

**Internal Quality Assurance Cell (IQAC)**

**Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions**  
(Revised in October 2013)



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

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

## The Annual Quality Assurance Report (AQAR) of the IQAC

The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year.

### Part – A

AQAR for the year (*for example 2013-14*)

2016-2017

#### 1. Details of the Institution

1.1 Name of the Institution

Manel Srinivas Nayak Memorial Besant Institute of PG Studies

1.2 Address Line 1

Besant Vidya Kendra,

Address Line 2

Bondel

City/Town

Mangalore

State

Karnataka

Pin Code

575 008

Institution e-mail address

[msnmbesant@gmail.com](mailto:msnmbesant@gmail.com)

Contact Nos.

0824-2482668/2482669

Name of the Head of the Institution:

Dr. Narayan Kayarkatte

Tel. No. with STD Code:

0824 – 2485267

Mobile:

9341446472

Name of the IQAC Co-ordinator:

Mrs. Rashmi H.

Mobile:

9901392624

IQAC e-mail address:

msnmiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879) 14727

**OR**

1.4 NAAC Executive Committee No. & Date:

EC/62/A&A/159

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

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

1.5 Website address:

[www.msnm.besant.edu.in](http://www.msnm.besant.edu.in)

Web-link of the AQAR:

[http://msnm.besant.edu.in/AQAR\\_2016-2017.pdf](http://msnm.besant.edu.in/AQAR_2016-2017.pdf)

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

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.70	2013	5 <sup>th</sup> January 2013 to 4 <sup>th</sup> January 2018
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

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

- i. AQAR -2013-14 - (03/06/2015)
- ii. AQAR 2014-15 - (14/12/2015)
- iii. AQAR 2015-16 - (20/08/2016)
- iv. AQAR 2016-17 - (17.07.2017)

### 1.9 Institutional Status

University                      State     Central     Deemed     Private

Affiliated College              Yes     No

Constituent College                  Yes     No

Autonomous college of UGC    Yes     No

Regulatory Agency approved Institution Yes  AICTE

Type of Institution Co-education  Men  Women   
 Urban  Rural  Tribal   
 Financial Status Grant-in-aid  UGC 2(f)  UGC 12B   
 Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)   
 TEI (Edu)  Engineering  Health Science  Management

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

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

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="7"/>
2.3 No. of students	<input type="text" value="4"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="25"/>
2.10 No. of IQAC meetings held	<input type="text" value="08"/>

2.11 No. of meetings with various stakeholders  Faculty & Non-Teaching Staff

Students  Alumni  Parents

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. Faculty Development Programme on 'Sourcing and Execution of Research Projects.'
2. International Conference on 'BREXIT'.
3. Workshop on 'Entrepreneurship Development Awareness'
4. Two days Workshop on 'Enhancing Personal Effectiveness for a rewarding Career for UG Students.'
5. Workshop on 'Career Guidance.'
6. Workshop on 'Resume Writing and Interview Skills.'
7. Workshop on 'Coaching for IBPS.'

2.14 Significant Activities and contributions made by IQAC

- Evolving Add on courses/inputs to supplement the University Curriculum.
- Maintaining timelines and quality in academic deliveries.
- Supporting and directing Research activities
- Involving in Extension activities.
- Giving feed back to Governing Council and taking the management guidance to faculty team.
- Conducting various programs/seminars as above.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
The activities mentioned in the Academic Calendar were conducted in the Institute.	

*The Academic calendar for the academic year 2016-2017 is enclosed – Annexure 1*

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

Details were discussed from time to time and advice sought. All the important activities are done as per the guidance and advice of the Governing Council. A committee consisting of two G.C.Members and the Director monitors NAAC and IQAC related activities.

**Criterion – I****1. Curricular Aspects**

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1	NIL	1	
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	1		1	

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	
Annual	

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

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

***\*Please provide an analysis of the feedback in the Annexure (Provided in Annexure 2)***



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

The revised syllabus of M.B.A. degree programme under CBCS is implemented from 2014-2015.

1.5 Any new Department/Centre introduced during the year. If yes, give details. No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	9	1	1	-

2.2 No. of permanent faculty with Ph.D.

3

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	-	1	-	-	-	-	-	2	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	11	8
Presented papers	6	6	4
Resource Persons	1	1	-

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

- To provide a real/practical insight about the subject, the students are given tasks that make them collect information by visiting real work places, discussing with the employees of various organizations and observing some situations.
- Field visits and simulated environment is created to get a feel about the real business world.
- Off the class room sessions (Beach classes, Dialogues with corporate professionals, Library classes, Industry visits etc.)

2.7 Total No. of actual teaching days during this academic year 160

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

Two Internal exams for 50 mark each are conducted by the Institute for 30% weightage and the Final semester exams are conducted by Mangalore University. Both exams contain descriptive and MCQs type. Open Book are also conducted by some faculty.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 2

2.10 Average percentage of attendance of students 90

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I Class	II Class	Fail	Pass %
MBA 4 <sup>th</sup> SEM (16 <sup>th</sup> Batch)	48	15	33	0	0	100%
MBA 2 <sup>nd</sup> SEM (17 <sup>th</sup> Batch)	82	11	59	12	0	100%
MBA 3 <sup>rd</sup> SEM (17 <sup>th</sup> Batch)	82	29	46	7	0	100%
MBA 1 <sup>st</sup> SEM (18 <sup>th</sup> Batch)	81	29	46	5	1	98.76%

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

1. Through periodical staff meetings
2. Through analysing academic results.
3. Through students feedback
4. Through Director & Peer Group feed back

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes (FDP)	09
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	3
Field visit to companies to gain practical insight	5

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	-	-	-
Technical Staff	4	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- It maintains active research forum for the students and faculty members to carry research work in the academic year.
- Student projects are research based.
- Conducting additional sessions on Research methodology

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	Nil	Nil	Nil
Outlay in Rs. Lakhs	10k			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	1	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		11	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1	MSNM BESANT	Rs.5000	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from - Nil / NA

3.9 For colleges : NA

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	Natio nal	State	University	College
Number	1	-	-	-	-
Sponsoring agencies	Management of the Institute	-	-	-	-

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

3.13 No. of collaborations: Nil

3.14 No. of linkages created during this year: Nil

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year NIL

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

Total	International	National	State	University	Dist	College
-	-	--	-	--		

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

1
2

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

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

3.21 No. of students Participated in NSS events: Nil

3.22 No. of students participated in NCC events: Nil

3.23 No. of Awards won in NSS: Nil

3.24 No. of Awards won in NCC: Nil

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="4"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text" value="3"/>

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

- School Chalo , Health awareness, Beach cleaning, Save fuel
- Career Guidance, Prepare for aptitude tests
- Financial Education
- Chilume for less privileged students.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.65 Acres			3.65 Acres
Class rooms	9			9
Laboratories	1			1
Seminar Halls	2			2
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	8 Projectors 44 Computers 10 Laptops CCTV	1 Projector 25 Computers 1 Online UPS PA Sound System Voice Conference Video Conference	WNES	9 Projectors 69 Computers 10 Laptops CCTV 1 Online UPS PA Sound System Voice Conference Video Conference
Value of the equipment purchased during the year (Rs. in Lakhs)	7,35,961.80	14,78,332.8	WNES	22,14,294.6
Others				

#### 4.2 Computerization of administration and library

Library is computerized with Easylib Software

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	6797	8,57,988.58	1148	51,016.25	7945	9,09,004.83
Reference Books	366	3,28,691	-	-	366	3,28,691
e-Books	Nil	-				
Journals	29	44,033.5	-	-	21	44,672
e-Journals	-	-	-	-	-	-
Digital Database	2	2,18,400	-	-	2	2,08,700
CD & Video	102	29,705.5	-	-	102	29,705.5
Others (specify)	Nil					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	44	1	2	1	1	7	6	10
Added	25	0	0	0	0	0	0	0
Total	69	1	2	1	1	7	6	10

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

Training is given to the students for the usage of digital database such as J-gate and Proquest by the respective Training Executives of the Company.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	13,31,399.8
ii) Campus Infrastructure and facilities	7,90,046.00
iii) Equipments	1,11,602.00
iv) Others	82,639.00
<b>Total :</b>	<b>23,15,686.80</b>



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Formulation of various Committees: Samanvaya – Students Forum, Mentoring, Anti-ragging Cell, Women Development Cell, Manel Srinivas Nayak Knowledge Cell, Guest Lecture Committee, Library/Lab Committee, Wisdom Cell, Chaithanya – Extension /social service activities, Self Development Activity, Placement Training Activity

#### 5.2 Efforts made by the institution for tracking the progression

The progression of students is tracked through Self Development Activities/Classes, Placement Training Classes and Mentoring Sessions by the faculties. Internal Examinations are conducted for assessing the academic progression.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	161		

#### (b) No. of students outside the state

04

#### (c) No. of international students

NIL

	No	%		No	%
Men	73	44.78	Women	88	53.98

General	Last Year (2015-2016)						This Year (2016-2017)					
	SC	ST	OBC	Minority	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
14	6	3	80	26	-	129	21	5	7	101	27	161

Demand ratio 93.33      Dropout % 1.2

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

The institute provides IBPS coaching as a non-credit course to prepare the students for aptitude tests and other competitive exams. Certificate course on taxation for students has been conducted

#### No. of students beneficiaries

42

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Faculty members are allotted as mentors to help the students in issues related to academics, institute and career guidance. Placement Training classes are also conducted to prepare the students for placements. Self Development classes are conducted to help the students in improving communication skills. Guest Lectures are organized under Manel Srinivas Nayak Knowledge Series where top management executives from corporates address the students on diverse topics and career opportunities

No. of students benefitted

161

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	80	15	46

5.8 Details of gender sensitization programmes

The Institute has a Women Development Cell which organizes talks and programs by eminent persons in order to create awareness about gender equality.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events (Management Events)

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	120	6,33,000
Financial support from government	102	29,18,320
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_ Nil \_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

#### VISION

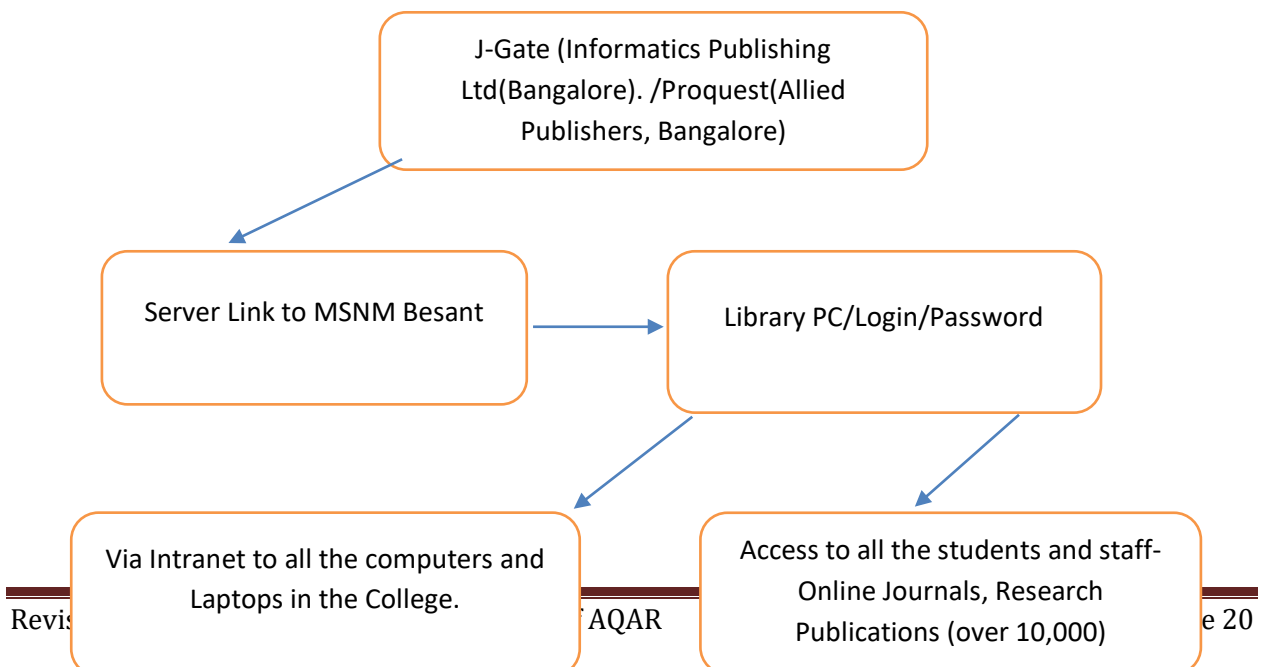
- To be a centre of excellence in the sphere of Post Graduate Education and Research, and to prepare business leaders having concern for human values and ethics.

#### The Mission

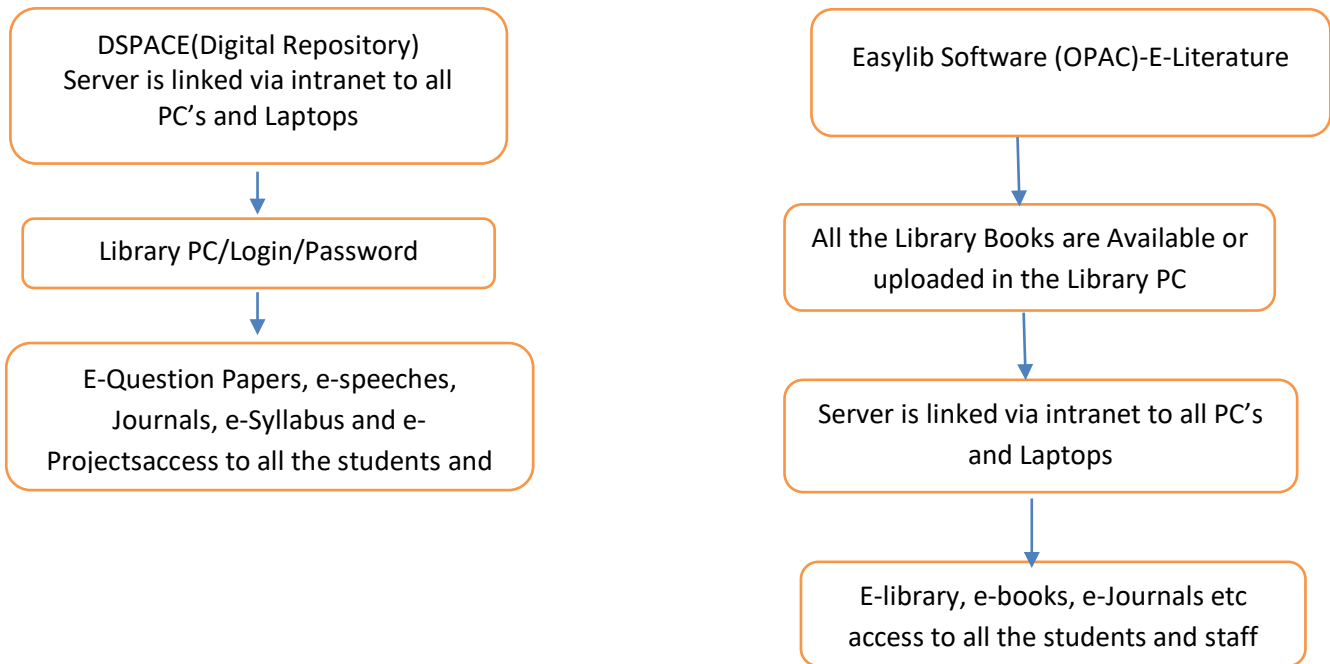
- To nurture high standards in academics , research and consultancy by upholding quality and continuous improvement so as to disseminate relevant contemporary knowledge and skills in the field of business management among students, researchers and corporate participants,
- To develop and shape future business leaders with a global outlook, high ethical standards, and utmost care for the human values ,
- To nurture creativity among students and foster a positive attitude, honesty, integrity and social concern in their profession and business; and thereby groom socially responsible citizens for the nation.

6.2 Does the Institution has a Management Information System

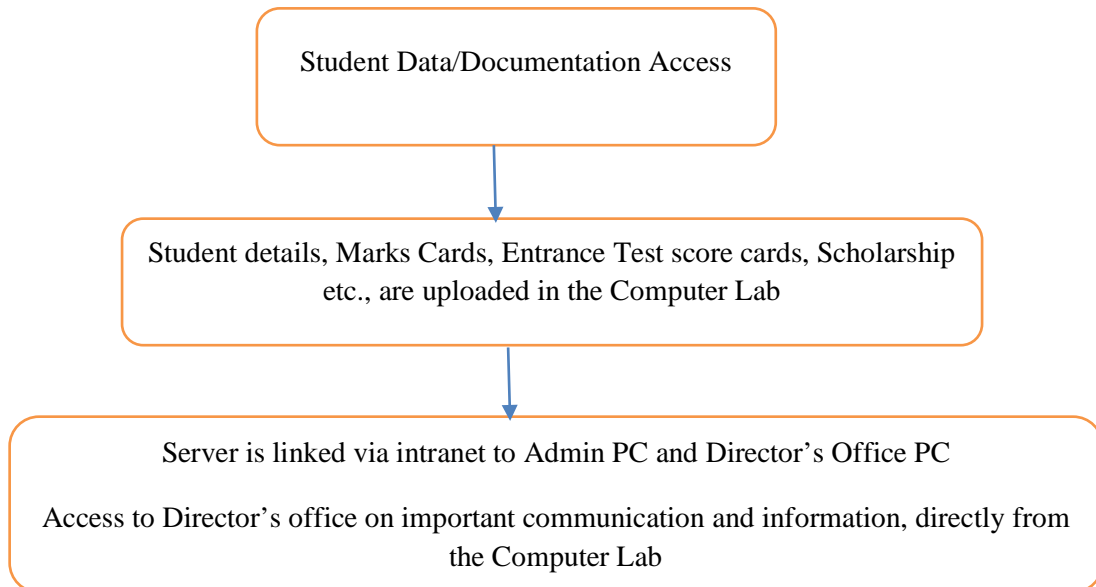
#### MIS - Library/Computer Lab



### MIS - Library



### MIS - Lab



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

### 6.3.1 Curriculum Development

The base curriculum is developed by Mangalore University. The institution offers several ad-on courses with an objective of overall development and updating of a student in terms of domain knowledge, computer literacy, employability skills and enhancement of soft skills.

### 6.3.2 Teaching and Learning

Faculty members are persuaded to pursue advanced courses to enhance their knowledge in the respective disciplines handled by them. Encouraged for NIT and PhD.

They are also encouraged to attend FDP Programs, Workshops, Seminars etc., organised by various institutes in and around Mangalore to strengthen the hold on their subjects.

The institute organises programs under the banners like MSN Knowledge Series, MSN Health Series and MSN Dialogue Series, where dignitaries of rare distinctions of international and national repute who are successful in the corporate world, leading bankers, specialised doctors, religious leaders, academicians etc., are invited for a lecture so as to reinforce the learning experience of both students and faculty members.

The institution has various forums and clubs like Innovation Club, Gavel Club, Women Development Forum, Placement Cell, Samanvaya – An intra-collegiate Management Competition for the overall development of the students in the areas like Communication, Innovation & Creativity, Public speaking skills, Employability skills and also to foster healthy competitions within the peer groups.

### 6.3.3 Examination and Evaluation

The Semester Examinations are conducted in our institution under the guidance of Mangalore University, the question papers and all the stationary requirements are procured from the university.

The Director of the institution is the Chief Superintendent of the semester examination and a faculty member serves as an Office Superintendent and external examiner from another MBA institute will be deputed to our institute by the university as a Deputy Chief Superintendent.

The institute conducts two internal tests every semester containing questions both descriptive and objective and evaluation has the units from class participation presentations, class tests, quiz, projects, assignments, role plays, case studies, group discussions and extra circular activities.

#### 6.3.4 Research and Development

Faculty members are encouraged by the management to take up research related activities by backing them in terms of financial aids.  
They are also supported to enrol for the doctoral program by liberalising on their leave policies.

Students are motivated to present papers in the national conferences and the expenses are borne by the institution.

Students are guided by the faculty members to undertake their final projects research based.

Students are also encouraged to take up minor projects.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The institution has a spacious library which is having more than 6500 books and a digital repository with access to online journals, eBooks etc.

The institute has a well arranged computer lab equipped with latest configurations which is funded by Tata Capital Pvt Ltd.

The state of the art building with one Auditorium with a seating capacity of 700 people, an Air-conditioned Academy Hall with good acoustics and a seating capacity of 200 people, an Air-conditioned Seminar Hall with a seating capacity of 250 people, were Guest Lectures, presentations and seminars are held. The institute also has a recreation room for indoor games, Ladies room, Sick room and a Sports room where all the equipment are kept.

There are 6 class rooms and 2 seminar rooms which are equipped with computer aided facilities.

#### 6.3.6 Human Resource Management

The institute's human resource comprises of the Director, 10 Faculty Members and 16 Support Staff.

The compensation plan includes Basic salary, Provident Fund, Dearness Allowance, for the faculty Members and ESI facility for eligible staffs.

The leave schemes include Casual Leaves (CL), Earned leaves (EL) and Vacation Leaves for the faculty members and CL and EL for the support staff.

The institute also has a Gratuity plan for employees eligible for the same.

#### 6.3.7 Faculty and Staff recruitment

- 1) Dr. Sukanya Rao, Ph.d
- 2) Mr. Prashanth Bhat, MBA

### 6.3.8 Industry Interaction / Collaboration

The institute has collaborated with Tata Capital and is successful in setting up a computer Lab in the institution.

Management is instrumental in collaborating with people from corporate so as to impart industry related knowledge and recent developments in the concerned sectors.

The institute organises frequent industrial visits to the all the students so as to educate them about the practical aspects of support their theoretical knowledge.

The institute welcomes guests from corporates and industries to deliver their expertise and experiences to enhance the learning abilities of the students and staffs, under the banners of Manel Srinivas Nayak Knowledge Series and Dialogue Series.

Pool Campus interviews and Campus placements are held to provide placement opportunities to the students.

### 6.3.9 Admission of Students

Total students admitted in the academic year 2016 are 82.

### 6.4 Welfare schemes for

Teaching	Group Insurance, Funding for self development, Provident Fund, Opportunities for pursuing higher studies, Free transport facility, In house health clinic
Non-teaching	ESI, Provident Fund and Free Transport Facility, inhouse health clinic
Students	Group Insurance, inhouse health clinic

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done Yes

No



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

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

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

The director and the staff prepare the needed changes in the syllabus and examination patterns and submit the recommendations to the Registrar (Evaluation) of Mangalore University every year. University has been introducing more and more ICT enabled exam system.

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

Mangalore University has conducted two programs for Principals/Directors on Autonomy. The institute Director has attended the program.

6.11 Activities and support from the Alumni Association

Since the Institution has a history of 18 years it is backed with a strong Alumni base. Every year alumni meetings are conducted and the proceedings are recorded.

The alumni visits our institute regularly and shares their experiences and career tips to succeed in corporate.

They help us in placing the present students of the institution in reputed companies.

Alumni has given scholarships to students having less family income.

#### 6.12 Activities and support from the Parent – Teacher Association

The institution does not have a formal Parent-Teacher association set up, but it is ensured that, there is constant exchange of communication.

The parents are informed and invited for all the major occasions held in college.

The institute organises a parent teachers meet so as to keep the parents informed about the functioning of the college, various events that are hosted in the institute, dignitaries delivering special talks, Placement records and more specifically the performance and the scope for improvements in their respective ward.

The last Parents meet was on 12-5-2017.

#### 6.13 Development programmes for support staff

The support staff of the institution is given an opportunity to pursue further education if in case they have discontinued it for various reasons. Faculty members take keen interest in guiding them and also providing course material to support the cause.

The institute creates awareness about health by hosting Yoga Campaigns in the campus for the staff.

The institute has provided an opportunity for support staff to be an invigilator in the newly set up TCS examination Centre.

Training on General etiquettes, health & hygiene, work related training etc., are given with an objective to improve their proficiency to perform better and keep them updated.

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

The campus is filled with lush green environment with a well maintained garden and more than 50 trees inside compound.

There is also a culture of planting of saplings by an outgoing batch on the day of their farewell and also when a dignitary visits the campus.

We have the in-house gardeners performing the routine chores and the external nurseries to maintain the beauty of the green campus.

Cleanliness is given utmost importance and waste disposal measures are taken care in the campus.

## Criterion – VII

### **7. Innovations and Best Practices**

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

The institute has a active innovation club: We conduct various management activities such as Model Making competition for sustainable development, Management Film Festival, to reduce stress laughter therapy: comedy competition, Entrepreneurship development activities: Business plan, Talk from successful entrepreneurs, Panel discussions and simulation on the same. Pun Festival to infuse creativity and innovative thinking a week long activity was conducted on Puns.

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

Self-Development activities and placement training, Outreach activities and case study development from students on entrepreneurs, progressive Gavel club activities, Swachh Bondel – Cleanliness campaign, MSNM Knowledge series, MSNM Dialogue series with professional managers, MSNM Health series, Industrial visits for practical learnings and experiences

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

MSNM Knowledge Series/ Dialogue Series /Health Series.: Here the resource persons from Corporate expertise and Government expertise deliver lecture and interact with the faculties, students of the institute and public in general. Edify Management fest 2016/17 was on the theme of Smart City as Mangalore is shortlisted as one of the probable city for smart city to infuse the spirit and contribution from our and other institute students we conducted, this generated a lot of ideas and awareness on the same.

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

- 7.4 Contribution to environmental awareness / protection

Model making competition for sustainable development was conducted in the institute for the students to create awareness for a clean and green environment and sustainable development. Specific movies and clippings on environment protection and green concepts have been telecasted to the faculty and students of MSNM Besant to increase the awareness. Swachh Bondel – Cleanliness campaign was conducted by students of MSNM Besant for cleanliness drives.

7.5 Whether environmental audit was conducted? Yes  No

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

Students conducted trade fair, yard sales and also Mud Olympics activity conducted by our students in the village to preserve the local culture and games and traditions going further.

Maury Thai and self-defence classes conducted to increase the safety among our students along with strong Physical fitness with mental Fitness.

**8. Plans of institution for next year**

- To introduce relevant Certificate courses in tune with the industry requirements.
- To seek autonomy and be an autonomous institute.
- To increase the industry and institute interface by internships and live projects

Name : Mrs.Rashmi H

Name : Dr. Narayan Kayarkatte

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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ANNEXURE-1

**MSNM Besant Institute of PG Studies  
ACADEMIC CALENDAR  
July 2016 – June 2017**

SN	MONTH	ACTIVITY	FACULTY CO-ORDINATOR
1.	August 2016	Commencement of 3 <sup>rd</sup> Semester Classes	
2.	August 2016	Introduction of Mentoring Sessions	All Faculty
3.	August 2016	Introduction to MS-Excel Training	Mr. Srikrishna Bhat
4.	August 2016	Introduction of Placement Training	Mr. Sachin R. Chandra
5.	August 2016	Introduction to IBPS Training	Mr. Ravisha B.
6.	August 2016	Commencement of Summer Internship Presentation	Mr. Sachin R. Chandra
7.	August 2016	Commencement of Samanvaya – Student Forum Activity	Mr. Ravisha B.
8.	August 2016	Commencement of Gavell’s Club Activity	Ms.Deeksha
9.	August 2016	Commencement of Library Cell/Wisdom Board Activities	Ms.Ashalatha, Ms.Jyothi,Ms.Fathima
10.	August 31,2016	MSNM HEALTH SERIES-Talk on ‘Self Medication’ Dr.Vishnu B. Chandran	Ms.Parinitha
11.	September 1, 2016	Commencement of first Semester Classes	
12.	September 5, 2016	Teachers Day	
13.	September 7-13,2016	Pre-MBA Orientation Programme	Mr. Suresh Shenoy
14.	September 2016	Commencement of Self Development Activities for 1 <sup>st</sup> Semester students	Mr.Sachin R.Chandra Mr. Vinaykrishna
15.	September 2016	Commencement of Library Sessions for 1 <sup>st</sup> Semester students	Mrs.Ashalatha, Ms.Jyothi,Ms.Fathima
16.	September 2016	Commencement of Discussion on current topics for 1 <sup>st</sup> Semester students	Dr.Rajesha M.
17.	September 2016	Commencement of Computer lab sessions for 1 <sup>st</sup> Semester students	Ms.Parinitha
18.	September 10,2016	MSN DIALOGUES ON PROFESSIONAL MANAGERS-Mr.V.G.Siddartha,Chairman, Coffee Day Group.	Mrs.Rashmi H.
19.	September 12,2016	Inauguration of Online Exam Centre-Mr.Harish Bhat, Member,Group Executive Council,TATA SONS.Mr.Ashok Pai,Treasurer & Secretary,TMA Pai Foundation,Manipal.	
20.	September 16, 2016	ANKUR-2016, Inauguration of 18 <sup>th</sup> Batch	Mr. Suresh Shenoy
21.	September 27,2016	Freshers Day	
22.	September 27,2016	Guest Lecture- Prof.Patrick Becka,USA	Mrs.Rashmi H.

23.	October 2016	1 <sup>st</sup> Internal Test for 3 <sup>rd</sup> Semester students	
24.	October 5,2016	MSN KNOWLEDGE SERIES-Talk by Dr.M.Subramanyam,Commissioner of Customs,Central Excise & Service Tax,Mangaluru.	Mr. Vinaykrishna
25.	October 14, 2016	Swacch MSNM Campaign	Mrs. Rashmi H. Ms. Deeksha
26.	October 20, 21,2016	J-GATE Training for Students	Mrs.Ashalatha
27.	October 25,2016	MSNM HEALTH SERIES-Talk on Cancer Awareness-Dr.Guruprasad Bhat.	Ms.Parinitha
28.	October 26,2016	1 <sup>st</sup> Internal Test for 1 <sup>st</sup> & 3 <sup>rd</sup> Semester Student	
29.	November 2-6,2016	Innovation Club- Pun Festival	Mr.Sachin R.Chandra
30.	November 4, 2016	Guest Lecture on 'Urban Cooperative Banks'- Sri V.Leeladhar, Former Dy. Governor, RBI	Ms. Rashmi H.
31.	November 2016	Commencement of project work for III SEM Students.	All Faculty
32.	November 11, 2016	EDIFY-An intercollegiate Management Fest-Smart City	Mr. Vinaykrishna Mr.Prashanth
33.	November 2016	Alumni Speaks- Mr. Mahalinga Sharma	Mr. Vinaykrishna
34.	November 7,8,9,2016	2 <sup>nd</sup> Internal Test for 1 <sup>st</sup> & 3 <sup>rd</sup> Semester Student	
35.	November 10, 2016	Guest Lecture on 'Demonetisation'-Sri V.Leeladhar,Former Dy.Governor,RBI	Ms. Rashmi H.
36.	November 25, 2016	FDP on 'Sourcing & Execution of Research Projects'-Dr.T.Mallikarjunappa	Dr.Rajasha M. Mr.Ravisha
37.	December 3,2016	MSN KNOWLEDGE SERIES-Talk by Sri Jeevandas Narayan,Former MD,State Bank of Travancore.	Mr.Vinaykrishna
38.	December 21, 2016	EDP- Start Ups, Mr.Ashith B.Hegde,Mr.Karthik Raj-Start up Entrepreneurs.	Mr.Sachin R.Chandra
39.	December 27, 2016	Alumni Meet	Mr.Vinaykrishna
40.	January 2017	Commencement of outreach activities	Mr. Suresh Shenoy
41.	January 2 & 3,2017	Management Film Festival	Mr.Sachin R.Chandra
42.	January 9, 2017	Commencement of 1 <sup>st</sup> Semester University Exams	
43.	January 30, 2017	Commencement of 2 <sup>nd</sup> & 4 <sup>th</sup> Semester Classes	
44.	February 2 & 3, 2017	International Conference on 'BREXIT'	Ms.Ashalahta, Mr.Ravisha B., Ms. Rashmi H.
45.	February 6, 2017	Entrepreneurship Development Programme	Mr. Suresh Shenoy Mr. Prashanth
46.	February 17, 2017	Inauguration of MSNM BESANT Sanjeevini Health Home-Dr.Subash,Dr.Manasa	Mr. Prashanth
47.	February 2017	EDP- Business opportunities for Women- Ms.	Mr. Suresh Shenoy

		Shalini Narendran,Ms. Manjaree	Mr. Prashanth
48.	February 20,2017	Guest Lecture-Mr.Keshavdas,CEO,Indiana Hospitals Pvt.Ltd,Mangaluru	Ms. Rashmi H
49.	February 21,2017	Guest Lecture-Dr.Lionel D'souza,Liverpool University,USA	Ms. Rashmi H
50.	February 23,2017	Certificate Course on Taxation in association with Fiscal Solutions, Mangalore.	Mr. Prashanth
51.	February 28,2017	CHILUME-CSR ACTIVITY	Ms.Deeksha
52.	March 9& 10,2017	Workshop for UG Students on Enhancing Personal Effectiveness	Mr. Suresh Shenoy Mr. Sachin R.Chandra
53.	March 8,9,10,2017	1 <sup>st</sup> Internal Exam for 2 <sup>nd</sup> & 4 <sup>th</sup> Semester Students	Ms. Rashmi H
54.	March 9,10,2017	A two day workshop for UG Students on "Enhancing Personal Effectiveness for a Rewarding Career	Ms. Deeksha Mr. Suresh Shenoy
55.	March 20,2017	MSNM Health Series-" Strategies to cope with psychological stress among students "-Dr. Smrithi Chhabra	Mr. Prashanth
56.	March 24 ,2017	Guest Lecture- Mr.Ankith on "Self Awareness"	Ms. Rashmi H
57.	March 24 ,2017	Women Development Cell- Mr. Karthik Kateel-Self Defence Training	Ms. Deeksha
58.	March 25,2017	Industrial Visit for 2 <sup>nd</sup> Semester Students to companies in Puttur.	Mr. Vinaykrishna
59.	March 31,2017	PROQUEST Training:Mr.Vikram,Allied Publishers,Bengaluru	Mrs.Ashalata Ms.Jyothi
60.	April 5, 2017	EDP Cell Activity : Mr.Ankith Kadri & Mr.Mithun Bhat	Mr. Sachin R.Chandra
61.	April 10,2017	Rotary – MSNM Besant Biz Quiz	Mr. Suresh Shenoy
62.	April 13,2017	MSN KNOWLEDGE SERIES-Talk by Shree Padre "Rain water harvesting-A guide for common man"	Mr. Vinaykrishna
63.	April 18, 2017	Placement interview: People Gamut, Mangalore	Mr. Sachin R.Chandra
64.	April 19, 2017	Innovation Club Activity: Yard Sale	Mr. Sachin R.Chandra
65.	April 26,27,28,2017	2 <sup>nd</sup> Internal Exams for 2 <sup>nd</sup> & 4 <sup>th</sup> Semester Students	
66.	May 07,2017	Worshop on preparation for PGCET- MBA ENTRANCE TEST	Mr. Suresh Shenoy
67.	May 09,2017	MSNM Health Series : Dr. Subash Shetty,Doctor,PHC,Bondel.	Mr. Prashanth
68.	May 10,2017	Annual Day	Mr.Ravisha

			<b>&amp;Mr.Suresh Shenoy</b>
<b>69.</b>	<b>May 19,2017</b>	<b>Farewell Function to 17<sup>th</sup> Batch Students</b>	
<b>70.</b>	<b>May 29 &amp; 30, 2017</b>	<b>Worshop on preparation for PGCET- MBA ENTRANCE TEST</b>	<b>Mr. Suresh Shenoy</b>
<b>71.</b>	<b>June 21, 2017</b>	<b>International Yoga Day</b>	<b>Ms.Yogitha</b>



## Annexure 2 (Feedback from Stake Holders)

### Students Feedback about Faculty and the Overall programme:

Towards the end of every semester, feedback from the students are taken through administering online Google form presently. The students respond to a structured questionnaire and offer feedback of the Faculty and the overall programme. The responses so obtained are summarised and the reports are automatically generated for each of the faculty Members. These feedback reports are scrutinized by the Director and is discussed in detail with the concerned Faculty Members.

The feedback is collated on Google and analyzed. Whenever the feedback is extreme, the concerned Faculty was informed and discussed to take remedial action.

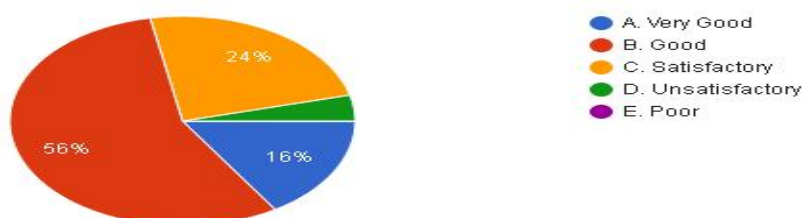
The Analysis format is as follows:

Faculty Name	No. of Responses obtained	Very Good %	Good %	Satisfactory %	Unsatisfactory %	Poor %

For example:

### 10. Overall Rating

25 responses



The parameters are as follows:

1. Knowledge base of the Teacher (As perceived by you)
2. Communication Skills (in terms of articulation and comprehensibility)
3. Sincerity/Commitment of the Teacher
4. Interest generated by the Teacher
5. Ability to integrate course material with environment/other issues, to provide a broader perspective
6. Ability to integrate content of the course with other courses.
7. Accessibility of the Teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)
8. Quality of quizzes Tests/assignment/examinations and projects to evaluate students understanding of the course.
9. Temperament in the Class
10. Overall rating.

### **Feedback from Alumni**

The alumni meet was conducted on 27<sup>th</sup> December 2016 at the Institute Campus in Bondel.

The key feedback from the alumni were as follows:

- Uniform should be mandatory to the students.
- Students domain knowledge based on opted specialization are to be strengthened.
- New subjects based on the present market needs to be offered as special courses to students.
- A professional e-mail ID is to be created by the students and trained how to write emails.
- Students should register in job portals like Naukri.com, Times.com etc.,
- A good placement brochure has to be designed in a professional manner

### **Action Taken:**

Uniforms are made compulsory on Monday and Wednesday and on special occasions.

Presently to enhance the employability skills of students every week self development classes and placement training is conducted. Additional courses on MS Excel and Taxation have been offered to the students. Students are trained as regards the email correspondence.

### **Feedback from Parents**

Parent's meet was held on 10<sup>th</sup> May 2017. More than 70 student's parents were a part of this meet. Parents were given a chance to interact with the Management members, Director and Staff

The major suggestions that came across in the meet were:

- Internal marks to be posted to the parents so as to know how the ward is performing academically.
- More Training programs should be organized to enhance the employability skills of the Students.

### **Action Taken:**

More Number of Training Programme would be offered to the students during the academic year 2017-2018. Parents are kept informed whenever the student performance is very high as well as extremely below expectation.