to spread awareness of COVID-19 safety measures and behavioural changes for safeguarding self.
- Outreach programs for various sections of society and welfare activities to support them.

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

The IQAC is present in all walks of life at the organization especially in the teaching learning processes, structures and methodologies utilized at the institute. All the activities, lectures and initiatives are designed with the aim of achieving the COs and POs. Each activity is designed with an outcome in mind and then framework is made for the process of achieving said outcomes.

Course Feedback is conducted with the aim of understanding the level of attainment of COs. Faculty feedback is conducted with the aim of performance assessment. There is a set of activities designed by the institute to measure the outcome according to the COs and thus, the outlook is for facilitating the same. The Course Feedback and Faculty Feedback is conducted at the end of each semester for all courses and members of faculty involved in teaching activities during the period respectively. A set of outcomes for the administrative, events and other initiatives is also created by the institution. These are evaluated by the IQAC and senior members of the faculty thereby ensuring that the assessment is done with clear aim in mind. Various Certification activities are also undertaken, alumni interaction, industrial exposure is also a regular part of the curriculum at DAIMSR. At the end of each of such certification or interaction, the institute conducts a feedback with clear assessment of outcomes.

These activities have been set up in the previous years and the outcome has been seen to gradually improve over the course of time.

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)

A. All of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women empowerment cell was established with objective to sensitize & equip students with issues related to gender sensitization, women empowerment and other issues. The institutions has been very concern on gender equity and women safety round the clock. Various measures are being taken by the institution at all levels to safeguard the female students.

1. Two Class representatives are appointed from each of the section which comprise of a male student and a female student.

2. A mix of male and female students is there in the mentoring groups that are formulated and each such mentoring group is headed by a mentor who take care of all activities and issues that arise in the group.

3. During the induction program of the new batch the students are briefed on the various issue of gender sensitization to make the students aware. Doctors and counsellors visits are a regular feature during the induction programm as these visitors touch upon the various issues related to gender equality and sensitization.

4. CCTV Camera -24 hour CCTV surveillance is maintained in the

college. It helps to keep a check on antisocial activities. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students and even their guardians. Students wear identity cards at all times to ensure their identity. The institution takes good care of the students in every aspect.

5.Restricted Entry - For security of the girls in the college campus and to restrict unwanted entry, proper boundary wall with fencing have been constructed. Signboards have been placed to ensure restricted entry

6. Guard -College also has guards to keep the interest of girl students. They perform their duties meticulously. It also generates a sense of belongingness in girl students. All the girl students have the right to report to any guard anytime and the guards are available to help without fail. It instils a sense of security among the female students and their parents too feel assured.

7.Discipline in campus There is a Discipline Committee in the institution to take care of safety and security of the students. It also keeps an eye on the working of all the employees as well as the activities of the students within the institution. It aims at zero tolerance against eve teasing/ragging with wide publicity which is maintained by the Discipline Committee.

8.2 Women Grievance and empowerment cell A Women Grievance & Empowerment Cell also plays role actively to address the issues of all the female students in the college. Cell also actively work on this issue outside campus also

9.Parent teacher meeting Regular parent-teacher meetings are organized to bring the students -parents and teachers together. Updates are provided about the overall development and performance of the students. Parents' issues related to their wards are also entertained.

10.Faculty Mentor - Faculty advisors are assigned the responsibility of mentoring and counselling of the students boys and girls both. Each faculty mentor looks after the matters of a group of 20 students. If any problem is there both boys and girls are being counselled as per their requirements individually also.

11.Common Rooms • Separate common room facilities for both female

and male students are available in the premises in campus where the students come in their free time to relax and entertain.

12.Awareness program- Awareness programs and workshops on gender sensitivity are regularly organized in the campus and nearby places by the students and faculty members to make them aware towards women issues in order to enhance women empowerment. The female faculty members, staff and students are informed about various laws and rights available for their empowerment.

13.Visitor register The institute keeps visitor log register to record the details of any person entering the college premise

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

B. Any 3 of the above

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

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

- **Solid waste management:**
- To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.

- Waste is collected on a daily basis from various sources and is separated as dry and wet waste.
- Color coded dustbins are used for different types of wastes. Green for wet and blue for solid waste.
- Daily garbage is collected by housekeeping personnel and handed over to authorized personnel for further processing. All waste water lines from toilets; bathrooms etc. are connected with Municipal drainage mains. Waste material like plastic, papers etc. are collected and sold out to scrap vendor from time to time.
- Efforts have taken to produce compost manure from the canteen solid waste and waste from other sources and efficiently run by the students. Manure is used for the purpose of herbal garden as well or for planted tree.
- Liquid waste management:
 - The wastepasses through concealed pipe line into soak pit & recycled water is used for the watering trees or non-potable usage.
 - Liquids are diluted by getting mixed with the washroom and toilet liquid wastes in to the common drainage
- E-waste Management: The institute has taken up the task of protecting the environment from the e-waste generated by the institute - its students and staff. The Institute has adopted the three 'R' Model (Reduce, Reuse & Recycle). At the first stage, the institute tries to reduce the generation of the e-waste by using the old equipment and gadgets to the extent possible. Technologically obsolete material is transferred to places and persons who may still make use of these. The institute also has identified institutions and organizations which can reuse the equipment (Mostly Computers and it's peripheral devices), the institute donates these materials to such organizations. Many organizations have benefitted for this Re-Use Programme. With a focus on reduction of the e-waste, the institute carefully examines the requirements of such equipment, which are likely to generate the e-waste. Only those which are classified as 'Essential and Mandatory' are bought. This reduces the generation of e-waste in the institute. Every piece of e-waste generated is collected and passed over to the recycling agency, which are approved by the Maharashtra State Pollution Control Board (MPCB). The Institute has also placed E-Bins in the institute premises for safe disposal of e-waste. The agency collects the e-waste and is properly recycled. Hence the disposal of e-waste is also done while minimizing the negative impact on the environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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	A. Any 4 or all of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The Institute conducts several programs for providing an

inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

For the promotion of unity in diversity, NSS Cell of DAIMSR organizes programs under Swatch Bharat campaign on the anniversary of Mahatma Gandhi. The program aims at strengthening the bond between people to strengthen the unity and integrity of India. Every year DAIMSR NSS Cell Conducts Special Camps in villages for NSS volunteers. These camps are directed towards various social issues impacting the lives of the people in the community viz-a-viz including social and cultural values among the young students. The volunteers mainly undertake awareness generation activities with regard to the social issues. The camps were conducted in villages of Navarbari, Tumbdee, Mangrul and Junapani

The NSS wing of the institute volunteers during Dhamma Chakra Pravartan Din as Police Mitra in overseeing the arrangements for over 15 lacs pilgrims at Deeksha Bhoomi.

The institute also organizes various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs like Asmaan and Anubhuti and present their regional cultural talents. These cultural events are organized at UG and PG level in the institute- and on different occasions like Independence Day, Republic Day, Azad Day etc. Apart from the annual cultural event organized by the institute, DAIMSR Students also conducts a week long cultural and sport event called Ayaan. To cater to the linguistic diversity, all student related competitions like Essay Writing, are conducted in English and regional languages.

The various departments of the institute conduct seminars, workshops, and outreach programs to promote communal harmony and tolerance. DAIMSR NSS cell organized Various activities like Painting, Wall painting, Lectures by Eminent Personalities.

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

Constitution day

Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities on the related themes.

Celebration of National Days

Every year Institute celebrates Republic Day, Maharashtra Day and Independence day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme.

Blood Donation Every year institute organizes blood donation camp in association with NSS or Rotary Club. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

Road Safety Rally

The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety. To create the awareness about role of students in the healthcare the students also participates in the rally every year. Every year Cyclethon- Cycle Rally is being organised in association with Rotary Club and institute as partners. The aim of the cycle rally is to create awareness and health concerns among the people of all ages.

Cleanliness/Plantation drive Students consistently and regularly participate in the cleaning activities on the several occasions including Mahatma Gandhi Jayanti on October 02, every year. Moreover, students are encouraged for active participation in the plantation.

During the Induction program the students are briefed on values, rights, duties and responsibilities Students are made aware about

the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

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rights, duties and responsibilities Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

A. All of the above

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

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

The institute gives due importance to issues which requires special sensitisation amongst the students community. Many issues included within and beyond the purview of the standard curricula are given due importance through various initiatives by the institute. The following activities are part of these efforts:

? Observing/celebrating important days like, International Women's Day, Human Rights Week, International Peace Day, International Youth Day, Gandhi Jayanti, Dr. Ambedkar Jayanti, Environment week etc

. ? Screening of videos on socially sensitive issues and expert guidance. ? Awareness campaigns are organised on issues such as Corruption, Health and Gender Equality

. ? Addressing social issues through workshops and Poster exhibitions.

? Smile project: A Special project designed to sensitize the students community on issues of differently abled children.

? Project Raddi: An awareness drive on waste management and Art of giving.

? The Institutional Festivals and Events are held on Socially relevant themes.

? Aids Awareness Drives are conducted to sensitize the students. Village visits are organised to study the problems and issues faced by the rural masses.

? E-waste awareness and 'No Plastic' days are celebrated to make the students aware on the environmental hazard of these non-biodegradable wastes.

? Digital India Week was celebrated in the institute to support the national campaign for usage of ICT.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

Online Learning Management Systems (OLMS):-

DAIMSR tackled the Covid-19 pandemic in an innovative manner. The continuous learning process of the student-body and access to education was assured by the entire college through shifting to the online medium of instruction. The institute purchased subscription to Zoom database and Google Student Suite for easy access and evaluation of the students. All members of the faculties developed e-lectures keeping the entire syllabus in mind. These lectures were uploaded in the Google Classrooms of each course by members of the faculty. The institute set-up both a studio for development of e-lectures and conducted a training program for the members of the faculty. The access to e-lectures during offline hours greatly facilitated the self-study of students along with actual lectures conducted virtually.

e-Library Access:-

The Covid-19 pandemic caused uproar in the traditional academic set-up. However, the institute moved quickly. A database of all course textbooks was created by scanning and uploading them to the Google-Classrooms for each course along with notes and question banks. The institute library also created a database of e-books through the textbook CDs and identified key reading materials for the benefit of students. These were uploaded the institute website and classrooms as well thereby allowing the student body a continuous access to their study materials.

Online Events & Special Days Celebrations:-

Student engagement plays a key role in institute values and vision. Thus, to maintain a steady engagement with the student body, DAIMSR conducted a set of events and competitions in the e-formats. This was initiated by the members of the faculty and various activities and competitions encompassing both academic and cultural aspects were conducted. Academic activities such as Case Study Exercises, Quizzes and Debates etc. were conducted. Cultural activities like online Dance and Singing competitions etc. were conducted. Special mention must be made; the students themselves volunteered and celebrated various Socio-Cultural Days commemorating the various great freedom fighters, scientists and heroes of India.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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 institute has time and again showcased its core principles and mission through providing the best possible education, research and social support to its stakeholders. During the raging pandemic the students and faculties undertook various activities by conducting classes for the underprivileged; skill development certifications and industry exposure through online internships and live projects thereby ensuring that students will be ready to face the upcoming challenges of a post-pandemic industrial environment. Various awareness initiatives were conducted for both the students, as well as, the members of the faculty for health and safety protocols to be observed when working. The institute set-up e-classrooms and even a studio for publishing and creating e-content for education and various training programs for the same were conducted for members of the faculty as well. Rigorous evaluation and assessments were carried out by the institute to ensure that students will not lose out on their education. The institute remained in touch with the parents throughout the duration of the academic year and the placement cell provided employment opportunities for even those batches that had passed out. Counselling and training was provided to the student body to ensure that the student's psychological well-being was taken care of. The digital resources in the form of video lectures and study material have been made available to the students to which they have 24 x 7 access. Industry-Institute interaction also continued despite the pandemic. A significant number of faculty-student collaboration through research publications has also bolstered the institute standing among the core stakeholders and society in general.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The following activities are proposed for the next academic session:

1. Improve the overall research quality and ensure that all the faculty members have been published in Authentic Scopus/WoS/ABDC/ESCI/SCI journals.
2. Incentivize faculty research for going above and beyond prescribed targets and IPR.
3. Purchase anti-plagiarism software to improve quality of manuscripts to be published by the members of faculty.
4. Conduct an SPSS training program for members of the faculty.
5. Introduce HRIS for the ease of operations by members of the faculty and administrative department.
6. Conduct recruitment process for members of the faculty.
7. Appointment of faculty in-charge specializing in MoU, Live Projects, Internships and Corporate Linkages.