Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**KIT'S INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH**
Name of the head of the Institution	**DR. S. M. KHADILKAR**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02312636266**
Mobile no.	**9028817111**
Registered Email	**director@kitimer.in**
Alternate Email	**iqac@kitimer.in**
Address	**GOKUL SHIRGAON**
City/Town	**KOLHAPUR**
State/UT	**Maharashtra**
Pincode	**416234**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**MR. M. U. MAKANDAR**
Phone no/Alternate Phone no.	**02312636266**
Mobile no.	**7385549548**
Registered Email	**iqac@kitimer.in**
Alternate Email	**director@kitimer.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kitimer.in/naac.php

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.kitimer.in/files/Academic Calendar 2020 21.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.06**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC

01-Aug-2016

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation to newly enrolled students	**04-Aug-2018** **3**	**120**

Orientation to newly recruited staff	03-Jul-2018 2	12
Computer training to administrative staff	04-Jul-2018 1	5
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Computer Training to administrative staff

Case Study writing training

Admissions

Orientation to newly enrolled students

Orientation to newly recruited teachers

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

Plan of Action	Achivements/Outcomes
Case study writing	Students case study writing is improved.
Orientation to newly enrolled students, newly recruited staff and administrative staff	Training is successfully done
Admission	Number of admmissions improved
Result	Result is improved
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Management	18-May-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	16-Feb-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The Institution has MIS. Each student is connected to the institute through a unique identification and password system through moodle software. Al the types of academic work are carried out through this software. official notices are sent to the students through SMS system. Attendance of the students is taken through face and thumb reader software. All other university related activities like admission, exam forms, evaluation of internal marks, results etc, are done through software MKCL provided by University. Video Conferencing, online video lectures facility is also provided to the

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institute is affiliated to Shivaji University, Kolhapur. The University has designed the syllabus as per requirement of the course. Considering the current requirement and present scenario of globalization and emerging trends in the Industry, Information Technology, there is need to make students aware and synchronize with the skills required in the industry. The main objective of this course is to prepare the executives and managers for top level and middle level management in public cooperative and private sector organizations. The emphasis is therefore, given on developing a proper role perception of managerial level personnel in the Indian context by exposing them to a wide range of relevant areas, sufficiently in depth so that they may gain the confidence to interact with people at all levels and develop managerial skills for translating polices into action effectively. This is a full time master degree programme. The curriculum of this course is two years divided into four semesters. The teaching for Semester I and III is conducted from 1st August to 15th November (for 14 weeks) and teaching for Semester II, and IV is conducted from 1st January to 15th April (for 14 weeks). The University examinations are taken at the end of semester. In addition there is an internal examination for each paper conducted by the Institute. The subject teachers prepare syllabus plan and implement as per schedule. The faculty members prepare roll-on sheets. The roll-on sheet includes detailed plan of delivering syllabus. It includes role-play, group discussions, power point presentations and case study evaluations. Real life examples are also discussed for the awareness of the students. Before end of the term the class co-ordinators and HOD take feedback from the students as well from the faculty members. The feedback is regarding syllabus implementation, discipline maintenance, other extracurricular activities. The academic diary is maintained by each faculty member. The academic diary contains the attendance of the lecture, fieldwork etc. The academic diary is checked by the HOD and the Director of the institute. After taking feedback necessary action is taken. The midterm test is conducted by the institute. The answer sheets are assessed by the concern subject teachers. The students are asked to submit subject assignments. These assignments are also evaluated by the faculty member. The students are also delivering the seminars, which are essential for the personality development of the student. The feedback is taken from the students, teachers, employers, alumni and parents. The evaluation of feedback results about the improvements needed in the curriculum. The feedback of all these stakeholders is considered. The necessary action is taken after getting feedback. The curriculum is also discussed with the industrialists and corporate. These industrialists and corporate are the employers for the students. They suggest about the curriculum. The latest trends are discussed by these employers. The employers suggest the institute about the requirement of the industry. The parents give the feedback about the developments in the students. All the stakeholders participate in planning and implementation of the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development

| 0 | 0 | Nil | 0 | 0 | 0 |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Nill	01/07/2018
MCA	Nill	01/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
DIGITAL MARKETING	04/02/2019	39
PYTHON PROGRAMMING	09/09/2018	30
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	MBA	557
MCA	MCA	45

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedback is taken from the students, teachers, employers, alumni and parents. All these stakeholders regularly visit the institute. The students of MBA and MCA course give semester wise feedback. The students give subject wise feedback. The feedback is about the syllabus content, presentation,

information, counselling, discipline and interaction. Students give the rating of 5. If the presentation is very low then it will be 1 and if the presentation is best then it will be 5. The feedback form is prepared online. Students give their feedback with online system. The feedback is evaluated with online process. The collected feedback is then evaluated and analysed. The feedback is checked by the Director, and then communicated with the concern faculty member. If there is any complaint about the faculty then the issue is discussed with the faculty. The faculty is then counselled about the queries. The documentation of the feedback is then maintained for the further process. In the students feedback syllabus content is considered on priority basis. The students are then communicated about the requirement and improvement. The student feedback is most important feedback for the institute because they are the direct stakeholders of the institute. Teacher feedback is taken about the curriculum, student expectation, and other extracurricular activities. The feedback is considered for continuous improvement. The teacher feedback is checked by the Director of the institute. The Director take related action on the feedback. The Director communicates with the faculty members about the implementation and strategy. Various Industrialists and Corporate visits the institute. Most of them are the employers of our ex students. The institute organises their talk with the students. They interact with the students demanding their requirements. These employers talk about the recent scenario of the market. They try to tap the potential employees from the students. Employer gives feedback to the institute. The Director communicates the feedback with students and teacher. The feedback from the employer is essential as they are working on the field. Since 1994 the institute is in the field of Management studies and since 2009 in the field of Computer studies. Our alumni are working around the world. They are working in the various fields and with different positions. Their feedback is always important for the institute. They are closely attached with the institute. Their feedback is helpful to groom our students. The parents are having their hopes in their feedback. The parents are always thinking about bright future of their children. They are always expecting best for their son and daughter. The feedback of the parents is checked by the Director of the institute. The Director communicates the parent's feedback with the teacher, students and employer.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCA	MCA	60	55	49
MBA	MBA	120	117	110
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	Nill	358	Nill	21	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
21	21	5	7	2	2

View File of ICT Tools and resources

View File of E-resources and techniques used

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

In the institution Students Mentoring System is available. This system works very smoothly a smoothly and helps students to improve their skills and talents. Execution of this system is explained below. As soon as student's admission process is over, number of students is divided by all faculty members equally. 1. Allotment of students- all newly admitted students are equally divided among all faculty members and thereafter there will be continuous dialogues and interaction between mentor and mentee till the course ends. 2. Meetings between Mentor and Mentee- a. First Meeting: Immediately after admission of the students and at the beginning of the academic term Mentor calls a meeting with the students as it is the first meeting between Mentor and Mentee. There is a healthy interaction between both. There is a discussion of number of students issues related to the course, syllabus, exams, discipline etc. are discussed and even counselling is made. This meeting helps both to understand each other properly. Notice of the meeting is reached by the mentor to mentor well in advance mentioning the date, time, etc. of the meeting record of this meeting is maintained. b. Second Meeting: Second meeting is called during the 2nd term of the academic year. Same procedure is followed for conducting this meeting. Focus is put on evaluation of students and problems faced by the students during the 1st term and also feedback is taken. If it is found to do any additional things priority is given to that. Likewise there are minimum 2 meetings in a year between mentor and mentee. Every year this procedure is followed and it helps a lot to the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
358	17	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	21	Nill	12	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	Nill	Nill	NIL

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

MCA	6212	2018-19	11/05/2019	01/07/2019
MBA	6212	2018-19	30/05/2019	01/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As a part of internal evaluation of the students there is a system to continuously tend the students on various background. There are many tests (Verbal written) subject wise conducts by each subject teacher periodically. Normally at the end of the each unit there is test of students conducted by subject teachers and accordingly feedback is properly communicated to each student. This is continuous process for all students and for all subjects. Apart from above tests group discussions, personal interviews, debates on various current issues are frequently undertaken by subject teachers. As a evaluation part all above activities are regularly conducted and results outputs are communicated to the students. It helps students to improve their skills, knowledge, personality and competency level.

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

At the beginning of the every academic year academic calendar is prepared in which whole academic activities and its schedule is indicated. According to this academic calendar institute runs all programs during the year. There is a committee at the institute level for preparing academic calendar. There will be a deep discussion on various aspects issues among the committee members before preparation of the academic calendar. Subject wise, specialisation wise expert and experienced person, industrialist guest lectures are arranged. Industry visits and tours, seminars, workshops and FDP's, National Programme Celebrations, blood donation camps, sports and gathering, semester wise exam schedules, term start and term end, some other extracurricular activities etc are discussed and shown in the academic calendar and institute always work according to this calendar. This academic calendar helps to complete all the schedule programs in time very smoothly.

2.6 – Student Performance and Learning Outcomes

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

http://kitimer.in/files

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
6212	MCA	MCA	28	28	100
6212	MBA	MBA	112	93	83
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2.7 – Student Satisfaction Survey

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

http://kitimer.in/files/STUDENTS_SATISFACTION_SURVEY.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	nil	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Trademark (IPR)	MBA	14/09/2018
One Day Workshop on Research Methodology	MBA	07/03/2019
Workshop – Business Idea Generation	MBA	27/02/2019
Seminar on "Business Opportunities"	MBA	09/09/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	Nill	0
International	MBA MCA	1	2.3

No file uploaded.

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

Department	Number of Publication
MBA and MCA	13
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	Nill	NIL	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	7	1	13
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Marathi Bhasha Din	Nill	21	230
Admission Campaign	KIT IMER	15	Nill
orphanage visit	Nill	4	50
Tree plantation	Nill	21	292
Visit to gyan prabodhan	Nill	2	15
Yoga Day	Nill	21	Nill
Blood Donation	Arpan Blood Bank	1	60
Hygiene Awareness Program	KITs IMER	8	100
Digital Banking Awareness	State Bank of India KITs IMER	2	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Orphanage Visits	KITs IMER	Visit	4	50
Swachha Bharat Abhiyaan	KITs IMER	Awareness Program	2	20

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	0	0

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Profit Mart	04/07/2018	Placement, Internship	8
Delta Business Solution	Nill	Guest Lecture	42
Biyani Technologies	Nill	Placement	46

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
440000	223104

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Easy and Useful	Fully	1.1	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15642	5390391	616	324444	16258	5714835
Reference Books	1875	858673	2	131	1877	858804
e-Books	48	Nill	48	Nill	96	Nill
Journals	45	85143	43	94739	88	179882
e-Journals	1069	72290	1309	71390	2378	143680
Digital Database	2	Nill	2	Nill	4	Nill
CD & Video	1100	Nill	36	Nill	1136	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	210	5	1	1	2	2	2	20	3
Added	0	0	0	0	0	0	0	0	0
Total	210	5	1	1	2	2	2	20	3

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Moodle	http://210.212.172.177/imer/index.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
100000	64838	440000	223104

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

> There is a separate C M Cell which looks after overall developmental and maintenance work. The Cell has a team of skilled and semiskilled personnel working. This team looks after the daily maintenance of civil works such as furniture repairs, plaster works, painting carpentry, plumbing and house-keeping work. There is a separate team electric works, which looks after overall electrical work within the campus. AMC facility is available for Water purifier, generator and library OPAC software of campus. Replacement of Bulbs, tube lights, wiring, switches, door knobs, taps, and furniture is done immediately. The physical director looks after the maintenance of routine nature.

http://kitimer.in/#

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Rajarshi Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna(EBC), Govt of India postmatric scholarship (for S.C.Students), Postmatric Freeship (for S.C. Students), Tution Fee and Examination fee for OBC/ SBC /VJNT Studetns	196	6020888
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Meditation	09/09/2018	54	Art of Living
Goal Setting	22/06/2018	31	Breathing Brains
Importance of Communication	17/08/2018	35	Vikram Repe (Pudhari)
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Global Career Opportunities in Finance for MBA	Nill	79	Nill	79
2018	Android Development	Nill	28	Nill	28

2018	Security in Android Apps	Nill	27	Nill	27
2018	Career In Data mining	Nill	25	Nill	25
2018	Android Development for MCA	Nill	36	Nill	36
2018	A workshop on Career Prospects	Nill	69	Nill	69
2018	Challenges before Careeristc women	82	Nill	Nill	82

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
HDFC Sales SLK Global Gallagar Offsore Pvt Ltd Profitmart Trade Net Just Dial Swiggy ICICI Bank Ltd Jk Wealth Pvt Ltd Govind Milk Shoppers Stop Ltd Unique Auto T-cognition IndiaMart Future Supply Chain Yashaswi Scholars Katta AVIT	92	30	D Mart Metro Services GBS finance Jaro Education Karvy Stock Broking Glaxo Smithkline Ltd ICICI Prudential Ltd Apollo Munich Cure.fit Softtech Aloha Technology Pvt. Ltd GTL softwares	34	10

Solution Maestro					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	nil	nil	nil	nil
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

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

Activity	Level	Number of Participants
debate competition	Insitute level	24
Logistack	State level	139
Sports week Outdoor	Institute	342
Sports Week Indoor	Institute	140
Traditional Day	Institute	300
Annual Gathering	Institute	322
Imerge	State Level	153
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nill	Nill	Nill	Nill	Nill	nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are the important part of every educational institute. Todays education system is student oriented. As per Shivaji University norms the college student council had been formed for the year 2017-18. The class toppers were selected as class representatives. The Director had been selected two Ladies representatives, one sports representative and one cultural representative. Out of these four representatives two representatives are from reserved category. The Physical Director and one Faculty representative was selected by the Director of the Institute. This council worked for the issues and problems related with students during academic year. These council members worked for the various activities in the Institute. The activities were like

organizing the various events. The sports week and annual prize distribution function were the important functions organized by the students council. The Inter collegiate competition named as IMERISTACK was successfully organized by the student council. The members of student council organized social events like to donate the orphanage, visit to the blind students school etc. The council members organized tree plantation, making awareness about cleanliness. The students council helped in the placement activities like Job fair. The students council planned and completed the Industrial visits during the academic year. Various activities like Group discussions, Poster competition, Product making, Ad making were organized by the students council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes. Institution has registered Alumni on 11th May 2012. Alumni have enrolled in the association. Meetings have been conducted by the Alumni Association. The association support the institute with respect to the final placements of the students to the best possible extent in co-ordination with the IMER placement cell. The Association support to the Institute by bringing the Industrial exposure to the students through frequent visits at the campus. The Association provide a reason to the proud Alumni of IMER to get in touch with their Institute and provide their best of support in constant development of the Institute.

5.4.2 – No. of enrolled Alumni:

875

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

800

5.4.4 – Meetings/activities organized by Alumni Association :

Yearly 2 Meetings.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. At the strategic level the institute has various committees like Governing Committee, Local Management Committee, Equipment Committee, Staff Committee, Grievance Committee in order to transform vision and mission into relatives. Above committees monitor whether the proper procedures have been followed in the organisation for smooth functioning of the educational institute. 2. At the level of faculty members various committees are formed and faculties are motivated to head the committees. The objective behind the formation of these committees is to show case their organising and management skills. 3. At the Students level the students are motivated to work in various groups so as to empower them. The student council is formed under the able guidance at the faculty member. The sport week has been organised every year by the KIT's IMER before the annual day (gathering). Various social initiatives are taken by the institute to enhance the social awareness amongst the students of MBA and MCA program. Vision To become and remain first in the mind and choice of the stakeholders in Management and Computer education. Mission 1. To be known among the stakeholders for developing successful managers, entrepreneurs and leaders who are taught and trained by qualified and innovative faculty members. 2. To create the culture of quality in teaching and administration through effective

and efficient use of technology, pedagogy, research, infrastructure and industry interaction. 3. To empower the faculty members for using best teaching and training methodology's essential for imparting conceptual skill, technical skill, managerial skill, values and confidence. 4. To meet the needs of the industry by providing job ready manpower in the field of managerial and computer based jobs. 5. To encourage and facilitate research and innovation in the field of management and computer application.

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

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Yes

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6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admissions are through DTE Maharashtra. Institute arranges awareness programs about MBA and MCA in undergraduate colleges of Kolhapur and nearby talukas. Our faculty members are resource persons for the various programs arranged by undergraduate colleges in and around Kolhapur and create awareness about the opportunities for MBA and MCA graduates in the market. Institute arranges MBA-MCA entrance examination workshop for the undergraduate students without charging any fees. Institute has separate admission centre which provides all the support to the student from entrance examination to the final admission of the students
Industry Interaction / Collaboration	Institute has MOU with different industries in and around Kolhapur for summer training, visit, placements, guest lecturers etc.
Human Resource Management	At the start of semester, all the junior faculty members have given training by the senior faculty members of the institute. Non teaching staffs are also oriented to enhance their behavioural skills , computer software handling, MIS etc.
Library, ICT and Physical Infrastructure / Instrumentation	Every year, institute purchases new books of approximately of Rs.2, 50, 000/-. Library is frequently updated with new software, new magazines, journals, video lectures etc. Institute has a purchase committee and all infrastructures are equipped with advanced ICT. Institute has separate building, land, computers as per the norms of university and AICTE. Gents Hostel, ladies hostel, playground, canteen etc are on sharing basis with

	engineering college.
Research and Development	Institute has a research committee which decides the research activities in the institute. Different strategies are adopted like organization of research paper conference, conducting surveys in Kolhapur city, consultancy, and student's projects etc. Provisions are made in the budget for research activities.
Examination and Evaluation	There is an internal and external examination pattern. External examination is conducted by university and internal evaluation is done at institute level. Internal evaluation is based on the attendance, unit tests, submissions and students participation in various activities.
Teaching and Learning	All the programs are communicated to the students and teachers through academic calendar at the start of academic year. The teaching is done through advanced ICT like PPT's, Management Games, Online Videos etc. For MBA students, recent case studies are discussed separate leadership program has been designed for MBA students to horn the leadership skills
Curriculum Development	The curriculum is designed by the university once in every three years. Our senior faculties are the members of the syllabus committee of the university. There is a continuous discussion about the recent changes in the market, industries in the institute with industrialists, educationists and various stakeholders who are members of different committees of the institute. These suggestions are presented before the university syllabus committee. Apart from this some advance curriculum not included in university syllabus are covered through seminars, guest lectures, group discussions, video lectures etc.

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

E-governace area	Details
Planning and Development	Institute has implemented e-governance wherever it is possible and trying to develop e – governance system every year
Administration	Administrative office is using different online softwares provided by university and also developed by in

	house faculty and students
Finance and Accounts	latest tally software is used in this department.
Student Admission and Support	online admissions through DTE Maharashtra
Examination	Question papers received online just before 20 minutes before exam time with security password by SRPD system of the university. Online hall tickets, exam summary and internal mark submission.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	MR. R. K. JAMBHALE	CONFERENCE	SHIVAJI UNIVERSITY, KOLHAPUR	2000
2018	MR. K. A. POL	WORKSHOP	SHIROLI	1180
2018	MR. M. U. MAKANDAR	FDP	BIDRI	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	training program leadership skills	training program on personality development	03/07/2018	04/12/2020	12	5
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY DEVELOPMENT PROGRAM	1	20/10/2018	22/10/2018	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	13	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF , Gratuity, pension , Insurance, research funds, all kinds of leaves etc	PF, gratuity, pension, Insurance, all kinds of leaves etc	All types of scholarships through government, insurance, book bank scheme, fees in instalment etc.

6.4 – Financial Management and Resource Mobilization

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

Institute has Local management council. Meetings of LMC are arranged by the Director of the institute in every semester. All financial matters are discussed in the meeting. Also external audit has been done by the external auditor.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KIT COEK	Yes	IQAC
Administrative	Yes	KIT COEK	Yes	IQAC

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

1) Mentoring 2) Academic calendar 3) Industrial Visit

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

1) Software training by University 2) Examination work training by university 3) computer training by in house faculty.

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

1. IQAC Documentation centre 2. Permanent Affiliation 3. NBA

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification		No
d)NBA or any other quality audit		No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation Program to newly enrolled students	01/07/2018	10/09/2018	12/09/2018	170
2018	Training to non teaching staff	01/07/2018	03/07/2018	04/07/2018	5
2018	Training to newly recruited teachers	01/07/2018	01/07/2018	03/07/2018	12
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day	09/03/2019	09/03/2019	98	Nill
Hygiene Awareness for Girl Students	02/09/2018	02/09/2018	70	Nill
Art of living (excellence at work place)I Excel E Drive	09/09/2018	09/09/2019	71	103
Meditation Workshop	09/09/2018	09/09/2018	32	46

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

Percentage of power requirement of the University met by the renewable energy sources
Institute of Management Education and Research is very much conscious about environmental issues. It has been creating awareness about environmental issues among the stakeholders since its inception. The institute has adopted certain practices to make the campus eco friendly and activities to increase the consciousness about contemporary environmental problems and issues are part of the institutional functioning. The institute follows energy conservation practices, effective waste management and plantation for making the campus clean, green and in the pink.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	10/02/2019	3	YONO App SBI	online transaction	93

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

Title	Date of publication	Follow up(max 100 words)
KITs IMER Code of Conduct	07/08/2019	The book contains Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Flag Hoisting (Republic Day)	26/01/2019	26/01/2019	65
Flag Hoisting (Independence Day)	15/08/2018	15/08/2018	74
Gandhi Jayanti	02/10/2019	02/10/2019	20

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

Energy Conversion
Environmental awareness campaign
Vasundhara (Earth) Day
Ozone Day
E waste Management
Tree Plantation Program
Survey on Fire Crackers

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Title of the Practice: Using in-house resources and talents for design and

development of software, advertisement material and information brochures. 2. Goal: To encourage students to use in house facilities for designing and development of IT soft ware for administrative excellence under the guidance of faculty. 3. The Context: Through this practice IMER motivates the students to develop IT software's which can be used for speeding up the administrative work of IMER. The aim is to inculcate management practices among these students as well as optimum utilization of the available resources. The advertisement, posters and banners are designed by creative students under the guidance of faculty. 4. The Practice: The institute since its inception has promoted the practice of involving the students in institutional administrative work to some extent. This is to provide them hands on training as well as improving the administrative efficiency student's involvement. The students of MCA are encouraged to design and develop various IT software which has helped the institute. The designing of visual material is done by our faculty Mr. Ranjeet Bhosale, using photoshop, corel draw etc. by involving students. 5. Evidence of Success: The students have developed following software: 1. IMER web site 2. MOODLE 3. All the advertisements and information brochures are designed within the departments. Students also have helped the institute in designing brochures, leaflets, promotional material, etc. This has helped the institute in reducing the cost and also has helped students to get real life task. 6. Problems Encountered and Resources Required: Problems Encountered: Certain advanced software's need sophisticated technical set up. Resources Required: Technical staff, licensed copies of state of the art software.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://kitimer.in/EResourses.php

7.3 – Institutional Distinctiveness

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

To uplift rural talent to cater to the developing environment, our institute is located in a semi-rural location. It is our endeavor to encourage rural under privileged talent to more professional and competitive environment. An Institute established in May 1983, Kolhapur Institute of Technology reflects the vision of leading industrialists and educationalists. The vast exposure and experience of its founders has helped KIT to establish its identity as an Institute of repute in the field of engineering and management education. The continuous growth of industry in India, in general and southern Maharashtra in particular created a growing demand for entrepreneur with specialized technical and managerial background. With a view to cater this growing demand from all parts of our country, the management of KIT started its own Management wing in the year 1994, affiliated to Shivaji University and approved by All India Council for Technical Education, New Delhi. The Institute is located on Pune-Bangalore highway (NH 4) south to the Kolhapur City. The Institute has a beautiful lush green campus elaborately spread over 27.72 acres of land with built up space of nearly 28,818 sq.mt. IMER is situated in 5 acres of land incorporates well furnished lecture rooms and other amenities like syndicate rooms, common rooms, well equipped Library and reading room, computer lab etc., according to AICTE Norms. The Promoters of this Institute are leading Industrialists and Educationalists, with the vast exposure and experience they have helped KIT to establish its identity as an Institute of repute. Our approach is to build strategies for leadership and organizational transformations and to promote individuals who are dedicated to achieve excellence.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1) Permanent affiliations- Institute is affiliated to Shivaji University, Kolhapur and has to renew affiliation every year through local enquiry committee of the university. Now Institute is planned to apply for permanent affiliation. 2) NBA accreditation- Institute got 'A' grade in the Year 2016 by NAAC and it is valid up to 2021. Institute has two departments MBA and MCA. MBA department is eligible to apply for NBA and now planning for it for next few years. 3) Placements- Institute is arranging Job fair every year and renowned companies are approaching the institute for the placements of the students. The target is to achieve 100 placement. 4) Awareness about professional education- The institute is located in rural area and most of the undergraduate students are unaware about the professional education like MBA and MCA. Institute is planned to rich to the maximum students about the opportunities of MBA and MCA. 5) Value added programs- In next few years institute is planning to start values added programs with minimum fees and quality education. 6) Social – Institute is trying to make MOU with the different NGO's so that the student should know about their responsibilities about the society and become a good citizen. 7) Foreign and local languages- Institute have some plans for foreign language and also local language courses. 8) Industry interaction- Institute is planning for strengthening the interaction with the industry by arranging industrial visits, trainings, guest lectures, MOU's etc. 9) Alumni- Institute is trying to increase the participation of Alumni in the institute activities for the training and placement of the students. 10) Autonomy- In next few years institute is thinking to become an autonomous institute. 11) Student Exchange Program- Student Exchange program with International University where Institute is willing to introduce the professional programs and collaborate them with international Universities.