



Karnatak Law Society's
INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH
Sy No.77, Vadagaon Road, Adarsh Nagar,
Hindwadi, Belagavi

SELF STUDY REPORT

Submitted
To
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BENGALURU**



Karnatak Law Society's

INSTITUTE OF MANAGEMENT EDUCATION AND RESEARCH

Sy. No. 77, Vadgaon Road, Adarsh Nagar, Hindwadi, Belgaum - 590 011.

(Affiliated to Rani Channamma University, Belagavi, Approved by Govt. of Karnataka, Bangalore, Recognised by AICTE, New Delhi)

Dr. Purushottam Bung

B.E., PDMS(Australia), M.B.A. (Australia) Ph.D., in Mgt.

DIRECTOR

☎ : (O) (0831) 2405511,12,13. Fax : (0831) 2481745, Cell : 74113 39344

E-mail : directoredu@klsimer.edu Website : www.klsimer.edu

Certificate of Compliance

(Affiliated Institutions)

This is to certify that KLS Institute of Management Education and Research fulfils all norms

1. Stipulated by the affiliating University - Rani Channamma University, Belgavi.
2. Regulatory Council/Body - AICTE
3. The affiliation and recognition is valid as on date.
4. In case the affiliation/ recognition is withdrawn by the authority concerned the same will be informed to NAAC immediately.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 19.11.2014

Place: Belgaum



Dr. S.G. Chiniwar

Director (I/c)

(Name and Signature with Office Seal)

PREFACE

Karnatak Law Society founded by eminent lawyers of Karnataka in 1939, has been rendering yeoman service in the sphere of professional education in this part of the country. It has the distinction of running colleges in the fields of Law, Commerce, Engineering & Management Education.

KLS' Institute of Management Education and Research, established by the Society in 1991, has achieved an enviable status due to a strong emphasis on academic and management competencies. IMER is an institute with a difference where students learn to apply the science of business to the art of management. The institute is focused on maintaining and enhancing its reputation and has a record for providing high quality teaching. Focus of IMER is to provide access to its educational programme to students from diverse backgrounds on the basis of merit. The institute strongly believes in the all round development of students.

This self-study report gives a comprehensive view of all our activities at the institute. The report focuses on the efforts made by the institute in enhancing the quality of education. Utmost care has been taken while providing the information about the institute. Our faculty team has made sincere efforts to compile the information related to all the activities conducted at our institute.

We appreciate all the teaching and non-teaching staff for their contribution in preparing the Self Study Report. We also thank the management for extending continuous support.

The NAAC accreditation process has motivated us to work more systematically in our journey towards excellence.

Director

Vision

- To be in the forefront of Management Education, Research and Consultancy
- To elevate our ranking from the current ICRA rating of EB3KA (pan Karnataka basis) and EB4+IN (pan India basis) to EB2KA and EB3IN respectively by 2018

Mission

- To achieve excellence at Industry Institution Interface and make presence in global and social outreach.
- To transform every student into successful business leaders ready to take on responsibilities in the real business world or into successful entrepreneur ready to start a new business enterprise or grow an existing business.

Values

- Integrity
- Commitment
- Passion

Quality Policy

To continually improve processes of Admission, Teaching, Learning, Examination, Evaluation, Placement, Research and Extension in order to become an industry friendly institution of academic excellence.

MANAGING BODY OF KARNATAK LAW SOCIETY, BELGAUM

President : Shri. Anant N. Mandgi
Vice Presidents : Dr. V .V. Huilgol Shri. R. B. Bhandare

BOARD OF MANAGEMENT

Shri. M.R.Kulkarni	-	Chairman
Shri. V.M.Deshpande	-	Secretary
Shri. P.G.Badkundri	-	Secretary
Shri. S.M.Kulkarni	-	Member
Shri. S.G.Punekar	-	Member
Shri. A.G.Kulkarni	-	Member
Shri. A.K.Tagare	-	Member
Shri. S.P.Joshi	-	Member
Shri. P.S.Kulkarni	-	Member
Shri. R.K.Belgaumkar	-	Member
Shri. U.N.Kalkundrikar	-	Member
Shri. R.S.Mutalik(Desai)	-	Member
Shri. S.G.Adhyapak	-	Member

Governing Council Members of IMER

Shri. Rajendra K. Belgaumkar	Chairman
Shri. V .M. Deshpande	Member
Shri. S. G. Punekar	Member
Shri. A. K. Tagare	Member
Shri. S. G. Adhyapak	Member
Shri. P. S. Dineshkumar	Member
Dr. Purushottam Bung	Director & Ex-officio
	Secretary

KLS MEMBERS

Shri. V. G. Badkundri	-	Member
Shri. S. G. Shirgurkar	-	Member
Shri. D. V. Kulkarni	-	Member
Shri. P .S. Sawkar	-	Member

SWOC ANALYSIS OF THE INSTITUTE

STRENGTHS:

1. IMER is the premier Institute in North Karnataka since its establishment, 24 years ago
2. Institute is governed by the Karnatak Law Society's management, known for imparting quality education, since its inception in 1939, 75 years ago.
3. The faculty members have rich experience in teaching and research holding diverse portfolios and responsibilities. In recognition of its strengths, IMER has been awarded a Research Centre by Rani Channamma University.
4. IMER is a standalone Institution in Belgaum city with 2.10 Acres of campus, state of the art building that facilitates various requirements of the MBA programme.
 - i. IMER Library including digital library is the richest library in North Karnataka. It has collection of Books, Magazines, Journals, Newspapers, e journals & all the necessary facilities to meet the requirements of MBA Programme. It is well furnished and a good ambience has been provided for students to sit and read for necessary reference work.
 - ii. The two Computer centers are well furnished, air-conditioned laboratories with 120 computers, which effectively facilitates, teaching- learning process.
5. Focus on internships and placements has helped students accomplish important goals in their lives.

WEAKNESS:

1. Need to harness alumni relations for the institute's quality of research, exposure, and placements.
2. IMER Brand recall is limited primarily to North Karnataka, which needs to expand foot print beyond North Karnataka.
3. Research Output needs to improve, and become more impactful relative to actual business problems in the region.

OPPORTUNITIES:

1. As a research Centre of Rani Channamma University there is a tremendous scope for carrying out research in streams of management including Ph. D research.
2. Belgaum is a major educational hub of North Karnataka that attracts many students from south Maharashtra, North Karnataka & Goa. This provides the institute an opportunity to collaborate with National & International universities & organizations for offering various courses in management.
3. Business sector in Belgaum is mainly comprised of SME's & family owned businesses. This provides scope for training & consultancy & for setting up an Incubation Centre for potential entrepreneurs.

CHALLENGES:

1. Tremendous competition from various B schools offering full time, part time & online MBAs.
2. Increasing demand for various other courses like M-Tech, M.Com, & Masters in Basic Sciences.
3. To attract more companies of repute for campus placement, as institute is located in a Tier II city.
4. Alumni participation in placement process.

B. Profile of the Affiliated /Constituent College

1. Name and address of the college:

Name: Karnatak Law Society's Institute of Management Education & Research
Address: Sy. No. 77, Vadagaon Road, Adarsh Nagar, Hindwadi, Belgaum
City: Belgaum State: Karnataka
Website:www.klsimer.edu

2. For communication:

Designation	Name	Telephone with STD	Mobile	Fax	Email
Principal	Dr. Purushottam Bung	O: 0831-2405511 R:	07411339344	0831-2481745	director@klsimer.edu
Vice Principal		O: R:			
Steering Committee Co-ordinator	Padmapriya R. Katagal	O: 0831-2405511 R:	09900421002	0831-2481745	padmapriyak@klsimer.edu

3. Status of the of Institution :

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By shift

i. Regular

ii. Day

iii. Evening

5. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Source of funding:

Government

Grant-in-aid

Self financing

Any other

7. a. Date of establishment of the college:

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	- NA -	
ii. 12 (B)	-NA -	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC

Under Section/clause	Recognition/Approval Details Institution/ Department/Program me	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
All India Council for Technical Education Regulations 2012 notified by the Council vide notification number F-No.37-3/Legal/2012 dated 27/09/2012	AICTE	2014-2015 Dated : 04-06-2014 Academic year	One year	

(AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban
Campus area in sq. mts.	8093.71
Built up area in sq. mts.	5287.35

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities

• Sports facilities

* play ground

* swimming pool

* gymnasium

• Hostel

* Boys' hostel (Shared with Sister Concern Institute)

- i. Number of hostels-
- ii. Number of inmates-
- iii. Facilities (mention available facilities) Mess, Electricity backup,
Post office, Bank & Gymnasium

* Girls' hostel (KLS IMER girls hostel & one hostel facility is shared with Sister concern Institute's hostel.)

- i. Number of hostels -
- ii. Number of inmates-
- iii. Facilities (mention available facilities) Mess, Electricity backup
& Gymnasium

* Working women's hostel

- i. Number of inmates
- ii. Facilities (mention available facilities)

• Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise)

- 1. Director -
- 2. Driver -

• Cafeteria --

• Health centre –

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance-

Health centre staff – Doctor on Call facility

Ambulance services are provided by sister concern Institute.

Qualified doctor Full time Part-time

Qualified Nurse Full time] Part-time

- Facilities like banking, post office, book shops
- Transport facilities to cater to the needs of students and staff -
- Animal house- NA
- Biological waste disposal-NA
- Generator or other facility for management/regulation of electricity and Voltage –
- Solid waste management facility
- Waste water management
- Water harvesting

12. Details of programmes offered by the college (Give data for current academic year – 2013-15 & 2014-16

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /approved Student strength	No. of students admitted
	Under-Graduate						
	Post-Graduate	M. B. A.	2 years	Any Bachelor Degree	English	120 (2013-15) 120 (2014-16)	108 108
	Integrated Programmes P G						
	Ph.D.						
	M.Phil.						
	Ph. D.						
	Certificate courses						
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details)						

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<input type="text" value="1"/>
-----	-------------------------------------	----	--------------------------	--------	--------------------------------

KLS Institute of Management Education & Research, Belgaum is recognized as Research Center under Rani Channamma University, Belagavi

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Science	NA		
Arts	NA		
Commerce	NA		
Any other not covered above			

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

- a. annual system
- b. semester system
- c. trimester system

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

- a. Year of Introduction of the programme(s)..... (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government Recruited										
Yet to recruit										
Sanctioned by the Management/society or other authorized bodies Recruited	03	02	01		04	3	15	04	01	01
Yet to recruit					2	1				

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	03	02	01				06
M.Phil.							
PG					04	03	07
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers							
Ph.D.							1
M.Phil.							
PG							4

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 05

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2010-12		Year 2 2011-13		Year 3 2012-14		Year 4 2013-15		Year 5 2014-16	
	Male	Female								
SC	05	04	08	02	7	--	03	03	9	1
ST	02	--	01	01	1	--	--	--	2	-
OBC	20	14	31	13	27	08	37	16	42	15
General	37	37	28	24	41	36	29	20	26	13
Others										

24. Details on students enrollment in the college during the current academic year:

2013-15

Type of students	UG	PG		M. Phil.	Ph.D.	Total
		2013-15	2014-16			
Students from the same state where the college is located		107	106			
Students from other states of India		01	02			
NRI students		--	--			
Foreign students		--	--			
Total		108	108			

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

a) Is it a registered centre for offering distance education programmes of another University?

Yes No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

1: 15

29. Is the college applying for?

Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: (dd/mm/yyyy) Accreditation Outcome/Result.....

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

249

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

169

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC ...4/7/2014.....(dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i)(dd/mm/yyyy)

AQAR (ii)(dd/mm/yyyy)

AQAR (iii)(dd/mm/yyyy)

AQAR (iv)(dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

KLS IMER is a recognized Research Centre of Rani Channamma University, Belgavi

CRITERION I

CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AND IMPLEMENTATION:

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

- To be in the forefront of Management Education, Research and Consultancy.
- To elevate our ranking from the current ICRA rating of EB3KA (pan Karnataka basis) & EB4+IN (pan India basis) to EB2KA & EB3IN respectively by 2018.

Mission:

- To achieve excellence at Industry Institution Interface and Social outreach.
- To transform every student into successful business leaders ready to take on responsibilities in the real business world or into successful entrepreneur ready to start a new business enterprise or grow an existing business.

Goals:

- To achieve 100% placements with an average package of Rs. 5.00lakhs by 2018 (from the current average package of Rs. 2.75 lakhs, assuring 15% growth year on year).
- To ensure that all the students will get internship & in-plant training opportunities with reputed companies.
- Developing a committed, research oriented and passionate team of faculty that exhibits leadership on pan India basis in their subject areas and who are capable of solving business problems (local/state/national) through relevant research & consultancy.
- To have up-to-date database of all the alumni by June 2015 and to develop a robust system to remain in touch with them.
- To develop close rapport with at least one industry every year by every faculty member. (To be implemented from 2014 onwards)
- To write at least one case every year by every faculty member. (To be implemented from 2014 onwards)
- To work on a consultancy assignment (at least one assignment per faculty every two years irrespective of revenue generation, but it should have a reasonable impact) (To be implemented from 2014 onwards)
- Enabling each faculty to design, develop and offer at least one contemporary course/program of great value for both students and/or industry.

K.L.S. Institute of Management Education and Research aims to impart value based education in business administration and provide need based training, research and consultancy. The primary goal of the institution is to train and mould the students into professionally committed and socially responsible managers and entrepreneurs.

The vision & mission of the institute are transmitted to the students by the efforts of the faculty by means of teaching beyond the classroom, curriculum and also through the student orientation programs. The visions, mission of the institution are displayed in important locations within the premises which help in communication of the same to the stakeholders.

The vision and mission of the institute are also communicated to the students and other stakeholders by means of the institution's website, Institute's Journal (Tatva), admission brochure and placement brochure.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The institute develops its action plan through participative approach. The head of the institution requests the faculty members to give the preference of the subjects that they are interested in based on their specialization at the beginning of the semester, then the subject allocation is undertaken during the faculty meeting before the commencement of each semester.

Post the subject allocation, Time Table is prepared & distributed to the entire concerned faculty. The concerned faculty will then prepare the Lesson plan & course docket for their respective subjects allocated, which will be distributed to the students. The faculty makes use of different methods of pedagogy such as Lecturing, Assignments, Presentations, Live Projects, Case study Analysis etc. for the effective implementation & delivery of the curriculum.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The faculty receives support from the university & institution in the following forms:

Pedagogy Meet: At the beginning of each semester, the university initiates the conduct of pedagogy meet at one of the affiliated institutes by rotation. During the meet the faculties from affiliated institutes discuss & deliberate on the pedagogy to be adopted for effective delivery & implementation of the curriculum set by university.

FDPs: The Institute encourages the faculty to attend various FDPs organized by Institutes of repute, in their respective domain areas with financial support & duty leave. The faculty shares their learning with other faculty & this also helps to enrich the classroom discussion.

Workshops and Seminars: The institute encourages faculty to attend the workshops & seminars in their respective areas of interest, with financial support & duty leave. The institute also conducts in house workshops & seminars, by inviting experts from industry & academia. The participants include invited faculty from other Institutes, Industry representatives & in-house Faculty. This helps the in-house faculty to learn the skills of organizing such workshops & seminars.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

The institute invites the subject experts from academia, Industry & alumni to share their valuable experience and inputs with students, apart from regular classes by in-house faculty. The institute encourages the students to participate in the consultancy projects undertaken by faculty. The institute has taken up the initiative of providing industry exposure to the students by introducing one month organizational study after the 1st semester. This helps the students in understanding the functioning of the company, its hierarchical & reporting structure, the 7S model etc. This helps them to understand & participate in the discussions of their further semesters in much better way. Also they are better acquainted and are at an ease while undertaking their In-plant project scheduled after the 3rd semester.

The institute organizes the industrial visits during the 1st year in nearby areas of Belgaum & a major industrial visit of one week duration during the 2nd year on pan India basis to familiarize them with domain specific knowledge by interacting with the executives of the organizations visited. To enhance the delivery of the curriculum & for better classroom management, the institute organizes in house workshops on Learning Teaching Methods. Also faculties are deputed to workshops conducted by other Institutes.

The faculties give the Live Projects in their respective subjects so that the students get a practical exposure. The presentations are made by the students which help their classmates to acquaint with the practical insights on different areas. Faculty Meetings are conducted at regular intervals to discuss & deliberate upon bringing about improvements in the delivery of curriculum.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

- The experts from industry are invited to share practical experiences with respect to subject matter in the curriculum.
- The Institute nominates faculty to correspond with the statutory bodies like University, AICTE, and KEA etc. for better coordination & implementation of statutory norms.
- The alumni meets are conducted annually by the Alumni Cell of the institute at Belgaum and other places such as Bangalore where majority of our alumni reside.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Faculty members participate in the syllabus revision process which takes place once in three years & all faculty participate in pedagogy meet organized by the University at the beginning of each semester & give their suggestions for improvement of course content and delivery for all the courses. Faculty members also undertake the responsibility of setting question papers for final semester examinations & carry out evaluation of answer scripts as per the instructions of the University.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

IMER being an affiliated college syllabus prescribed by the Rani Channamma University, Belgavi is applicable. Faculty members attend the pedagogy meet organized by the university & give suggestions regarding the syllabus.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

Every faculty prepares a Course Docket containing the lesson plan, articles, case studies & related subject matter which helps the students to come prepared for the classroom discussions.

The progress of the syllabus coverage, performance of the students in presentations & internal examinations, & inputs given by invited speakers are deliberated upon in the faculty meeting.

The faculties give the Live Projects in their respective subjects so that the students get a practical exposure. The presentations are made by the student's subject wise which help their classmates to acquaint with the practical insights on different areas.

The institute carries out subject wise analysis of the student's results every semester to ascertain the reasons for performance & steps to be initiated in the areas where improvement is needed. This has resulted in the introduction of innovative initiatives like spoken English classes, tutorials in accounting etc.

Placement cell interacts with the students & alumni to ascertain the relevance & impact of classroom teaching on their preparedness for the job's recruitment process like aptitude test, group discussion, personal interview, conceptual clarity & on the job performance.

1.2 ACADEMIC FLEXIBILITY:

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The institute offers the following add on courses to enhance the employability of the students.

S.No	Course	Objective	Certification
1.	Student Wellness Program	To cope up with the Stress	Yes
2.	Skill Development	To develop the necessary soft skills which are required for effective delivery of managerial functions?	No
3.	French Language	To expose the students for coping up with globalized needs of the industry.	Yes
4.	SAP	To enhance the employability of the students	Yes
5.	English Immersion	To enhance the Communication skills of students.	No
6.	Outbound Training	To enhance the participative spirit among students and make them better team players	No

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

University does not permit any such program.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability

The institution offers 15 core courses, 2 open elective courses, 39 specialization courses, 4 skill development courses & One In-plant project of 60 days duration as per the syllabus prescribed by the University. The Rani Channamma University, Belgavi to which the institution is affiliated, has introduced CBCS (Choice Based Credit System) system of education, where in each subject has got a credit of 4 points & a student has to clear minimum 96 credits to get a degree.

Apart from this various add on courses are designed & offered like Production & Operations Management, Consumer Behavior, Management Control System, Excel, SPSS, SAP, French, Spoken English etc. to enhance the employability of students.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The institute is fully self financed & offers a Masters programme in Business Administration, approved by AICTE & affiliated to RCUB. The norms of AICTE are followed in all areas.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

To cope up with the domestic & global corporate requirements, the Institute offers SAP program. Apart from this the institute offers additional skill oriented programmes like French Language, Student Wellness program, Spoken English, SPSS etc.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

Our University does not provide such flexibility.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?

The University’s Curriculum is supplemented by our institute through offering courses like Student Wellness Program, Skill development, French, Spoken English, SAP, Outbound Training etc. These courses aid in integrating & synergizing the institute’s goals & objectives of overall student development in terms of developing holistic managers/entrepreneurs with University’s curriculum.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

The institute interacts with the recruiters & the alumni through Placement cell to ascertain the skills required in students for getting suitable employment. On the basis of recommendations given by the recruiters & the alumni, number of add on courses is updated to suit the requirements of Industry. During the pedagogy meet such inputs received are shared with University authorities for up gradation of Curriculum. The resource persons from various domain areas are invited to conduct workshops/guest lectures on emerging areas to enrich the students & prepare them for industry requirements.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The institute has a system of Mentoring in place where in 18 to 20 students are assigned to each faculty with a purpose to guide them, so that they can assimilate & participate in the group

activities consisting of both the genders, related to Climate Change, Environmental education, Human Rights, etc.

Extra & Co – curricular activities such as Sports, Debates, Disaster Management, Blood Donation, Greenathon, etc. are organized on regular basis.

The institute arranges III Series (IMER Industry Interface) by inviting experts from industry, alumni, social activists, environmentalists & spiritual gurus to deliver the talks on the topics of importance to industry, society, environment & spirituality.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

At regular intervals we organize guest lectures by eminent personalities in the areas of Ethics, Spirituality, Employability skills & community awareness. A wellness program is initiated by to impart healthy living skills.

The institute is equipped with a well maintained Gym to facilitate physical wellbeing of the students under the guidance of a qualified Gym instructor.

In every semester we deliver the one separate course titled as skill develop series prescribed by the university in the area of Communication, Technical Literacy, Employability skills & Ethics & Values.

The Institute organizes a visit to Ramkrishna Mission, Belgaum for the students wherein students interact with the spiritual gurus on the issues pertaining to the holistic development.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Faculty Meeting: During regular faculty meetings informal discussions regarding the contents & scope of the curriculum is briefed by the concerned faculty to the director, who in turn conveys it to the university authorities.

Feedback from recruiters: The placement cell interacts with recruiters on the performance of the students in the recruitment process. During this interaction valuable inputs are obtained with respect to the latest needs of the industry in terms of skills, curriculum etc. The institute makes efforts to include the input from the recruiters in class room discussions, Add-on Courses & Extracurricular activities.

Feedback from Alumni: Alumni meets are conducted every year where inputs are sought from alumni with respect to institution development. Alumni give valuable suggestions regarding the grooming of students to meet the industry needs in the areas of curriculum, personality & skill development.

Feedback from Parents: The Institute organizes every year Parent Teacher meet where inputs are sought from the parents with respect to development of the Institution & Students.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

During the mentor meetings, the mentor interacts with the mentees & enquires about the progress & effectiveness of the add-on courses which are meant to enrich the students learning. Based on this interaction necessary suggestions are given by the faculty to the director & the same is incorporated in the add-on courses.

At the end of the each semester the feedback from each student is taken with respect to the teaching & learning process, this information is made use for enriching the quality of classroom discussions.

1.4 FEEDBACK SYSTEM:

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Faculty from the institute participate in the Pedagogy meets & Syllabus revision meeting conducted by institutes affiliated to the University, under the direction of the University, according to their areas of expertise & inputs are given to the University authorities through the Chairman (Dean) of the Department for inclusion of the same in the syllabus.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

The feedback from the students is obtained through the prescribed proforma with respect to curriculum delivery by faculty.

The alumni association being an active participant in the college activities gives their valuable feedback, during alumni meet/ their personal visit to the institute, regarding the updating of curriculum, so as to keep pace with the industry needs.

The feedback from the parents is obtained during the parents teacher meetings. The responses from academic peers and community are also given much attention, which is mainly obtained through the media and direct interaction during various occasions & the same is communicated by the Director during the meeting with University authorities.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

It's a stand-alone Institution presently we offer only MBA Program.

Any other relevant information regarding curricular aspects which the college would like to include.

- Various value added courses are introduced like Student wellness program, French, SAP, English Immersion, Outbound training to develop the overall personality of the students so that they can meet the global & as well as domestic employment requirement.
- Organization Study: The Institute has made it mandatory for students to undergo one month Organization study after completion of 1st Semester so that they can get a hands-on experience of corporate work culture.
- SIP: As per the university norms it is mandatory that each student undertakes a 60 days project in an organization. The institute assigns an internal guide for a group of 8 to 10 students as per the area of project to monitor the progress of the students & to interact with the external guide on regular basis for the updates on the progress & student performance during the project.

CRITERIA II TEACHING-LEARNING AND EVALUATION

2.1 STUDENT ENROLMENT AND PROFILE

2.1.1 How does the college ensure publicity and transparency in the admission process?

IMER is the first management institute to be started in Belgaum (1991). Over these 24 years the institute has created a brand which in turn helps our admissions. To ensure publicity in the admission process, the institute has formed Admission committee, which consists of faculty members, senior batch students & support staff who undertake and execute the following activities:

- Admission committee prepares prospectus and other promotional materials like CDs, pamphlets and posters for admission campaigns.
- Link is created in the institute website (www.klsimer.edu), which updates recent requirements of admission details for the benefit of aspirants.
- Admission promotion campaigns are carried out by all faculty members at undergraduate colleges in regions of Karnataka, Maharashtra and Goa states.
- The institute participates in B-School surveys conducted by leading business magazines.
- The institute participates in various education fairs organized by different agencies in Karnataka, Goa, and Maharashtra.
- Admission Notification is given in leading state and national dailies.
- Promotion of the institute is done through the flagship event 'Samagam' (Management/Cultural fest) for undergraduate colleges, organized every year. This event creates an awareness about the institute and MBA Course among undergraduate students.
- The institute takes initiative to send copy of CMAT/PGCET/KMAT notifications to undergraduate colleges to display the same on their respective notice boards for the benefit of MBA aspirants.
- Institute conducts crash course on CMAT/PGCET/KMAT for MBA aspirants. The course is conducted by in house faculty members with an objective to enhance the ranking/scores in the MBA entrance tests.
- Admission promotion advertisements in the form of video and strip ads, are released on local TV Channel (In Belgaum) at regular intervals.
- Hoardings are put at strategic locations in and around the city.
- Our alumni and existing students are the Brand Ambassadors' and word of mouth publicity helps the institute in bringing a good number of students.

To ensure transparency in admission process, the institute follows AICTE/Affiliated University/Karnataka Examination Authority's policies and guidelines, as applicable from time to time. The institute also provides scholarship to meritorious students (Rs.50,000/- each for top five ranks within 500 in PG CET and Rs.25,000/- each for top five ranks within 1000 in KMAT) and the same is prominently featured in all our admission notifications and promotional materials.

The institute has Admission Coordinator to ensure smooth functioning of the admission process. The Admission Coordinator constantly communicates with prospective students and their parents regarding admission process. The Admission Coordinator takes the prospective students and their parents around the campus and explains the available facilities in detail. The coordinator is assisted by an office staff, who is designated to explain the rules and regulations pertaining to admission and also briefs the parents/guardians about the fee structure and other admission related formalities.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The institute offers two years full time MBA programme recognized by AICTE, New Delhi, approved by Government of Karnataka and affiliated to Rani Channamma University, Belagavi. The MBA programme has an in-take of 120 seats of which 50% seats are filled under government quota as per the state norms and the remaining 50% seats are filled under management quota (looking at the admission trend few of the seats under management quota are surrendered under government quota).The management quota seats will be filled through PG CET/MAT/KMAT/CMAT/XAT. The Admission committee along with the Director of the institute screens the applications received under management quota and holds a one-to-one interaction with the applicants. The Director also puts his remarks for the respective applicant and forwards the same to the Governing Council of the institute for their consideration.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Cut off percentage for admission at the entry level in the year 2013-14 was 50% for General Merit and 45% for SC/ST and Cat I (as per norms). The following are details of student's with minimum and maximum percentage of marks admitted at the entry level during past five years.

Academic Year	Minimum percentage	Maximum percentage
2009-2010	51.17	85.68
2010-2011	50.32	88.06
2011-2012	53.73	85.48
2012-2013	50.00	94.58
2013-2014	52.00	88.05
2014-2015	51.17	85.68

The maximum and minimum percentage of marks for admission at entry level for the MBA programme is at par with the other management educational institutions in the city and our seats under government quota gets filled at early rankings.

Academic Year	Opening Rank through PG CET	Closing Rank through PG CET	Ranks under GM Quota
2009-2010	274	11908	1946
2010-2011	313	16283	2427
2011-2012	50	17042	2884
2012-2013	213	12332	2231
2013-2014 (CMAT)	1007 (National level) 8 (State level)	101076 (National level) 3932 (State level)	1007 (National level) 8 (State level)

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The institute is the member of Association of Private Management Institutes in Karnataka and actively participates in the meetings organized by the association which are meant to address the difficulties of private management institutions. The association further suggests the government to review admission policy (common entrance test for the course etc.,) from time to time. The admission committee meets to review the admission process during the admission phase and discusses the overall admission scenario with regard to applications received for the course, profile of the students admitted, etc. Extensive student profiling is done at the institute level to analyze student's diversity with respect to academics performance and demography. Based on the review, strategies in terms of promotional activity, fee structure, surrendering of management quota seats to KEA etc, for the coming years are planned.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- **SC/ST**
- **OBC**
- **Women**
- **Differently abled**
- **Economically weaker sections**
- **Minority community**
- **Any other**

Students taking admission under government quota are admitted as per the reservation policy of the government and admission under management quota is open for all above mentioned categories of students. The institution also provides all the necessary information related to government schemes and facilities meant for students under reserved categories. In addition the institute allows the students for payment of fees in instalments. The institute has provided wheel chair facility to support physically challenged students.

The details about the number of students admitted under different categories during last five academic years

Students Categories	Academic year 09-10	Academic year 10-11	Academic year 11-12	Academic year 12-13	Academic year 13-14
SC/ST	12	11	11	8	06
OBC	29	25	34	24	39
Women	GM – 31 Cat- I - 02 2A – 02 2B – 01 3B – 08 SC/ST - 03	GM – 37 Cat- I - 01 2A – 04 2B – 01 3A - 02 3B – 06 SC/ST - 04	GM – 24 2A – 04 2B – 03 3B – 06 SC/ST - 03	GM – 36 Cat- I - 01 2A – 02 2B – 01 3B – 04	GM – 20 2A – 05 2B – 04 3A - 01 3B – 06 SC/ST - 03
Differently-abled	--	--	--	--	01
Economically weaker sections	--	--	--	--	--
Minority community	13	9	10	11	14
Any other (GM)	66	74	52	77	49

Percentage of students who received financial assistance from State Govt. / Central Govt. and other national agencies

Cast Type	Year	Total No. of Students	Total no. of SC/ST students	Total No. SC/ST students received Scholarship
SC / ST	2009-10	120	12	7
	2010-11	119	11	11
	2011-12	108	11	09
	2012-13	119	08	05
	2013-14	108	06	03
OBC	2009-10	120	42	08
	2010-11	119	34	11
	2011-12	108	44	15
	2012-13	119	35	16
	2013-14	108	53	33

Financial AID Disbursed to SC/ ST, OBC & other Students

Cast Type	Year	Total number of Students	Total number of SC/ST students	Total number of SC/ST students received scholarship	Total amount sanctioned by Govt. in Rs
SC / ST	2009-10	120	12	7	60820 per student
	2010-11	119	11	11	60350 per student
	2011-12	108	11	09	62980 per student
	2012-13	119	08	05	57320 per student
	2013-14	108	06	03	57320 per student
OBC	2009-10	120	42	08	-
	2010-11	119	34	11	-
	2011-12	108	44	19	29170 per student
	2012-13	119	35	21	14120 per student
	2013-14	108	53	33	43500 per student

2.1.6 Provide the following details for various programmes offered by the Institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programmes	Number of Applications	Number of students admitted	Demand Ratio
Post Graduate			
1. MBA- (AY 09-10)	216	120	1.80:1
(AY 10-11)	171	119	1.44:1
(AY 11-12)	128	108	1.19:1
(AY 12-13)	173	120	1.44:1
(AY 13-14)	128	108	1.19:1
Ph.D	----	----	----

During 2009-10 and 2010-11 the admissions were full. But the students' response to MBA programme offered was not encouraging because of various economic and non-economic reasons during the subsequent years. However, the admissions in the year 2012-13 was full because of the overall performance of the institute in terms of academics, placement and student development activities. During 2013-14 AICTE made it mandatory to admit students for MBA programme through CMAT (National level test) and majority of MBA aspirants in some of the states including Karnataka were unaware of the same which affected the admissions. The institution has taken various measures such as visits to degree colleges around north Karnataka and neighbouring states to improve admission scenario. The institute initiated scholarship scheme to attract meritorious students (Rs.50, 000/- each for top five ranks within 500 in PG CET and Rs.25, 000/- each for top five ranks within 1000 in KMAT) and the same is prominently featured in all our admission notifications and promotional materials.

The institute is a recognized research center of Rani Channamma University. Admission for Ph.D. programme will commence once the eligible faculty members are recognized as research guides by the university. Approval for guide ship is awaited.

2.2 CATERING TO STUDENT DIVERSITY

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The institution caters to the needs of differently-abled students and ensures adherence to government policies in this regard. There is a budgetary provision of Rs.15, 00,000/- to be used for installation of lift facility and procurement of special furniture suitable for differently-abled students. The institution provides all the necessary information related to government schemes and facilities meant for differently-abled students.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Institution assesses the students' needs in terms of knowledge and skills before the commencement of the programme. Extensive counselling is conducted by Admission Committee along with the Director during the admissions. Relevant information about the candidates are collected from the students' admission forms. Based on the inputs obtained from the above process, institution conducts one week orientation programme to help the students to overcome their initial anxiety.

Orientation Programme includes-

- Ice breaking session

Experts address various management fields/domains to familiarize the students on various management aspects such as-

- Time Management
- Stress Management
- Management Etiquette
- Goal Setting
- Health Management
- Industry Expectations from students
- Managerial Communication etc.

Glossary of management terminologies is provided to students along with one motivational book at time of orientation programme. In addition to the orientation programme, professionals/in-house faculty members take students for an out bound training programme. One day industry visit is also organized to familiarize the students with working environment.

From the academic year 2014, “Student Profiling Activity” has been introduced to assess the skill level of students in terms of computer skills, communication skills, analytical skills, subject knowledge and GDPI skills. The profile reports obtained are provided to respective mentors to counsel and guide the students thereafter. The institute is providing English Immersion classes for the students, who are found to be weak in English language.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/ Remedial/ Add-on/ Enrichment Courses, etc.)

Extensive student profiling is done at the institute to identify students from diverse background viz. stream/medium of instruction/rural/urban etc.

Bridge courses and tutorials are given to the students in areas of-

- Accounting
- Statistics
- Spoken English etc.

Apart from the tutorials, add-on courses like Production & Operations Management, Customer Relationship Management, Consumer Behaviour, Management Control Systems etc., are offered to students spread across different semesters.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

Institute provides equal opportunity (irrespective of gender factor) for staff and students by encouraging them to participate /organize various curricular, co- curricular and extracurricular activities within and outside the campus.

Institute has provided infrastructural facilities as separately required by males and females such as-

- Ladies Common Room
- Boys Common Room
- Separate wash room facility for Ladies and Gents
- The institute has maintained a good gender ratio with respect to staff and students.

The entire building of the institute is well ventilated which enable us to use natural source of energy to maximum extent. Institute conducts Vanamahotsav (Greenathon) every year within and outside the campus to emphasis the need and importance of green environment. Cleanliness and hygiene is maintained in and around the campus on daily basis.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The institution identifies special educational/learning needs of advanced learners based on:

- Observation by individual faculty member in his/her respective classes and also through conduct of class tests.
- Interaction during the classroom teaching
- Initiatives taken by the students during their stay on campus.
- Performance in curricular and co-curricular activities
- Question /doubts/discussion asked/made by students beyond classrooms
- Discussions during mentoring sessions

The institution responds to special educational/learning needs of advanced learners by:

- Involving students in live projects.
- Encourage students to lead and actively participate in various management fest/cultural events and competitions.
- Recognize their efforts by awards/prizes and scholarships.

Year	No. of students who received scholarship (PGCET/CMAT) Rs. 50,000 per student	No. of students who received scholarship (KMAT) Rs. 25,000 per student
2012-13	04	--
2013-14	05	04

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

Weak performers are identified through class tests, internal assessments and mentor interactions. The mentor analyze the reasons and solve the issues related to academic performance by providing additional inputs and tutorial irrespective of the students background (disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.). In addition to the above efforts, institute allows the students for payment of fees in instalments. The institution also provides all the necessary information related to government schemes and facilities meant for students under minority and other reserved categories and also extends administrative support in availing the same. The institute creates awareness about various financial support schemes extended by various agencies and helps the students to avail the benefit. This action has minimized the risk of drop outs.

Year	Total number of students admitted	Total number of dropout
2009-10	120	02
2010-11	119	--
2011-12	108	04
2012-13	120	01
2013-14	109	01

2.3 TEACHING-LEARNING PROCESS

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

At the beginning of every academic year, the institute receives academic calendar from the university (RCU). Based on the calendar received, the Post Graduate Programme (PGP) coordinator prepares calendar of events in consultation with the Director and faculty members. Faculty meeting is called to allocate the subject for the running semesters (even or odd). Each faculty member prepares the lesson plan and the course material for the allotted subjects.

At the beginning of every semester pedagogy workshops are arranged by RCU to enhance teaching and learning methods. Division wise time table is prepared by the PGP coordinator. Evaluation blue print provided by RCU is followed for the evaluation process.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

Since the institution is applying for NAAC accreditation for the first time, IQAC is at the formation stage.

2.3.3 How learning is made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Learning is made more student-centric by encouraging and motivating the students to actively participate/organize seminars, workshops, quiz, role plays, inter mentor group competitions, group discussions on regular basis.

Faculty members use various teaching methods such as case study, exposing the students to live projects and management concepts, conducting separate sessions on current affairs to make learning more interactive, collaborative and independent among students.

Faculty members are also encouraged to participate in FDPs, MDPs, seminars, conferences, workshops, etc. organized by various institutions in the country and abroad. The institution has a separate budgetary provision for the same. The details are as below:

Financial Year	Amount Budgeted (In Rs. Lakhs)	Amount Spent (In Rs. Lakhs)
2013-2014	4.25	2.75
2012-2013	4.25	3.54
2011-2012	3.00	3.71
2010-2011	3.00	1.51
2009-2010	3.00	2.06

This support system helps the faculty members to upgrade their knowledge and the same helps the students to develop and enhance their skills.

Different committees are constituted to facilitate various student driven activities such as management fests, sports competitions, cultural events, community services etc.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The institute provides value added programmes to nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators by using following methods –

- IMER Industry Interaction (III) series
- Lectures by domain experts from industry and academics
- Case studies
- Spoken English classes as a part of regular timetable
- Soft skill development series
- Industrial visits (local and national)
- International tour
- Outbound Training
- One month Organisational Study (after 1st semester)
- Group Discussions
- Live projects
- Role Plays
- Sessions on current affairs.

- Management games
- Aptitude Training sessions
- Reading Club activities
- Article reviews
- Student driven events and competitions (Fests, quiz, debates etc.)

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

All classrooms at IMER are equipped with LCD projector and advanced presentation audio visual equipment with internet connectivity. The faculty members use power point presentations, video etc., in their classes. The institute has provided personal computers, which are connected through LAN and internet connectivity, to all teaching staff. The institute has well-equipped computer laboratory with 120 computers with legal operating system and software such as SPSS, Innovation Software, MS Office, Easylib and also has high speed internet connection.

The digital library provides access to the best of business and management related digital resources through subscription of various databases like EBSCO, Capitaline, J-Gate, and NPTEL. These online databases provide access to vast collection of full text/abstracts of research articles published in journals of national/international repute and information on almost all Indian companies and industries. The functions and services of the library are fully automated. The library has e-learning sources in the form of educational VCDs and DVDs.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

The faculty members participate in conferences, seminars, FDPs, MDPs, workshops and advanced learning sessions organized by reputed institutions in India and abroad to get exposure to advanced level of knowledge and skills. The faculty members have authored books in their respective area of specialization. Students are also encouraged and motivated to participate and present papers in various seminars and conferences.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

At the beginning of academic year, 10-12 students from each batch (juniors and seniors) are allotted to each faculty member for mentoring. From the academic year 2014, "Student Profiling Activity" has been introduced to assess the skill level of students in terms of computer skills,

communication skills, analytical skills, subject knowledge and GDPI skills. The profile reports are provided to respective mentors to counsel and guide the students thereafter. The mentors conduct meetings on regular basis with mentees to guide and support the mentees both on academic and personal front.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative teaching approaches/methods adopted by the faculty members are as below:

- **Live Projects**

Faculty members include live projects in their teaching pedagogy to make students learn practical aspects from real time business situations. This approach enables the students to relate the concepts to practice. For example, our students are involved in carrying out market surveys for companies like ITC Limited, Tata Motors, Gokul Milk, Colgate-Palmolive, Gillette etc.

- **Laboratory based teaching/learning**

Computer laboratory facility is utilized to the maximum extent by faculty members in their pedagogy. For example, finance faculty use computer laboratory to demonstrate actual working of stock market, financial modelling and to have real time information on subject; HR faculty train students on Human Resource Information System (HRIS) software. Faculty members also use Capitaline-online industry database to teach subjects like Strategic Management, Marketing Management etc. The students are also taught to use SPSS, which helps students to do data analysis during projects and internship.

- **Experiential learning:**

The students are taken to other B-School visit to understand and experience the different environment and best practices. The faculty members take students to KRISHI MELA to give them the feel of rural marketing and understand the concepts. Finance faculty encourage the students to open Demat account for carrying out real transactions/trading in stock market.

- **Activity based learning:**

Faculty members design various activities and management games for students, related to various subject. Marketing faculty involve students in preparing advertisements, ad-mad shows and so on. HR faculty members make students to design training programme, OBT for their junior batch. The students are also taken to industry visits, field visits to make students understand the management concepts well.

Efforts made by the institution to encourage the faculty members-

Based on individual faculty member's requirements in terms of teaching enhancement, they are deputed / encouraged to attend Workshops, FDP's, National/International Conferences and Seminars, etc. Faculty members bring back their learning to the class room. The institution has ear marked budget to extend financial aid to support innovative teaching.

Impact of such Innovative Practices on student learning

Such efforts translate teaching learning process to be more-

- Student Centric
- Interactive
- Collaborative
- Developing Independent Learning
- Developing Critical Thinking
- Harnessing Creativity
- Inducing Scientific Thinking
- Bring The Sense Of Life-Long Learning

2.3.9 How are library resources used to augment the teaching-learning process?

The working hours of the library is from 08:00 am to 08:00 pm on all week days and from 10:30 am to 05:30 pm on Saturdays. The library is well equipped with books on business administration, general management, personality development, domain specific books, books on liberal arts, books on competitive examinations, fictions, autobiographies, encyclopedias etc. The library also subscribes to 52 national and 5 international journals, 40 magazines and 20 newspapers.

The library provides access to digital resources through subscription of various databases like EBSCO, Capitaline, J-Gate, and NPTEL. These online databases provide access to vast collection of full text/abstracts of research articles published in journals of national & international repute and information on almost all Indian companies and industries. The functions and services of the library are fully automated. The library has e-learning sources in the form of educational VCDs and DVDs.

Every student and faculty members are provided with acopy of leading business daily "Business Standard" free of cost. In addition, faculty members are also provided with a leading business magazine. Students can borrow 8 books at a time and during examination the number is extended to 10 books. Library provides question bank, in both print and electronic form. Library also displays newspaper clippings on various subjects relevant to teaching and learning.

Students are encouraged by faculty members to make use of the library resources for their class assignments, projects etc. This helps both the faculty and students to incorporate the latest updates of the business world in the teaching learning process. The faculty members are comprehensively using the available library and the digital library resources for class preparation and research work.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution has not faced any major challenges in completing the curriculum within the available time frame. However, we do encounter some challenges in completing the curriculum within the planned time frame due to the unavoidable circumstances like bundhs/strikes, unexpected holidays and internal activities like special programmes (non-planned).

To compensate loss of classes under above mentioned circumstances the faculty members engage special classes during Sundays or through special classes scheduled in the morning or evening before/after the regular class hours.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Every faculty maintains "Teachers' Diary", the same is reviewed by the Director on regular basis to monitor the progress of syllabus coverage. The institute has designed well-structured mechanism to obtain feedback from students on faculty performance. The same is reviewed by the Director for taking corrective and preventive measures after every semester. The result analysis also reflects the quality of teaching learning. All faculty members submit duly filled Academic Performance Indicator (API) form biannually to the Director. The Director gives remarks based on parameters contained in API form. Further, faculty members are called for one to one discussion and gaps are communicated for further improvement.

2.4TEACHER QUALITY

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Recruitment:

The Institute follows a transparent process in recruitment of teaching and non- teaching staff. The Director identifies the requirement of staff for various positions and communicates to the management for approval. The details of the available positions are notified in leading newspapers/institute website. The initial scrutiny of the received applications is done by the

Director and qualified candidates are called for interview. The interviews are carried out in two phases for the candidates.

Phase One - For teaching positions, technical round is conducted where in, the candidates have to give a demo lecture in his/her domain area in front of panel of experts (In-house senior faculty and experts from industry, academics and practitioners). The Chairman, Department of Management Studies of the affiliating university is also the part of selection panel. For non-teaching post appropriate tests are conducted depending upon the profile of the job.

Phase Two- In this phase, the interview is conducted by Governing Council and the list of short listed candidates is forwarded to Board of Management of the society for final approval.

The combined performance of the candidate in these two phases are considered to recruit qualified and competent candidates.

Retention:

The institute has implemented 6th pay commission scale. Faculties are motivated by providing financial support to attend conferences, seminars, workshops, FDPs, symposiums etc. A bi-annual self-appraisal system is in practice for grant of increments and promotions. Interactions with the Director and the Governing Council are conducted on regular basis to discuss career growth prospects of every employee. The management appreciates achievements of faculty members. The institute through the Governing Council take suitable measures for the welfare of all its employees. An open door policy is followed where all employees have access to the Director and Management to put forth their ideas, suggestions and also their grievances.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./ D.Litt.							
Ph.D.	03	02	01				06
M.Phil.							
PG					03	02	06
Temporary teachers							
Ph.D.							
M.Phil.							
PG					02	01	03
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The Institute has highly qualified faculty team consisting of 15 members who actively contribute their expertise in teaching, placements, research and consultancy. Out of 15 faculty members 6 are Ph.D. holders and 4 faculty members are pursuing their doctoral research in their domain area. In addition to this, the institute has constantly made efforts to cope up with ever changing and emerging trends in management by organizing workshops, seminars, FDPs, MDPs etc. and invite experts from various domains. The institute initiated IMER Industry Interaction (III) Series recently, with an objective of imparting practical knowledge and experience of successful entrepreneurs and eminent personalities from diverse fields to students. This programme provides a platform for students to interact with people from diverse fields such as education, industry, performing arts and get inspired by their success stories and motivational talks.

Expert from Industry/ Entrepreneurs/Academicians invited for guest lecture during last three years

Date	Name of the Resource person	Name of Company / Institution	Name of Topic
07/02/2011	Mr. Amit Soundalgekar	Management Consultant, Belgaum	Body Language
25/02/2011	Dr. A. H. Chachadi	Kousali Institute of Management Studies, Karnatak University, Dharwad	Leadership Development & Leadership Strategies
28/04/2011	Ms. DeepaGasti	Rani Channamma University, Dept. of MSW, Belgaum	Project Formulation
28/04/2011	Mr. Mahesh Doddamani	Karnataka Health Promotion Trust	Project Formulation
07/05/2011	Ms. Deena Mehta	MD Financial Corporate & Ex-President BSE, Presently Member BSE	Personal Features, Financial Planning
18/05/2011	Mr. TanveerMunshi	Chartered Accountant, Belgaum	Corporate Tax Planning
19/05/2011	Shri V. SubramaniumVenkat,	Consultant, Pune	Consumer Behaviour
11/08/2011	Ms. GirijaShetty	Senior Officer-HR, Quest Global,	HR moving from an administrative role to a

		Belgaum	Strategic Business Partner
11/08/2011	Mr. UrjeetSwamy	Founder, Belgaum Leadership Academy	HRM in International Context
12/08/2011	Prof. SaritaPatil	Gogte College of Commerce, Belgaum	Business Law
25/08/2011	Shri. C. N. Tugashetti	Officer I/c. KLE University, Belgaum	Professional Behavioral Skills
30/08/2011	Mr. SunilkumarKalagond	Capgemini, Bangalore	Business to Business Marketing
02/09/2011	Ms. Brinda Rao	Legal Consultant	Business law
07/09/2011	Shri. R. P. Jadhav	Deputy General Manager, KSFC	Entrepreneurship
14/09/2011	Shri NiranjanDaddikar	Equity Advisor	Clearing & Settlement Mechanism at BSE & NSE
17/10/2011	Prof. Ajay Kumar	Sr. Faculty, Siddaganga Institute of Technology, Tumkur	Derivatives
28/10/2011	Mr. Ram Phani	Management Consultant	Placements
25/11/2011	Mr. Khandoba Kulkarni	HR, Tech Tree, Bangalore	Placements
03/12/2011	Shri RajendraPai	Manager, Syndicate Bank	e-banking
21/12/2011	Dr. Swami Veereshananda	President, Ramkrishna Mission, Tumkur	Human Life
28/12/2011	Mr. Shridhar& Mr. Shashidhar	Deshpande Foundation, Hubli	Achieving Motivation Training
11/01/2012	Mr. Krishan Joshi	HDFC	Opportunity in Banking Sector
14/03/2012	Shri SiddeshanandSwamy,		Stress Management
12/05/2012	Shri RamanathanSubramaniyam	Member, Deshpande Foundation, Hubli	Competencies Expected by Management students to successes in Corporate and Entrepreneurship
03/11/2012	Swami Virjeshwar Das,	ISKON London	Mechanism of Mind Control
03/12/2012	Mr. Hemant Joshi,	Director, Corporate Services NASSA Group, Bahrian	Financial Management
03/12/2012	Mr. Ajay Kadli	Bharat Group of Companies	Business Etiquettes & Employer expectation from Management graduates
30/3/2013	Mr. VivekPunekar	HR Hindustan Computers Ltd.,	Motivation

		Noida	
18/04/2013	Mr. Badrinath	CEO, Clock Work Business Solution, Bangalore	SAP for the Students
18/04/2013	Mr. Ramannan	CEO, Ladders Consulting, Bangalore	Career development in Management
19/04/2013	Mrs. Nigini	CSR Manager, Honda, Bangalore	Safety riding on Roads
30/04/2013	Mr. Manoj B.	Alumina of Indian Business School, Hyderabad	Developing Managerial Competencies
12/10/2013	Mr. Alok Mehta	Head Investor Relations PPFAS, Mumbai	Behavioral Financial Investments
31/11/2013	Mr. RajendraRaikar	IMSR, Hubli	Career in Finance
03/12/2013	Mr. ShrikantZanwar	CA	Technical Analysis
10/12/2013	Mr. Suresh Rao	Master NLP Trainer	The right Expectation
20/12/2013	Mr. S. N. Lele	TPM Consultant	Quality Management & Quality Audit
27/12/2013	Mr. Dhananjay Kulkarni	Zonal Head, PAC Hindustan Coca Cola Beverages Pvt., Ltd., Bangalore	Crises Management
21/12/2013	Mr. Ajit Tiwari	DGM – HR, Arvind life Style Brands	Emerging HR Competencies
27/12/2013	Mr. KiranPatil	Affirm consultancy Services	Campus to Corporate HR Clinique
25/06/2014	Mr. Vinod Aralikatti	Cluster Head- Karnaraka& Kerala, Reliance Money	Derivatives
11/10/2014	Dr. RajanRaikar	Training & Placement Officer, KLE IMSR, Hubli	Importance of Internship Project
13/10/2014	Mr. Pankaj Arjunwadkar	Practicing CA & CS, Mumbai	Mergers &Acquisitions
04/11/2014	Mr. T Jagan Mohan Kumar	General Manager- HR, Ashok Iron Works, Belgaum	Emerging HR Trends in Industry
04/11/2014	Mr. Harshad Ail	Ail Associates	Industry Expectation from HR Students
09/11/2014	Mrs. Girija Shetty	Senior Executive- HR, Quest Global Services, Belgaum	Internships in HR
15/11/2014	Mr. B. H Thodinnaya	Senior Manager, Bharati Airtel, Pune	Let's Talk Telecom

Expert form Industry, Entrepreneurs, Academicians, Artists etc., invited for various sessions under IMER Industry Interaction (III) Series

Sl.No	Date	Name of Guest (Academic/Industry)	Topic of Address
1	13/01/2014	Mr. Dilip Chandak, MD, Vega Group of Industries, Belgaum	Life Skills and Entrepreneurship
2	17/01/2014	Mr. Girish Angadi, Founder Director, Connect, Hubli	Personality Development
3	22/01/2014	Guruji Pasha, Ability Unlimited Foundation, New Delhi	Awareness Campaign on abilities of differently abled
4	24/04/2014	Mr. Pratik Jain, Golf Player and Coach, Belgaum	Awareness about Golf
5	30/04/2014	Mr. Parag Saraiya, Director, ADAM Realty Partners Pvt. Ltd, Belgaum	MBA as an Experience
6	20/05/2014	Mr. Sagar Fulsunge, Big Bazaar, Belgaum	Retail Sector in India
7	22/05/2014	Prof. D. Y. Kulkarni, Public Relations Officer, KLS-R.L. Law College, Belgaum	Business Contract Law
8	24/05/2014	Mr. Pavan V. Kulkarni, G M, Marketing at J B Chemicals & Pharmaceuticals Ltd., Mumbai	Career Opportunities in Marketing
9	03/06/2014	Mr. Niket Karajagi, Founder and MD, Atyaassa Consulting, Pune	Competencies for future managers
10	10/06/2014	Mr. Uday Kinjawadekar, Founder, All About Belgaum	Entrepreneurship
11	07/07/2014	Mr. Amrut Charantimath, Environment Activist, Belgaum	Importance of saving forests & conservation of natural resources
12	11/07/2014	Mr. Pratik Tembe, Graduate Student, Northeastern University, Boston	Opportunities and Challenges in jobs abroad
13	10/09/2014	Mr. Ajaykumar Shukla, LEAD-Deshpande Foundation, Hubli	LEAD PRAYANA
14	19/09/2014	Mr. Tejaswi R. M, Chief Learning Officer, BrushPolish, Hubli	Preparing for Corporate Career
15	20/09/2014	Mr. AtulDeshmukh, Development Officer, LIC, Belgaum	Career Opportunities in Insurance Sector in India
16	26/09/2014	Shri Nanda Kumarji, Editor-in Chief, Kesari-Malayalam Weekly	Importance of media and it's roles & responsibilities
17	29/09/2014	Mr. R. S Balasubramanyam, Head-CSR Aditya Birla Nuvo Ltd	Importance of CSR in today's business scenario
18	18/10/2014	Mr. Abhijeet Karkera, Head Marketing, Competition Success Academy	Motivational Talk on how to prepare for placements

Expert form Industry, Entrepreneurs, Academicians, Artists etc., invited for various sessions under Arambh – Orientation Programme for new batch students for the last three years

Sl.No	Date	Name of Guest (Academic /Industry)	Topic of Address
Arambh 2014			
1	18/09/2014	Mr. Rajendra Belgaumkar, Partner Mangesh Honda, Belgaum	MBA – Road a head
2	19/09/2014	Mrs. Rohini Gogte, Member Aavishkar, Belgaum	About Aavishkar Group, Belgaum
3	19/09/2014	Mr. Uday Kinjawadekar, Founder, All About Belgaum	Social Media – Platform for Business Networking
4	19/09/2014	Mr. Girish Angadi, Connect Hubli	Preparation towards dream placement
5	19/09/2014	Dr. M. A. Udachankar, Principal, Shri Shiv Basav Jyoti HMC Belgaum	Life Skills and Time Management
6	19/09/2014	Mr. Shirish Deshpande, Artist, Belgaum	Explore an artist within you
7	20/09/2014	Mrs. Ashwini Belgaumkar, Physiologist, Belgaum	Stress Management
8	20/09/2014	Maj. Gen. K. N. Mirji, Retired Army Person and Management Consultant, Belgaum	Self Enhancement
9	20/09/2014	Prof. U. S. Arlimatti, Professor in English, RPD College, Belgaum	Importance of English language in communication
10	21/09/2014	Dr. M. M. Munshi, Associate Professor, Dept. of Management Studies, VTU, Belgaum	Career Planning
11	21/09/2014	Mr. Subodh Tembe, MD, Ohm Industries Pvt. Ltd., Belgaum	Entrepreneurship- My journey and experience
12	21/09/2014	Mr. Vinay Pawar, TiE, Hubli	About TiE
13	22/09/2014	Mr. Amit Soundalgekar, Management Consultant	Professional Etiquette
14	22/09/2014	Mr. Sharanraj C, Manager Operations, Spundhan Software's Pvt. Ltd., Belgaum	Need of technology to excel professionally
Arambh 2013			
15	16/09/2013	Prof. M. R. Rao, Professor & Dean Emeritus, Operations Management, Indian School of Business, Hyderabad	Importance of MBA Course

16	17/09/2013	Mr. Rakesh Rai, AGM HR, Shree Renuka Sugars, Belgaum	Goal Setting and Motivation
17	17/09/2013	Mr. Uday Kinjawadekar, Founder, All About Belgaum	Pros & Cons of Social Media
18	18/09/2013	Mr. Rajendra Belgaumkar, Partner Mangesh Honda, Belgaum	MBA – Road a head
19	18/09/2013	Mrs. Ashwini Belgaumkar, Physiologist, Belgaum	Stress Management
20	19/09/2013	Mrs. Deepa Halapanavar, Corporate Trainer, Belgaum	Importance of Communication Skills
21	20/09/2013	Shri. Bhaktirasamruta Swamiji, ISKCON, Belgaum	Science and Technology – Boon or Curse
22	21/09/2013	Mr. Sameer Majali, Corporate Trainer	Thinking out of the box
Arambh 2012			
23	31/10/2012	Prof. M. S. Subhas, KIMS, Karnatak University, Dharwad	Importance of Management Education and the Role of B-Schools
24	31/10/2012	Mr. Ramani, Motivational Speaker, Bangalore	Superman in You
25	31/10/2012	Mr. Guruprasad Shivkamat, Metamorphosis, Belgaum	Business Model Canvas
26	31/10/2012	Miss. Rupa Samant, Language Trainer, Belgaum	Importance of Communication
27	02/11/2012	Mr. Amit Soundalgekar, Management Consultant	Corporate Etiquette
28	02/11/2012	Mr. Minoo Titina, Management Consultant, Mumbai	Art of Listening and Stress Management
29	03/11/2012	Shri. Madhav Prabhu, ISKCON, Belgaum	Mind Control

2.4.3. Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Faculty Development Programmes and workshops are organized on regular basis by experts from industry, academics and in-house faculty members. Faculty are encouraged to participate in FDPs/Seminars/ Conferences/Symposiums/Workshops etc. organized by reputed organizations/ institutions across India and abroad. Staff members are provided with required facilities, resources and study leaves to upgrade their knowledge and qualifications. Annual budget for the same is also made.

Faculty/Staff Welfare

Financial Year	Amount Budgeted (In Rs. Lakhs)	Amount Spent (In Rs. Lakhs)
2013-2014	4.25	2.75
2012-2013	4.25	3.54
2011-2012	3.00	3.71
2010-2011	3.00	1.51
2009-2010	3.00	2.06

a) Nomination to staff development programmes

<i>Academic Staff Development Programs</i>	<i>Number of faculty Nominated</i>
Refresher courses	--
HRD programmes	--
Orientation programmes	--
Staff training conducted by the university (Workshops/Pedagogy)	10
Staff training conducted by other institutions	--
Summer / winter schools, workshops, etc.	Details as given below
Participation in FDPs and MDPs conducted by other institutions	Details as given below
Participation in Seminar and Conferences organized by other institutions	Details as given below

Details of FDP/MDP/Workshops/Seminar/Conference attended by Faculty Members (organized by other institutions) since 2009

Name of the Faculty Member	FDP	MDP	Workshops	Seminar	Conferences
Dr. Purushottam Bung	7	6	-	5	4
Dr. P. M. Charanthimath			1	1	8
Dr. KirtiShivkumar	1	-	1	-	7
Dr. S. G. Chiniwar	1	-	1	-	5
Dr. R. M. Inamdar	4	-	1	-	3
Dr. Arif Shaikh	-	-	2	6	1
Shailaja G. Hiremath	2	-	4	2	7
Rohit R. Mutkekar	1	-	3	5	6
PadmapriyaKatagal	-	-	1	1	5
B. K. Deshmukh	1	-	1	2	1
Shrirang A. Deshpande	-	-	-	1	-
Sunil Kulkarni (Librarian)	-	-	4	-	2

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- OER's (Open Educational Resources)
- Teaching learning material development, selection and use

Details of FDP/MDP/Workshops/Seminar/Conference organized by Faculty Members since 2009

Name of the Faculty Member	FDP	MDP	Workshops	Seminar/Conference
Dr. Purushottam Bung	1	-	3	1
Dr. P. M. Charanthimath	-	-	3	2
Dr. KirtiShivkumar	2	-	2	-
Dr. S. G. Chiniwar	1	-	-	-
Dr. R. M. Inamdar	-	-	-	-
Dr. Arif Shaikh	-	-	1	-
Shailaja G. Hiremath	3	-	-	-
Rohit R. Mutkekar	3	-	-	-
PadmapriyaKatagal	1	-	-	1
B. K. Deshmukh	-	-	-	-
Shrirang A. Deshpande	-	-	2	-
Sunil Kulkarni (Librarian)	-	-	1	-

Details of International Conferences organized by KLS IMER since 2009

SI. No	Dates of the Conference	Theme of the Conference
1	3 rd to 5 th December, 2009	International Conference on Business Ethics and Corporate Social Responsibility
2	28 th and 29 th September, 2013	The 13 th International Conference on Emerging Trends, Challenges and Opportunities in Global Business, Management, Tourism and Information Technology (jointly with RDA and RDRF, Jaipur)

c) Percentage of faculty

- **Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**

Details of Faculty Members who were invited as resource persons in Workshops/ FDP/Seminars/Conferences/Guest Lectures organized by external professional agencies

Name of the Faculty Member	FDP	Workshops	Seminar/Conference	Guest Lecture
Dr. Purushottam Bung	1	2	1	8
Dr. P. M. Charanthimath	-	-	-	2
Dr. KirtiShivkumar	1	1	1	4
Dr. S. G. Chiniwar	-	1	-	2
Dr. R. M. Inamdar	-	1	-	-
Dr. Arif Shaikh	-	1	4	-
Shailaja G. Hiremath	-	3	-	3
Rohit R. Mutkekar	-	1	-	1
PadmapriyaKatagal	-	1	-	-
B. K. Deshmukh	-	-	-	2

- **Presented papers in Seminars / Conferences conducted or recognized by professional agencies**

Details of Faculty Members who presented papers in Seminars / Conferences conducted or recognized by professional agencies

Name of the Faculty Member	Seminar	Conferences
Dr. Purushottam Bung	1	9
Dr. P. M. Charanthimath	1	8
Dr. Kirti Shivkumar	-	7
Dr. S. G. Chiniwar	-	5
Dr. R. M. Inamdar	-	3
Dr. Arif Shaikh	4	1
Shailaja G. Hiremath	1	6
Rohit R. Mutkekar	1	5
Padmapriya Katagal	-	5
B. K. Deshmukh	-	1
Shrirang A. Deshpande	-	-
Sunil Kulkarni (Librarian)	-	-
Sachin Lakkundi (date of joining September, 2014)	-	-
Deepti Deshpande (date of joining March, 2014)	-	-
Maruti Sadavar (date of joining September, 2014)	-	-

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

- The institute provides special leaves to teachers for pursuing doctoral programs and also extends financial support to attend workshops, seminars, conferences, symposium, FDPs etc. at national & international level.
- Recently our Institute has been recognized as Research Center by Rani Chanamma University, Belagavi. Management authorities have been providing an exclusive budgetary provision to carry out research related activities. Faculty members can avail research grant from the institute by submitting their proposal to the Director.
- Institute supports and promotes our faculty members to take up assignments in sharing their expertise in the area of teaching, research and consultancy with reputed institutions, organizations and industries in India and abroad. This system in turn helps our institute to enhance level of academic input, increases our networking base and helps in disseminating knowledge.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Awards/Recognition (State/National/International Level) received by faculty members for excellence in teaching from 2009 to 2014.

Sl. No.	Name of the Faculty	Name of the award	Year	Name of awarding agency/institute & place
1	Dr. Purushottam Bung	Distinguished Educator Award	2013	Discovery Education Media, New Delhi
2	Dr. P. M. Charantimath	Pioneering Faculty for Promoting Entrepreneurship Education in Sand Box Region (North Karnataka)	2011	Deshpande Foundation, Hubli

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

At the end of every semester i.e. on the last working day, feedback on teacher's performance is taken from students by using a well-designed teacher's performance evaluation form and the same is analyzed and communicated by the Director to individual faculty. This helps the teacher to identify the gaps if any and take corrective and preventive measures accordingly.

2.5 EVALUATION PROCESS AND REFORMS

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The institution conducts a one week orientation programme for the new batch students before starting the academic course. Institution has a system where in the PGP coordinator communicates and makes the students aware of the evaluation processes as prescribed by the affiliating university during the orientation programme. A copy of the same is circulated among the faculty members well before the commencement of the course. The evaluation criteria is mentioned in the lesson plan prepared by individual faculty members, which is provided to students in advance.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Evaluation Reforms Initiated by University-

The institute follows the reforms as prescribed in the university regulations from time to time pertaining to the evaluation based on tests, assignments, live projects, presentations, attendance etc. The university has introduced a system of online submission of internal marks. The university has also taken initiative to grade the performance of students on soft skills, provided in Skill Development Series (SDS) spread over all four semesters. The sessions under SDS are part of university syllabus and evaluation is done by external examiners.

Evaluation Reforms Initiated by the Institute-

The institute has introduced the following initiatives to evaluate knowledge, skill and ability of the students through-

- Preparatory examination before semester end examination
- Student profiling to evaluate Communication Skills, General Knowledge, Computer Skills etc.
- Performance of the students during one month project on organization study is evaluated through viva-voce, for which alumni are invited as examiners.
- Pre-Viva for evaluating their performance in two months internship project before students face final viva conducted by university examiners.
- The students are evaluated by respective mentors biannually on their academic, co-curricular, extracurricular and behavioral aspects.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The institution adheres to the evaluation norms prescribed by the university. The institute submits the internal assessment marks online within the prescribed date to the university every semester. University has centralized evaluation system and institute supports the same by deputing faculty members by providing duty leaves every semester based on university appointments as examiners.

Two months internship project report is evaluated by the examiners appointed by the university. Before the conduct of final viva-voce pre viva is conducted by the faculty members to prepare the students for final viva-voce. For the skill development series examination, the external examiners are appointed by the university and evaluation is done through written as well as oral presentations. The external examiner grades the performance of the students and the same is forwarded to the university.

The evaluation reforms initiated by the institution are regularly monitored by the Director.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative evaluation approaches-

The institute has an examination committee headed by the coordinator, who reports to the Director. The student is evaluated for 100 marks out of which, the university conducts semester end written examination for 80 marks and the remaining 20 marks are assessed internally by the respective subject teacher based on tests, assignments, live projects, presentations, attendance etc.

University has centralized evaluation system, where external examiners are invited from other universities and in addition to this, faculty members from affiliated institutes support evaluation process. Results are declared by the university on its official website and the hard copy of results are forwarded to the affiliated institutes.

University has made a provision for reevaluation, for redressal of grievances regarding evaluation. Two months internship project reports are evaluated by the examiners appointed by the university. Performance of the students in skill development programme is evaluated by the external experts appointed by the university.

Summative evaluation approaches-

Internal evaluation is done by the faculty members based on tests, presentations, assignments, live projects, attendance etc. In addition to this, written tests are conducted by the institute and the marks obtained by the students are counted in internal assessment marks. Students who miss the written tests due to genuine reasons such as hospitalization, major event in the family etc. will be given an opportunity to write the tests later on approval by the Director. Institute provides tutorials for subjects like Accounting, Costing, Financial Management, Quantitative Techniques etc.

Students are evaluated on continuous basis by their respective mentors on the following criteria and the report of the same is sent to their parents.

- Academic Performance
- Co-curricular and extra-curricular activities
- Behaviour and attitude based on observation
- Aptitude
- Spoken English

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

Internal assessment marks are awarded based on written tests, assignments/ presentations/ projects and attendance. Same is displayed on the notice board for student verification before submitting it to the university. The faculty evaluates the student's communication skills, ability to work in a group, leadership skills and independent learning through above mention criteria.

2.5.6 What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

As per the regulations of the affiliating university (RCU), the graduate attributes specified are as follows-

- A candidate is expected to successfully complete MBA course within the three years from the date of first admission.
- The minimum score for passing in each paper 40 percent of a total of 100 marks including both internal assessment and the semester end examination. However the student should obtain 40 percent of the marks in the semester end examination conducted by the university and there is no minimum marks for internal assessment.
- After adding the internal assessment and semester end examination marks the candidate should score minimum 50 percent to clear the semester.

The institute imparts professional skills to the students along with the academic curriculum prescribed by the University as mentioned below-

- Aptitude Skills
- Managerial Etiquettes
- Leadership Skills
- Interpersonal Skills
- Communication Skills
- Decision Making Skills
- Problem Solving Skills
- Team Building Skills
- Time Management
- Stress Management

All the above mentioned skills/attributes are imparted to the students by conducting the skill development classes. The students are evaluated accordingly for the same.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

In case of grievances regarding internal evaluation, the student can approach the concerned faculty and get the same resolved. If the students are dissatisfied with the outcome the matter may be taken up to the Director for appropriate action. University has made a provision for reevaluation, for redressal of grievances regarding external evaluation.

2.6 STUDENT PERFORMANCE AND LEARNING OUTCOMES

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The institute has clearly stated learning outcomes and the same is reflected in our vision, mission, objectives and value statements. Some of the significant learning outcomes that the institute intends to provide are stated as below-

- Leadership Skills
- Entrepreneurial Skills
- Professionalism with national character
- Research Orientation
- Subject Knowledge

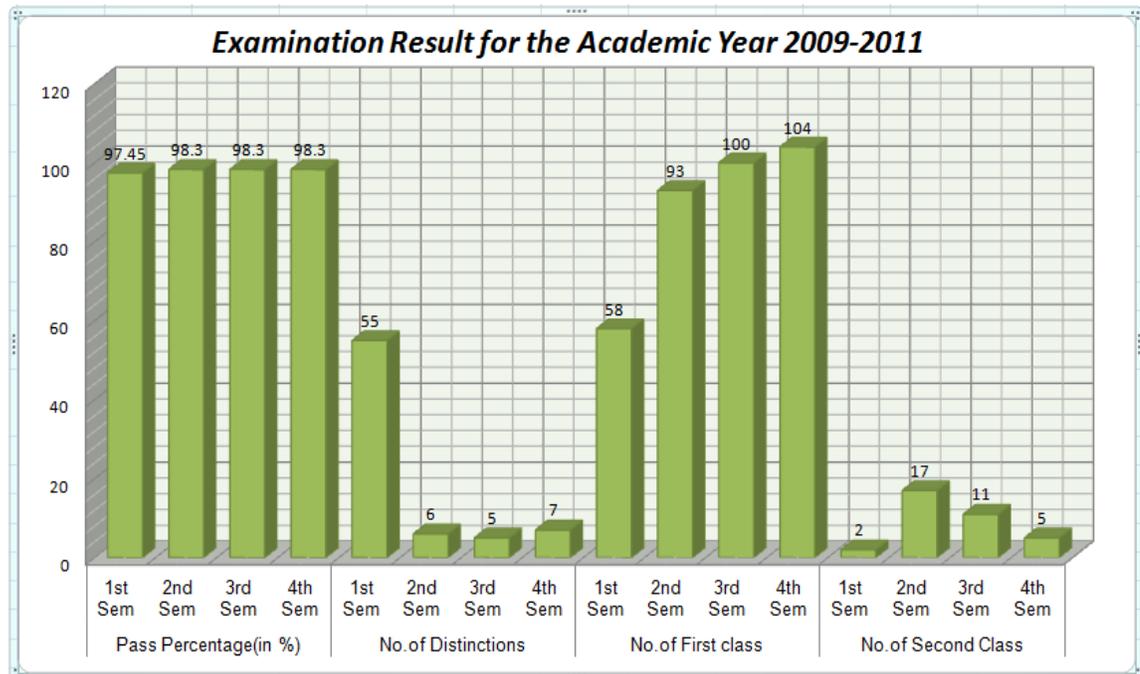
Learning outcomes are made aware to the entire staff (teaching and non-teaching) during the strategic review meets. The students are informed and educated about the learning outcomes during orientation programme before commencement of the course and the same is reinforced throughout the course by the faculty members.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students' results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The Institute conducts written tests. The evaluated answer scripts are given to the students to check their performance. Faculty members also conduct presentations/live projects/assignments as a part of internal assessment. Post internal assessments, the concerned subject teacher/ mentor counsels the weak students for improvement. Students who miss the written tests due to genuine reasons such as hospitalization, major event in the family etc. will be given an opportunity to write the tests later on approval by the Director.

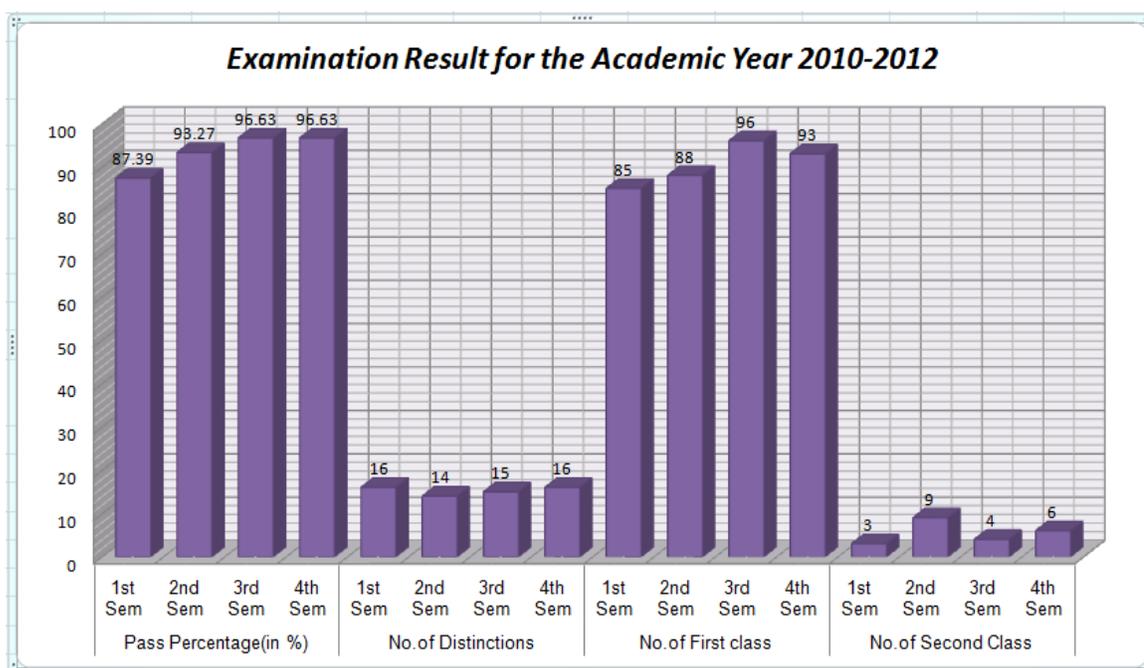
Examination Result for the Academic Year 2009-2011 (Total 118 students)

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	97.45%
	Number of Second Class (50% - 59%)	02
	Number of First Class (60%- 74%)	58
	Number of Distinctions (>75%)	55
2 nd Semester	Pass Percentage	98.30%
	Number of Second Class (50% - 59%)	17
	Number of First Class (60%- 74%)	93
	Number of Distinctions (>75%)	06
3 rd Semester	Pass Percentage	98.30%
	Number of Second Class (50% - 59%)	11
	Number of First Class (60%- 74%)	100
	Number of Distinctions (>75%)	05
4 th Semester	Pass Percentage	98.30%
	Number of Second Class (50% - 59%)	05
	Number of First Class (60%- 74%)	104
	Number of Distinctions (>75%)	07
University Ranks (If Any)	Mr. Sumedh Pawar secured Gold Medal for scoring highest marks in the Subject "International Marketing" to Karnataka University, Dharwad	



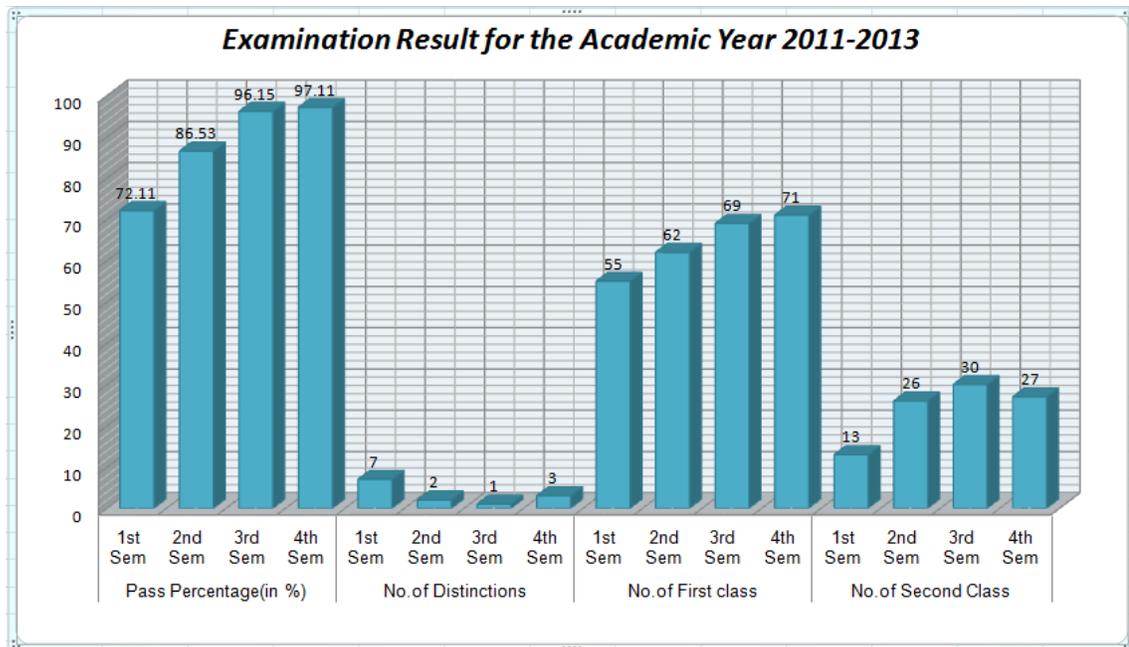
Examination Result for the Academic Year 2010-2012 Batch (Total 119 students)

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	87.39%
	Number of Second Class (50% - 59%)	03
	Number of First Class (60%- 74%)	85
	Number of Distinctions (>75%)	16
2 nd Semester	Pass Percentage	93.27%
	Number of Second Class (50% - 59%)	09
	Number of First Class (60%- 74%)	88
	Number of Distinctions (>75%)	14
3 rd Semester	Pass Percentage	96.63%
	Number of Second Class (50% - 59%)	04
	Number of First Class (60%- 74%)	96
	Number of Distinctions (>75%)	15
4 th Semester	Pass Percentage	96.63%
	Number of Second Class (50% - 59%)	06
	Number of First Class (60%- 74%)	93
	Number of Distinctions (>75%)	16
University Ranks (If Any)	Ms. Preeti Honnamane secured First Rank to Rani Channamma University and secured gold medal at R. C. U. 1 st Convocation	



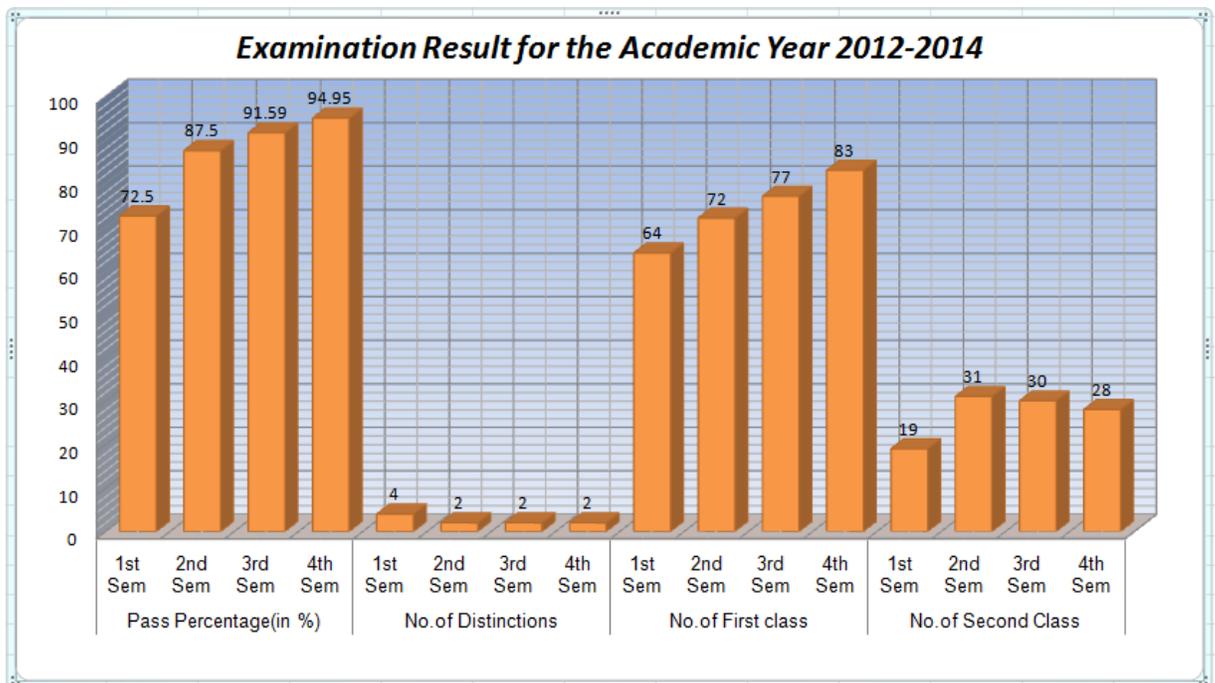
Examination Result for the Academic Year 2011-2013 Batch (Total 104 students)

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	72.11%
	Number of Second Class (50% - 59%)	13
	Number of First Class (60% - 74%)	55
	Number of Distinctions (>75%)	07
2 nd Semester	Pass Percentage	86.53%
	Number of Second Class (50% - 59%)	26
	Number of First Class (60% - 74%)	62
	Number of Distinctions (>75%)	02
3 rd Semester	Pass Percentage	96.15%
	Number of Second Class (50% - 59%)	30
	Number of First Class (60% - 74%)	69
	Number of Distinctions (>75%)	01
4 th Semester	Pass Percentage	97.11%
	Number of Second Class (50% - 59%)	27
	Number of First Class (60% - 74%)	71
	Number of Distinctions (>75%)	03
University Ranks (If Any)	Mr. Aditya K. Shanbhag, secured Second Rank to Rani Channamma University, Belgaum	



Examination Result for the Academic Year 2012-2014 Batch (Total 119 students)

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	72.5%
	Number of Second Class (50% - 59%)	19
	Number of First Class (60%- 74%)	64
	Number of Distinctions (>75%)	04
2 nd Semester	Pass Percentage	87.5%
	Number of Second Class (50% - 59%)	31
	Number of First Class (60%- 74%)	72
	Number of Distinctions (>75%)	02
3 rd Semester	Pass Percentage	91.59%
	Number of Second Class (50% - 59%)	30
	Number of First Class (60%- 74%)	77
	Number of Distinctions (>75%)	02
4 th Semester	Pass Percentage	94.95%
	Number of Second Class (50% - 59%)	28
	Number of First Class (60%- 74%)	83
	Number of Distinctions (>75%)	02
University Ranks (If Any)	Not yet announced by the University	



2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Every faculty member prepares lesson plan for the subjects allocated. The lesson plan contains learning objectives, session-wise breakup of the modules mentioned in the syllabus along with the pedagogy and the reference material. The assessment pattern is also mentioned in the lesson plan. The academic time table is prepared to accommodate the teaching sessions of all the subjects pertaining to respective semester.

The students are provided with reading materials such as case studies, articles, teaching notes etc. compiled in the form of course docket for each subject during the opening class of the semester. Faculty members discuss with the students about the intended learning outcomes of their respective subjects and the mode to achieve the same.

In addition to this, experts from industry/academics and successful entrepreneurs are invited to share their experience and knowledge. SAP- Business One ERP Certification course has been introduced to enhance employability prospects (since 2013). The institute encourages students to participate and organized management fests, cultural fest, in-house competitions, sports, live projects and social outreach programmes. This helps the students to enhance their subject knowledge, imbibe leadership skills, entrepreneurial qualities and develop themselves as professionals with national character. The students are taken to industrial visits (Local/National) for providing practical knowledge on working environment of the industries. The students under the guidance of faculty members develop entrepreneurial profile of eminent domestic entrepreneur.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The institute has made the course relevant on social and economic perspective through the following initiatives. The students are involved in all such activities as mentioned in the sample list below:

- Disaster Management Awareness workshop.
- Consultancy project undertaken for District Industries Center, Government of Karnataka on developing Vision 2013-17 A perspective plan for Belgaum District
- Consultancy projects for industries viz. Aditya Birla Group, Gokul Milk-Kolhapur, ITC Ltd, Colgate Pamolive etc.

- The students participated in “Cleanliness Drive at Belgaum Central Bus Terminus” organized by “MADE in Belgaum” group.
- The institute (staff and students) actively participated in “India Against Corruption Rally” along with sister institutes under Karnatak Law Society from DharmaveerShambhajiChowk to D.C. Office, Belgaum

2.6.5 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

The Institution collects and analyses data on student learning outcomes as follows:

Student learning outcomes are continuously monitored by their respective faculty/mentors on the following criteria-

- Academic Performance
- Co-curricular and extra-curricular activities
- Behaviour and attitude based on observation
- Aptitude
- Spoken English

Feedback and guidance is provided on one to one basis, to overcome barriers of learning.

Placement cell seeks the feedback from recruiters, who come for campus placements regarding the student's performance during selection process. The information obtained is analyzed to find out the areas of improvements and based on the gaps identified, pre placement training is designed.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The institution monitors and ensures the achievement of learning outcomes through proper evaluation of various parameters such as academic performance, performance in co-curricular and extra-curricular activities and placement at different stages. To ensure achievements in academic performance a structured evaluation process is carried out, which comprises of assignments, presentations, live projects, written tests and semester end examinations. The academic performance of the students is analyzed to keep a track of the progress made and the same is communicated to them for further improvement.

The mentors keep track of students' participation and performance in co-curricular and extra-curricular activities and appraise them on leadership skills, managerial skills and general behavior, attitude and discipline.

The placement cell conducts pre-placement training to enhance employability skills and prepare students for the final placements. The impact of the training is assessed through mock tests and mock interviews conducted by placement cell and a panel of industry experts invited by placement cell.

2.6.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning. The Director of the institute considers student evaluation results to give proper directions to the faculty members with respect to teaching methodology, mentoring process and other activities for the improvement of student.

For example –

- If the academic performance of the students is poor, the additional tutorials are provided to facilitate improvement.
- It has been observed that the students with rural and vernacular education background are poor in communication skills and aptitude. Hence institute has initiated spoken English and aptitude sessions during the course.
- Mentoring sessions are conducted by individual faculty to discuss their mentees performance in academics, co-curricular and extra-curricular activities. They are counseled for improvement.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency / organization?

Our institution is having permanent affiliation and is a recognized Ph.D. Research Center of the affiliating University, viz. Rani Channamma University, Belagavi. The University has granted the research center to undertake research leading to the award of Ph.D. of the University and other research projects to be funded by the institution and other funding agencies.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

The Institute has constituted a 5-member research committee headed by Prof. P M Charantimath and includes Prof. ShirangDeshpande, Prof. Arif Sheikh, Prof. RohitMutkekar and Prof. PadmapriyaKatagal to co-ordinate and supports all research initiatives of faculty and students. The objectives of the committee are to monitor, promote and facilitate research both amongst the faculty and the students. The Institute has also constituted a 9-member Research Advisory Committee with very eminent researchers namely; Dr. M H. BalaSubrahmanya, IISc, Bangalore; Dr. SatyajeetMajumdar, TISS, Mumbai; Dr. Mohammad Ali, SIBER, Kolhapur; Dr. Anil Keskar, Advisor, Dr. D Y PatilVidhyapeeth, Pune; Dr. AnnasahebGurav, Shivaji University, Kolhapur; Dr. S V Patil, BVB College of Engineering & Technology, Hubli; Dr. PrashantYatgiri, TAPMI, Manipal; Dr. M R Sollapur, SIT, Tumkur and Dr. A B Kalkundrikar, to advise and guide the Research Center activities.

The committee has recommended organizing a workshop on CSR for the benefit of the entrepreneurs in Belgaum due to amendment in Companies act 2013. The committee has also recommended pursuing Ph.Dguideship for the entire eligible faculty with the University and that all faculty members should present at least 1 research papers at national/international conferences and publish 1 research paper every academic year.

The faculty has published 62 research papers in the last four years of which 20 research papers are in peer reviewed journals.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes / projects?

Autonomy to the principal investigator

The researcher is given full freedom to carry out his/her work. Neither the management nor the director of the institute interferes in the research activities of the faculty members.

Timely availability or release of resources

A budgetary provision of Rs. Ten lakh for the research center, Rs. Three lakh for faculty development and Rs. Five Lakh for conferences is made by the management for promoting research. A proposal for research has to be submitted by the faculty to the Governing Council of the institute through the Director. The Governing Council sanctions the funds on approval of the proposal and the Director ensures timely payment to the faculty or research team, as once the budgetary provision is made the funds are always available for the same.

Adequate infrastructure and human resources

The Research Center of the institute is very well equipped with excellent infrastructure for the smooth conduct of research. The center has comfortable cubicles with computers and internet facility to carry out the research work. To facilitate discussions, a table with adequate sitting arrangements has been made. Books, research journals, magazines etc. for necessary reference have been made available. To facilitate presentations there is a LCD projector along with Audi-Visual aids. There is a support staff and an attender to provide assistance at the research center. Library is also well equipped for research. There are good number of research related journals and magazines.

Time-off, reduced teaching load, special leave etc. to teachers

The maximum teaching workload for each faculty at the institute is the minimum stipulated by AICTE. It is eight hours for professors and 12 hours for associate and assistant professors. The faculty has sufficient time that can be devoted to research. Any leaves availed for research purpose is treated as duty leave. On a case to case basis special leave is given to the faculty with stipend to carry out research. Prof. RohitMutkekarwas sanctioned special leave from 1st Sep 2011 to 31st December 2011 for the course work of his Ph.D with a stipend of Rs 10,000/- per month.

Support in terms of providing technology and information needs

The faculties have access to online databases such as EBSCO, J-gate and Capitaline for their literature review. For data analysis they can use SPSS in the computer lab

Facilitate timely auditing and submission of utilization certificate to the funding authorities

There are adequate office personnel to assist to facilitate submission in time

Any other

The institution extends all possible guidance and support to help faculty to conduct their research activities

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Students are encouraged to take up research either independently or jointly with the faculty in the areas of their interest. Students are encouraged and guided to write research papers and present the same in seminars and conferences and there is a provision to give financial assistance to present accepted papers at national and international conferences. Every faculty member guides 8-12 students in research projects undertaken by them in their internship projects. The students are also given small course projects by the faculty in different subjects to inculcate research culture among the students. Students also engage themselves in research projects given by different companies. 72 students were involved in the Sales Promotion Campaign of ITC Ltd from 28-03-14 to 4-04-14. Eleven students participated in the project of BigBazaar and ten students participated in the rural marketing research project given by Colgate Palmolive.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/ collaborative research activity, etc.

In every academic year each faculty member guides 12 to 15 students in their organization study after the first semester and internship research projects after the third semester.

Faculty members also undertake research projects individually and in collaboration with other faculty and students. The details of the same are as follows:

Dr.KirtiShivakumar along with HR students presented research papers at the International HR Conclave “Four Es of HRM” from 29-31, October, 2010 organized by Mahatma Gandhi College, Guntur, Andhra Pradesh.

Dr. Purushottam Bung and Dr. Arif H. Shaikh along with four students have completed the consultancy assignment of preparing ‘Vision 2013-2017:A perspective plan for Belgaum District’ assigned by The Joint Director, DIC (District Industries Centre), Belagavi, which has been released by Central Union Minister for MSME, ShriK.H.Muniappa at Udyogmela organized by Govt. of Karnataka.

Dr. Purshottam Bung, Dr. ShashidharChiniwar and Prof. Suhas Rajput along with a team of 16 students carried out a research project to analyze the Belgaum milk market for GOKUL, Kolhapur.

3.1.6 Give details of workshops / training programmes / sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The details of workshops and training programs conducted/organized by the Institute for staff and students to promote research are as follows:

1. Guest Lecture on Project Formulation for the students of MBA 4th Semester on 28th April, 2011
2. One Day workshop on “Research Leading to Publication” on 10th February, 2012
3. One Day B-Plan Competition “Antaraprerana” organized by KLS IMER Entrepreneurial Cell and Deshpande Foundation on 16th March 2012
4. One Day Workshop on Entrepreneurship & Business Plan for students of MBA on 5th April, 2012
5. FDP on ‘Powering teaching Competencies’ on 29th and 30th June, 2012
6. One day workshop on “NPTEL” i.e. National Program on Technology Enhanced Learning on Saturday the 23rd February, 2013.
7. Two Day Entrepreneurial Expedition on Effectual Entrepreneurship & Managing Innovations an Business Plan Competition “ANTARAPRERANA” For MBA students on 5th and 6th April, 2013
8. Workshop on Effective teaching and curriculam design on 3rd and 4th August, 2013
9. Two day workshop on “Empowering Women Entrepreneurs” for women entrepreneurs of Belgaum in association with “Avishkaar”, an NGO catering to women entrepreneurs of Belgaum on 17th and 27th August 2013 at IMER, Belgaum
10. Two Day Workshop on Advance Excel for Teaching and Non-Teaching Staff Members on 10th and 11th September, 2013
11. Workshop on “Excellence in Research” on 3rd January for the Faculty Members of KLS IMER
12. One Day Workshop on ‘Preparation of Research Proposals’ on 12th April, 2014 for the faculty of KLS’ IMER
13. Two Day Entrepreneurial Expedition in Association with Centre for Social Innovation and Entrepreneurship, IIT , MADRAS on Effectual Entrepreneurship & Managing Innovations, a Business Plan Competition “ANTARAPRERANA” for MBA students on 8th and 9th May, 2014.
14. Workshop on Effective teaching and curriculum design on 19th and 20th May, 2014,
15. Superlative Internship Project Reports Competition – for the B-Schools of India on 5th July, 2014
16. Workshop on Corporate Social Responsibility in collaboration with Centre for Social Innovation and Entrepreneurship, IIT Madras and TiE-Hubli on 27th Sep 2014.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

The prioritized research areas for the institution are in all the functional areas of Management. In Marketing there is Dr.S.G.Chiniwar, Professor, Dr. Rajendra Inamdar, Professor and Prof.(Mrs) Padmapriya Katagal, Asst.Professor. In Human Resources there is Dr.(Mrs) KirtiShivkumar, Professor, Prof.(Mrs) ShailajaHiremath, Asst.Professor. In Finance there is Dr. Arif Shaikh, Professor, Prof. Shrirang Deshpande and Prof. B.K. Deshmukh who are Asst.Professors. In the area of Operations, General Management and Social Responsibility there are two professors Dr. Purushottam Bung and Dr.(Mrs)PoornimaCharantimath and also Prof.RohitMutkekar, Prof.Deepti Deshpande and Prof.SachinLakkundi who are assistant professors. There are qualified and experienced faculties in all the prioritized research areas.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institute has always made continuous efforts to invite eminent personalities in the field of research. The details of the same are as follows:

1. Prof. V SubramaniamVenkat, Consultant, Pune to interact with students on Research in Consumer Behaviour on 19th May 2011.
2. Shri. GururajDeshpande, Deshpande Foundation, Hubli, to interact with faculty and students on "Social Entrepreneurship", 11th January, 2012.
3. Dr. SandhyaAnvekar, Head, research & Publication, MSRIM, Bangalore to interact on the topic 'Research Leading to Publication' on 10th February, 2012
4. Mr. Amit Grover, IIT New Delhi, to interact with student and faculty on the topic of "Entrepreneurship and business plan" on 5th April 2012
5. Dr. D.H. Rao, Principal, Jain Engineering College, on the topic 'National Program on Technology Enhanced Learning' on Saturday the 23rd February, 2013.
6. Dr. SatyajitMajumdar, Professor and Chairperson, Centre for Social Entrepreneurship, School of Management and Labor Studies, Mumbai, on the topic 'How to Write Research Papers and Case Studies'
7. Mr. Babu Zachariah, Professor, SIBER, Kolhapur on the topic 'Excellence in Research' on 3rd January, 2014.
8. Mr. A.M. Gurav, Associate Professor, Commerce and Mgt. Shivaji University, Kolhapur on the topic 'Preparation of Research Proposals, on 12th April, 2014.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Faculty is provided leave facility as per request. Any leave availed for the purpose of research is treated as duty leave. However any request for additional leave to do the research work is considered on case to case basis and special leave is given to the faculty with stipend. Prof. Rohit Mutkekar was sanctioned special leave from 1st Sep 2011 to 31st December 2011 for the course work of his Ph.D with a stipend of Rs 10,000/- per month.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness / advocating / transfer of relative findings of research of the institution and elsewhere to the students and community. (lab to land)

There is a proposal to conduct an extensive research to study the impact of E-tailing on brick and mortar retailers, as the existence of the later is being threatened by the former. A seminar inviting the local retailers will be organized by the institute to deliberate on the research findings and evolve suitable strategies to enable the retailers to face the challenges. A budgetary allocation of Rs. One lakh has been made for the same.

3.2 RESOURCE MOBILIZATION FOR RESEARCH:

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The percentage of budget year marked for research is as given below:

S.No	Year	Financial Allocation (in lakhs)	Percentage of budget earmarked For research
1	2009-2010	1.00	0.28
2	2010-2011	1.00	0.25
3	2011-2012	1.00	0.29
4	2012-2013	5.00	0.65
5	2013-2014	5.00	1.40

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The institution has a provision to provide seed money to the faculty for research. The faculty members have to submit their research proposal along with budget to the GC through the head of the institution and they have to present the same in front of other faculty members and research committee at Research Centre. On approval of the proposal the seed money will be sanctioned to the faculty. An initial seed money of Rs 30,000/- has been sanctioned to one of our faculty member Prof.SachinLakkundi and seven students to carry out research on installation of small capacity biogas plant at IMER premises.

3.2.3What are the financial provisions made available to support student research projects by students?

The institute pays the registration fee of the students to participate and present research papers at seminars and conferences to encourage them.HR students from our institute were given registration fee to present research papers at the International HR Conclave “Four Es of HRM” from 29-31, October, 2010 organized by Mahatma Gandhi College, Guntur, Andhra Pradesh.Two students of MBA first semester were sanctioned registration fees to attend the 3 day Workshop on Entrepreneurship organized by the Centre for Entrepreneurial Development, Acharya B School, Bangalore during 20th to 22nd Dec. 2012. The students of I semester MBA interested in becoming entrepreneurs were deputed to attend a Workshop on Entrepreneurship and B Planning at KLS GIT, Belgaum on 26/9/2014.

3.2.4 How does the various departments / units / staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The major disciplines in which research is undertaken at the institute are in Marketing, Finance, Human Resources, General Management and Information technology. The faculty members are encouraged to take up joint research projects and there is interdisciplinary collaboration in a number of research projects undertaken. The faculty undertaking research make presentations about the status of their work from time to time in the faculty meetings to solicit suggestions.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

To facilitate quality research by the staff and students the Institute has a well-stocked library, digital Library with Capitaline, EBSCO and J-Gate databases and a research center along with two well-equipped computer labs with analytical software like SPSS and a 24/7 Wi-Fi campus facility and 12 hour library facility.

To ensure optimal utilization of the research facilities at the institute the campus is open from 8 am to 8 pm not only on working days but also on Sundays and holidays. Research based assignments are given to the students so that they will use all the available resources and all such assignments are closely monitored by the faculty.

All the faculty members are encouraged to register for Ph.D. Six faculty members have already completed their Ph.D. and four faculty members have registered and completed their course work and one faculty member is in the process of completing his Ph.D. The researchers are given full access to the facilities and are encouraged to carry out their research work without any hindrance.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If yes give details.

The institute is pursuing industries and other agencies for special grants/finances for developing research facilities and inclination has been shown by some of the industries. The management of the institute has funded all the research infrastructure and facilities from the funds of the institute.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Faculty members are encouraged to get funds or grants to take-up research projects.

1. The institute in collaboration with Centre for Social Innovation and Entrepreneurship, IIT Madras in association with TiE-Hubli had organized one day workshop on Corporate Social Responsibility on 27th Sep 2014. The Institute has received funding of Rs 40,000 from DIC and Government Tool Room and Training Centre, Belgaum for the same.

2. Dr. Purshottam Bung, Dr. ShashidharChiniwar and Prof. Suhas Rajput carried out a research consultancy project to analyze the Belgaum milk market for GOKUL, Kolhapur. The institute received a funding of Rs.98,000/- from GOKUL.

3. Dr. Purushottam Bung and Dr. Arif H. Shaikh have completed the consultancy assignment of preparing 'Vision 2013-2017:A perspective plan for Belgaum District' assigned by The Joint Director, DIC (District Industries Centre), Belagavi,The institute received a funding of Rs.82,600/- from the District Industry Center Belgaum, for the project.

3.3 RESEARCH FACILITIES:

3.3.1What are the research facilities available to the students and research scholars within the campus?

1. The institute has a well-stocked library and a digital library with 21 computers with databases such as EBSCO, J-gate and Capitaline and they remain open for twelve hours.

2. The institute is also 24/7 Wi-Fi enabled.

3. The Library has more than 16188 Books, 56 Journals and 72 Magazines

4. In addition the institute has a well-equipped Research Center with excellent infrastructure for the smooth conduct of research. The center has comfortable cubicles with computers and internet facility to carry out the research work. To facilitate discussions, tables with adequate sitting arrangements have been made. Books, research journals, magazines etc. for necessary reference have been made available. To facilitate presentations there is a LCD projector along with Audio-Visual aids.

5. There is also a center for market research to facilitate market research and other survey studies for various segments like industrial goods, FMCG, Telecom, Hospitality, Automobile, Service sector etc. as part of the subject titled 'Marketing Research' Groups of students are formed and are assigned projects to be carried under the guidance of the faculty coordinator. A project involving country analysis and International Market Research with potential markets for products to be exported is also carried out.

6. The institute has also established a Centre for Ethics & Social Responsibility to inculcate the dimensions of Ethics & Social Responsibility to various stakeholders of the society and also bring out research publications and provide consultancy services to corporate houses, NGOs and Government agencies in the area of Ethics & Social Responsibility.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The institute has a well equipped research centre in place. The Research Committee under the guidance of the research advisory body and the Director of the institute plans the upgrading and creating infrastructure facilities for the needs of the researchers including the staff and students. The proposals with respect to the same are placed before the governing council of the institute and subsequently the board of management of the society to take the final decision. Also research books are purchased and research journals subscribed as per the request of the researchers.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If yes what are the instruments / facilities created during the last four years.

All research facilities of the institute have been created through self-funding and our management is whole heartedly supporting and financing the research activities.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories.

The institute provides vehicles to both the staff and the students to carryout research outside the campus. Similarly laptops and audio-visual aids are provided to conduct research off-campus. Leaves are also given to staff and students for all such activities.

3.3.5 Provide details on the library / information research center or any other facilities available specifically for the researchers.

The Institute has excellent and networked digital library developed using dspace software for the researchers. They are provided access to EBSCO, Capitaline and J-Gate online database for their use. The researchers also have access to DELNET.

There are 362 titles on research in our library. The details of research journals are given below:

List of Journals Subscribed specifically for Research		
Sl.No.	Name of the Journal/Magazine	Nature of Jr./Mag.
1	Asia Pacific Journal of Management Research & Innovation	National Journal
2	Jindal Journal of Business Research	National Journal
3	Journal of Development Research	National Journal
4	Journal of Services Research	National Journal
5	Management Research	National Journal

3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

The institute is looking for research collaborations. The institute runs an MBA program which comes under Social Science and the focus area of research has been on management related problems and other social issues. The institute has a well equipped computer laboratory and a digital library.

3.4 RESEARCH PUBLICATION AND AWARDS

3.4.1 Highlight the major research achievements of the staff and students in terms of Patents obtained and filed (process and product)

As on date no patents have been filed for any product or process.

Original research contributing to product improvement

Since our institute offers only MBA program the research carried out is restricted to social science research only

Research studies or surveys benefiting the community or improving the services

There is a proposal to conduct an extensive research to study the impact of E-tailing on brick and mortar retailers, as the existence of the later is being threatened by the former. A seminar inviting the local retailers will be organized by the institute to deliberate on the research findings and evolve suitable strategies to enable the local retailers to face the challenges. This is being done to benefit the retail community in Belgaum and surrounding areas. A budgetary allocation of Rs. One lakh has been made for the same.

3.4.2 Does the institute publish or partner in publication of research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The institute publishes its own Research Journal “Tatva-The Journal of Management Scholars” bearing ISSN 0973-0974 published annually. The journal is in its eleventh year of publication. ‘Tatva’ is a platform for scholars, researchers and practitioners to share their knowledge and experience in the field of management through scholarly research articles, case studies and book reviews. The patrons of the journal are ShriM.R.Kulkarni, Chairman, Board of Management, Karnatak Law Society and ShriRajendraBelgaumkar, Chairman, Governing Council, KLS’ IMER. The Director Dr. Purshottam Bung is the Editor-in-Chief and Dr. ShashidharChiniwar, Professor is the Editor.

The Editorial Board consists of following eminent researchers and industry experts:

1. Dr. A.K.SinghSuryavanshi, Professor Department of Food Business Management, Haryana
2. Dr. Rakesh Agarwal, Associate Professor (OB & HRM) IIM-Kashipur, Uttarakhand
3. Prof. Ashok K. Pundir, Professor (Op &Mngt) & Dean (Student Affairs & Placement) - NITIE, Mumbai
4. Dr.UpinderDhar, Vice Chancellor - JK Lakshmipat University, Jaipur
5. Mr. Emmanuel AttahKumah, Pre-University Director - All Nations University College, Ghana.
6. Dr. SandhyaAnvekar, Professor, Visvesvaraya Technological University
7. Prof. VivekanandKhanapuri, Professor, NITIE, Mumbai

The team also consists of two student editors and presently they are Ms. FransescaCarvalho and MilagrineGonsalves.

The Editorial board and the team ensure quality of the journal and takes maximum care to check plagiarism. There is an effective policy in place for publishing the contributions made by the authors.

- The researchers are invited to contribute quality papers on contemporary issues in management and other related areas as per the prescribed guidelines.
- All papers received from the authors are first reviewed by the editorial committee.

- Each selected paper is sent to an appropriate reviewer identified from the panel of reviewers for blind review.
- Once the report is received the article is accepted, sent back for revision or rejected based on the report. The papers which are finally accepted will be considered for publication in the Journal.
- All selected papers are sent to the press for final printing after editing each paper for language and format.

3.4.3 Give details of publication by the faculty and students:

Dr. Purshottam Bung

1. Pet at work: A novel tool for managing stress levels of employees in the HR Conclave proceedings book titled "Employee First, Customer Next", published by Himalaya Publishing house, Mumbai (ISBN No. 978-93-5051-687-4)
2. Critical analysis of exports: Mango and processed mango products by Indian mango processing industry in "TATVA" journal (ISSN No. 0973-0974, Vol. IX, (2), July-December, 2012).
3. Network Mentoring' in higher educational institutions: A collaborative win-win-win strategy for mentor, mentee and the institution in the book published by Himalaya Publication House, Mumbai (ISBN No.978-93-5051-559-4)
4. Challenges facing mango cultivators of India and the feasible solutions published in the conference proceedings book published by Bonfring, India (ISBN No.978-93-82338-05-5)
5. Book review on the book titled "18 minutes: Find your focus, master distraction, and get the right things done" by Peter Bregman in TATVA journal (ISSN No. 0973-0974, Vol. IX, (2), July-December, 2012.)
6. Effects of Modern Technology in the present world in TATVA journal (ISSN No. 0973-0974, Vol. IX, (2), July- December, 2012)

Dr. Poornima Charantimath

1. Student's Feedback for evaluation of quality of technical teaching – A Case Study, The Indian Journal of Technical Education, July-Sep 2009, ISSN 0971-3034.
2. Kaizen Costing as an important tool in Total Quality Management, Prabhandan, Journal of Business Administration, October 2012, ISSN: 2229-4791
3. Role of Total Quality Management in Strengthening Academia-Industry Interface, TATVA, 2012, ISSN:0973-0974
4. Importance of Total Participation in Implementing TQM, TATVA, January 2012, ISSN:0973-0974
5. Role of Total Quality Management Tools for Effective Management of Inventory at Small and Medium Retail Firms, Aug 2013, JNTUH, ISBN 978-93-5062-330-5.

Dr. Shashidhar Chiniwar

1. Corporate Social Responsibility – A Journey Towards Excellence, International Journal of Business, Management & Social Sciences, (ISSN-2249-7463) Vol. 1, Issue 5 (1), Jan. 2012
2. Globalization and Values – A Study of SSIs in Belgaum City, 13th Biennial Conference 2012, ISSWOV, (ISBN-978-0-9817997-2-8), June, 2012
3. Emerging Issues in Rural Communications, International Journal of Contemporary research in Management, Engineering and & Health Sciences (ISSN-2320-1185) Vol. 1, Issue (1), Feb. 2013

Dr. Kirti Shivkumar

1. The Case Study Method in Training and Management Education, the IUP Journal of Soft Skills, Vol. VI, No. 2, June, 2012, SSRN: <http://ssrn.com/abstract=2169791>

Dr. Arif Shaikh

1. Influence of Firms Market Capitalization and its Reputation on Individual Investors Behaviour in Post Liberalization Era, published in Journal: "TATVA" Volume VI Issue No.2 Jan 2010, ISSN 0973-0974
2. Role of Securities Exchange Board of India (SEBI) in facilitating trading in stock markets."published in ELK Journal of Finance & Risk Management. Volume 2 Issue No. 1 December 2010. ISSN- 0976- 7185

3. Pharmaceutical Management Issues and Challenges published in ELK- Asia Pacific Journal of Marketing and Retail Management Volume 2 No. 3 Oct. 2011 ISSN 09767193
4. Employee Engagement in Hospitality Industry- A Case Study of Hotel Niyaz, Belgaum published in proceedings of Employee First, Customer Next HR Conclave 2012 (Himalaya Publishing House ISBN: 978-93-5051-687)
5. Customer's Perception towards Muthoot Finance Ltd. - A Study in Belgaum city, Karnataka State, published in ELK- Asia Pacific Journal of Marketing and Retail, Oct. 2012 ISSN 09767193
6. The Business of HR in Business Schools, published in TATVA Volume VIII Issue No.2 Sept. 2012, ISSN 0973-0974
7. Customer Relationship Management in the Banking Sector published in proceedings of Seminar on Recent Trends in Management Practices, 2013 (ISBN: 978-81-927463-0-2)

Prof. Shailaja G. Hiremath

1. Small and Medium Enterprise Management-The Contemporary Outlook, published in TATVA Vol VII No 1 July 2011, ISSN: 0973-0974.
2. Globalization and Values – A Study of SMEs in Belgaum City”, Proceeding of 13th International Biennial ISSWOV (International Society for the study of Work & Organizational Values) Conference (ISBN: 978-0-9817997-2-8)
3. A Unique Approach to Enterprise Social Responsibility – The Case Study on Polyhydron Private Limited, A Small Scale Enterprise from Belgaum, Karnataka, in Book of Abstracts of International Research Conference on Management, Banking and Finance, (ISBN-978-93-82062-02-8)
4. Corporate Social Responsibility-A journey towards Competitive Advantage, International Journal of Business Management & Social Sciences (IJBMSS), Volume. I, Issue 5(I) Jan 2012 (ISSN: 2249-7463)
5. HRIS-A strategic toolkit for redesigning HRM functions published in The CHANAKYA - bimonthly management magazine of Kirloskar Institute of Advanced Management Studies, Harihar, Volume 12, Issue 14, March 2012

6. Enhancing Organizational Value through HR-An approach for competency-based Competitive Advantage in Book of Abstracts of 2nd International Conference on HRM organized during April 11th -12th , 2013 at IBS, Hyderabad

7. Reliability and Validity of Value Profiling, Conference Proceeding (CD) of 2nd International Conference on "Managing Human Resources at the Workplace at SDMIMD, Mysore (ISBN: 978-81-922146-5-6)

Prof. Rohit Mutkekar

1. Globalization and Values – A Study of SMEs in Belgaum City, Proceeding of 13th International Biennial ISSWOV (International Society for the study of Work & Organizational Values) Conference (ISBN: 978-0-9817997-2-8)

2. Service Quality Analysis of ICICI Bank in Northern Districts of Karnataka, International Journal of Advances in Management, Technology and Engineering Sciences(IJAMTES), Volume. I, Issue 4(I), (ISSN: 2249-7455)

3. Estimation of Reliability in a Non-Accumulating Damage Shock Model for a Two-out-of-Three Component System, Proceedings of International Congress on Productivity, Quality, Reliability, Optimization and Modeling(ICPQROM 2011), Volume I, (Allied Publishers Pvt. Ltd, ISBN: 978-81-8424-708-4)

4. Analysis of Customer Switching and Customer Relationship Strategies in Organized Retailing, TATVA, Vol. VII, No.02, p.p 29-41.

5. Reliability Theory- Advantages in Business, Proceedings of 4th AIMS International Conference on Management, Volume 2, pp. 600-602 (AIMS International Publication)

Prof. Shrirang Deshpande

1. Customer's perception towards Muthoot Finance - A study in Belgaum city, Karnataka State, ELK Asia Pacific Journal of Marketing & Retail Management Vol. 3, Number 4, October 2012

2. Economic reforms & Foreign Investment in India - A Review, ELK Asia Pacific Journal of Finance & Risk management Vol. 5, Issue 2, April 2014

Prof. B K Deshmukh

1. Growth and Value Investing in the Share Market, published in TATVA, Vol.6, No.2, January, 2010

Prof. Padmapriya Katagal

1. Gandhi and management, published in, Vol VII no 1, July 2010, issue of Tatva, ISSN no.0973-0974.
2. Customer switching behaviour and retention strategies in organized retailing,published in Tatva2011, January issue, Vol VII, no 2, ISSN no.0973-0974.
3. Service Quality Analysis of ICICI Bank in Northern Districts of Karnataka, published paper in International Journal of Advances in Technology, Management” with ISSN no 2249-7455.
4. The Case Studies on Role of Self Help Group in Inclusive Growth of The Society, published in 4th National conference proceedings on “Management of Inclusive Growth: Issues challenges and opportunities” with ISBN no: 978-81-923654-0-4.
5. Challenges and Assessment of e- banking Service quality In India, published in National Conference proceeding on Ecommerce-Opportunities & Challenges, with ISBNno. 978-81-927463-19.

Number of papers published by faculty and students in peer reviewed journals (national / international)

Dr. Purshottam Bung

1. Indian fruit processing industry: Import and Export Analysis, published in ‘DHARANA’ Vol 6, 2, ISSN: 0974-0082(July-December 2012).
2. Benchmarking at macro level – a comparative study on fruit processing industry between India and Brazil published in Indian Journal of Management, Vol. 2, number 1, October 2012 – March 2013 (ISSN No.22773304).
3. Indian fruit processing industry: Import and Export Analysis, published in DHARANA, Vol 6, 2,ISSN: 0974-0082 (July-December 2012).
4. Comparative study between the functioning of NHB (National Horticulture Board) of India and EMBRAPA (Brazilian Agency for Agriculture Research and Animal Husbandry) of Brazil, the nodal apex bodies controlling horticulture industry,published in Journal of Development Research, Issue 1, vol 5, March-September 2103 edition (ISSN No. 2229-7561).
5. Mango Cultivation Industry of India: Problems and Prospects,published in ELK Asia Pacific Journal of Marketing and Retail Management, October 2013 (ISSN: 0976-7193).
6. Book review on the book titled “ Start it up: why running your own business is easier than you think”,by Luke Johnson in “TATVA”, (ISSN No. 0973-0974, Vol. X, 2013)

Dr. Poornima Charantimath

1. The Impact of training on knowledge transfer in higher education, EXCEL, International Journal of Multidisciplinary Management Studies, Vol. 1 Issue 2, November 2011, ISSN 2249 8834.
2. The effect of multilingual instructions and outbound experiential learning on knowledge transfer in higher education in India, International Journal of the computer, the internet and Management (IJCIM), Thailand, February 2012, ISSN 0858-7027.
3. T-Learning – A blend of C Learning and U Learning for higher education, International Journal of the computer, the intranet and management (IJCIM), Thailand, Vol 8, December 2010, ISSN 0858-7027.
4. Impact of training the management faculty in avantgarde delivery for better knowledge transfer, International Journal of the Computer, the internat and Management (IJCIM), Thailand, Vol 8, December 2010, ISSN 0858-7027, pp 46.1
5. Strategic Formulation using TOWS Matrix _ A Case Study, International Journal of Research and Development, Vol 1, Issue No. 1, July 2012, ISSN (online)-2279-073X
6. SWOT Analysis: An instrument for Strategic Planning- A Case study, International Journal of Research in Commerce, IT and Management, Vol 2, Issue No. 9, September 2012, ISSN 2231-5756
7. Strategic Planning for Rural Engineering College using SWOT-AHP method, Zenith International Journal of Multidisciplinary Research, Vol 2, Issue No. 12, Dec 2012, ISSN 2231-5780.

Dr. Shashidhar Chiniwar

1. Export of Pomegranates from Karnataka: A Study of the Role of KAPPEC, ActaHorticulturae (ISSN-0567-7572) Vol. 831, June, 2009

Dr. Arif Shaikh

1. Impact of Online Trading in Improving Investment Climate, published in Journal of Business Administration Prabhandan, Volume No: 1 Issue No: 2 June 2011 ISSN:2229-4791
2. Analysis of Retail Investors Behaviour in Belgaum district, Karnataka State, published in International Journal for Management Research, Volume- 1/ Issue- 2/ July 2011, ISSN: 2231-6949

3. Impact of Demographic Factors on Retail Investors' Investment Decisions- An Exploratory Study, published in Indian Journal of Finance, Volume:5 Issue: 9 September, 2011 ISSN: 0973-8711

4. Impact of Mergers & Acquisitions on Surviving Firm's Financial Performance: A Study of Jet Airways Ltd. published in Pacific Business Review International, Volume 6, Issue 8, February 2014.

Prof. Rohit Mutkekar

1. Estimation of Reliability in an Accumulating Damage Shock Model for a Two-out-of-Three Component System, Journal of Statistics Sciences, Vol. 04, No. 02, pp. 79 – 87 (ISSN: 0975-1661)

2. Estimation of Reliability for a Two Component Survival Stress-Strength Model, International Journal for Quality, Statistics and Reliability (Reference: Vol. 2011, Article ID 721962, doi: 10.1155/2011/721962)

Books Edited

Dr. Purshottam Bung

“Responsive Management Education” published by Excellent Publishing House, New Delhi, ISBN No. 978-93-83083-91-6

Books with ISBN/ISSN numbers with details of publishers

Dr. Purshottam Bung

Current status of Indian Fruit Processing Industry vis-à-vis Brazil: a case study of mango, published by Himalaya Publishing House Private Limited, Mumbai. ISBN No. 978-93-5142-464-2

Dr. Poornima Charantimath

1. Total Quality Management- 2e, ISBN 978-81-317-3262-5

2. Entrepreneurship Development – Small Business Enterprises, ISBN 978-81-317-6226-4

Both books published by Pearson Education

Dr. Arif Shaikh

1. Indian Business Environment ISBN 81-8045-085-6
2. Basics of Insurance & Banking ISBN 81-8045-089-9
3. Export Management ISBN- 81-8045-092-9
4. Managerial Economics II ISBN- 8180450937
5. Indian Financial System ISBN 9788180450976

All the above books are published by R. Chand & Co., New Delhi

3.4.4 Provide details (if any) of;

Research awards received by the faculty

Dr. Purshottam Bunghas received the Best Paper Award for the research paper titled “Challenges facing mango processors of India and the feasible solutions” presented in the 12th international conference on ‘Global Contemporary Issues, Innovations and Future Challenges in Businesses’ organized by Research development Association and Research Development Research Foundation, Jaipur in collaboration with Rajasthan chamber of Commerce and Industry, Jaipur and the same was published in the peer reviewed journal ‘Indian Journal of Management’,(ISSN No. 2277-3304) Vol.2 No.2 (April– September 2013 Issue).

Dr. KirtiShivkumar was awarded a cash prize of Rs.10000/- for her case “R.N. Foods” as it was judged as one of the Top 10 Best Case Studies at ISB Hyderabad during Case Chase organized by SEE, Indian School of Business, Hyderabad on March 29th to 30th , 2012.

Dr. ArifShaikh has received the Best Research Paper Award at National HR Conclave Organized by Rani Channamma University and Global Business School, Belgaum- Title of the Paper “Employee Engagement in Hospitality Industry- A Case Study of Hotel Niyaaaz, Belgaum” on 17th& 18th February, 2012.

3.5 CONSULTANCY

3.5.1 Give details of the systems and strategies for establishing institute industry interface

Since inception the institute has strived to develop effective Industry Institute interface. It has set in place a number of systems and strategies to develop industry interface. An Industry Institute Interface cell has been established in the institute for the same. Guest lectures and workshops by industry experts are arranged on a regular basis for students on different topics in management to give them insights to the practical application of the concepts.

There is a practice by the institute to felicitate one successful local entrepreneur each year on the occasion of the foundation day celebration of the institute. This helps build rapport with the local industry and encourages students to take up entrepreneurship.

Senior Industry representatives are invited to be part of the placement advisory body, as chief guests and guests of honor at important functions of the institute and members of the board for our research journal and the research centre.

Faculty undertakes a number of consultancy assignments for different industries. The projects are executed on many occasions with the active participation of the students. The faculty and the placement officer also visit the companies where students are undergoing their internship projects and interact with the concerned guides. This helps in building better rapport with the industry.

The institute has the practice of sending wishes to all the industry representatives on celebratory occasions to maintain good relations.

The details of the activities conducted at the institute under III series are as follows:

Sl.No	Date	Name of Guest (Academic / Industry)	Topic
1	13 th January, 2014	Mr. Dilip Chandak, MD, Vega Group of Industries, Belgaum	Life Skills and Entrepreneurship
2	17 th January, 2014	Mr. Girish Angadi, Founder Director, Connect, Hubli	Personality Development
3	22 nd January, 2014	Guruji Pasha, Ability Unlimited Foundation, New Delhi	Awareness Campaign on abilities of differently abled
4	24 th April, 2014	Mr. Pratik Jain, Golf Player and Coach, Belgaum	Awareness about Golf
5	30 th April, 2014	Mr. Parag Saraiya, Director, ADAM Realty Partners Pvt. Ltd, Belgaum	MBA as an Experience
6	20 th May,	Mr. Sagar Fulsunge, Big	Retail Sector in India

	2014	Bazaar, Belgaum	
7	22 nd May, 2014	Prof. D. Y. Kulkarni, Public Relations Officer, KLS-R.L. Law College, Belgaum	Business Contract Law
8	24 th May, 2014	Mr. Pavan V. Kulkarni, GM, Marketing at J B Chemicals & Pharmaceuticals Ltd., Mumbai	Career Opportunities in Marketing
9	3 rd June, 2014	Mr. Niket Karajagi, Founder and MD, Atyaassa Consulting, Pune	Competencies for future managers
10	10 th June, 2014	Mr. Uday Kinjawadekar, Founder, All About Belgaum	Entrepreneurship
11	7 th July 2014	Mr. Amrut Charantimath, Environment Activist, Belgaum	Importance of saving forests & conservation of natural resources
12	11 th July 2014	Mr. Pratik Tembe, Graduate Student in Engineering Management / Entrepreneurship at Northeastern University, Boston	Opportunities and Challenges in jobs abroad
13	10th September 2014	Mr. Mr. Ajaykumar Shukla, LEAD-Deshpande Foundation, Hubli	LEAD PRAYANA
14	19th September 2014	Mr. Tejaswi R. M, Chief Learning Officer, BrushPolish, Hubli	Preparing for Corporate Career
15	20th September 2014	Mr. Atul Deshmukh, Development Officer, LIC, Belgaum	Career Opportunities in Insurance Sector in India
16	26th September 2014	Shri Nanda Kumarji, Editor-in Chief, Kesari-Malayalam Weekly	Importance of media and it's roles & responsibilities
17	29th September 2014	Mr. R. S Balasubramanyam, Head-CSR Aditya Birla Nuvo Ltd	Importance of CSR in today's business scenario
18	18th October 2014	Mr. Abhijeet Karkera, Head Marketing, Competition Success Academy	Motivational Talk on how to prepare for placements

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The institute has expertise in all functional areas of management including finance, marketing, operations, IT and general management. The institute promotes consultancy in these areas of expertise. The faculties take up consultancy assignments in their area of expertise and execute them individually or jointly in collaboration with other faculty and with the help of students on a case to case basis. The management of the institute encourages taking up consultancy even on non-fee basis from small and local entrepreneurs, NGOs and other Public Service Organizations.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The management and the head of the institute motivate faculty members to take-up consultancy services in their area of expertise by incorporating it in the performance appraisal system. As per the consultancy policy of the institute, the surplus generated from any consultancy assignment is shared between the faculty involved and the institute. The surplus is shared in the ratio of 50:50.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

2014

Marketing Area

Dr. Purshottam Bung, Dr. Shashidhar Chiniwar and Prof. Suhas Rajput along with a team of 16 students carried out a research consultancy project to analyze the Belgaum milk market for GOKUL, Kolhapur. The revenue generated for the institution was Rs. 20,000/-

General Management

Dr. Purushottam Bung and Dr. Arif H. Shaikh along with four students have completed the consultancy assignment of preparing 'Vision 2013-2017: A perspective plan for Belgaum District' assigned by The Joint Director, DIC (District Industries Centre), Belagavi, The revenue generated for the institution was Rs. 20,000/-

Dr. Poornima M Charantimath carried out a consultancy assignment for Ultratech Cement plant based in Kovaya Gujarat on 14th and 15th October 2014. The consultancy fees for the same was Rs 50,000/-.

Dr. Poornima M Charantimath carried out a consultancy assignment at Biwani Textiles, Haryan, on enhancing Kaizen Participation Index, during 22nd-25th April 2014 for professional fee of Rs.30,000.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

To promote consultancy amongst the staff the institute has evolved an effective policy to share the income generated through consultancy. As per the policy the income generated from the consultancy after deduction of expenses for the same is shared in the proportion of 50:50 between the staff involved in the consultancy and the institution.

3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)

3.6.1 How does the institution promote institution-neighborhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institute has a strong belief that management students must be sensitized to the needs of the society for their overall development. The institute promotes the institution-neighborhood community network through a number of activities that involves the active participation of the students and staff. Computer literacy camps are proposed to be arranged for students in the rural areas. The students in groups to visit schools in remote rural areas along with laptops and impart basic computer knowledge to rural students. The institute also conducts blood donation camps, tree plantation activities, women empowerment workshops. The staff and the students contribute to various charities on a regular basis.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The institute is in touch with its students through its alumni cell. The faculty in charge of alumni activities is regularly in touch with the passed out students. The cell also organizes alumni meets periodically. The institute remains updated with the activities of the alumni. For example our first batch student Mr. PrasannaShirol and his wife SharadaShirol have floated a trust by the name Pompe foundation to help children suffering from a deadly and rare disease Pompeand their parents to cope with its economic and psychological challenges.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institute has adopted a number of mechanisms to solicit the perception of the stakeholders with respect to the performance and quality of the institution.

- At the end of every semester students give the feedback of the overall performance of the all the faculty and perception of the institute by filling up a detailed feedback form. The same is analyzed and the result is given to the faculty and is also one of the criteria for the performance evaluation of the faculty.
- The perception of the alumni on the performance and quality of the institution is solicited during alumni meets.
- Perceptions of the management is taken during Governing Council meetings and Board of Management meetings
- Perceptions of the employees is solicited during faculty and support staff meetings.
- Every year parents meet is organized to solicit the perception of the parents on the performance and quality of the institution.
- A visitors' diary is maintained at the Institute to seek the opinion of the industry leaders and other dignitaries who visit the institute
- Feedback is also sought from the companies who visit the institute for campus recruitment.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institute has established a Centre of Ethics and Social Responsibility coordinated by the faculty in the year 2009 with one of the objectives to create awareness about Ethics & Social Responsibility amongst stakeholders of the society and management students in particular.

The Centre under the guidance of the Director plans and organizes various extension and outreach programs individually and in collaborations with other social organizations. Such activities are planned at the beginning of each semester. There is active participation of the students and staff in all such programs. The budget for all such activities is sanctioned by the Governing Council of the Institute on a case to case basis.

Blood donation camps are held regularly at the institute in association with the Red Cross society and blood banks. A lecture is arranged prior to the camp to make the students aware of the importance of donating blood and they are then motivated to donate blood. The schedule of the blood donation camps organized at the institute is as follows:

1. 4/9/2010 - In association with Mahaveer Blood Bank
2. 14/9/2012- In association with Red Cross Society of India
3. 6/12/2013- In association with Red Cross Society of India and KLE Society's Blood Bank
4. 6/12/2014- In association with Red Cross Society of India and KLE Society's Blood Bank

The institute organized Vanamohotsava in collaboration with Vanisha Honda on 21/9/2012 and 3/7/2013. All the students of the institute actively participated in the same. The institute also organized a lecture on road safety by Mrs. Nigini, CSR Manager, HondaBanglore on 19/4/2013. A disaster management workshop was organised at the institute for the students on 21/5/2014. The students also visit blind school regularly.

The institute organizes a number of outreach programmes in association with Mahesh Foundation. Mahesh Foundation is an NGO which is devoted to the cause of HIV positive children. Every year the students get together and on their own initiative and under the guidance of a faculty coordinator organize events for these students. The objectives of these activities are to spread the awareness regarding HIV and AIDS and to remove the social stigma that HIV students face. The students organize entertainment programmes, visit to planetarium, donate books and stationery, and organize competitions for these children.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The institute has set up a center for Ethics and Social Responsibility coordinated by the faculty to carryout socially relevant activities in which there is an active participation of students. All our students actively participate in the blood donation camps organized at our institute in association with Red Cross Society. There is a proposal to make all the students as the members of YRC.

The institute in collaboration with Made in Belgaum Group has undertaken a number of activities like giving a call on 5th June, 2014 to the citizens of Belgaum to join in a cleanliness drive at Central Bus Stand on World Environment Day. It organized a competition called SEED - Social Entrepreneurship & Enterprise Drive, which kick-started on the 8th of June, 2014. MADE in BELGAUM organized an art exhibition on 27th April 2014, to provide platform to performing artists from Belgaum. IMER students participated to exhibit their cookery skills by putting up an eatery stall.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The institution always encourages its students to be sensitive to the underprivileged section of the society. To ensure this the institute organizes a number of activities in association with Mahesh Foundation every year to spread the awareness regarding HIV and AIDS and to remove the social stigma that HIV students face. The students organize entertainment programmes, visit to a planetarium, donate books and stationery, and organize competitions for these children. It also encourages activities with respect to women empowerment, differently abled and orphans.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

One important objective of the extension activities carried out by the institute is to sensitize students to social issues in the society and also the ethical issues in business. The expected outcome of this is that the students will develop into responsible corporate citizens with concern for the society, business ethics, environment and country at large. This will help the organizations that they join and later lead, to plan, develop and implement their CSR initiatives more effectively. The students with such exposure will be more competitive in the placement scenario.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The Institute invites the members of the public to participate in all its reach out activities. The Institute regularly organizes blood donation camps in which not only our students but also other members of the society are invited to participate in large numbers and donate blood. The institute in association with AkhilBharatiyaVidyarthiParishad conducted women empowerment workshops on 5/4/2013 and 11/10/2014 in which members of the general public participated in large numbers. The institution in association with forum against corruption conducted lectures on 7/12/2013 and 23/7/2014 where staff and students of all the institutions in Belgaum and members from different professions participated actively. In association with Nadoj felicitation for leading social workers were organized on 5/12/2010, 4/12/2011, 9/12/2102 and 8/12/2013. There is a proposal to conduct an extensive research in association with TiEconto study the impact of E-tailing on brick and mortar retailers, as the existence of the later is being threatened by the former. A seminar inviting the local retailers will be organized by the institute to deliberate on the research findings and evolve suitable strategies to enable the local retailers to face the challenges. This is being done to benefit the retail community in Belgaum and surrounding areas. A budgetary allocation of Rs. One lakh has been made for the same.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institute carries out regular blood donation camps in collaboration association with Redcross society and blood banks of Belgaum. The institution has also forged a relationship with Nijalingappa Sugar Institute to organize workshops , lectures etc for the benefit of farmers from Belgaum district. One such workshop was organised on 18th and 19th July 2014. The institute also organizes visits to Mahesh Foundation every year to spread the awareness regarding HIV and AIDS and to remove the social stigma that HIV students face.

3.6.10 Give details of the awards received by the institution for extension activities and/ contributions to the social/ community development during the last four years.

No such awards have been received.

3.7 COLLABORATIONS

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborate research, staff exchange, sharing facilities and equipment, research scholarship etc.

The institute interacts regularly with the industry representatives to identify research problems in their respective organizations, design and implement the research project and present the findings along with feasible solutions.

Three faculty members of the institute along with a team of 16 students carried out a research project to analyze the Belgaum milk market for GOKUL, Kolhapur. It provided a cost effective solution for the company for its problem and also helped the students of our institute to gain hands on experience. Similarly a rural market research project was carried out for Colgate Palmolive Ltd. by ten of our students to identify new distribution outlets in rural areas.

A staff exchange arrangement has been made between our institute and KIAMS, Harihar to facilitate exchange of staff between the two institutes to benefit both the staff and students by providing a wider exposure.

3.7.2 Provide details on the MOUs / collaborative arrangements (if any) with institutions of national importance / other universities / industries / Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution has signed an MOU with Shivaji University Kolhapur on 15/6/2005 for academic exchange and co-operation to carry out joint research projects, workshop/ seminars, consultancy , faculty exchange and student exchange.

The institution has also signed an MOU on 21/4/2014 with Nmore, Hyderabad to provide opportunity to students and faculty members to interact and work with Nmore and their client organizations on live projects involving various industrial and functional domains.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation / up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library / new technology / placement services etc.

The industry institute interactions have helped us in getting resource persons for various programs, for guest lectures and also to establish network for placements.

3.7.4 Highlighting the names of eminent scientists / participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

National and International Conferences organized by the Institute.

Sl. No.	Conferences	Year
1	International Conference on Business Ethics and Corporate Social Responsibilities (ICBECSR)	3 rd , 4 th and 5 th December, 2009
2	One Day Seminar on 'Management Education – A Road Head' in collaboration with MBA Department of Rani Channamma University, Belagavi and Institutes of MBA affiliated to R.C.U.	18 th May, 2012
3	Seminar on 'Effectual Entrepreneurship & Managing Innovations'.	5 th April, 2013

4	Seminar on 'Significance of values, ethics, social responsibility and spirituality in business' commemorating the contributions of late Sri. Suresh Hundre (successful ethical local entrepreneur of Belgaum) to the field of management.	23 rd July, 2013
5	Two Day International Conference on 'Emerging Trends, Challenges, & Opportunities in Global Business, Management, Tourism and Information Technology' In association with Research Development Association & Research Development Research Foundation, Jaipur, in collaboration with the Rajasthan, Chamber of Commerce & Industry, Jaipur at GOA.	28 th and 29 th September, 2013
6	Seminar on 'Entrepreneurship & Innovation'.	8 th May, 2014
7	Two Day National Conference on 'Responsive Management Education' in collaboration with MBA Department of Rani Channamma University, Belagavi and Institutes of MBA affiliated to R.C.U.	9 th and 10 th August, 2014

Name of eminent participants who contributed to the events:

2009

- Dr. G. J. Rossouw, President, International Society for Business Economics and Ethics, South Africa, 3rd December 2009
- Dr. Rick Keller, President, The Healthy Business Doctor, USA 4th December 2009

2012

- Arun Nigavekar, Founder Director, NAAC & Former Chairman-UGC New Delhi, 18-05-2012
- Dr. Ashok Joshi, Director, IND SEARCH, Pune, 18-05-2012
- Prof. Nagabrahman, Former Director, TAPMI & Adviser, National Dairy Development Board 18-05-2012
- Prof. Meena Chandavarkar, Hon. Vice Chancellor, Karnataka State Women's University, Bijapur, 18-05-2012

2013

- Shri. Suresh Hundre, M.D. Polyhydron,Pvt. Ltd., Belgaum, 5th April, 2013
- Prof.SatyajitMajumdar, Professor, School of Management and Labour studies TATA Institute of Social Sciences, MUMBAI, 5th April, 2013.

2014

- Dr. L.S. Ganesh, CSIC, IIT MADRAS, 8th May, 2014
- Dr. AshwinMahalingam, CSIC, IIT MADRAS, 8th May, 2014
- Dr. James Raja Nayagam, CSIC, IIT MADRAS, 8th May, 2014
- Shri. V.N. Deshpande, Chairman, Sound Castings Pvt. Ltd., Kolhapur, 8th May, 2014

3.7.5 How many of the linkages / collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and / or facilitated –

The collaborative efforts of the institute have resulted in the two MOUs one with Shivaji University Kolhapur for academic exchange and co-operation and another with NmoreHyderabadto provide opportunity to students and faculty members to interact and work with differentorganisations.

3.7.6 Detail on the systematic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The institute has always focused on the academic and overall development of students and faculty. Since inception the institute has always interacted with organisations both in the education and business sectors. Many such interactions have resulted in establishing formal relationships resulting in organization of lectures, seminars, workshops and live projects for all the stakeholders including students, staff and the community at large. A couple of such formal relationships have resulted in MOUs.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 PHYSICAL FACILITIES

4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

KLS society has infrastructure development committee consisting of five management members. KLS have appointed a civil engineer for all its construction work. The Institute proposals for enhancing the infrastructure are approved by the GC and the infrastructure development committee in the board meetings.

The Management develops infrastructure facilities required for effective teaching and learning. The institute follows the norms of AICTE. The annual budget has provision for Infrastructure enhancement. Based on the requirement college enhances its infrastructure from time to time so as to facilitate effective teaching and learning.

4.1.2 Detail the facilities available for -

a) Curricular activities

Class Rooms: IMER has six classrooms & all the classrooms are spacious with a carpet area of 114.46sqm. & can accommodate 60 students. They provide good learning environment with sufficient lighting & ventilation. Class rooms are furnished with LCD projectors, internet connectivity, Wi-Fi and audio-visual facilities. Collar mikes are used in each classroom for the benefit of students and faculty. Each class room has sufficient number of desks, which are comfortable for students. Facilities such as podium, table, chair green board and stationery such as markers, chalks, and duster are available in the class rooms to make the teaching and learning process more effective. CCTV cameras are installed for monitoring and vigilance in all the classrooms.

Examination control room: One room is exclusively allotted for exam related work. All the activities related to internal and semester end examinations are controlled through this room. It is provided with lockers, table and chairs with necessary security facility.

Faculty cubicles: All the faculty members are provided with work spaces, with personal computers, speakers and connected to internet & EPABX systems. In addition to this printers are available in each faculty room.

Faculty room has a dining table for the comfort of the faculty. Water purifier is provided in the common faculty room. Common faculty room has separate wash rooms for ladies and gents attached to it.

All the professors, associate professor and the faculty which are heading the Centre's of Excellence are provided with separate rooms.

Library: The library with 374.48 Sq.m in size, has a seating capacity for 97 members including reading room, reference section and discussion area with sufficient reading tables. Library is equipped with 16245 Books, with 7300 Titles and 117 Periodicals, seven computers, LAN and internet facility. There is a digital library with 15 computers, connected with LAN and internet. CCTV cameras are installed for monitoring and vigilance in the library & reading room.

Reading Room: The reading room of library has a seating capacity for 60 members with sufficient reading tables & Chairs.

Discussion Area: Round tables & chairs with coffee vending machine is provided for the students near the library. It has a seating capacity for 16 members.

Discussion Room: Separate discussion room with tables & chairs is set up in the first floor, to encourage discussion & brain storming among students related to academics.

Technology Enabled learning spaces:

Digital Library:

There is a digital library with 15 computers, connected with LAN and internet. Digital library is equipped with databases such as J- Gate, EBSCO and Capitaline.

Computer Labs:

There are two air conditioned computer labs with 156.19 Sq.m & 125.68 Sq.m in the institute with 120 computers. These labs are well equipped with Internet facility. All computers are installed with required software and the same is updated on a regular basis. Both the labs are well equipped with the latest configuration of hardware and legal software's like Minitab (Statistics), SPSS, Agnifinnac, Turbo C, Visual Studio and Oracle. Students can surf on net from morning 8 a.m. to evening 8 p.m.

Type of Applications Used

- Microsoft Office 2007
- Windows XP
- Oracle 8I
- Visual Studio
- MS Project

- MS Publisher
- CMIE (Centre for Monitoring Indian Economy)
- Minitab (Statistical Software)
- Turbo C, C++
- Capital line
- SPSS – Statistical Software

Co-curricular activities:

- One air-conditioned **Auditorium** with 279.31 Sq.m is available in the ground floor with a seating capacity of 240 people with a computer, internet connectivity, and audio-visual facilities for co-curricular & cultural activities.
- One air-conditioned **Governing Council Room** with 42.69 Sq.m is available for conducting Governing Council meetings, and all other discussions with management. It is also utilized for placement activity.
- One air-conditioned **Conference Hall** with carpet area of 103.31Sqm is equipped with a computer, internet connectivity and audio-visual facilities, utilized for staff meetings, press conferences and workshops. Pantry is attached to conference room.
- **MDP/ FDP Room** is available in the ground floor with carpet area 103.36 Sq.m with internet connectivity, computer and audio-visual facilities. It has green board, chalks, duster, board & marker, round tables & chairs are arranged to facilitate the discussions.
- **Placement cell:** Computer with internet facility and telephone is provided to facilitate the placement activity Governing Council Room is utilized for personal interviews.
- An exclusive **Research Centre:** KLS IMER is a recognized research center of Rani Channamma University. The Research Center of the institute is very well equipped with excellent infrastructure for the smooth conduct of research. The center has comfortable cubicles with computers and internet facility to carry out the research work. To facilitate discussions, tables with adequate sitting arrangements have been made. Books, research journals, magazines etc. for necessary reference have been made available. To facilitate presentations there is a LCD projector along with Audi-Video aids. There is a support staff and attender to provide assistance at the research center. As per need photocopy facility is also made available.

b) Extra –curricular activities:

- A room is available to facilitate alumni association activities. It is equipped with computer, database of alumni and good seating arrangement.

Sports facility: Gymnasium and sports room:

IMER has well-equipped gymnasium located at the basement, covering an area of 146 square meter. The gymnasium has variety of hi-tech equipment namely Treadmills, Multi Orbitrac, Elliptical Bike, Magnetic Upright Bike, Recumbent Bike and Vibrator. Gym has weight training facilities like Rubber dumbbells, Hexa Weighing Plates with Grip and Steel Coated Barbells. Other equipment include Bench Press (incline & decline), Vertical Leg Press, Leg Extension, Gym Ball, Parallel Dip Bar, Machine Press, Machine Fly, Cable Rowing, Preacher Curl, Fore Arm Machine, and triceps press down and many others.

IMER gymnasium is open for free membership to students and staff, who are willing to take the benefit of the facility. Girl students and staff have been provided with special batches. The gymnasium is open between 6:00 am to 8.00 pm accommodating different batches. An experienced and certified instructor is provided for formally training gymnasium members.

IMER strives to induce the sportsman spirit among the students by encouraging them to play indoor as well as outdoor games. IMER students have brought laurels to the institution in the field of sports apart from academics. Two of our students have been awarded as “University Blues” in Body Building and Shuttle Badminton respectively. Every year students organize annual sport event to celebrate the spirit of sports.

- **Indoor games:** Facilities for indoor games such as chess, carom, and table tennis are available at basement.
- **Outdoor games:** Facility for playing volleyball is provided in the campus.
- **Common Rooms:** One common room each for boys and girls is available in the campus.
- **Boy's common room** is on the second floor with 102.46Sqm
- **Ladies room:** Ladies room is on the ground floor with 78Sqm. It is spacious, with sufficient natural lighting & ventilation. Girl students are provided with pigeon locks, mirror, round tables and chairs. It has wash room attached to it.
- **Yoga and meditation space** is available for boys and girls in the basement.
- **Sick room** is available with all first aid facilities, in the ground floor.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities Developed/augmented and the amount spent during the last four years (encloses the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

- All the faculty members utilize the available infrastructure to prepare resource materials for effective utilization in the class rooms.

- Faculty members utilize online database accessible from digital library & also from their work spaces, for writing research papers as well as for class room teaching.
- Students have access to computer labs, which facilitate them for completing their assignments, projects and presentations.
- Students have access to the digital library for carrying out assignments, minor projects and other research related activities such as final year project dissertation, making papers for students' conferences.
- GC room is used to conduct Governing Council meetings, faculty meetings and for placement interviews.
- Conference room is used for Industry Institute interactions, faculty & student meetings, workshops etc.
- The MDP room is used for workshops, faculty Development programs and guest lectures.
- Students and faculty members utilize the gymnasium and sports facilities in their leisure hours.
- Auditorium is utilized for conducting workshops, seminars, competitions, national and international conferences and guest lectures on a continuous basis. It is also used for management fest activities and cultural programs.

Example for new facilities developed last/current year:

Research Centre: Research Centre was inaugurated in the year 2014.

Discussion Area: Round tables and chairs are arranged in the second floor with coffee vending machine to facilitate discussion for the students in 2014

Alumni Room: The alumni association room is developed to facilitate alumni relations 2012

New Computer Lab: New computer lab is developed with 60 personal computers, with internet connectivity, in 2011

Cafeteria: New cafeteria was built on the campus with a carpet area of 200 Sqm to cater the needs of the students in December 2011. The canteen is given on a contract to manage.

Gymnasium: IMER has developed well-equipped gymnasium located at the basement, covering an area of 146 Square meters.

Amount Spent on infrastructure Development and other facilities for last four years (In Rupees)				
Particulars	2009-2010	2010-2011	2011-2012	2012-2013
Furnitures, Fixtures & Dead Stock	504607.00	539157.00	241408.00	243614.00
Office & Other Equipments	455804.00	324529.00	88471.00	25350.00
Library Books	805875.00	937555.00	931418.00	747225.00
Computers & Equipments	914632.00	3362815.00	48550.00	1177129.00
Computer Software	83850.00	181176.00	67070.00	82275.00
Tata sumo	38605.00	0.00	0.00	0.00
IMER Building	9545947.00	552559.00	1841984.00	576654.00
Generator Set	0.00	90000.00	183190.00	0.00
Sports Equipment	284000.00	900000.00	0.00	145410.00
Mahendra XYLO	0.00		877995.00	0.00
	12633320.00	6887791.00	4280086.00	2997657.00

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

Wheel-chair is available at the institute for students with physical disabilities and they can enter the institute from back end. There is provision for lift facility in the building plan. Management has provided budgetary provision of Rs.15lakh to develop lift and ramp facility this year.

4.1.5 Give details on the residential facility and various provisions available within them:

Hostel facility:

The institution has its hostel for girl students, in the campus. Additional hostel facility for girls is provided in the adjacent law college girls' hostel, having total accommodation facility for 30 Girl students. Society has provided common hostel facility for boys of its institutions. The hostel has spacious and sufficiently ventilated rooms.

Recreational facilities:

Separate Recreation hall with Television is available. Students can watch news, business and sports channel and movies.

Computer facility including access to internet and Wi-Fi facility in hostel – Not available

Library facility in the hostels – Available

Available residential facility for the staff – Institute provides residential facility for Director in the campus. This facility is also given to one Driver of the institute.

Facilities for medical emergencies:

Ambulance- The society's sister concern institute provides the ambulance services.

The hostel has arrangement for medical assistance in case of emergencies. There is a provision of first aid assistance. Doctor on call facility is provided, & he has been appointed for the medical services.

Safe drinking water: 24/7 constant supply of safe drinking water is available in the college hostel.

Security/Warden: Round the clock security is provided. A security guard will be always at the entrance to ensure security of girl students. Gate-keeper room is made near the gate for proper security round the clock. Society has appointed wardens for its hostels.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

A sick room is made available with all first aid necessities in the campus. The institute has an agreement with the doctor. The doctor on call facility is given to all the students and staff of the institute in the campus and in hostels. In case of emergency on the campus and off the campus society's ambulance service is available.

4.1.7 Give details of the common facilities available in the campus – space for special units like IQAC, Grievance Redressal unit, Women's cell, Counseling and Career Guidance, Placement unit, Health care, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium. Etc.

Details of the above mentioned Units and Facilities available

Sl No	Unit	Details
1	IQAC	Is on the first floor
2	Grievance Redressal unit	Is on the first floor.
3	Women's cell,	Is available on the first floor.
4	Counseling and Career Guidance, Placement unit	Separate room is available, on the first floor.
6	Health care	Sick room available on the ground floor
7	Canteen	Canteen Available on the campus
8	Recreational spaces for staff and students	Sports room with indoor games, gym equipments is on the basement. TV room is on the II floor of the institute.
9	Safe drinking water facility,	For constant supply of pure water, 3 purifiers are installed at all floors
10	Auditorium	AC Auditorium with 240 seating capacity, is on the Ground floor
11	Seminar Hall	One MDP room and one conference hall is available.
12	Research Centre	Research Centre is available, on the II floor.

4.2 LIBRARY AS A LEARNING RESOURCE:

General Information about Library			
Area of the Library		374.4853 Square Meters.	
Library Working Hours		8.00 a.m. to 8.00 p.m.	
Sitting Capacity of the Reading Room (Main RR, Reference Section & Discussion Area)		97 Users	
No. of Library Members (includes Students, Teaching & Non-teaching Staff.)		262	
Library Budget		Rs. 8,75,000.00	
No. of Library Employees		05 (including Librarian)	
Library Services	Reference Service, Circulation Services, Reprographic Services (in the form of Xerox, scanning, CDs)	Library Facilities	Xeroxing, Audio-Visual, Computer, Networking, Internet, CD/DVD, Book Bank, Lending of Books & Journals
No. of Computers (Terminals)		22	
Book & Non-Book Materials			
Book Materials: Books, Periodicals, Bound Volumes of Journals.			
Books			
	Nos.	Amount	
Total No. of Books	16245	60,60,187.16	
Total No. of Titles	7300		
No. of Books added for the year 2013-2014	709	2,96,777.00	
No. of Books added for the year 2014-2015 (till	307	1,30,486.00	

5.11.2014)		
No. of Books with the title 'Research'		521
Periodicals		
1. Journals	a. International	05
	b. National (5 Jrs. with Research title)	52
2. Magazines	a. International	06
	b. Business	14
	c. General	20
3. News Papers	a. Management	03
	b. General	17
TOTAL		117
Non-Book Materials		
Digital Library		
1. Database Subscribed	a. EBSCO b. j-Gate c. Capitaline	
3. e-Journals	EBSCO & j. Gate	
4. Software for Library House-keeping Operation	Easylib	
Separate Digital Library developed using DSpace software which includes Project Reports, Notes, Old QP Sets, NPTEL Course materials etc..		
6. Project Reports of Students (from 2009 to 2014)		
7. CDs & DVDs	318 Titles	
8. Video Cassettes	44 Nos.	
12Hrs Internet connection, Wi-fi facility, Scanner for Users, Video Cassettes		
Institutional Members	AMDISA, MANLIBNET, DELNET, AIMA (Life Member), ISTD, MEDC.	

About Our Library

IMER Library is an invaluable resource for students, researchers and faculties of business and management. The library has over the years built a robust collection of over 16245 books, 117 current subscriptions to serials (which include journals and magazines) and news papers, and many other resources like thesis, students project reports, CDs/DVDs, back volumes of journals.

The library, spread over 374.4853Sqm, also provides access to the best of business and management related digital resources through its subscription to various databases like EBSCO, J-Gate, Capitaline & DVDS consisting of scholarly and industry relevant content.

It provides access to more than 18735 online full texts/abstracts/Index to journals, 31795 company/industry Profiles etc. The functions and services of the library are fully automated.

In a short period, college Library has earned a good reputation. However, much more still needs to be done to further the cause of education in the best interest of the user community at large.

The tenure of Former Director, Dr. Kalkundrikar (more than 10 years), has added new feathers to the cap of the library. During his time, the collections of the Library have got a new lease of life by the additions of reading materials in english, kannada & marathi languages and some religious, general and general management books.

The library has seen an all-round development during the tenure of Dr. Purushottam Bung the present Director and Shri. Rajendra Belgaumkar, the current Chairman of our Institute. The Management's most important contribution for the development of library is the construction of separate library building with separate Stack & Reading Rooms. Thanks to the efforts of the Management, the library is well equipped with modern furniture (cupboards, chairs, tables, computers and its accessories) and an improved reference collection of valuable books and bound volumes of journals.

The latest books added to the library are being displayed on display stand. Management Journals are also exhibited to keep the students abreast of current developments. Interesting articles and reading materials in the respect of management topics published in different news papers are brought to the notice of Students through news paper clipping services. Latest materials on General Knowledge are being provided to the interested readers. We have Dictionaries, Globes, Encyclopedias, for providing Short Range Reference Services. Reading list of authentic books on prescribed subjects are provided to the needy students.

Literature Search is being made to locate relevant required information. Readers are being informed about reference works and right use of their indices. This sort of orientation is beneficial to all those who take part in extra-curricular activities like Debates, Seminars, Moot Court Competitions etc.

Mission

In keeping with the vision and mission of the Institute, the library has been established "to promote knowledge generation and application through its effective dissemination". The library, therefore, acts as the main learning resource centre of the Institute and provides services and facilities to meet the requirements of the Institute's teaching, training, research and consultancy programmers.

Objectives

- To support the learning process of the students through provision of knowledge/information.
- To meet knowledge/information needs of the faculty and research staff/scholars to support their research activities.

Infrastructure Facilities:

The library building has a sprawling space of 374.4853SqMtrs., having designated areas for different sections of the library like reading room, discussion area, digital library, archival section, periodical section audio/video visual selection etc., which stimulate a nice ambiance for reading.

Library has 3 separate servers for database, library management software and DSpace. All the databases have been web-enabled and made available on the Institute's LAN through the Digital Library. Every functional unit in the library has been equipped with a network computer to enable smooth information flow. Also one computer kept inside the library to facilitate information accessing by users. Library also has CDs/DVDs, VCR, Scanners, HP LaserJet Printers & color printers.

Library is using easylib software (integrated library management system) for automating various functions in the Library like book procurement, circulation. The easylib also provides web enabled Online Public Access Catalogue (OPAC) and is available through institute's LAN. Library is using Bar Code Technology for circulation.

Apart from these our library has separate digital library which is developed using DSpace software.

DSpace is an open source repository application that allows us to capture, store, index, preserve and distributes our digital material including text, video, audio and data. DSpace provides a way to manage our materials and publications in a professionally maintained repository to give them greater visibility and accessibility over time.

It has three main roles:

Facilitates the capture and ingest of materials, including metadata about the materials

Facilitates easy access to the materials, both by listing and searching

Facilitates the long-term preservation of the materials

DSpace is being used to store following types of digital materials, including:

- e-Books
- Last 3 to 4 years question paper sets
- e-notes
- Text & Videos (NPTEL course materials)
- Project Reports (done by past students)
- News Paper Clippings etc.

Books

The book collection of the library consists of text & reference books, theses, directories, and other non-book materials. Most of them are made available on request.

There are text & reference books arranged by subjects. Each book is assigned a DDC number and rack number. This number represents the position of the book.

Overnight collection:

This collection consists of books which are available for a shorter period of time (maximum 10 day).

Location of Books by rack numbers

Books bearing location numbers, which indicates cupboard number in which book is stored.

Display of New Books

On every week, new books that were added to our stock, are displayed in the library foyer (as new arrival). A list of such new additions is intimated through e-mail also.

Reference Books Collection

Reference collection including Encyclopedias, Dictionaries, Directories and Handbooks, etc. and some basic books of general nature are available on open shelves in the reference section of the

library. These are meant for consultation within the reading room and must not be taken out without permission of the librarian. Each reference book is given unique rack number and compartment number for its location and identification.

Other Materials

We have a large collection of summer project reports done by students of earlier batches (which are available in the form on soft copy as well as hard copy). To know the collection, users have consult our circulation section Users' Assistance Desk).

CD/DVD accompanying books

Many books in our collection are accompanied by learning materials in CD/DVD format. Those accompanying materials are kept separately. The book catalog will indicate whether a book has an accompanying material. To borrow those materials, users have contact Users' Assistance Desk.

Journals, Newspapers, and Magazines

The library subscribes to a large number of journals, magazines and newspapers. All current issues of journals, newspapers, and magazines are displayed in the Journal section of the library.

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the Committee to render the library, student/user friendly?

Library Advisory Committee:

A Library Advisory Committee is functioning with the purpose of providing collective advice on all matters of the library concerning its activities and services. It serves a useful purpose as it brings expertise and experience from members who can give dispassionate views and advice. It consists of the following members:

Sl. No.	Name	Designation	
1	Dr. Rajendra Inamdar	Professor	Member
2	Prof. B.K. Deshmukh	Assistant Professor	Member
3	Shri. Sunil N. Kulkarni	Librarian	Member
4	Ms. Reshma Shinde	Student Representative	
5	Shri. Muttappa Navi	Student Representative	
6	Shri. Pankaj Naik	Student Representative	

Aims & Objects of setting up the Library Advisory Committee

- To strengthen & implement the policies, Plans & Programmes related to library.
- To give collective advice and guidance or views on matters connected with the development of the Library.

Functions of the Library Advisory Committee

- To frame Library Rules & Regulation.
- To help in selection of Books & Journals.
- To prepare Stock Verification Report Yearly.

Library Committee meets regularly. Library committee implemented following initiative to make, it more user friendly.

- Use of software for management of library books, journals and other resources.
- Development of digital library
- Flexible library working hours to meet student and faculty requirements.
- Regular review of books, journals usages and addition/deletion of the same to meet user requirements.
- Electronic Surveillance system for library
- Increase in number of books
- Continuation of Database
- Purchase of new equipment and furniture
- Yearly submission of stock report of the books
- Continuation and new Membership

A separate committee consists of one faculty, Librarian, one Office Superintendent/Computer Instructor will be formed every year for undertaking stock verification (with the assistant of Library & Office attenders) of the library books and yearly they submit report of the same to the Director.

4.2.2 Provide details of the following:

Total area of the library (in Sq. Mts.): 374.4853 Sq.Mtrs.

Area of the library according to different Section		
Sl. No.	Name of the Head	Area in Sq. Mtrs.
1	Stack Room (Archival Section) (81,7625+115.884)	197.6465
2	Server & OPAC (Online Public Access) Room	4.6375
3	Librarian's Room	15.6975
4	Audio-Video Visual Room	16.5
5	Digital Library	25.965
6	Reading Room	103.8288
7	Store Room	10.21
TOTAL AREA OF THE LIBRARY		374.4853

Total seating capacity: 97 users

Reading Room (size 103.8288 Sq.Mtrs)	60 users
Discussion Area	16 users
Archival/Stack Room/Reference Section	21 users

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

On all working day i.e. from Monday to Friday (12 Hrs. per day)	08.00 am to 08.00 pm
Saturday	09.00 am to 05.00 pm
During study holidays & vacations	10.30 am to 05.30 pm

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Each section/head of the library is mainly divided in to seven main parts like stack room, OPAC, Librarian's room, Audio-video visual room, digital library, store room etc..

All reading materials like books and periodicals are arranged subject wise using Library of Congress subject headings.

Each of the books is classified/catalogued using DDC (for Classification) and AACR 2 (for cataloguing).

Periodicals i.e. journals and magazines (hard copy) are arranged according to main subjects of management.

The new arrivals are also displayed at the entrance of the library stack room and communicated through e-mail.

A desktop computer is kept in the library which facilitates the users in searching the books which are available in the library.

We are using easylib Library Management Software for computerization of the library activities.

Separate digital library with 15 PCS for accessing databases like j-Gate, EBSCO and capitaline are available which cover national and international e-journals, industrial profiles of India.

Other e-resources like scanned question paper sets, notes, project reports of last four years (done by students), Institute's Journal TATVA etc. are available in Intranet facilities through DSpace software.

Separate arrangement is made for discussion for the students.

Coffee/Tea machine is installed in the Discussion Area of the library for the library users.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on Procuring new books, journals and e-resources during the last four years.

Drury's principles of selection and purchasing of books are adopted in our Institute i.e. to purchase right book to the right reader at the right time. We will select only those materials which cater to the information, educational and recreational need of the users.

Selection Procedure:

- Taking requisition from the users i.e. from students & staff members
- Cross checking the requisition list with our Library Management Software in order to avoid duplication in collection
- Putting list of requisition before the Director/Chairman, G.C. for approval.
- Sometime books purchase on approval basis from book venders/publisher will be displayed in library and faculty members will visit the library and select the books according to their subject of interest.

Library Holdings	Year 1 2010-11		Year 2 2011-12		Year 3 2012-13		Year 4 2013-14	
	Number	Total Cost in Rs.						
Text Book	840	321362	1670	757842	400	170632	489	197329
Reference Book	262	133294.5	175	92282	186	105840.10	220	99448
Total	1102	454656.5	1845	850124	586	276472.1	709	296777

Library Holdings	10-11		11-12		12-13		13-14	
	No	Total Cost						
Journal/Periodicals	181	2,94,110	110	3,86,593	103	37,6247	117	401,900
e-Resources	10500	67,416	11800	2,60,430	12,700	2,61,666	18735	

(e-Jrs.) in the form of J-Gate EBSCO Database (Journals includes indexed, abstracted & full text								257,641
Any Other (specify) Capitaline & Industrial Database (Company & Industrial Database)	18300 Comp. and Industr y	1,72,068	19500 Comp. and Industr y	66,180	19500 Comp. and Industr y	66,180	31795 Comp. and Industr y	67,416

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC

Online Public Access Catalogue arrangement is considerably more user friendly than a card catalogue. Since it provides a variety of help to the users and can guide the users in a step by step manner to look for the required information.

Electronic Resource Management package for e-journals

The students and faculty members can access online databases like EBSCO, J-Gate, Capitaline, NPTEL Course materials and Intranet facilities at digital library, faculty room as-well-as any place within the campus.

About Capitaline Database:

Capitaline is a database of more than 30,000 listed and unlisted companies. It gives extensive financial and non-financial information on each of the companies. Balance sheet, profit & loss, consolidated financial data, segment data, and stock prices, board of directors. Industry (NIC) and product (ITC) classifications, corporate actions and Director's reports run to over 10 years.

J-Gate Social & Management Sciences (JSMS)

J-Gate is an electronic gateway to global e-journal literature. Launched by Informatics India Limited, J-Gate provides seamless access to millions of journal articles available online offered by 8,700 + Publishers. Presently it has a massive database of journal literature. This database covers 12441 Journals (9106 Indexed, 3335 full text).

About EBSCO

EBSCO Business Source Elite provides full-text coverage of scholarly business, management and economics journals. This rich collection also includes publications covering topics such as accounting, banking, finance, international business, marketing, sales, etc.

Business Source Elite offers full text for more than 1,110 business publications and contains expanded PDF back-files for more than 153 titles (back to 1985 or the first issue published for that journal). More than 10,150 substantial company profiles from Market Line are also included.

This database covers 6293 Journals (5192 Indexed & Abstracted, 1101 full text).

About NPTEL Course Materials:

The National Programme on Technology Enhanced Learning (NPTEL), a project funded by the Ministry of Human Resource Development (MHRD) was first conceived in 1999 to pave the way for introducing multimedia and web technology to enhance learning of basic science and engineering concepts. Significant infrastructure has been set up earlier for production of video-based teaching material by the Indian Institutes of Technology (IIT) and Technical Teacher Training Institutes (TTTI). In the first phase of the NPTEL project (June 2003-June 2007), seven IITs and the Indian Institute of Science (IISc) have worked together to develop web and video based material for basic undergraduate science, management and engineering courses in order to enhance the reach and quality of technical education in the country. Our library has downloaded more than 95% course materials available through NPTEL on management subjects including spoken English.

List of subjects covered by IMER:

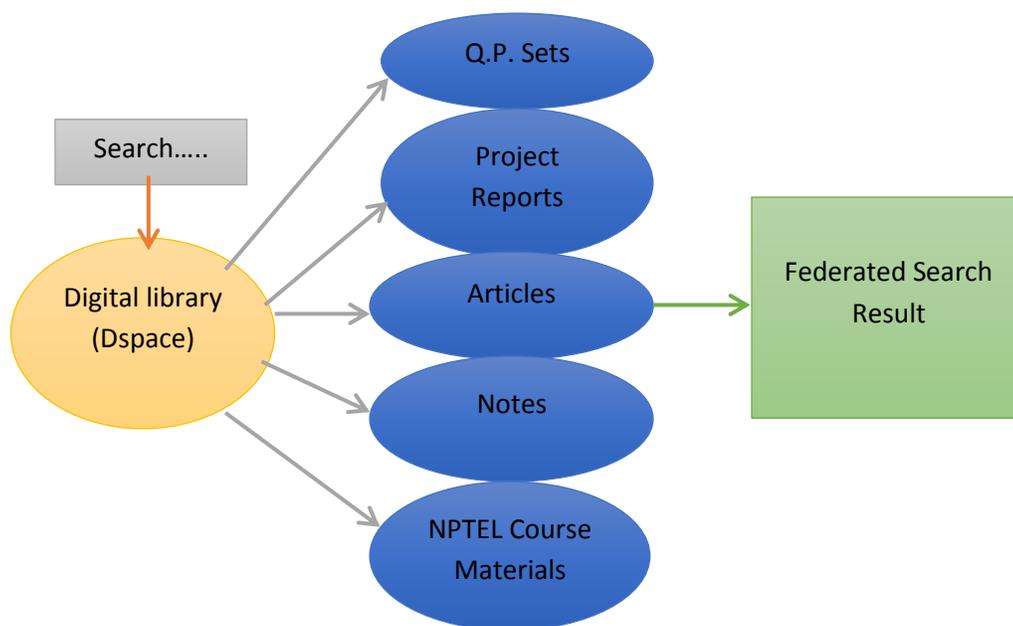
Sl. No.	Subjects	Format of the Material Available with Library	
		Video	Text (pdf)
1	General Management I	√	
2	General Management II	√	
3	Human Resource Management	√	
4	Leadership	√	
5	Management Science I	√	√
6	Management Science II	√	√
7	Organizational Management	√	
8	Security Management and Portfolio Management	√	
9	Six Sigma	√	
10	Strategic Management I	√	√
11	Strategic Management II	√	√
12	Consumer Behavior		√
13	Econometric Modeling		√
14	International Finance		√
15	Organizational Management		√
16	Organizational Behavior		√
17	Service Marketing		√
18	Spoken English	√	

A federated searching tool to search articles in multiple databases:

Federated search technology enables users to search multiple information resources simultaneously through one search query. Users can then view search results in a single integrated list.

This facility is available in our Digital Library through DSpace software only for the e-resources like Question paper sets, project reports, in-house published journals, notes, NPTEL course materials etc.

Federated Search Model of IMER' digital Library:



Library Website:

It can be accessed through LAN within the library premises.

Link for our Website: <http://192.168.1.50>

In-house/remote access to e-publications:

In-house access to e-publications through LAN i.e. digital library is developed for access of e-resources through digital library management software DSpace.

Link for use of Digital library: <http://192.168.1.55/jspui/>

Library automation

Library activities, facilities and services all are 100% automated.

Right from sending of notice, reminders, circulation etc. are done through online using e-mail and SMS services.

By this we have reduced usage of paper by 90%.

With the help of intranet facility (<http://192.168.1.55/jspui/>) other e-resources like question paper sets, project reports, scanner articles, our in-house journal i.e. TATVA and scanned newspaper clippings, NETEL & English Speaking course materials can be accessed.

Other services like short range reference services are provided through e-mail.

Total number of computers for public access: 15 Nos.

Total numbers of printers for public access: One.

Internet band width/ speed: 2 MBPS, Broad band connection available.

Institutional Repository:

An institutional repository is a set of services that a Institute offers to members of its community for the management and dissemination of digital materials created by the institution and its community members.

Our Institutional repositories like in-house published journal i.e. TATVA, students project reports are available for access through digital library (DSpace).

Content management system for e-learning

Our Digital Library is developed using DSpace software is a computer application that allows publishing, editing and modifying content, organizing, deleting as well as maintenance from a central interface.

Participation in Resource sharing networks/consortia (like Inflibnet)

We are regular member of DELNET through which details of our collection development is available which includes books, CDs, Database, Periodicals etc..

4.2.5 Provide details on the following items:

Average number of walk-ins: 31 users per day

Year	Number of Walk-ins
2010-2011	7202
2011-2012	7118
2012-2013	10744
2013-2014	19230

Average number of books issued/returned: 19 per day.

Year	Issued/Renewed	Returned
2010-2011	2758	64
2011-2012	2738	0
2012-2013	5322	1042
2013-2014	8939	5911

Ratio of library books to students enrolled:

Total Number of Books (till today)	Total Number of Students Enrolled (present)	Ratio of Books to Students
16245	220	74:1

Year	No. of Books Purchased	Students Enrolled	Ratio of Books to Students
2010-2011	1102	119	10:1
2011-2012	1845	108	17:1
2012-2013	586	120	5:1
2013-2014	709	109	7:1

Average number of books added during last three years:

Year	No. of books added
2011-12	1845
2012-13	586
2013-14	709

Average number of login to opac (Online Public Access Cataloguing): -

Average number of login to e-resources: 13 per day.

Average number of e-resources downloaded/printed: 03 per day.

Number of information literacy trainings organized

Every year for the fresher's before start of the I-semester orientation programme will be organized from Library department regarding what are library collection development, facilities, services etc.

Separate Demo on databases will be organized every year through experts from vendors of database.

Year	Number of ILT Organized
2010-11	01
2011-12	01
2012-13	02
2013-14	01

Details of “weeding out” of books and other materials:

Type of reading materials to be written off:

1. Materials which are damaged and in unserviceable condition

2. When the new edition of the same author and title book is added to the collection old edition will be considered for weeding out

3. Books which are lost by the users

Procedure to be follow to write off of books:

1. The Librarian and Director prepare list of books to be weeded out (for outdated and unserviceable books).

2. Director will put his remark for the same.

3. Final authority i.e. Governing Council of IMER will give final consent for the same.

Till today 2333 books are written off.

Sl. No.	Date	Number of Books written off
1	12.3.2014	08
2	31.3.2013	17
3	18.8.2010	1967
4	30.11.2011	44
5	26.7.2003	297
Total Books Written Off		2333

4.2.6 Give details of the specialized services provided by the library

Manuscripts:

Reference:

Reference Service is provided in the Library for the use of staff and students. Reading materials on Encyclopedias on general and management subjects, general knowledge & general reading, lexicons, dictionaries, directories, maps, atlas, general management etc. are provided in this section. Library staff members will assist the users in locating the required information. The books in the reference section are regularly updated so as to provide up-to-date information to the users.

Reprography:

Is provided in the form of Scanner, Printer etc: Separate scanner is kept in the library for students use and printer facility is given to the students and staff members at archival section of the library.

ILL (Inter Library Loan Service):

We are the regular member of the DELNET Networking Organization. Through which we can exchange our reading materials with other members of the DELNET. We are also dealing this ILL service with our other sister concern like Gogte Commerce College.

Information deployment and notification:

All the library services like sending of reminder, notices, reminding the students about new arrivals etc. and are being done through SMS and e-mail services, and putting the same on notice board.

Download: Unlimited download facility is available at digital library.

Printing: Separate printer is available for the use of students and staff members.

Reading list/ Bibliography compilation

Reading List: Whenever any new book or other reading material is added, same will be informed (through e-mail) to all the library members.

Bibliography compilation: This service i.e. bibliographical description of one or more reading material will provided with the help of OPAC and search engine attached to our Library Management Software i.e. easylib.

In-house/remote access to e-resources:

In-house access to e-resource is available in digital library through intranet facility i.e. <http://192.168.1.55/jspui/> and website i.e. <http://192.168.1.50>

User Orientation and awareness

The fresher's are imparted the "Library Orientation programme" as a part the induction process by arranging library tour. Further, a special guidance at an class room is given to make use of various book and non-book materials.

Assistance in searching Databases:

Librarian and two assistants extends their assistance in searching books and databases both at library and digital library. At present we are subscribing 3 databases namely Capitaline, EBSCO and j-Gate.

At the start of the new batch a separate Training Programme on Library Session is conducted and on that occasion Librarian along with 2 assistants gives basis training to the students about how to use the database.

INFLIBNET/IUC facilitie

DELNET facility is available i.e. online.

About DELNET (Developing Library Network)

DELNET has been established with the prime objective of promoting resource sharing among the libraries through the development of a network of libraries. It aims to collect, store, and disseminate information besides offering computerized services to users, to coordinate efforts for suitable collection development and also to reduce unnecessary duplication wherever possible.

DELNET has been actively engaged with the compilation of various Union Catalogues of the resources available in member-libraries. It has already created the Union Catalogue of Books, Union List of Current Periodicals, Union Catalogue of Periodicals, CD-ROM Database, Database of Indian Specialists, Database of Periodical Articles, Union List of Video Recordings, Urdu Manuscripts' Database, Database of Theses and Dissertations.

Database Statistics of DELNET:

Delnet Database	No. of Records
Union CataLogue of Books – CCF	1,81,51,784
Union List of Current Periodicals	36,940
Union Catalogue of Periodicals	20,235
Database of Periodical Articles	9,22,042
CD-ROM Database	22,234
Union List of Video Recordings	6,000
Union List of Sound Recordings	1,025
Database of Theses and Dissertations	70,293
Database of E-books	1613

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- Library staff issue books, journals, new arrivals to the students and faculty.
- Library is open beyond Institute hours for student.
- Library has well-furnished separate students study centers i.e. reading room, discussion area, reference section, stack room etc. of sitting capacity of 97 students.
- Call facility for demand on book is available in library.
- General books and general management books are to be purchased according to the requisition of students, staff and members of the management.
- Library maintaining the advertisement of AICTE, University, funding, bulletin, IMER news in the form of news paper clipping services and Library staff displays the important media notifications.
- Duplication/ Reprographic facility is available in library.
- Library downloads and preserving the hard copy of study material.
- Special rights are given to faculty/students to access the e-journals, periodicals & reference books.
- 318 CDs & DVDs and 44 Video Cassettes on management, general management are kept in the library for users reference.
- To facilitate Students to appear examination for Competitive Examinations, back issues of magazines like Competitive Success Review, General Knowledge, Sparda Spurthi, Chanakya Civil Service today etc. are kept in the reading room for reference.

Whenever users come with a query about the books, the library staff helps them in searching the books. The books are issued to faculty and students for a duration of one year and fifteen days respectively and can be renewed twice (if there is no demand for the book from other user) thereafter. All the books have an accession code and also a smart tag (bar code enabled). The circulation process is completely computerized. The users are given card and they have to provide the card during issue of the reference books and other non-book materials. The computer generates a report of non-returns and books due from the users. Further the programme accommodates the fine collection from the users in case of delayed returns beyond due date.

The faculty can avail 50 books and the students can avail 8 books at a time (it may increase to 10 at the time of examination). Students and faculty can avail back volume of journals. The same regulations are applicable for issue of CD-ROMs/DVDs from the library. Reference books and student project reports are restricted to be used in the library and they cannot be taken out for any purpose.

In the digital library students can access internet for browsing. They can also access online databases like EBSCO, JGATE, Capitaline etc, Dspace digital library software etc. I & II Year students are getting daily newspaper i.e. Business standard and Bi-weekly magazine Outlook business respectively for whole year (two semesters) at free of cost (as the Institute is bearing the cost).

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

We are issuing books to the students for 25 days at a time and they have to renew the same after completion of due date. This rule is not applicable to the Physically Challenged students, as they can renew any time according to their convenience.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

The library recently started to get feedback from its users. The feedback is collected from students through a structured feedback form. These forms will be analyzed based on preset criteria by the internal library committee. The analysis of the feedback will be submitted to the director to take necessary action in the areas of deficiency. Based on the suggestions given by the library committee and users, the librarians chalk out-plans to improve the services. The strategies are implemented in the best interest of the students and faculty members.

Outcome of the feedback received.

1. Separate discussion facility is provided.
2. Coffee/tea machine is installed

4.3 IT INFRASTRUCTURE:

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

The institute has computer facilities with 12 hour student access. The institute has networking facilities for internal, national and international electronic communication and support staff. Students are given official email account. The institute has two computer centers. Both the labs are well equipped with the latest configuration of hardware and legal software's like Minitab (Statistics), SPSS, Agnifinnac, Turbo C, Visual Studio and Oracle.

- Number of computers with Configuration: 175
(Configuration of each system is shown in Table - 4.3.1)
- Computer-student ratio: 1:2
- Stand alone facility: Fax Machine: 01.
Xerox machine: 02.
Intercom Tele-Lines: LAN Architecture.
- LAN facility: Yes, systems connected with Workgroups.
- Wi-Fi facility- 2 Mbps speed, 10 access-points.
- Licensed software/Tools: Quick-heal Anti-virus Security
SPSS V.15
Turbo C
Oracle 8i
Visual Studio 6.0
- Number of nodes/computers with Internet facility: 170.
- Any other: Printers - 15, Scanners - 4.

Table 4.3.1: System Configuration.

Sl No	Description	Quantity
1	HCL Systems Intel Core 2 Duo CPU with DVD writer E7500@2.93 Ghz 32bit OS, 2.93 Ghz, 4 GB of RAM,320 GB HDD Screen – 18.5”	Lab 1 (60 computers) + 1 Server System
2	DELL Systems Intel Core 2 Duo CPU with DVD writer 32bit OS, 2.93 Ghz, 4 GB of RAM,320 GB HDD Screen – 18.5”	Lab 2 (60 computers)
3	Dell Vostro Intel (R) Core (TM) 2 duo CPU @ 2.93 Ghz 3GB RAM , 320 GB HDD Screen – 18.5”	Digital Lab (15 computers)
4	Dell Inspiron Intel (R) Core (TM) I3 -2120 CPU @3.30 Ghz 3.29 Ghz, 3.16 GB of RAM Screen – 18.5 “	Faculty Room (17 computers) Office (7 computers) Director Room (2 computers) Class room (9 computers)
5	Laptop Systems: Dell Inspiron, LG HP i-PAD	3 laptops 2 laptops 1 laptops 1 I pad
4	Details of switches/routers/modem/Wireless access point	Switch - 14 Dlink Routers – 1 Modem – 2 (Beetel) Access point – 10
5	Other Hardware: Firewall,	Firewall : 1 (ETH)

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- 2 Mbps leased line connection, 2Mbps Broadband (Airtel) -2connections.
- All 175 personal computers are connected to internet.
- No computer and internet facility off the campus.
- Wi-Fi facility is available in the campus for the benefit of staffs and students.

Students:

- Two computer labs with total of 120 systems.
- All the systems are connected with internet facility.

Faculty:

- Each faculty is provided with desktop system.
- All staff desktop systems are connected with internet facility.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Institute has annual budgetary provision for IT infrastructure up-gradation. As per the AICTE norms the institute continuously add IT infrastructure and also upgrades the existing facilities as per the requirements.

Planned Up-gradation:

- **Video Conference Hall** –LED Projector & Screen, Dedicated higher-end System.
- **Workshop/e-Class Hall:** Dedicated Systems (Desktop Systems), LED projector & Screen with LAN Connectivity.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (year wise for last four years).

Provision made in the Annual Budget for Procurement, Deployment & Maintenance of the Systems

Year	Budgeted Payments		Actual Payments	
	Capital	Revenue	Capital	Revenue
2012-13	16,00,000	2,00,000	12,85,000	1,27,000
2011-12	2,09,000	1,50,000	2,04,000	82,000
2010-11	4,50,000	1,00,000	38,69,000	1,06,000
2009-10	15,00,000	75,000	14,54,000	74,000

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

All class rooms are equipped with an LCD projector with a screen. Audiovisual facility is provided in every class room. There are provisions for usage of computer systems in the class rooms with CD ROM and pen drive usage facility. The faculty can prepare power point presentations, video cases and other resources. Faculty can show real time information in the class room with the help of internet facility.

Access to EBSCO and J-gate online databases are available for faculty and students, through which journal papers can be accessed and also case studies can be downloaded and shared among the community.

4.3.6 Elaborate giving suitable example on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- Faculty members are provided with desktop with internet facility for preparation of teaching/learning materials.

- The class rooms are equipped with LCD, audio and video facilities which make the class room delivery more effective.
- Faculty members engage sessions at digital library and computer labs to provide practical exposure.
- Guest lectures, workshop are conducted in Auditorium and conference hall.
- Following are the few activities and supporting infrastructure facilities which made the teaching-learning process student centered

Teaching– Learning Method/Activity	Description	Role of faculty
Student Presentations: In various Topics	Students seek the material like journals, text books in Library. For additional supporting materials, students will use the ICT enabled class room, Computer lab.	Guide & Facilitator
Projects	Students access various journals, websites, online documents & materials from Digital Library & Computer lab	Guide
Computer assisted learning	The students learn by workshops, such as HRIS, CAPTALINE, Excel Computer lab	Trainer
Writing and presenting paper at conferences	Students will collect data and information needed to write paper on their area of interest. The sources are Digital Library, Computer lab.	Guide and Advisor

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Being a member of DELNET, our institute avail the National Knowledge Network Connectivity. By DELNET, we can access database of more than 5lakh reading materials of more than 280 institutes. Since DELNET has been established with the prime objective of promoting resource sharing among the libraries, it helped to collect, store, and disseminate information besides offering computerized services to our institute, to coordinate efforts for suitable collection development.

Through DELNET, we could able to compile various Union Catalogues of the resources available in member-libraries by creating CD-ROM Database, Database of Indian Specialists, Database of Periodical Articles, Union List of Video Recordings, Database of Theses and Dissertations.

4.4 MAINTENANCE OF CAMPUS FACILITIES

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of facilities?

The infrastructure maintenance committee consists of Office Superintendent and a peon. The institution has made proper arrangements for the maintenance and upkeep of the college infrastructure. The Maintenance registry is kept in the office to inform the office about the routine maintenance work to be carried on the campus. The management makes separate budgetary provision exclusively for the maintenance of campus facilities.

Maintenance expenditure for last four years				
Particulars	2009-2010	2010-2011	2011-2012	2012-2013
ELECTRICITY CHARGES	359481.00	424889.00	304497.00	467509.00
WATER CHARGES	3502.00	10860.00	15025.00	12920.00
SECURITY CHARGES	82503.00	95593.00	111183.00	131042.00
REPAIRS & MAINTENANCE	972588.00	569139.00	496688.00	612983.00
GARDEN MAINTENANCE	13870.00	31060.00	26743.00	38825.00
	1431944.00	1131541.00	954136.00	1263279.00

Details of the development work done for the past four years:

- **Research Centre:** Research Centre was inaugurated in the year 2014.
- **Discussion Area:** Round tables and chairs are arranged in the second floor with coffee vending machine to facilitate discussion for the students in 2014
- **Alumni Room:** The alumni association room is developed to facilitate alumni relations 2012
- **New Computer Lab:** New computer lab is developed with 60 personal computers, with internet connectivity, in 2011
- **Cafeteria:** New cafeteria was built on the campus to cater the needs of the students and hostilities, in December 2011. The canteen is given on a contract to manage.
- **Gymnasium:** IMER has developed well-equipped gymnasium located at the basement, covering an area of 146Sq.m.

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The Office Superintends and in charge faculty of computer labs prioritizes the activities, estimate the cost and submit it to the management of the institution. The management approves and allocates the funds.

The following mechanisms are followed for maintenance and upkeep of the infrastructure-

- Facilities such as water purifier will be serviced at regular interval of time.
- Electrical appliances and generators, computers are repaired through the servicing centers.
- For any repair and maintenance of civil work, the contractor referred by Trust is engaged.
- Institute hires menial staff for cleaning & housekeeping.
- For daily water necessity we receive water from KWSB and it is stored in underground sump and then pumped up to overhead tanks.
- Water purifiers are installed in the college on all the floors to provide safe drinking water to the students and Staff.
- Gardener is appointed for maintaining the garden.
- One person is employed as scavenger for daily cleaning of rest rooms.
- We have 3 backup generators of 25KV in case of disturbance in regular power supply from HESCOM.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Annual maintenance and repair of the infrastructure is taken care by the office in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The computers and electronic devices are maintained and repaired in the institution regularly. We have qualified technical staff for maintaining computers, networking facilities and audio-video equipment. Fire extinguishers are refilled at regular interval of time. (Ours is an institution offering MBA programme, under Social Science hence Science Laboratories are not required.)

4.4.4 What are the major steps taken for location upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water, etc?)

- The college has specified places for sensitive equipments like electricity generators and batteries. They are under the supervision of the designated employees.
- Utmost care is taken to store the water and its constant supply. Water purifiers are installed in suitable locations. Students and staff is provided with purified water only.
- The office takes care of regular cleaning and maintenance of constant Water supply.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1 STUDENT MENTORING AND SUPPORT

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The institute has a prospectus which is updated annually and is provided to the applicants. The institute over the years has always been pro-active and has achieved its objectives stated in the brochure. The institute keeps a track record off all the curricular and co-curricular activities conducted for the students through-out the year. To enhance the image of the institution and for the development of the students, new programs are initiated and the brochure is updated accordingly. The prospectus gives credible information about the institute, the management, the faculty, the events and various activities conducted by the institute.

The Prospectus contains the following details of the Institute –

1. History and Details of the Karnatak Law Society (KLS) of KLS.
2. Name of Chairman, Secretary, Board Members of KLS and photographs along with the Governing Council of IMER are provided in the brochure.
3. Names of all the educational Institutions under KLS are mentioned in the prospectus.
4. Director's message.
5. Vision & Mission statements of our Institute, Goals and Values are mentioned in the prospectus.
6. Infrastructure facilities available in the Institute are mentioned along with photographs.
7. Brief Profile of Director and Faculty Members.
8. List of the General activities conducted by the college ever year and Specific Activities/Events conducted in the previous year. (e.g Aarambh , Out Bound Training, Antaraprerana, Samagam , Case Chase, Foundation Day, Alumni Meet, Parents Meet, III Series -Industry Institute Interaction Series)
9. Procedure, Documents and other formalities regarding Admission.
10. University Approved course structure.
11. Message from Placement Officer and placement related details.
12. Guest Lectures and Personality Development (Soft Skill) Programmes.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The financial aid is disbursed to SC/ ST and the students OBC category. The institution maintains a disbursed register which includes the particulars of the students, cheque number, Total amount, and date of payment, student signature and the photograph of each student.

Category / Type	Year	Total No. of Students	Total no. of SC/ST students	Total No. SC/ST students received Scholarship	Total amount sanction by Govt.
SC / ST	2009-10	120	12	7	60820 per student
	2010-11	119	11	11	60350 per student
	2011-12	108	11	09	62980 per student
	2012-13	119	08	05	57320 per Student
	2013-14	108	06	03	57320 per Student
OBC	2009-10	120	42	08	
	2010-11	119	34	11	
	2011-12	108	44	19	29170 per Student
	2012-13	119	35	21	14120 per Student
	2013-14	108	53	33	43500 per student

PGCET & K-MAT Scholarship given by IMER

To attract meritorious students the toppers in the PGCET /CMAT and KMAT are given scholarship since 2012.

Year	No. of PGCET/CMAT students get Scholarship	Scholarship Amount	No. of PGCET students get Scholarship	Scholarship Amount
2012-13	04	50,000 Per Student	--	--
2013-14	05	50,000 Per Student	04	25,000 per student

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

Percentage of students who received financial assistance from State Govt./ Central Govt. & other national agencies

Cast Type	Year	Total No. of Students	Total no. of SC/ST students	Total No. SC/ST students received Scholarship	Total percentage of students to get financial assistance
SC / ST	2009-10	120	12	7	58%
	2010-11	119	11	11	100%
	2011-12	108	11	09	82%
	2012-13	119	08	05	62%
	2013-14	108	06	03	50%
OBC	2009-10	120	42	08	19%
	2010-11	119	34	11	32%
	2011-12	108	44	15	34%
	2012-13	119	35	16	46%
	2013-14	108	53	33	62%

5.1.4 What are the specific support services/facilities available for:-

• Students from SC/ST, OBC and economically weaker sections?

The Institute extends total co-operation and support to the students belongs to SC/ST category. They are made aware of the different types of schemes that are available to students from the Social Welfare Department & Government (State as well as Central Government). The office provides all assistance and guidance to get the scholarship from the departments.

OBC students are also eligible for some provisions (scholarships) from the University and as well as the Government. The information about the same is made aware to the students & also special care is taken that it reaches to the students.

- o Scholarship

- o Reimbursement of Tuition fees from University

• Students with physical disabilities:

Infrastructure support to Physically Disabled students is provided in the campus such as wheelchair a rear entrance to the campus where there are no stairs. Provision is being made to install more disabled friendly features in the campus. Audio & visual medium of Instruction in all the class rooms etc. Collar Mike is available in all classrooms and used by faculty to deliver lectures so as to make the sound audible and clear. Whenever required assistance in terms of physical help by attender is provided to the student.

• Overseas students

So far we have had no overseas students.

• Specific support to Students to participate in various competitions/National and International

At the Institute special interest is taken to promote students to participate in various competitions at National & International level. An event calendar reflects the various activities which are due in the year. Each faculty is given the responsibility of a specific field like Sports, Events and Entrepreneurship. The respective committee provides the necessary support to the students. The students are deputed to various events to give maximum exposure & also provide a platform to them to exhibit their talents. Necessary financial support is also provided to the students. Travelling expenses, Registration fee for the event, necessary material support in terms of books, papers, choreographer, technical support, etc. is provided to the student.

• **Medical assistance to students: health centre, health insurance etc.**

The institute has a medical room (Sickroom) where in the Employees/Student can take rest in case of illness. It is fully equipped with First-AID and Medical kit. The KLS Society has appointed a Medical Officer Dr. Mahesh Sattigeri who is available at the health centre of Society. Dr.Sattigeri also available on call for the hostel students.

• **Organizing coaching classes for competitive exams**

Library Books, personalized coaching is given to any student who wants to attend competitive exam. . Since September 2014, coaching for IBPS is being provided by the institute for students who are interested. PG CET and KMAT coaching classes are provided to interested students. Even such students are allowed to use the library and computer lab of our institute.

• **Skill development (spoken English, computer literacy, etc.,)**

The university has provided in the syllabus a series called as Skill Development Series. The series focuses on the following topics each semester:-

SDS Track I – Managerial Etiquettes

SDS Track II – Technical Literacy

SDS Track III – Pre-Placement Training

SDS Track IV – Indian Values and Management

Other than this IMER conducts various sessions through its in-house and guest faculty, various sessions on skill development.

Computer Literacy: The institute has state of art Computer Labs & the entire Campus is Wi-Fi enabled. SAP training is provided to the students. The modules provided for HR specialization, Systems & Finance specialization. Workshops/classes are also conducted on HRIS/ SPSS and Excel and application in functional areas for the benefit of students.

English: Most of our students come from semi urban and mofussil areas. Even those who are from the urban areas are not perfect in English and Communication skills. While the entire course delivery focuses on increasing their Communication skills through presentations, debates, etc., we have English classes for the students which are conducted by experts in the English Language. Separate slots are provided in the time table for all these classes.

- In 2013, we had two hours each week where the students were encouraged to develop their language and communication skills in classes titled as Spoken English classes. Post that for one semester in 2013 – 2014 we introduced a programme called Speak UP. 10 students were allotted to each Faculty. Two faculty would jointly conduct a series of sessions for their team of 10 students. However the evaluation and monitoring of the 10 students are the responsibility of the faculty to who they were allotted.

- Since September 2014, we have introduced the English Immersion classes. The students have been profiled for various skills like aptitude, technical and communication skills. Further based on their medium of instruction and communication skills, the students have been made into four groups. Four English faculty have been taking classes (one hour every day) focusing on enhancing Spoken English skills. The focus for semester starting in Jan 2015 will be on Written Communication Skills.

- **Support for “slow learners”**

The slow learners are identified right from the orientation, the in house fest, the outbound programme and further during the classes. Specialized attention is then provided to such students through the following measures.

Tutorials:-

We have students from different academic, economic and cultural cross sections and a mix from three to four states of India. Because of their diverse educational backgrounds; all student cannot cope in the same way, Therefore students are given extra assistance through tutorials in subjects like accounts to help them to cope with Academic Curriculum.

The students having doubts related to any particular subject can meet the concerned faculty member and seek necessary guidance to understand and learn concepts.

Mentoring:

Added to this the institute has a mentorship programme where in 20 students are allotted to a mentor. The students who have problems related to their academic and personal matters can discuss with their mentor. The mentor takes initiative and ensures that the problems relating to the student are addressed at the earliest and enhances his or her self-confidence.

Mentoring is usually a continuous process and we pay a lot of importance to the role of the teacher as a mentor. Feedback from mentees about the mentor forms a vital part of the Faculty feedback.

- **Exposures of students to other institution of higher learning/ corporate/business house etc.**

IMER take keen interest to expose students to other institutions of higher learning/ corporate/business house etc. through various initiatives described below.

Visits to Institutes of Higher learning- Our students have visited institutions like, GIMS – Goa, IIM- Ahmedabad (27th to 28th June 2014), and Kirloskar Institute of Advanced Management Studies (Harihar) (6th September 2012, October, (19th and 20th) 2013.

Students are sent to colleges all over the country to participate in management festivals, workshops, seminars, networking forums like TIE, etc.

Exposures of students to corporate/business house etc.

Exposure of students to corporate /business house etc. is offered via:

- **Internship (Project Work)**

All the candidates undertake an Internship of the recommended duration during the course. The Internship should have Industry orientation and the work should be certified by the concerned organization where the student has undertaken the Internship. The Internship report shall be submitted by the students as per the guidelines prescribed by the university.

Organization Study (between I and II semester) - one month duration

Internship (between III and IV semester) - two months duration

While the two month Internship is mandatory as per University guidelines, the one month organization study is a unique endeavor of IMER to familiarize the student with the industry and bridge the gap between theory and practice.

- **Guest Lectures:**

Experts from Industry, practicing managers are invited by the faculty for almost all subjects to give the students an opportunity to interact with the people who have hands on experience in their respective fields.

• **Industry Institute Interface Series (III Series):-**

III series is aimed at bringing successful people from diverse fields such as business, education, music, artists representing many forms of fine arts, to share their experiences with the students. The III series stage is open for the people, who are keen to share their knowledge in their area of expertise.

Since the list of speakers who have interacted with our students since 2009 would be too lengthy , we have given below a list of guest speakers who interacted with our students from 2013- 2014.

Mr. Dilip Chandak	Managing Director, Vega Group, Belgaum
Mr. Parag Saraiya	Director, ADAM Realty Partners Pvt Ltd, Belgaum
Mr. Sunny Ahuja	CEO, Gokul Scribe and Gokul Ferro Cast, Belgaum
Ms. Tulsa Patil	TIME Academy, Belgaum
Mr. Pawan Kulkarni	G M-Mktg, J. B. Chem & Pharma Ltd.,Mumbai
Mr. Sagar Fulsunge	Manager, Store Operations, Big Bazaar, Belgaum
Dr. D.Y. Kulkarni	PRO, KLS-R.L. Law College, Belgaum
Dr. Babu Zachariah	Professor, SIBER, Kolhapur
Dr. Satyajit Majumdar	Professor, TISS, Mumbai
Mr. Niketh Karajagi	Founder, CEO, Atyaasa Consulting Pvt. Ltd.Pune
Mr. Ajit Tiwary	CEO, Affirm HR Services, Pune
Mr. Nirajan Daddikar	Entrepreneur, Belgaum
Mr. Salim Raza	ING Life Insurance, Belgaum
Dr. M.R. Rao	Prof and Dean Emeritus, ISB, Hyderabad
Dr. L.S. Ganesh	Professor, IIT, Chennai
Dr. Ashwin Mahalingam	Professor, IIT, Chennai
Mr. Girish Angadi	Founder Director, CONNECT, Hubli
Shri. Guruji Pasha	Ability Unlimited Foundation, New Delhi

• **Interaction with Alumni**

The students get a close view of the industry through the experience sharing sessions where the alumni address them. This enables them to understand the challenges and expectations of the industry.

• **Industrial Visits – Local, State, National and International**

Industrial Visits are an integral part of the students' life during his /her stay at IMER. Industry visits sensitize students to the practical challenges that organizations face in the business world. Industrial visits also give greater clarity about various management concepts for students as they can practically see how these concepts are put into action. The students are taken for a one week Industrial visit outside the state during the third or fourth semester. This is in addition to the various visits which the students are taken for locally, and to nearby cities like Hubli, Dharwad, etc.

• **Field Projects**

Students participate in several surveys, market research and subject related projects throughout their course. This gives them ample opportunity to interact with corporate and business houses, industry experts and entrepreneurs.

Some of the companies /projects which the students have undertaken with the guidance of the faculty are (since 2013);-

Gokul Milk Project, ITC Project, Colgate Palmolive project and AIRTEL Project.

PUBLICATION OF STUDENT MAGAZINES:

The students are encouraged to present papers in the National and International Conferences organized by the Institute and other institutions. The HR club Ethnos has a fortnightly wall journal called Wall of Wisdom where they put up various articles of current interest.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The institution has an Entrepreneurial Development Cell which facilitates programmes for the students.

The objective of the Cell includes

1. To create awareness among students about various facets of entrepreneurship.
2. Highlighting the merits of pursuing entrepreneurship as a career option.
3. To acquire practical inputs from successful practicing entrepreneurs.
4. To provide insight in the self-employment opportunities.
5. To enable the students of management to be innovative entrepreneurs.

Centre for Entrepreneurship Development was established in the year 2005 to develop entrepreneurial managers and spirit of entrepreneurship. The Centre every year conducts entrepreneurial expedition and B plan competition. Some of the activities of the centre are:

- PMRY programme for unemployed youths (2005-2009)
- Open Learning Programme on Entrepreneurship and Management (2008-2010)
- Organized a workshop on preparing B-plan proposal for students of KLS IMER in collaboration with Nurture Talent, Mumbai by Amit Grover in Sep 2012.
- Organized National level seminar and B Plan competition for MBA students in collaboration with Deshpande Foundation Hubli on 16-17th March 2012
- Organized National Seminar on Entrepreneurship and B plan Competition for MBA students in Collaboration with Deshpande Foundation Hubli on 5- 6th April 2013.
- Our E Cell is headed by an eminent faculty who has some outstanding achievements in the field of entrepreneurship education.
- Presented a case at Case Anniversary Conference 2014 on September 08-09/ 2014 at Indian Institute of Management, Bangalore.
- Contributed a module on global perspective of enterprise in the area of Indian enterprise along with five international contributors which ran for the first time during Sept-Dec 2013, at University of Leeds, UK
- Trainer training programme on Achievement Motivation from Deshpande Foundation, for 10 Days, in the year 2011
- Invited to speak on Kaizen for Entrepreneurs from Karnataka organized by TiE Hubli on 15th Nov 2014.
- Our E Cell was awarded the Best E Cell award by Deshpande Foundation and our E Cell headed Dr. P.M. Charanthimath was awarded as the pioneering faculty member in promoting entrepreneurship education from Entrepreneurship Academy of Deshpande foundation.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

IMER organizes several events which give the students extensive hands on opportunities to imbibe various management skills like planning, organizing, delegating, reporting and budgeting. Right from the orientation they have an opportunity to develop their skills and knowledge through various events. All events mentioned below have a student committee which identifies the theme, designs the posters, invitations, etc. and conducts the event.

AARAMBH:-

The orientation programme tries to bring students to a common learning platform, understanding that they come from diverse backgrounds – both educational and socio- cultural. It aims at socializing the new comer with regard to the culture, the people, the rules and regulations of IMER. During this session we also brief the students about the discipline, the committees for grievance and prevention of sexual harassment, anti-ragging policy, etc. Professor Shailaja and Prof. Rohit Hiremath are the coordinators of this programme.

IN-HOUSE FEST:

The senior students conduct an in house competition for the juniors. This competition comprises of various events like Best Manager, Quiz, Marketing, Finance, Talent Show, etc. Dr. Kirti Shivakumar is the coordinator of this event.

ANTARPRERANA:-

The event was started in the year 2010. It is a two days event which comprises of a seminar on entrepreneurship and B plan competition. The objective of this event is to promote entrepreneurial spirit among the students from diversified discipline. The institute would support for incubating a project if it is practically feasible with the consent of a winning team. Dr. Charanthimath is the coordinator of this programme.

IMERGE:

It is our two day national level management festival, where MBA students from all over the country participate in various events across the fields of management like Marketing, Finance, HR, IT, Operations and General management. IMERGE was initially called MANNAT. In the year 2013, a rebranding exercise was conducted and a competition was held where various suggestions for the new name of the event were received. Dr.Kirti Shivakumar is the coordinator of this event.

CASE CHASE

IMER is always fostering new ways to generate interest and stimulate the analytical mind of students. Experience has shown that case studies bring interesting, real-world situations into the classroom, study of various fields including management. In this direction, KLS IMER has been organizing a one day inter collegiate case study competition for MBA students, since 2011 called Case Chase. Dr.Kirti Shivakumar is the coordinator of this event.

FOUNDATION DAY

IMER celebrates its Foundation Day on 16th Sept. every year. On the eve of Foundation Day we felicitate upcoming and successful entrepreneurs. Students are involved in every activity during this event. Dr. Rajendar Inamdar and Prof. Padmapriya Katagal are the coordinators of this event.

OUTBOUND TRAINING PROGRAMMES

These programmes comprise of outbound assignments. Participants are made to go through various outdoor activities where they will be required to face challenging situations as individuals and teams. This will help them see the importance of communication, leadership, teamwork, planning and delegation. This acts as best platforms for personality development, confidence building and team building. Dr. Kirti Shivakumar is the coordinator of this event.

SPORTS

IMER supports all sports activities, leading to the overall development of students so that the skills learnt on the field like team building, decision making, competitive spirit and fair play as well as coordination helps them become better business persons or entrepreneurs and managers.

A committee is constituted for sports, which makes necessary recommendations and arrangements required for the institute. Institute provides all necessary sporting materials for students for indoor and outdoor games. The committee consists of two faculty Members. Professor Shailaja and Prof. Rohit Hiremath and student representatives.

Indoor games available for students during leisure are carom, chess and table tennis. The institute also provided gym facilities for students. The institute conducts sports competitions every year to provide a platform for interested students to compete. The faculty/s in charge of Sports organizes various athletic events and games. The winners in such events are awarded with prizes.

Our in-house sports event conducted annually to generate the spirit of healthy competition and sportsmanship amongst students in table tennis, volley ball, cricket, carom, chess, etc. Professor Shailaja and Prof. Rohit Hiremath are the coordinators of this programme.

• **Additional academic support, flexibility in examinations**

Students are encouraged to participate in Sports events. The support given to students include:-

Coaching – The student who misses class due to participation in various events is helped by his subject teachers and mentors to cope up with the subject.

Attendance – Students who attend /or are deputed to sports are given attendance and are marked as L (Leave with permission) .While flexibility in final examinations is not possible because the University schedules the examinations , Mid Term examinations and internal tests are rescheduled or reconducted as the case may be, if it is required.

Financial Support- The registration fee, travel expenses and other expenses like food, training, etc. are totally borne by the Institute. In cases where the students are outstanding in their fields and achieve state and national recognition are felicitated on occasions like Foundation Day or during the inauguration or valedictory of the Flagship events of IMER. University Blues are also felicitated and are given attendance (leave with permission) to attend state and national level competitions.

• **Special dietary requirements, sports uniform and material**

University Blues and other achievers are given Cash Prizes are given so that they can use it for their personal requirements like uniform, equipment, etc. Regular sports uniform is bought by the students themselves. The students who incur expenses related to special dietary requirement during the time of practice session and participation in sports activities will get reimbursed after the event.

QUIZ COMPETITIONS, DEBATE AND DISCUSSIONS, CULTURAL ACTIVITIES

Students are encouraged to participate in Management Festivals, Quiz Competitions, Debate and Discussions, Cultural Activities, academic Sessions like Seminars and Workshops and other co-curricular and extracurricular activities. The support given to students include:-

Attendance – Students who attend /or are deputed to such extracurricular and co-curricular activities are given attendance and are marked as L (Leave with permission)

Financial Support- The registration fee, travel expenses and other expenses like food, training, etc. are totally borne by the Institute. Even if the students hire a choreographer or costumes for cultural events, the fee is borne by the institute.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET,GATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Special support in the form of attendance to the students, contact details of resource persons and institutes who offer such training programmes, books from the library is provided by the college to the students who are appearing for such examinations. PGCET and KMAT coaching classes are provided to interested students.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.?)

Academic and personal Counseling:

The institute has a mentoring programme which looks after the counseling of students in the areas related to academic, personal care. Students are free to meet their respective mentor to discuss the issues and seek suggestions from the mentor. The Time Table is designed so that there are at least two to three hours of mentoring every week. The mentees and mentors get a minimum of four hours every week to interact with each other .This helps build a strong, healthy relationship between them.

Counseling and Self Development:

Right from the orientation, the students are counselled by faculty and mentors and Director. Various sessions on self-development are conducted by expert trainers and counselors in the areas of Study Techniques, Stress Management. Examination Day blues, time management, self-management, goal setting etc. are some of the areas handled by them. Counselling generally come under Academic, Personal and Psycho social areas.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

The Institute has a dedicated Placement Cell headed by Training and Placement Officer. A placement committee is also in place to mentor and guide the students. Several sessions on interview skills, stress management, self-management, etc. are held throughout the year to guide the students.

Students meet the mentor regularly so as to be closely mentored and monitored during internship and placement preparation. The mentor arranges interaction with industry experts and helps the student to brush up his basics before interviews.

PRE PLACEMENT ACTIVITY:

The Pre-Placement activities are given due importance, from day one of the MBA life of the student and the concept of mentoring each and every student is followed regularly in IMER. The students are trained on aspects like:

1. Facing Interviews
2. Facing Group Discussions.
3. Professional Resume Writing.
4. Cracking Aptitude Exams.
5. Soft Skill /SDS III
6. Internship Projects & Organization Study-

Professionals from various industries visit the Institute and interact with students on regular basis and guide them in accordance with the industry norm and standards. The Institute seeks the services of both in house experts and consultants to carry out the pre placement activities in a stringent and result oriented method.

PLACEMENT POLICY

- Companies are expected to give a Pre-Placement Talk [PPT] laying out the details of the company and the offer before the process. In case there is no PPT by the company, then the Placement Cell shall give away the required job details.
- Once the student appears for the process, the student cannot reject the offer made by the company.
- Each student shall be eligible for maximum ONE Offer.
- A company is free to make their choice of students irrespective of their specialization.
- If the Pre-Placement Offer is accepted, the student will have to opt out of the institute placement process. However, a student with pending Pre-Placement Interview Offer is eligible to participate in the placement process.
- In case a student who is placed through the institute placement process can attend any interview or apply to any company in his personal capacity outside the institute but cannot attend any Pool Campus drives in MBA institutes.
- All correspondence to and from the company should be routed through the Placement Cell. No student can communicate to the company officials without the prior consent of the placement cell.

Debar from the placement activity:

Students will be debarred from the placement process if any of the below mentioned is true :

- If students have not cleared the applicable fees due to the institute.
- Student who fails to clear the placement assessment examinations scheduled at the end of every semester or having an attendance record of less than 80% pre placement training.
- Student registered to attend a company's interview and on the day of interview doesn't turn up.
- Student attends 5 interviews of his choice and still fails to get the offer.
- If there is a misbehavior / indiscipline on the part of the student during the entire academic career and interview process.

Debarred student will be placed only after all the students are placed. Debarred students will be considered for placement again based on their improved performance and meeting the other criteria's as approved by the placement committee.

A Placement Committee shall comprise of:

O Director

O Placement Officer

O Student Representatives [Two students from each specialization]

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Open Door Policy:-

IMER follows an open door communication policy .The student is free to meet any faculty /mentor during any suitable time .Grievances are discussed with the mentor who in turn communicates to the director if the need arises .The student is free to meet the director at any time and forward his/her grievances if any.

Skip Level Meetings:-

The GC Chairman meets the students once a year without the presence of the Director and faculty at an open house.

Grievance Cell:-

Two faculty members, a senior female Professor and a male Professor have been nominated as the grievance cell members. With a view to promote quality based education and to build up

cordial teacher-student relationship, the college has started students' grievances redressal cell. The cell encourages one-to-one/face-to-face discussion with students. The committee members solve the problems through discussion in a cordial manner. Student coming to the cell is negligible as various grievances of student's are handled and sorted out by the faculties through the mentoring programme.

Composition of grievance cell		
Dr. P.M. Charanthimath	Professor	Head
Dr. Rajendra Inamdar	Professor	
Student Members	Aliya Nagarkatti	III Sem
	Kamakshi Keny	I sem
	Shivakumar Patil	III Sem
	Col Suresh	I sem

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The Women's Safety Cell has been set up in the institution which handles issues related to prevention of sexual harassment of students and employees. It is a Neutral body centered on the employees and students of the institute.

Two faculty members, a senior female Professor Dr. Pornima Charanthimath and an Assistant Professor Padmapriya Katagal and Ms. Trupthi Deshpande , FDC have been nominated as the members. No cases have been reported so far in the institution related to sexual harassment.

The KLS Society and IMER take utmost precaution to prevent any such instances from occurring. Proactive action in the form of awareness campaigns, poster competitions and special lecture sessions, has been instrumental in ensuring that there has been no record of such instances. Students and faculty participate in social forums, through street plays, skits to spread this message at public places also.

5.1.12. Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

There has been no instance of ragging so far at IMER. The management, Director and faculty are very strict in this regard. Close monitoring of the campus is done to prevent any such incidents. Mentors interact with their mentees regularly in this regard. The college has a CCTV covering the whole premises including the canteen, labs, etc. These enable the monitoring of the campus throughout the time when the students are on the campus.

Boards have been put up at prominent places wherein it has been clearly mentioned that ragging in any form is an offence and will not be tolerated. All students and their parents/guardians are made to sign the anti-ragging declaration as per AICTE norms. Two faculty members, a senior female Professor Dr. Pornima Charanthimath and a male Professor Dr. Rajendra Inamdar have been nominated as the “anti-ragging” cell members

5.1.13. Enumerate the welfare schemes made available to students by the institution.

The various welfare measures have been made available to our students:-

1. Washrooms and Purified/cooled Drinking water facilities at all floors.
2. State of the art gymnasium with qualified instructor
3. Transport Services.
4. Sick Room, First Aid and Doctor on Call
5. Scholarship
6. Financial Support to attend events

5.1.14. Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Alumni support the institute by sharing their experiences with students, providing projects, internship and placement opportunities. The alumni are invited for guest lectures, viva voce examinations – of internal projects and mock viva of the university mandated internship programme.

The process of registration of IMER Alumni Association is in progress. The association is being formed with the objective of providing networking opportunities for the past and present students, financial assistance to the meritorious students and in the long run to provide seed capital to the upcoming entrepreneurs to encourage entrepreneurship.

5.2 STUDENT PROGRESSION

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression %

UG TO PG PG to M.Phil. PG to Ph.D.	2012-14	2011-13	2010-12
	NA	NA	NA
Employed			
Registered for placements	58	80	80
Campus selection	50	48	60
Other than campus recruitment	00	01	00
Total	50	49	60
Percentage	86%	62%	75%

The trend of students opting to take up entrepreneurship is increasing. There is also a trend for students to join academics as a career as compared to earlier. In the year 2012 around 10% of students have opted to stay out of campus placement and have joined their family business or have started their own new ventures, while this trend has increased in 2012-14 batch.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Examination Result for the Academic Year 2009-2011

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	97.45%
	Number of First Class (60%-74%)	58
	Number of Distinctions (>75%)	55
2 nd Semester	Pass Percentage	98.30%
	Number of First Class (60%-74%)	93
	Number of Distinctions (>75%)	06
	Pass Percentage	98.30%
3 rd Semester	Number of First Class (60%-74%)	100
	Number of Distinctions (>75%)	05
	Pass Percentage	98.30%
4 th Semester	Number of First Class (60%-74%)	104
	Number of Distinctions (>75%)	07
	Secured Gold Medal to Mr. Sumedh Pawar, for securing highest marks in the Subject "International Marketing" to the Karnatak university, Dharwad for the year 2011	

Examination Result for the Academic Year 2010-2012 Batch

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	87.39%
	Number of First Class (60%-74%)	85
	Number of Distinctions (>75%)	16
2 nd Semester	Pass Percentage	93.27%
	Number of First Class (60%-74%)	88
	Number of Distinctions (>75%)	14
3 rd Semester	Pass Percentage	96.63%
	Number of First Class (60%-74%)	96
	Number of Distinctions (>75%)	15
4 th Semester	Pass Percentage	96.63%
	Number of First Class (60%-74%)	93
	Number of Distinctions (>75%)	16
University Ranks (If Any)	Ms. Preeti Honnamane Secured first Rank to Rani Channamma University, & secured gold medal to R. C. U. 1 st Convocation	

Examination Result for the Academic Year 2011-2013 Batch

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	72.11%
	Number of First Class (60%-74%)	55
	Number of Distinctions (>75%)	07
2 nd Semester	Pass Percentage	86.53%
	Number of First Class (60%-74%)	62
	Number of Distinctions (>75%)	02
3 rd Semester	Pass Percentage	96.15%
	Number of First Class (60%-74%)	69
	Number of Distinctions (>75%)	01
4 th Semester	Pass Percentage	97.11%
	Number of First Class (60%-74%)	101
	Number of Distinctions (>75%)	03
University Ranks (If Any)	Mr. Aditya K. Shanbhag Secured Second Rank to Rani Channamma University,	

Examination Result for the Academic Year 2012-2014 Batch

Semester	Results	Course - MBA
1 st Semester	Pass Percentage	72.5%
	Number of Second Class (50%-59%)	22
	Number of First Class (60%-74%)	60
	Number of Distinctions (>75%)	04
2 nd Semester	Pass Percentage	87.5%
	Number of Second Class (50%-59%)	31
	Number of First Class (60%-74%)	72
	Number of Distinctions (>75%)	02
3 rd Semester	Pass Percentage	91.59%
	Number of Second Class (50%-59%)	30
	Number of First Class (60%-74%)	77
	Number of Distinctions (>75%)	02
4 th Semester	Pass Percentage	94.95
	Number of First Class (60%-74%)	83
	Number of Distinctions (>75%)	02

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The programme designed for the students at the MBA level basically comprise of Academic, cultural, Curricular and Co-curricular activities. Some of these programmes are initiated right from the first semester. Exclusive concentration towards personality development, career development and imparting training to the students is facilitated as a part of student progression and higher level of education.

- The institute provides training on soft skills and aptitude to MBA students for their career growth.
- Guest lectures and workshops are organized by various industry experts.
- Industrial visits are organized for students.
- Students are encouraged to present their papers in National and International conferences.
- Students are encouraged to participate in various competition such as business quiz, product launch, investment analysis, preparing the business model which will give them exposure to real time business situations.
- Mentoring
- Student Profiling – Students are profiled by a third party consultant who based on a series of tests/exercises are assessed on parameters like Computer Skills , Communication Skills , Analytical Skills and Conceptual Skills .Based on this input students are given input.
- Aptitude, SPSS, Excel and other specific coaching
- Placement Guidance and Intensive Pre Placement Training

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Year	Total No. of students admitted	Total no. of dropout
2009-10	120	01
2010-11	119	--
2011-12	108	04
2012-13	120	01
2013-14	109	01

Students are identified through their performance in the class internal tests. They are given additional coaching by the respective faculties where the students' performance is not satisfactory. The number of students who have dropped out of the course is low because the Director and the mentors interact closely with the students and counsel them. In rare instance when the student drops out it is in spite of the counseling and support provided by the

organization. Out of the above dropouts the major cause has been “death of a senior member or father in the family”, because of which the student is required to drop out of the programme.

5.3 STUDENT PARTICIPATION AND ACTIVITIES

5.3.1. List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

1. Freshers Day and Farewell Party
2. Dandiya Competition
3. Indoor and Outdoor Games:- Volleyball, Throw ball, Cricket , Carrom , Chess , Table Tennis and Golf coaching
4. Gymnasium
5. Outbound Training Programme

EVENT	OCCURRENCE	FOR WHOM
Freshers Day	When new batch joins immediately after orientation	All new students , organized by seniors
Farewell Party	At the end of the fourth semester	Juniors organize for seniors
Dandiya Competition	Annually at the time of Navarathri	
Aarambh	Orientation	All new students
Out Bound Training	When new batch joins within a month after orientation	All new students
Case Chase	Annually – November or December	Inter College Case Study Competition
Samagam	Annually – February	Creativity Inter college Festival for Undergraduates organized by junior students
Antarprerana	Annually – March or April	Inter College B-Plan Competition
IMERGE	Annually – April or May	Management Festival for MBA colleges

Other than these inter mentor competitions for Quiz, advertisement competitions, Case study competition are organized.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years

Sl no.	Date	Event name	Organizing institute	Participated students & Prizes won
1	8-March-2011	REVEX-2011 “ Inter college Union Budget Analysis”	KLE SOCIETYs College of Engineering & Technology, Belgaum	<ul style="list-style-type: none"> • Priya Khandekar • Swati Rajput • Iranna. C • Shrikant Shurpali • Shridevi Sultanpure
2	11 th and 12 th –March-2011	Shreshta-2011 Management fest	SDM COLLEGE OF BUSINESS MANAGEMENT, Post graduate centre for management Studies & Research, Mangalore, Karnataka	<ul style="list-style-type: none"> • Darshan Dongre (2nd prize Quiz) • Srinidhi Hukkeri (2nd prize Quiz) • Ratika Mirji (2nd prize HR) • Rutuja mane (2nd prize HR)
3	25-26 th March 2011	Macufe-2011 Management fest	BIET-MBA & Bapuji Academy of Management Research, Davangere	<p>Overall championship</p> <ul style="list-style-type: none"> • Darshan (1st Prize Quiz) • Shrinidhi(1st Prize Quiz) • Veeresh(1st Prize Finance) • Sagar (1st Prize Finance) • Pankaj (2nd Prize Marketing) • Musaib (2nd Prize Marketing) • Sapna (1st Prize HR) • Preeti (1st Prize HR)
4	22-23-April 2011	EQUINOX-2011 Management Fest	Belgaum Institute of Management Studies, Belgaum	<ul style="list-style-type: none"> • Iranna (1st Prize Operations) • Veeresh(1st Prize Operations) • Siddesh (2nd Prize Marketing) • Pankaj (2nd Prize Marketing) • Veeresh(2nd Prize Finance) • Darshan (1st Prize Quiz) • Shrinidhi(1st Prize Quiz) • Musaib (2nd Prize HR)

5	15 th Oct 2012	Dristhi -2012	BETs Global Business School , Belgaum	<ul style="list-style-type: none"> • Meenakshi C • Mayuri K • Siddesh Kulkarni- (1st Prize Promotion) • Gloriya Vaz - ((1st Prize Promotion) • Darshan D • Shrinidhi Hukkkeri • Ajaz Syed - AD Guru (Best manager) First place
6	7 th & 8 th April, 2012	Macufe 2012	Bapuji B school, Davangere	<ul style="list-style-type: none"> • Aiyaz Shaikh (2nd Prize Marketing) • Naveen Mehta (2nd Prize Marketing) • Chetan • Manjunath • Chetan Kapre • Pavan Hundekar • Meenakshi C • Nirali Kothari • Karan Gavali (2nd Prize Quiz) • Dhruv Shanbhag (2nd Prize Quiz) • Ajaz Syed - CEO (Best manager) First place •
7	10 th & 11 th Dec, 2011	KLEs IMSR Marketainment	Hubli	<ul style="list-style-type: none"> • Aiyaz Shaikh • Kevin Arnold • Karan Gavali (1st Prize Quiz) • Chetan Kapre (1st Prize Quiz) • Sachin Pol • Anup Joshi • Nirali Kothari • Meenakshi C • Suyog Hanamshet (2nd Prize Quiz) • Sagar (2nd Prize Quiz) •
8	25 th & 26 th March, 2012	Global Business School Galacto 2012	Hubli	<ul style="list-style-type: none"> • Aditya Shanbhag (1st Prize Quiz) • Karan Gavali (1st Prize Quiz) • Priyanka K (1st Prize Finance) • Santosh Chavan (1st Prize Finance) • Swapna Hoskot (1st Prize HR)

				<ul style="list-style-type: none"> • Seema Kadrolli (1st Prize HR) • Suyog Hanamshet • Sagar • Sagar B • Nihar K • Sabah Takked
9	January 18 th to 19 th , 2013	Chrizzellenz	Christ University , Bangalore	<ul style="list-style-type: none"> • Viraj Nilajkar • Disha Dey • Murali Krishna • Vivek Walvekar • Rafique • Samyukta Petkar • Bhavana Deshpande • Yogita Pandey • Saurabh • Darshan Bhopale
10	11 th May 2013	Bizomainia	Acharya B School , Bangalore	<ul style="list-style-type: none"> • Viraj Nilajkar – Best Manager
<u>Sl no.</u>	<u>Date</u>	<u>Event name</u>	<u>Organizing institute</u>	<u>Participated students & Prizes won</u>
11	21 st Nov. 2013	Galacto -2013	Global Business School	<ul style="list-style-type: none"> • Athira K. A. • Francesca Carvalho • Faizan Nandgadi • Amit Shankargouda • Sharad Suryavanshi • Mohsin Khan • Bhupesh Balekundri • Rohit Bhopale • Aniket Jadhav • Swati Kulkarni • Shivkumar Patil
12	18 th Nov.2013	Manasa Manthana	St. Aloysius Institute of Management and Information Technology, Mangalore	<ul style="list-style-type: none"> • Athira K. A. • Francesca Carvalho
13	22 Dec. 2013	A.D. Shroff Memorial Trust	Rotary Club	<ul style="list-style-type: none"> • Athira K. A. • Pooja Sakaria • Alia Nagakatti
14	9 th Dec. 2013	Elocution	Raja Lakhamgouada Law	<ul style="list-style-type: none"> • Francesca Carvalho • Faizan Nandgadi

			College,Belgaujm	
15	7 th Oct. 2014	Aarohan	Innerwheel club, Rotary club (South), Gogte Institute of Technology, Belgaum	<ul style="list-style-type: none"> • Francesca Carvalho • Faizan Nandgadi • Alia Nagakatti • Amit Shankargouda • Niranjan Bang • Pramod Kereppanavar
16	18.10.2014	Majali Memorial Rolling Shield	Raja Lakhmangouda Law College, Belgaum	<ul style="list-style-type: none"> • Niranjan Bang • Francesca Carvalho • Pooja Sakaria
17	3.04.2014	Macufe 2k14	Bapuji Academy of Management and Research, Davangere	<ul style="list-style-type: none"> • Faizan Nandgadi • Athira K. A. • Pooja Joshi • Swati Kulkarni • Amit Shankargouda • Sharad Suryavanshi • Aliya Nagarkatti • Pramod Kereppanavar • Shruti Patil • Nitin Chavan • Francesca Carvalho
18	22.04.2014	Voteathon	Volunteer for Better India, Rotary Club, GIT, IMER, Art of Living , Belgaum	<ul style="list-style-type: none"> • Athira K. A. • Pooja Sakaria • Aliya Nagarkatti • Viraj Nilajkar • Francesca Carvalho
19	17.5.2014	Anushodhana 2014 (Team 1)	Rani Channamma University, Belgaum	<ul style="list-style-type: none"> • VirajNilajkar • Joshua Xavier • Vivek Walvekar • Athira K. A. • Kanishk • Salman Naik • Sujit Kalsekar • Murli Krishna
20	18.5.2014	Anushodhana	Rani Channamma	<ul style="list-style-type: none"> • PoojaSakaria

		2014 (Team 2)	University, Belgaum	<ul style="list-style-type: none"> • Poorva Karajgi • SameerKulkarni • VinodGeddeppanavar • Deepika Vernekar • Pranali Dorkadi • Sampreet Hiremath • Rahul Nakedar
21	19 th & 20 th Oct, 2013	Operacy 2013	- Kirloskar Institute of Advanced Management Studies Harihar	<ul style="list-style-type: none"> • Viraj Nilajkar and Bhavana Deshpande • Anuta Shetty • Keerti • Sampada Shanbhag • Renu Nerlikkar • Ashutosh Patil • Priyanka Morappanavar
22	15.02.2014	Samar 2014	Chetan Business School, Hubli	<ul style="list-style-type: none"> • Pranali Dorkadi • Komal Patil • Venkatesh Chagi • Minal Mone • Bhupesh Balekundri • Shivkumar Patil • Wasim Tamboli • Prakash Patil • Samrah Mujawar
23	7.3.2014	Bamboozle- 2014	Institute of Management Studies and Research, Hubli	<ul style="list-style-type: none"> • Basavaraj Tonshyal • Rafiya Mulla • Nitin Chavan • Sonam Mandolkar • Faizan Nandgadi • Milagrin Gonsalves
24	9.4.2014	Ashwamedha- 2k14	Siddaganga Institute of Technology, Tumkur	<ul style="list-style-type: none"> • Pranali Dorkadi • Deepika Vernekar • Sonam Mandolkar • Akshata Kunnur • Basavarj Tonshyal • Rafiya Mulla • Niranjana Bang • Vishal Kumathekar • Meersab Mujawar
25	11 th Oct,	Operacy	- Kirloskar Institute of	<ul style="list-style-type: none"> • Poorva Karajgi

	2014	2014	Advanced Management Studies Harihar	<ul style="list-style-type: none"> • Pranali Dorkadi • Niranjan Bang • Shwetha Patil
26	16 th Nov, 2013	Finomania 2013	Institute of Management Studies and Research, Hubli	<ul style="list-style-type: none"> • Deepika Vernekar • Shwetha Patil • Sampreet Hiremath • Swati Kulkarni • Pranali Dorkadi • Shivkumar Patil
27	22 nd Aug, 2013	Gita Rahasya	International Society for Krishna Consciousness, Belgaum	<ul style="list-style-type: none"> • Pranali Dorkadi • Shivkumar Patil • Swati Kulkarni • Venkatesh Chagi • Akshay Kallur • Raju Mahalingapur • Pooja Joshi
28	10 th June, 2014	SEED Initiation Programme	MADE IN BELGAUM	<ul style="list-style-type: none"> • Sukanya Jadhav • Sampada Shanbhag

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The feedback on teaching quality, class room activities and syllabus completion is taken from the students at the end of each semester. The feedback will be used to enhance the quality in teaching and it gives scope for the faculty members to improve.

Feedback is collected from the employers and prospective employers, during internship and after placement. This feedback is analyzed and corrective measures for improvement programmes are initiated. This may relate to providing training to the students on employability skills, personality development programmes, industrial visits etc.

Training Programmes and Faculty Development Programmes are conducted to improve quality of Faculty members. Faculties are also deputed to various FDPs outside the college to enhance teaching quality and adopt innovative methods in teaching.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.

Support in the form of guidance, books and registration fee (wherever applicable) is provided to students to encourage them to publish materials like catalogues, wall magazines, etc. During all events the students themselves design the banners, brochures, certificates and trophies.

The HR club Ethnos has a fortnightly wall journal called Wall of Wisdom where they put up various articles of current interest.

We have student representatives in the editorial board of our journal Tatva in our newsletter. Our monographs released during the Foundation day is created by a student body with the guidance of a faculty coordinator.

5.3.5 Does the college have a Student Council or any similar body? Give detailson its selection, constitution, activities and funding.

A student council is formed for every event and these students design the event, activity, plan it and implement it. Although students are part of various committees such as the Fest Committee, Sports Committee, Cultural Committee, National and International Conference Committee etc. The Committees are formed as and when the events are scheduled.

A notice is displayed by the faculty event coordinator/s regarding the formation of the committee. The interested students approach the faculty, and from these students, a steering or core committee is made and subcommittee for each task or activity is created. These committees are responsible for the whole event, design conceptualization, execution and evaluation, budgeting, etc. The committee disbands once the event is complete.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

For every event a student body is formed which takes up the responsibility of conducting that event/activity with the guidance of a Faculty. The events like Antaraprerna , Samagam , Case Chase , Foundation Day , Imerge , Industrial Visits , Sports and Aarambh have committees formed to ensure the smooth and successful conduct of the event .

The student representatives of the Placement Committee assist all Placement activities like data collection, assisting Pooled Campus initiatives, Campus Placement drives and training programmes.

5.3.7 How does the institution network and collaborate with the Alumni and Former faculty of the Institution?

Alumni are invited to the alma mater on various occasions. Invitations are sent to alumni and former faculty for every Foundation day where some alumni are felicitated for their outstanding achievements in industry or business.

The alumni are invited for guest lectures, viva voce examinations – of internal projects and mock viva of the university mandated internship programme. Alumni support the institute by sharing their experiences with students, providing internship and placement opportunities.

The students, faculty and the alumni come together during the alumni meets “SAMHITA” which are held at least once a year. A dedicated cell for alumni interaction has been established and is managed by the Alumni Relations officer under the guidance of the director.

The common mode of networking is through letters, phone, email and social networking site.

Samhita 2013 – Pai Viceroy, Bangalore on 30th June, 2013 and On 14th December 2013 at IMER Belgaum.

List of Alumni attended Samhita 2013 Bangalore chapter			
sl.no	Name	Organization	Designation
1	Vijaykumar Badiger	Cross Domain	Financial Analyst
2	Narendra Mali	DPIe-Biltebe	AE exe
3	Amit B. Dabba	IIFL	AVP
4	Vishweshwar Narayan Mensumane	Presidency Group	Asst Professor marketing consulting
5	Manjunath Marakumbi	Deutsche Bank	Process Associate
6	Chandrakant Chavan	Deutsche Bank	Process Associate
7	Asma Tehsildar Jangra	HOTEL GOKAK RESORT	C.E.O
8	Avinash Paramashetti	Hewlett-Packard	Process Associate
9	Prasanna Kumar B. Shirol	Pompe Foundation LSD Support society	President
10	Jyoti S Kulkarni	IBMR	Lecturer
11	Kaveri Patil	Oracle India Pvt Ltd	Process Analyst
12	Deepa Joshi	Lexisphere	Business Partner
13	Deepa Budihal	HCL	HR Manager
14	Aparna R. Kamath	Infosys	Sr Associate HR
15	Ramchandra Hanamaraddi V	HDFC Bank	Manager
16	Gireesh S. Kulkarni	Legends Consulting Pvt Ltd	Sales Manager IT

17	Aditi Tamhankar	Deutsche Bank	Sr Analyst
18	Suketa H S	Accenture	Process Associate
19	Anantrao Kulkarni	Deutsche Bank	Process Supervisor
20	Hrishikesh Katti	Monster.com	Key Account Manager
21	Tanvi Katti	Prayag Consulting	Business Communication Specialist
22	Mahesh Chikodi	Robert Bosch Engineering & Business Solution	Busines Head UK
23	Chidambar Kulkarni	Tesco group commercial services	Process Associate
24	Akhsata Patil	Accenture	Process Associate
25	Rajshree Singannavar	Accenture	Process Associate
26	Basavaraj Kumbar	KPMG india	associate audit
27	Krishnaji Dilip Joshi	HDFC Bank	Area Manager
28	Suraj Lulla	The Time Planet	Owner / Partner
29	Siddharoodna M A	ITC Ltd	Area Ececutive
30	Guruprasad B N	Deutsche Bank Group	Process Supervisor
31	Ramchandra Joshi	Asian Paints	TSO
32	Jayaprakash . G	Berger Paints	Area Sales Manager
33	Alok Badagavi	Shoppers Stop	Finance Analyst
34	Akshay K	Thomson Reuters	Business Analyst
35	Rohit S	Asian paints ltd	Relationship officer
36	Somshekhar Nidoni	HindustanUnilever limited	Key Account executive
37	Shafiq K Kotwal	Bharati Airtel	Area Sales Manager
38	Vinay S Naik	Ernst & young	Advanced Tax Analyst
39	Anoop Sugathan	West Coast Paper Mills Ltd	Marketing Officer
40	Saish Bandekar	DBOI Global Services India	Analyst
41	Prakash V Dharwad	EENADU Etv	Branch Head- Karnataka & Goa
42	Srinivas K S	Biocon	HR Manager
43	Prabhudev Desai	Schneider Electri India Pvt Ltd	Distribution Sales Karnataka Inchage
44	Aniket Halgekar	Idea Cellular Ltd.	Assistant manager
45	Candida Andrade Halgekar	Accenture	HR Analyst

Some of the alumni who visited IMER for guest lectures, events, felicitation, mock viva etc. during 2013-14

Roshan W.	All India Management Association	Head Karnataka
Ramprasad Nesargi	Muthoottu Mini Financiers Pvt Ltd	Assistant Manager
Amit Kalkundri	Manas Consultancy Services	Founder and Managing Consultant
Vanishree Hundekar	GIT	Asst Professor
Amogh Pujar	Stupa Placements	CEO
Pawan Kulkarni		
Rakesh Rai	Aeque Pvt .Ltd.	Senior Manager HR
Santosh Chavan	People Tree	Asst. Professor
Priyanka Kulkarni	Lokmanya Bank	Executive
Mellissa Coutinho	Orione Hydraulics	Executive
Shruti Kono	Kono Group of Companies	Entrepreneur
Deepa Halappannavar	Freelance Trainer	
Sandra Rodrigues	TATA Projects - Hyderabad	HR manager
Prasanna Kumar B. Shirol	Pompe Foundation LSD Support society	President
Prabhudev Desai	Schneider Electri India Pvt Ltd	Distribution Sales Karnataka Inchage

The former faculties are always invited warmly on several occasions and for events.

List of former faculties who have visited the Institute during 2014:

Dr.A.B. Kalkundrikar, Former Director of IMER, Chairperson and Key note Speaker, Advisory Body Meeting etc. on various occasions. He is also on our Placement Advisory Board.

Dr. Sudhir Dhume – now Professor at NITTIE, Mumbai, as Key Note Speaker for Samhita , 2014

Dr. Sachin Kamble – now Professor at NITTIE, Mumbai

Dr. M.M. Bagali – Head Research, Jain University, Bangalore

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 INSTITUTIONAL VISION AND LEADERSHIP

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision and Mission

Vision

- To be in the forefront of Management Education, Research and Consultancy
- To elevate our ranking from the current ICRA rating of EB3KA (pan Karnataka basis) and EB4+IN (pan India basis) to EB2KA and EB3IN respectively by 2018

Mission

- To achieve excellence at Industry Institution Interface and make presence in global and social outreach.
- To transform every student into successful business leaders ready to take on responsibilities in the real business world or into successful entrepreneur ready to start a new business enterprise or grow an existing business.

Values

- Integrity
- Commitment
- Passion

Description

- IMER is housed in a modern custom-designed building in Belgaum as per AICTE norms.
- The architecture and facilities were planned with spacious spaces to promote effective and reflective learning.

- Library in IMER has all the necessary facilities to meet the requirements of MBA programme. It is well furnished with good ambience for students to sit and read for necessary reference work.
- The computer centre is housed in a large, well furnished, air conditioned laboratory with more than 120 computers.
- Emphasize on value based, culture driven and quality oriented education.
- The institute organizes parents teacher's meet, Alumni meet, industry institute interaction, faculty meeting, Pedagogy workshops and Corporate Social Responsibility programmes under the guidance of university authorities and management trustees to achieve excellence through the involvement of stakeholders.
- Committed real time and dynamic management, amenable for changes.
- IMER organize management and cultural fests for overall development of students. The institute organizes training to improve employability of students to meet the requirements of the industry and Corporate by one-to-one career coaching with the help of professional trainers who have extensive field experience and mentor the students before they are ready to leave the portals of the institute.
- Compliance with the norms, policies and requirements of the government as and when they are amended and submit all the record required.
- Regularly organizing blood donation camp in association with Red Cross Society of India
- Taking up research and consultancy activities on the basis of requirements of clients.
- Organizing FDP/MDP/EDP and Promoting Industry institute interaction.

6.1.2 What is the role of Top Management, Principal and Faculty in design and implementation of its quality policy and plans?

Quality Policy

To continually improve processes of Admission, Teaching, Learning, Examination, Evaluation, Placement, Research and Extension in order to become an industry friendly institution of academic excellence.

Quality Policy is designed based on the inputs from all the stakeholders.

Quality Policy and Plans were reviewed during strategic retreat and the respective budget is prepared approved and monitored at Board of Management and Governing Council Meetings involving principal and faculty.

- The top management guides the institution in designing the quality policy by considering the current scenario in academics, requirements of the industry and the goals of the Karnataka Law Society. They also guide in creating an atmosphere of involved learning,

instilling a spirit of enquiry, inducing healthy challenges, encouraging sustainable accomplishment, recognizing achievements. Management provides inputs to design performance appraisal system and take corrective and preventive action. Management encourage faculty to improve their performance by earmarking budget to attend various faculty development programmes.

- The Head of the Institution plays a very important role in the design of the quality policy. The quality policy is designed by keeping in mind the Vision, Mission, values and objectives of the institution developed during strategic retreat, where the head of the institution, faculty and support staff are involved. The head of the institution conduct faculty meetings regularly to monitor their progress and ensure faculty to improve their performance by deputing them to attend various faculty development programmes.
- All the Faculty members play a significant role in preparation and implementation of the quality policy. Lesson plan, course docket and teacher's diary is prepared to ensure quality in course delivery.

6.1.3 What is the involvement of the leadership in ensuring:

The policy statements and action plans for fulfillment of the stated mission

Action plans are developed on the basis of the stated mission. Such plans are implemented within the time frame. It is reviewed by Governing Council periodically.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

A. ADMISSION PROCESS

The following steps are taken by the institute to complete Admission of the students:

The admission committee consists of teaching and non-teaching staff and is chaired by the Director. The committee is responsible for formulating the rules and execution of the work.

The intake of KLS' IMER currently is 120 students per year. 50% are admitted from the government quota as per norms of Rani Channamma University and Government of Karnataka Regulations. The remaining students are admitted under the management quota. Director in consultation with Governing Council takes decision regarding surrendering of the seats under management quota to KEA.

The students who want to seek admission under Government quota, must appear for the prescribed examination (PGCET, CMAT as the case may be) and appear for counseling at the prescribed centre. The selected student gets the admit card, based on availability, from the counseling centre and completes the admission formalities.

The students admitted under the management quota are screened from the All India Entrance Exam such as: MAT (Management Aptitude Test); KMAT (Karnataka Management Aptitude Test) or any other tests approved by Karnataka Examination Authority (KEA). Percentage of 50 and above is considered to be eligible for admissions to KLS' IMER. The short listed students are sent call letters and are asked to confirm the date and time for counseling.

All telephonic and e-mail enquiries are handled by the admission committee. The admission process comprises of the following steps:

- Screening of the certificates and documents.
- Filling the admission application forms with photograph and testimonial copies.
- Counseling is conducted by the director.
- The eligible candidates are given provisional admission.
- After all the admission formalities are completed the students are intimated personally about their joining date to the MBA programme.
- Once the documents are verified, a prescribed time is given for the payment of fees.

B. QUALITY EDUCATION TO STUDENTS

- The institute undertakes a broad range of education, training and development opportunities that encourages continuous professional development and lifelong development of a student.
- The institute promotes curricular-co curricular and extra-curricular activities for the overall development of the students. Rs 7, 50,00 (FY 2014) is earmarked for seminar and functions and Rs 10 lakhs towards extra-curricular activities.
- The institute has various clubs such as: student wellness club; reading club, movie club, marketing club, finance club, HR club and E-Cell. Students are encouraged to join any club of their choice.
- The students are provided with mandatory trainings during the induction and orientation programme during the beginning of the course. Rs 10 lakhs (FY 2014) is earmarked for induction and orientation programme. The topics usually discussed during the orientation programme are:
 - a. Overview of the institute
 - b. Overview of the programme
 - c. Disciplinary norms
 - d. Mentorship
 - e. Pedagogy
 - f. Anti-ragging

- g. Harassment
- h. Risk Management
- i. Time Management
- j. Stress Management
- k. Indian Culture and Heritage
- l. Social Responsibility
- m. Curricular, Co-curricular and Extra-curricular activities
- n. Entrepreneurship
- o. Placements

Procedure

1. Students are provided with Rani channamma University syllabus to know the learning objectives of the subjects that they learn.
2. At the beginning of the course the students are given course docket comprising of lesson plan and course material. This helps the students to understand the subject better and promotes open interaction in the class.
3. To bring in the practical exposure along with the theoretical knowledge, faculty will equip themselves by using different training aids such as case studies, case lets, video clippings, assignments, etc., for effective delivery of knowledge.
4. At the end of each session faculty concludes by providing a recap and answers to the queries of the students.
5. Students are directed to use the library for content development.

C. DELIVERY OF THE CURRICULUM

The Institute recognizes that, efficiency and effectiveness in provision of quality services to students relies on the institute's greatest asset "faculty", thus has a well trained workforce for sustainability, as it will enhance the ability to face challenges brought by an ever changing world. The faculty members use various pedagogical tools such as: Lecture; case study; role play; management games; etc. to make curriculum delivery effective.

The institute is committed at creating a learning culture that builds a multi-disciplinary team and ensures each faculty is valued for the contribution they make for institutional prosperity.

The institute empowers faculty members to take ownership, accountability and responsibility of their respective subject. The faculty members are encouraged to define their own training and development needs.

Procedure

1. Faculty members are allotted the subjects each semester based on their expertise and choice.
2. Once the allotment is done, it is mandatory that the faculty members prepare course docket comprising of lesson plan and course material. The course material comprises of relevant information, facts and figures, exercises, case studies, etc.
3. The faculty members imparts knowledge, experience relevant to the subject through various pedagogical tools such as: lecture; role play; case study; management games; etc., to facilitate class room interactions.
4. The faculty member also maintain teacher's diary to maintain the records.

D. Personality Development Programme for Students

KLS IMER believes that students must be given exclusive opportunity to expand their horizon of knowledge to enhance their overall development. Hence, IMER has spoken English classes and discussion on current affairs as part of the time table. The institute has various clubs to enhance the student engagement in order to prepare them to take greater responsibilities and accelerate their career prospects.

E. Quality Placement

- The Institute has well established placement cell headed by the placement officer.
- The institute has a Placement Committee comprising of: Director, Placement Officer, 6 Senior Faculty Members and 15 Students representing all the specializations. The institute also has a placement advisory committee comprising of industry representatives and placement committee. The placement committee develops and deploys the placement policy.
- Each student is assigned to a mentor for overall development. The profiling of each student is done in the beginning of the first semester by the outside agency (expert) and their skills are rated in the report card. The mentors are given the report card and feedback is given to the students. The mentors also guide the students to improve skill sets of students on a continuous basis.
- In order to develop the skills and improve the employability of each student, the skill development series is conducted throughout the course.

Skill Development Series

First Semester	Managerial Etiquette
Second Semester	Computer Literacy
Third Semester	Pre-placement Training
Fourth Semester	Indian values and culture

- In the beginning of the third semester the students will fill the application form for the placement brochure.
- The placement brochure will be ready in the third semester and distributed to the prospective recruiters.
- The institute organizes workshops, symposiums, guest lectures and depute the students to participate in various events conducted by other colleges. All the fourth semester students will be taken for industrial visits that will provide exposure to the industry.
- Internship and organization study also promote industry institute interaction.

Placement policy of the institute

A placement Committee shall comprise of: Director; Placement officer; Student representatives (2 students from each specialization).

- Companies are expected to give a Pre-Placement Talk [PPT] laying out the details of the company and the offer before the process. In case there is no PPT by the company, then the Placement Cell shall give away the required job details.
- Once the student appears for the process, the student cannot reject the offer made by the company.
- Each student shall be eligible for maximum of ONE Offer.
- A company is free to make their choice of students irrespective of their specialization.
- If the Pre-Placement Offer is accepted, the student will have to opt out of the institute placement process. However, a student with pending Pre-Placement Interview Offer is eligible to participate in the placement process.
- In case a student who is placed through the institute placement process can attend any interview or apply to any company in his personal capacity outside the institute but cannot attend any Pool Campus drives in MBA institutes.

- All correspondence to and from the company should be routed through the Placement Cell. *'No student can communicate to the company officials without the prior consent of the placement cell'*

Dis-Qualification from the placement activity: Students will be debarred from the placement process if any of the below mentioned is true :

- If students have not cleared the applicable fees due to the institute.
- Student who fails to clear the placement assessment examinations scheduled at the end of every semester or having an attendance record of less than 80% across all subjects and value added courses.
- Student registered to attend a company's interview and on the day of interview doesn't turn up.
- Student attends 5 interviews of his choice and still fails to get the offer.
- If there is a misbehavior / indiscipline on the part of the student during the entire academic career or during the interview selection process.

Disqualified students shall be referred to the placement committee on a case to case basis and the committee shall take a decision to allow them for participating in campus placement process.

F. Administrative Policy

The appointment and service conditions of employees working in the institutions run by the Karnataka Law Society shall be governed by the service rules. Service rules applicable to employees have been developed to provide guidelines to carry out their functions effectively.

G. Maintenance Policy and Procedure

- The existing facilities at the institute will fulfil the requirement of AICTE and affiliated university norms. Any additional facilities required will be fulfilled from time to time on the basis of the instructions from higher authorities.
- In order to provide a clean and conducive environment of learning, daily maintenance of infrastructure is carried out by outsourcing the cleaning of campus.
- In case of any electrical work, the institute will contact the contractors who have been identified by the trust. For maintenance of Generators, Air Conditioners and EPABX systems the institute contacts the service providers and budgetary provision is made for the same.
- In case of any civil work to be carried out, the nominated contractor from the trust will be contacted to carry out the required work. Internal and External painting work will be done as and when it is required.

Interaction with stakeholders

The institute organizes interaction with all its stakeholders- Management, Parents, Students, Faculty, Support Staff, Corporate, Alumni.

- Management interacts with the employees during GC and BOM meetings. The opinions and suggestions are drawn towards improving the qualitative aspects of the institution and guide them towards achieving excellence.
- Parents-Teachers Meeting is conducted in the beginning of the programme and regularly to update them regarding the problems and progress of their wards.
- Faculty Meetings are conducted with the Director on a regular basis to plan and review the progress of work.
- Faculty- Student Meetings in the form of current event sessions and mentor meetings regularly to interact with their mentees and allow them to express their concerns if any and motivate them in their academic and personal endeavours.
- Placement Committee Meetings is on a regular basis to develop road map to placement cell. The Placement cell interact regularly with the employers who recruit our students to know if there is any requirement to impart additional skills so as to match their performance in the institution.
- Alumni Meet "Samhita" is organized regularly with the alumni members.
- IMER Industry Interaction Series (III Series) is a regular feature at IMER. A person from the industry is invited to interact with students and faculty to understand the requirements of the corporate world.

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

All the stakeholders at different levels are consulted; suggestions are drawn through their qualitative opinions. Analysis from B-school surveys and rating agencies are taken into consideration.

Reinforcing the culture of excellence

Fostering holistic learning and development is primary responsibility of the institute. The institution aims at continuous quality improvement and at imparting value based education to the students. In order to fulfill this objective, the institution provides certain value addition programmes to students which are culture driven and quality oriented. The institute has centers of excellence and various clubs to instill value based, quality oriented and culture driven education.

The various centers of excellence are: Centre for Entrepreneurship development; Centre for peace; Centre for ethics and social responsibility; Centre for Market Research and Placement cell. The various clubs such as:

Student Wellness club enables to overcome stress and strain and help students to maintain good physical and mental health. Yoga and meditation enhance the power of concentration. Reading club and Movie club promotes reading of books and watching of movies on patriots and spiritual gurus to instill value based, quality oriented and culture driven education. Guest lectures and workshops will be designed by keeping in mind the Indian culture, value and ethos.

Champion organizational change

Governing Council Chairman addresses the director and faculty members every month to discuss positively about the change. According to the needs of the Curricular, Co-curricular and Extra-curricular activities the following changes have been introduced at KLS IMER.

- **International Tour-** The Institute has organized International tour for the students to Hong Kong to give exposure to the international scenario
- **Technology Development-** Biometric machine has been installed to record the log-in time and log-out time of the staff members. The entire campus is monitored through CCTV.
- **Research Centre-** The institute has a Research Centre recognised by Rani Channamma University, Belgavi. In order to encourage research activity among the teaching staff and students, various software's such as: Ebsco, J Gate and e-books are installed in digital library and Research Centre of the institute.
- **State of the art Technology-** In order to ensure effective teaching, all the classrooms are well equipped with all the necessary teaching aids such as boards, audio systems, LCD projectors, etc.
- **Changes in content delivery and knowledge sharing-** In order to ensure effective delivery of the curriculum, the faculty members have to prepare course docket, lesson plan and maintain teacher's diary.
- **Mentorship programme-** The institute has introduced mentorship programme which aims to establish a supportive relationship between the faculty and the student. The mentorship programme enable the mentee to become more self-confident and competent in the integration and application of the knowledge, attitude and skills.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The following procedures are adopted to monitor and evaluate policies and plans of the institute.

- To transform our students into human capital for augmenting the intellectual equipment of corporate world the institute develops a training plan which is suitable for their career development. The same will be evaluated at each step of training to ensure that the students take the training seriously and groom themselves.

- To sharpen the managerial skills of the teaching and non-teaching staff regular training and retraining programmes are organized. The same will be evaluated through regular interaction with the staff, taking self-appraisal reports and taking feedback from students.
- Based on the changing needs and values of the institute, the policies will be framed. Action plans are initiated to implement the decisions. The actual performance will be compared with the standards set and variance if any will be discussed with suitable standards set and variance if any will be discussed and suitable corrective actions will be taken.

Note: Admission policy, placement policy, monthly meeting with chairman, performance management system, strategic retreat.

- The Perspective plan prepared by the director is reviewed at GC and approved by Board of Management. Action plans are prepared by the faculty and approved by the director.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

KLS will constantly strive towards fulfilling the education needs of the society by inclusion and expansion of streams of academics in its institutions and further commits to match infrastructure for its effective enablement.

The Board of Management advice the members of the Governing Council to develop policies in order to ensure overall development of the institution. These policies will be communicated to the Head of the institution.

The Head of the Institution will then design the system and perspective plan and the policies in consultation with the staff members. The implementation of the same will be monitored regularly. The Head of the Institution will delegate and guide and provide suggestions in all the activities and the programmes organized in the institution like Seminars, Workshops, Conferences, Symposium, FDP, MDP and EDPs.

6.1.6 How does the college groom leadership at various levels?

Faculty Members and Support Staff: Each faculty member is involved in different committees, centers, clubs and other activities to coordinate various events organized by the institute.

Students:

We at KLS' IMER provide opportunities, learning path to our budding managers. Most of the events on the campus are managed by students guided by faculty coordinators. The Institute depute students to participate in events organized by other institutions. We groom leadership and

young entrepreneurs, through institutionalizing mechanisms through IMER ED-Cell by organizing B-Plan competition, IMERGE, Case Chase, SAMAGAM.

We motivate students to start their own ventures by providing necessary training through workshops, seminars, guest lectures and field visits and also provide training by conducting various leadership programmes.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The Institute has an organization structure where in the work is divided among the faculty members as coordinators' such as: Academics; Research and Extension; Administration; Training and Placement; Examination. Each coordinator and the members are authorized to plan independently the calendar of events to be conducted for a year with the approval of the director. Accordingly, the respective coordinators are responsible to organize such planned activities in the institute.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Strategic Level

- Staff members provide inputs in framing the policies, procedures, guidelines, rules and regulations and effectively implementing the same to ensure smooth and systematic functioning of the institute.
- For the various events to be conducted by the institute all the staff members will meet, discuss, share their opinion and plan for the event and later various committees will be formed to coordinate with others.
- Staff members are also involved in providing inputs in framing the procedures for admission of students for the course and examinations (internal and University) to be conducted by the institute.

Functional Level

- All the teaching staff participate in sharing the knowledge by discussing on the latest trends in their respective area of specialization during monthly faculty meeting.
- They are also encouraged in writing research articles. This ensures enhancement of the research knowledge of the faculty. Faculty members also write joint research papers and share their knowledge.
- Staff members are involved in preparation of annual budget of the institute. They also correspond with the affiliated University, Department of Higher Education and
- AICTE regional office to fulfill their requirements for the smooth functioning of the institute's activities.

Operational Level

- Budget is earmarked for staff members and students to participate in various programmes hosted by the institute and other institutions.
- All the staff members actively participate in implementing the policies, procedures, and framework designed by the top management in order to maintain and achieve the quality standards.
- Students support in the implementation of the policies and procedures, guidelines, rules and regulations to ensure smooth and systematic functioning of the institute.
- Students participate in the various programmes organized by the institute and other institutions. They also participate in organizing various events at the state and national level.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The Institution has a quality policy. The quality policy is given below:

“We at KLS' IMER strive to continually improve processes of Admission, Teaching-Learning, Examination, Evaluation, Placement, research and Extension in order to become an industry friendly institution of academic excellence”.

- The quality policy is developed by taking into consideration the management policy, student progress, expectations of the society and the welfare of the employees.
- The quality policy is communicated to each and every stakeholder through various channels of communication and is displayed at the prominent position to communicate to all who visit the institute.
- The quality Policy is deployed by ensuring quality in all the activities and events conducted in the institute. Quality is also ensured, maintained and given utmost importance in imparting management education, Functioning of Library and Information Centre, Computer labs, infrastructure, administration, examination, Student Information System and Placements.
- For all the activities that take place in the institute, review of the progress at every stage is done to ensure that quality will be maintained. On the completion of the activity, all the committee members will review the entire event by taking feedback from the participants, experts and internal staff members. It is also reviewed at GC level.
- If any flaws are identified, it will be rectified in the next event with modifications and new methods will be implemented.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The Institution has a perspective plan for institutional development as reflected in its plan proposals which is prepared initially by the faculty members and finalized by the Head of the Institution. The Institute's strategic plan presents a clear, compelling path to a future of greater institutional distinction. The plan begins with statements of institutional mission, vision, and core values, followed by an articulation of key strategic issues.

6.2.3 Describe the internal organizational structure and decision making processes.

The institution has a well-defined de-centralized organizational structure to coordinate the academic and administrative functions.

The organizational structure consists of statutory bodies like Board of Management, Governing Council, and Academic etc. The Director is the academic head of the Institution. He provides leadership and guidance in planning, organization and execution of all programmes with the active support and participation of the staff members. He plays a pivotal role in the Governing Council and Academic Advisory Body and all the statutory and non-statutory committees.

On the basis of the requirements the Head of the Institution takes the decision in consultation with management. The decision will then be communicated at two levels:

1. To the Co-ordinators of the various departments and through them to the members of the departments.
2. To the Administrative Officer through him to the Office Superintendent and to all the members of non-teaching staff.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

Teaching & Learning

- The subjects are allocated to Faculty members based on their expertise and choice.
- The teaching staff will prepare the course docket and lesson plan before the commencement of the semester to ensure a systematic, effective and efficient teaching mechanism.

- The budgetary provision of Rs 30 lakhs (FY 2014-15) is made towards faculty development. To enhance the quality of teaching, Faculty Development Programmes are conducted on a regular basis. The faculty members are encouraged to organize and take part in such events.
- To keep in phase with the recent developments in management education, technology and understand the requirements of the industry, the faculty members are encouraged and deputed by the institute to attend training and development programmes organized by premier institutions.

The institute organizes student development programmes to equip the students to meet the challenges in their career. Value added courses are offered to the students to bridge the gap between the university syllabus and industry requirements. Regular mentoring, internships, industrial visits and IMER Industry- Interactions are organized so as to get the practical exposure about the functioning of the organization. The Institute also offers SAP courses to students to improve employability.

Research & Development

The Institute has a Research Centre recognized by Rani Channamma University, Belgavi. The Institute has made a budgetary provision of Rs 10 lakh (FY 2014-15) to promote Research activities. The faculty members are encouraged to write articles for publication in journals and to present papers in National and International Conferences and seminars. The faculty members are also encouraged to register for doctoral programmes to enhance the research base. The institute extends the support to take up projects in which both faculty and students are involved.

Community Engagement

The Institute fulfills the needs of community by organizing following programmes:

1. IT literacy camp
2. Participation in the Fight against Corruption Rally
3. Participation in formation Human Chain along with other educational institutions appealing Central Government of India for releasing Budgeted fund for Belgaum Development
4. Tree Plantations at IMER in association with Vanisha Honda (Greenathon).

5. Promoting Safety Driving Measures in other Educational institutions by IMER students supported by Yamaha.
6. Blood donation camps in association with Red Cross.
7. Disaster Management Programmes
8. Funds were raised for various foundations such as Mahesh foundation, Belgaum Citizen Forum.
9. Visit to blind school and orphanage was arranged
10. Student's participation in cleanliness drive at CBT Belgaum organized by MADE in Belgaum.
11. The institute participated in Swach Bharat Abhiyan.

Human Resource Management

- A. Advertisement will be released in the newspapers as and when required for various positions. The applications received are short listed based on the qualification and experience. Such short listed candidates are called for personal interview.
- B. Panel of experts conduct the interview and the selected candidates are asked to give a demonstration so as to evaluate their presentation and communication skills in the classroom. Based on these the candidates are recruited to the institution. On addition, good referrals are also considered.
- C. In case of recruitment of non-teaching staff, the similar procedure is applicable.
- D. Staff members are supported by good infrastructural facilities and good working environment.
- E. Support is extended by the institution to the faculty members in taking research and consulting activities and presenting and publication of the research papers in National and International Conferences and Seminars. Support is extended to faculty members to publish in reputed journals.
- F. Opportunities are provided to coordinate and organize programmes such as: Case competition; management/cultural fest; seminar; conferences; Faculty Development Programmes; etc.
- G. The training needs are identified based on the feedback received from students and self-appraisal of faculty members. Training and Development Programmes are also organized regularly for the professional development of the faculty and other staff.

IMER Industry Interaction (III)

IMER Industry interaction is organized on a regular basis to update the students and faculty members regarding the latest developments in the corporate enterprises. Industry visits are organized on a regular basis for the students to interact with people from the industry. It is compulsory for the students to engage in student internship projects for a period of 8 weeks to have practical knowledge about the functioning of the organization and to identify the problems in the industry by undertaking real life projects in the industry. The institute organizes Alumni meet regularly and invites Alumni to interact with students and share their experience. The Institute felicitates Alumni and industry experts on the occasion of foundation day.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Head of the institution ensures that adequate information is provided to the Board of Management about the progress of the Institute through quarterly and annual reports. The institute publishes a newsletter in which KLS IMER happenings are heralded. The newsletter is also sent to all the stakeholders.

In case of any events organized by the Institute, various committees will be formed and regular review meetings will be held before the event, to get adequate information about the preparation for the same. After hosting the event, a report will be prepared and placed before Governing Council for corrective and preventive actions.

Head of the Institution meets students regularly. In a prescribed format feedback of the students is obtained at the end of each semester. The faculty performance is also measured on yearly basis by Performance Appraisal Report and feedback is given to the concerned faculty for further improvements. The university examination results are analyzed and communicated to all the faculty members and the top management.

During the Parents meeting the necessary information about the institute is provided to the parents. The performance of students is also reported to the parents. The parents are also informed to meet the mentor of their ward for understanding the performance of their wards.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management supports and involves the staff in different events so as to improve the effectiveness and efficiency. Each and every staff in the institution is assigned certain role and

responsibility by the Head of the Institution. Both Teaching and Support Staff is involved in various institutional processes such as: Admission; Placement; Correspondence with the university; Examination work; Organizing fests and events; Organizing workshops, Conferences FDP, MDP; industrial visits; etc.

Faculty members prepare plan of action at the beginning of the academic year, which is divided into five broad headings: Academic administration; General administration; Student welfare and development; Research Activities; Teaching activities and is approved by the Head of the Institution. The performance of the faculty members is measured on these parameters based on the commitment given in the action plan by the head of the institution.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The following are some of the resolutions made by the Governing Council of the Institute in the last year.

- A. Establishment of Research Centre
- B. Infrastructure Enhancement of Gymnasium
- C. To obtain NAAC Accreditation for the Institute

The Status of the implementation of such resolutions are:

- A. Research Centre is established
- B. Infrastructure is enhanced at KLS IMER Gymnasium
- C. NAAC Accreditation process is in progress.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The affiliating university makes provision for according the status of autonomy to an affiliating institution. The institute has obtained permanent affiliation by the university. Since NAAC Accreditation is mandatory to obtain autonomy status, the institute is in the process of fulfilling the same.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The Institution aims at maintaining good stakeholder relationship by establishing an exclusive Grievances Redressal Cell in order to maintain a harmonious educational atmosphere in the Institute.

The mechanism to analyse the grievances are given below:

- The grievances/complaints can be expressed to the member of Grievances Redressal Cell as and when they come across such situations, either orally or in writing.
- The members segregate the grievance/complaint received on the basis of the nature of the grievance/complaint
- The members of the cell formally meets based on the requirement to review all the cases, collect the related information, analyse, receive the opinion from other members and provide positive feedback to the stakeholder. If the feedback is not accepted by the stakeholder the grievance/complaint will be escalated to the Head of the Institute for final decision.
- Each case is documented and a statistical report will be prepared.

6.2.10. During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No instances of court cases have been filed by and against the Institute.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

The Institute has a mechanism for analyzing student feedback on faculty performance. By the end of each semester feedback is taken for measuring the performance of faculty members. The feedback is analyzed and reviewed by the director and the members of governing council annually and faculty members are given suggestions to fill the gap.

6.3 FACULTY EMPOWERMENT STRATEGIES

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

A. The Institution believes in the value-based, culture oriented and quality education. Every year proper planning and adequate budget allocations are made to organize various programmes such as Conferences/Seminars, Workshops, Students Development Programmes, Faculty and Management Development Programmes, etc. by taking input from the faculty members.

B. Budget allocations are also made (Rs 30 Lakhs in FY 2014-15) to provide sponsorship to attend seminars, conferences, workshops, faculty development programmes organized by other institutions.

C. Budget allocations are made to take up research projects in various fields of interest. The budget allocation of Rs 10 lakh (FY 2014-15) is made for the research centre.

D. The faculty members have free access to internet and digital laboratory.

E. Institution also encourages the staff to have membership of professional bodies such as: Institution of Engineers (India), All India Management Association (AIMA), The Indus Entrepreneur (TiE) and other professional associations.

F. Regular Training Programmes are organized for support staff in their respective field of work. Workshops and Seminars are conducted to enhance their skills so as to perform effectively and efficiently. A budgetary allocation of Rs 50,000 (FY 2014-15) is earmarked towards support staff development. They are also motivated and encouraged to take up higher education in the field of their interest and required support from the institution is extended for the same.

G. Study leave is given to faculty members along with stipend to pursue higher education. Library books are also purchased based on the recommendations of the faculty members.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

Training Need Analysis is a systematic process of understanding training requirements. The Institution analysis is aimed at short listing the focus areas for training within the Institute and the factors that may affect the same. Institution's mission, vision, goals, processes, performance data are analyzed which gives cues about the kind of learning environment required for the training.

The performance of individual is measured from the performance appraisal data and the same is compared with the expected level or standard of performance. The individual analysis is also made on the basis of the feedback collected from the students. Based on this information the head of the institute decides on what kind of training programmes are required for faculty members. The objective of the Institute is to continuously enhance the knowledge, attitude and skills of the faculty members so as to update themselves and deliver the content effectively.

- Providing special leave with stipend for pursuing Doctoral programs.
- Employee empowerment strategy by deputing to attend Workshops, national & International Conferences.
- Channelizing all the ideas and opinions of faculty members by formation and delivering academic & administrative duties through Committee.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

A. At the end of each semester, a filled-in feedback form will be collected from the students about the faculty engaging the class, which evaluates on various criteria such as: Regularity in conducting classes; subject expertise; Ability to explain; Clarity of thoughts; Teaching style; Syllabus coverage; Class room interaction; clearing doubts; Class room Etiquettes and behavior; Guidance for Co-curricular and Extra-curricular activities.

The faculty members are given a small batch of students to mentor. The mentors' feedback is also taken on various parameters such as: Guidance in curricular and extra-curricular activities; providing inspiration to students; availability of faculty; extent of help provided to overcome weaknesses; Encouragement provided to participate in events and activities.

B. The Self-appraisal form will be filled in by the staff by providing the details of teaching activities; Academic administration; General administration; Students welfare and development; Research activities.

C. In the appraisal form, the Head of the institute evaluate and provides the feedback about the overall performance of the faculty on the basis of the information provided by the staff members in their self-appraisal form.

- We have a performance appraisal system in place.
- The previous performance appraisal form was reviewed and improved to capture multiple activities.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The performance appraisal reports of the faculty members are reviewed by the management at the meeting of the Governing council and feedback is given to improve their performance. The Institution utilizes the outcome of the review of the performance appraisal reports to improve the performance of the faculty. The information helps the faculty to know the areas of improvement. Based on this the faculty members are encouraged to attend Faculty Development Programmes, Management Development Programmes and encouraged to participate and conduct various events, Conferences, Symposiums, Seminars and Workshops.

The faculty members are also encouraged to pursue their higher education and take up research activities such as projects in the areas of Finance, Human Resources, Marketing and General Management. Through written communication, the decisions will be communicated to the appropriate stakeholders.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The employee welfare schemes can be classified into two categories viz., statutory and non-statutory welfare schemes. The statutory schemes are those schemes that are compulsory to provide by an organization as compliance to the laws governing employee health and safety. The non-statutory schemes differ from organization to organization.

- **Drinking Water:** At every floor of the institute safe and hygienic drinking water is provided.
- **Infrastructure and other facilities to carry out their work effectively:** Well-furnished and spacious cabins are provided to each employee to work comfortably. Each employee is provided with a Laptop/desktop having access to the internet facilities, audio-visual aids for effective presentations and other important software being updated. General Library and Digital Library facilities are extended to all the staff. National and International journals are available online. Computer Lab facilities are supported with special software packages such as SPSS for research analysis and interpretation. EBSCO and J-gate online databases are also available.
- **First aid appliances:** First aid appliances are provided and are readily accessible so that in case of any minor accident initial medication can be provided to the needed employee.

- **Canteen Facilities:** Canteen facility is available so as to provide hygienic and nutritious food to the employees.
- **Lighting and ventilation:** Proper and sufficient lighting and ventilation facilities are provided for employees so that they can work safely.
- **Safety and Security:** Adequate safety and security measures are adopted by the institute in order to ensure that there will be no unpleasant activities taking place.
- **Rest Rooms:** Adequate numbers of restrooms are provided with provisions of water supply, wash basins, toilets, bathrooms, etc.

Statutory Schemes like PF & Gratuity provisions are followed

- **Maternity Leave:** Employees can avail maternity leaves. So far 7% of staff have availed the benefit of such schemes in the last four years.
- **ESI Scheme:** This insurance scheme provides adequate insurance coverage of employees whose monthly salary is below Rs 15,000/ for expenses related to hospitalization due to illness, disease or injury or pregnancy. So far 22% of staff have availed the benefit of such schemes in the last four years.
- **Festival Loans:** Festival loans are provided to employees. So far 26% of staff have availed the benefit of such schemes in the last four years.
- **Concession in fees** is provided for children of KLS employees for admission in KLS Educational Institutions. So far 8% of staff have availed the benefit of such schemes in the last four years.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- A. Faculty positions are advertised in the leading newspapers and website of the institute. The institute offers salary as per the latest AICTE norms (6th pay scale) to the faculty members.
- B. Faculties are encouraged to take up Research and consultancy projects and the revenue generated is shared equally between the institute and the concerned faculty.
- C. Staff members are supported by good infrastructural facilities and positive working environment
- D. Good support is extended by the Institution to the faculty members in taking research and consulting activities.
- E. Opportunities are provided to coordinate and organize various programmes such as Conferences, Symposiums, Seminars, Workshops, Etc.

F. Training and Development programmes are also organized for the professional development of the faculty.

G. Parking Facilities, Canteen Facilities, Yoga and Meditation, Indoor and Outdoor games, Gymnasium facilities are provided to the faculty members.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Financial Planning process is in place at the institute. In the beginning of the financial year staff members provide their requirement and based on this budget is prepared. Budget is prepared by the Director and approved by GC and forwarded to BOM for review and final approval.

The institute estimates its expenditure and prepares budget every year. For any expenditure the staff members has to prepare a proposal with the remarks from the head of the institution and this proposal is placed in the Governing Council meeting for approval. The staff members are required to submit proper bills or necessary proof for such expenditure. After necessary scrutiny of work and documents by the head of the institute amount will be released. At the end of the each financial year a comparative statement of Budgeted amount and actual amount spent is prepared to see the deviations in utilization of the funds. This helps to monitor efficient and effective use of financial resources in the institute.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Day to day maintenance of accounts will be done by accountant in Tally ERP. Quarterly and Annual Audit will be conducted by Auditors. The Institutional mechanism for internal audit is:

- Vouching of receipts
- Vouching of postings to ledger
- Vouching of TDS deductions and quarterly filing.
- Vouching of payments made to suppliers, creditors, university, AICTE etc., and verifying the fulfillment of statutory obligations (i.e., TDS deduction) based on the quotations, comparative statements prepared and approval given by the management
- Vouching of petty expenses bills

- Checking of Tally ERP software
- Scrutiny of scholarship disbursement register
- Preparation of receipts and payments
- Submission of Audit report

The external audit is conducted by external auditor. The last audit was conducted on 30th June 2014.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Our Institute is a self-financed institution, the major sources of receipt is the fee collected. In case of deficit, Management will fund the Institution.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The additional funding requirement should be submitted as a supplementary bill and Board of Management has to approve the same. Board of Management provides support for additional funds if required (it may be diverted from the other sister institutions).

6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

The Institution has established an Internal Quality Assurance Cell (IQAC) on 4th July 2014.

- How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?
- Does the IQAC have external members on its committee? If so, mention any significant contribution made by them:

Presently we have internal members in the committee. We have included all the faculty members in the committee. We will induct external members after accreditation.

- How do students and alumni contribute to the effective functioning of the IQAC?

Presently we have formed IQAC and consisting of only faculty members. We will induct students and alumni at a later stage.

- How does the IQAC communicate and engage staff from different constituents of the institution?

All the faculty members of the institute are involved in the IQAC.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization.

The institute has an integrated framework for quality assurance of academic and administrative activities by applying for NAAC accreditation. Academic and administrative activities are planned, implemented, reviewed. Based on the review corrective and preventive actions are taken. Based on the review some of the best practices instituted for quality assurance of the academic and administrative activities are: Additional coaching in English language; French language; Current affairs and mentor ship programme.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The Institution has arranged training to its staff regarding NAAC in order to implement quality insurance. The institution has prepared Self Study Report (SSR) and applied for NAAC accreditation. It has also appointed a co-ordinator for NAAC accreditation.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The Institution analyses students result subject wise and the report is given to the faculty along with the feedback from the director. The faculty performance is also captured based on the student feedback and feedback is given to the faculty members for further improvement. The quarterly and annual reports are sent to Board of Management.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Timely reports are sent to AICTE for extension of approval. The institute has also obtained permanent affiliation from affiliated University.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

At the beginning of the semester the profile of the student is captured and given to mentor for further improvement. The Institution analyses students result subject wise and the report is given to the faculty along with the feedback from the director. The faculty performance is also captured based on the student feedback and feedback is given to the faculty members for further improvement. The quarterly and annual reports are sent to Board of Management.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

Institution communicates quality assurance policies, mechanism and outcome to the various internal and external stake holders by Newsletter; Prospectus; Brochures; fliers; Compact Disc (CD); Placement Brochure; Press note; Advertising; Banners; Holdings; Job Fair; Admission fair; Parents-Teachers meet; Alumni meet; etc.

CRITERIA VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment consciousness:

The Institution is very conscious towards conservation, safety and sustainability of environment. It adopts environmental friendly practices and takes necessary steps such as energy conservation, rain water harvesting etc. One hundred plus trees are planted to develop greenery on the campus. Harmful products like tobacco are banned in the campus. Usage of plastic is minimum in the campus. Awareness about cleanliness in the campus is created through SWACHCH BHARAT ABHIYAAN.

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Yes. There is inspection and supervision of the campus and facilities done internally by KLS Engineer and gardener on a regular basis to ensure that we remain green on the campus.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Following initiatives are taken by the college to make the campus eco- friendly

Energy conservation: Ample provision is made for natural illumination and ventilation in the buildings and across the campus, therefore the usage of power will be to the minimum.

Use of renewable energy: Two Solar lighting panels are installed in the campus

Water Harvesting – Rain water harvesting is in the process.

Plantation – Hundred plus trees are planted on the campus.

E-Waste Management- Old computers are reused in Schools and scraps of e-waste are periodically handed over to the vendors of electronic equipment for safe and proper disposal.

Information deployment and communication of notifications to the students is carried out through e- Mails and SMS services by the Library. It is estimated that this has helped to reduce the usage of paper by 90 percent

Bio composting of waste material is planned in the campus.

7.2 INNOVATIONS:

7.2.1 Give details of innovations introduced during the last four Years which have created a positive impact on the functioning of the college.

1) Institute has initiated center for Entrepreneurship, center for Marketing Research and center for Ethics and corporate social responsibility to organize exclusive programs related to the area.

Center for Entrepreneurship and Development- The center was established in the year 2005 to develop entrepreneurial managers and spirit of entrepreneurship. The center every year conducts entrepreneurial expedition and B-plan competition.

Centre for Marketing Research- The main objective is to carryout market research survey studies for various segments like FMCG, Telecom, Hospitality, and Automobile etc. Projects involving country analysis and International Market Research are also carried out.

Center for Ethics and Social responsibility- Its main objectives are to create awareness about ethics and social responsibility, to supplement management education through value based inputs and to provide forum for academicians to widen their knowledge.

2) Value added courses beyond prescribed courses by the university are given. Following are the courses

- a) Production and operation Management
- b) Management control System
- c) Consumer Behavior
- d) SPSS
- e) Foreign Language- French
- f) Spoken and Written English
- g) Soft skills

3) Certification courses like SAP- business one ERP Solution is implemented from academic year 2013-14 onwards to make the students employable.

- 4) Outbound training and Industrial visits are being conducted for students.
- 5) Students are encouraged to participate in management festivals and other co-curricular and extra-curricular activities and competitions.
- 6) Students are encouraged to build their organization skills by participating in numerous in-house management events / co-curricular and extra-curricular activities and competitions.
- 7) Students are encouraged to take live Projects in Industries.
- 8) Real life cases are discussed in classrooms along with Entrepreneurs
- 9) Students are encouraged to undergo ONE month Organizational study apart from two months internship Prescribed by the university to give them the feel of the industry/corporate
- 10) Frequent arrangement of Guest lectures by Industry experts/consultants and practitioners/senior academicians on contemporary topics on business and management.
- 11) Frequent arrangement of the program, Meet the Executive to share their practical experiences among the students.
- 12) Promotion of e-paper to reduce the wastage is planned in the campus.
- 13) CSR activities like computer literacy programs are arranged for bright village students.
- 14) Mentorship process has been initiated by the institute and meetings are held periodically where each student is attached to faculty Mentor to guide, coach and train them in all respects to enhance their personality throughout their stay.
- 15) Institute organizes spiritual talks by spiritual leaders and social reformers etc.
- 16) Center for Entrepreneurship organizes Meet the Entrepreneur to inculcate the spirit of entrepreneurship among the students.
- 17) Cultural activities are organized periodically so as to showcase and nurture the talents of the students.
- 18) Sports competitions are arranged among the students to enhance team spirits. Excellent gym facilities are also provided.
- 19) Current Events are discussed in the class every day.
- 20) Institution encourages faculties to participate in seminars, workshops and conferences organized by various reputed institutions and organizations

21) Series of lectures are arranged under Industry interface interaction by eminent personalities on various contemporary topics.

22) Every year Foundation Day is celebrated on 16th September. During the celebration we felicitate one successful entrepreneur. Our students develop and present the profile of the entrepreneur on this occasion.

23) Various clubs are initiated in the institution to develop the all-round personality of the students. Students are free to choose their own clubs.

Yoga Club: The main objective of yoga club is to make students healthy (physically, mentally, emotionally and spiritually), so that they can lead a healthy life.

Movie Club: Celluloid heroes and villains illustrate the best and worst human nature. IMER has initiated movie club to identify and relate to the management concepts and principles on leadership, ethics, teamwork etc.

Reading club: The objectives of reading club are to kindle the interest in reading, cultivate the reading habit, develop good vocabulary etc. During the session students are given a business article from business dailies, magazines, research papers etc. Students read, discuss and interpret the article.

Finance club: The main objective of the club is to guide students to analyze, interpret financial statements. This will help them build the concepts and relate them to practice.

Marketing club: The main objective is to sharpen marketing skills of the students. The main activities include inviting marketing professionals and assigning small research projects in industries.

Human Resources Club: (ETHNOS): The main objective of HR club is to enhance the HR skills while giving them a practical perspective. Various activities like workshops on counseling and stress management, celebration of HR DAY etc., are conducted.

7.3 BEST PRACTICES

7.3.1. Elaborate on any two best practices in the given format which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best practice -I

1) Title of the practice – Mentoring program

Mentoring is a process adopted by the Institution through which a mentor (faculty member) takes care of mentees (students) career interest and well being. As our students in the institution are from different educational backgrounds, diversified cultures and practices, facing different issues and problems, mentoring acts as a platform for the students to discuss and interact with faculty members, seek advice develop judgmental skills and strive to achieve their long term goals effectively.

2) Goals

- To encourage the students for regular interaction with the mentor so as to build a good rapport with the mentor and the institution and thereby all the care, advice and support can be provided by the mentor to the mentee.
- To provide an opportunity for the management student to express and share the feelings with the mentor, discuss conflicting issues faced by them and seek solutions at regular intervals.

3) The context

Mentoring has been initiated after analyzing certain issues to the students such as related to communication in English language as many students had less exposure in communication. Also there are some students who are from non commerce background who had difficulty in understanding the finance subjects. Some of the students had certain issues of adjusting in the new location. This entire makes process of mentoring essential program for the students so as to instill confidence and enhance quality.

4) The practice

The students allotted to Mentor will meet and interact with mentor during the scheduled time on an individual basis. Student's personal data sheet and other details are maintained by mentor. During the process healthy environment is built up. During the spare time the mentee has opportunity to meet mentor for discussions. Institution makes profiling of each student on various essential skill sets. This information is conveyed to individual student. This will help them where they stand. Mentor gives suggestions to improve upon those skill sets. This will enhance their skills and improves their personality.

5) Evidence of success:

Mentoring has helped the students to take up challenges, overcome obstacles and difficulties in their day today life. Mentoring also helps the mentor to know and relate with the students better, develop judgment skills and build a better rapport with the students.

Mentors provide guidelines to their mentees when they participate in activities of other institutes like case study competitions, management festivals, etc. The incidents of ragging, miss behavior are absent in our campus. Mentoring has helped to build confidence in the students since mentors are in constant touch with the mentees. This results in enhanced learning activities on campus. There is improvement in the student's development from semester to semester.

6) Problems encountered and resources required: Students in the first semester hardly know the mentors when they are assigned to them. This brings about some apprehensions in the minds of students about the kind of rapport that will develop with the assigned mentor. Even sometimes parents too feel uncomfortable in initial days. However later on students and parents realize the role of mentor and begin to value it.

The entire mentoring approach is built on personal interaction with the students. Many students are inherently reserved and have to be focused upon a great deal by their respective mentors, so as to be given better guidance and support.

Institute provides full support for this practice. It also provides necessary resources required for this program.

Best practice -II

1) Title of the practice- Organization study

Institute has introduced the organization study for MBA students after the first semester.

2) Goal

- The main objective is to expose the students to understand the organization and work culture in corporate.
- To encourage the student to feel the corporate life

3) Context

Majority of students who join MBA course are freshers and without work experience. This practice makes them familiar about organizations function and also they understand many facets of corporate functioning.

4) Practice

The main purpose is to expose the students to understand organization and work culture of industry/ organization. The project work shall be for a period of four weeks immediately after 1st semester examination. Students are encouraged and guided to take the project in an industry / organization. During the period they will be studying about the Company profile which consists of following aspects.

- i. Company profile study consists of
 - a) Background and inception of the company
 - b) Nature of the business carried
 - c) Vision, mission, objectives and quality policy
 - d) Products/ services profile
 - e) Area of operation
 - f) Ownership pattern
 - g) Infrastructure facilities
 - h) Achievements and awards
 - i) Organization Structure
 - j) Major clientele/customers
 - k) Process flow chart and brief description of the production process
 - l) Information flow chart
 - m) Quality control tools used by the organization
- ii. Industry profile
 - a) Nature of competition and competition analysis
 - b) Major competitors and their product/service portfolio strategies
- iii. SWOT Analysis
- iv. STP Strategies deployed
- v. Analysis of Financial statements
- vi. Learning Experience and suggestions

At the end of the period student has to submit a report on the project.

5) Evidence of success

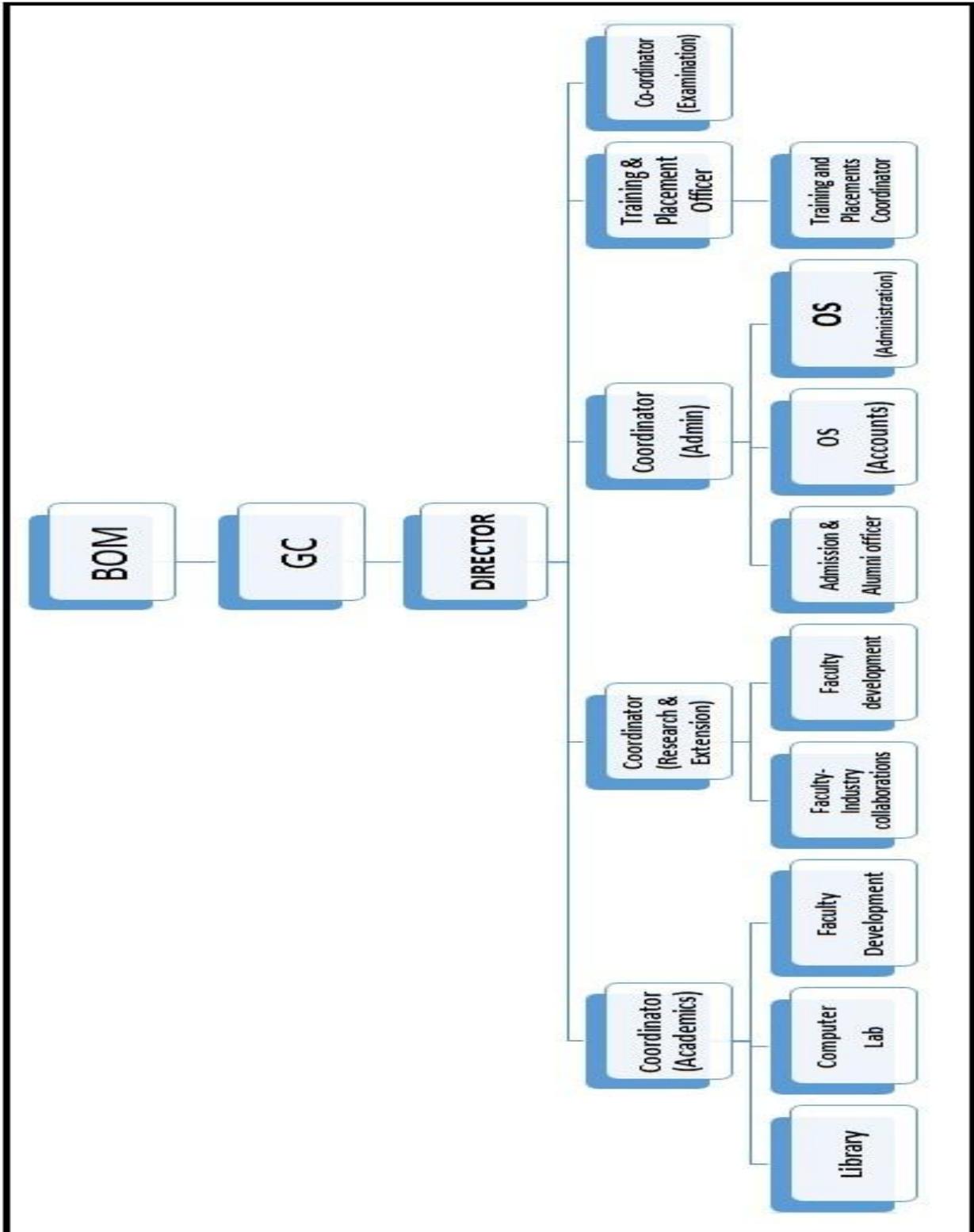
It has been evident that students have become more confident after spending time in organization and they have good learning experience. This has helped them in doing the summer in plant project of two months duration prescribed by the university in a better way .This in turn help those getting placements in their respective organizations.

6) Problems encountered and resource required

Even though it is one of the best practices that the Institution is practicing we are facing some problems. Even though students are enthusiastic, organizations show reluctance in giving permission to students and giving information due to their work pressure and other responsibilities.

Resources required- The Institute provides full support for this practice. It provides necessary resources required for this program.

ANNEXURE ORGANIZATION CHART



ರಾಣಿ ಚನ್ನಮ್ಮ ವಿಶ್ವವಿದ್ಯಾಲಯ

ವಿದ್ಯಾಸಂಗಮ, ರಾ.-ಹೆ.-04, ಬೆಳಗಾವಿ-591 156.

ಕ್ರಮ ಸಂಖ್ಯೆ : ರಾಚವಿ/ಸ.ಡಿ.ಸಿ/ಸಂಯೋಜನೆ/2013-14/ 201/A

ದಿನಾಂಕ: 01/10/13

ಅಧಿಸೂಚನೆ

ವಿಷಯ: ಕರ್ನಾಟಕ ಕಾನೂನು ಸಂಸ್ಥೆಯ, ವ್ಯವಸ್ಥಾಪನಾ ಶಿಕ್ಷಣ ಮತ್ತು ಸಂಶೋಧನಾ ಸಂಸ್ಥೆ, ಪೋ: ಬೆಳಗಾವಿ, ಜಿ: ಬೆಳಗಾವಿ-ಗೆ, 2013-14 ನೇ ಶೈಕ್ಷಣಿಕ ಸಾಲಿನಿಂದ ಶಾಶ್ವತ ಸಂಯೋಜನಾ ಮಂಜೂರಾತಿ ನೀಡುವ ಕುರಿತು.

ಉಲ್ಲೇಖ: 1) ತಮ್ಮ ಮಹಾವಿದ್ಯಾಲಯದ ಅರ್ಜಿ ದಿನಾಂಕ : 12-10-2012.

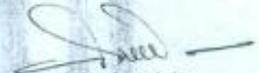
2) ಸಿಂಡಿಕೇಟ್ ಸಭೆ ತೀರ್ಮಾನ ದಿನಾಂಕ : 28-03-2013.

3) ಮಾನ್ಯ ಕುಲಪತಿಗಳ ಅನುಮೋದನೆ ದಿನಾಂಕ : 27-05-2013.

4) ಸರ್ಕಾರಿ ಆದೇಶ ಸಂಖ್ಯೆ : ಇಡಿ 358 ಯುಆರ್.ಸಿ 2013 ಬೆಂಗಳೂರು. ದಿನಾಂಕ : 25-06-2013.

ಕರ್ನಾಟಕ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯಗಳ ಅಧಿನಿಯಮ 2000 ರ ಕಲಂ 62 (1) ರನ್ವಯ ಉಲ್ಲೇಖಿತ ಸರ್ಕಾರದ ಆದೇಶಾನುಸಾರ (ಉಲ್ಲೇಖ-4) ಸ್ಥಾನಿಕ ತನಿಖಾ ಸಮಿತಿ ಶಿಫಾರಸ್ಸು ಮತ್ತು ಸಿಂಡಿಕೇಟ್ ಸಭೆ ಅನುಮೋದನೆ (ಉಲ್ಲೇಖ-2) ಹಾಗೂ ರಾಜ್ಯ ಸರ್ಕಾರದ ಷರತ್ತಿಗೊಳಪಟ್ಟು ಕರ್ನಾಟಕ ಕಾನೂನು ಸಂಸ್ಥೆಯ, ವ್ಯವಸ್ಥಾಪನಾ ಶಿಕ್ಷಣ ಮತ್ತು ಸಂಶೋಧನಾ ಸಂಸ್ಥೆ, ಪೋ: ಬೆಳಗಾವಿ, ಜಿ: ಬೆಳಗಾವಿ ಇದಕ್ಕೆ ರಾಣಿ ಚನ್ನಮ್ಮ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಪರಿನಿಯಮಗಳ ನಿಬಂಧನೆಗೆ ಒಳಪಟ್ಟು ಈ ಕೆಳಗೆ ಕಾಣಿಸಿದ ಕೋರ್ಸ್ ಹಾಗೂ ವಿಷಯಗಳಿಗೆ 2013-14 ನೇ ಶೈಕ್ಷಣಿಕ ಸಾಲಿನಿಂದ ಮೋದಿಸಲು, ಶಾಶ್ವತ ಸಂಯೋಜನಾ ಮಂಜೂರಾತಿ ನೀಡಲಾಗಿದೆ.

ಕೋರ್ಸ್	ಸೆಮಿಸ್ಟರ್	ವಿಷಯಗಳು	ವಿ. ಪ್ರವೇಶ ಸಂಖ್ಯೆ
ಎಂ.ಡಿ.ಎ.	1 ರಿಂದ 4	ವಿಶ್ವವಿದ್ಯಾಲಯದ ಪಠ್ಯಕ್ರಮದಂತೆ ಎಲ್ಲ ಕಡ್ಡಾಯ ವಿಷಯಗಳು	120 (ಒಂದೆ ನೂರಾ ಇಪ್ಪತ್ತು)


ಕುಲಸಚಿವರು

ಗೆ, ಪ್ರಾಚಾರ್ಯರು, ಕರ್ನಾಟಕ ಕಾನೂನು ಸಂಸ್ಥೆಯ, ವ್ಯವಸ್ಥಾಪನಾ ಶಿಕ್ಷಣ ಮತ್ತು ಸಂಶೋಧನಾ ಸಂಸ್ಥೆ, ಆದರ್ಶ ನಗರ, ಹಿಂದವಾಡಿ, ಪೋ: ಬೆಳಗಾವಿ-590 011, ತಾ: ಬೆಳಗಾವಿಜಿ: ಬೆಳಗಾವಿ.

ಪ್ರತಿ ಸಾರವರಿಸುವವರು:-

1. ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿಗಳು, ಉನ್ನತ ಶಿಕ್ಷಣ ಇಲಾಖೆ (ವಿಶ್ವವಿದ್ಯಾಲಯ) ಕರ್ನಾಟಕ ಸರ್ಕಾರ, 7 ನೇ ಹಂತ ಬಹುಮಹಡಿ ಕಟ್ಟಡ, ಡಾ. ಅಂಬೇಡ್ಕರ್ ಜೀವಿ ಬೆಂಗಳೂರು.
2. ಜಂಟಿ ಕಾರ್ಯದರ್ಶಿಗಳು, ವಿಶ್ವವಿದ್ಯಾಲಯಗಳ ಧನ ಸಹಾಯ ಆಯೋಗ, 35, ಬಹಾದ್ದೂರ ಶಹಾ ಜಫರ ಮಾರ್ಗ, ನವದೆಹಲಿ-110 002.
3. ಆಯುಕ್ತರು, ಕಾರ್ಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಬೆಂಗಳೂರು.
4. ನಿರ್ದೇಶಕರು, ಕಾರ್ಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಬೆಂಗಳೂರು.
5. ಜಂಟಿ ನಿರ್ದೇಶಕರು ಕಾರ್ಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಜಿಲ್ಲಾಧಿಕಾರಿಗಳ ಕಛೇರಿ ಆವರಣ, ಧಾರವಾಡ.
6. ಕುಲಸಚಿವರು (ಮೌಲ್ಯಮಾಪನ) ರಾ. ಚ. ವಿ. ವಿ. ವಿದ್ಯಾಸಂಗಮ ಬೆಳಗಾವಿ.
7. ನಿರ್ದೇಶಕರು, ಕಾರ್ಲೇಜು ಅಭಿವೃದ್ಧಿ ಮಂಡಳಿ ವಿಭಾಗ, ರಾ.ಚ.ವಿ.ವಿ. ವಿದ್ಯಾಸಂಗಮ ಬೆಳಗಾವಿ.
8. ಅಧೀಕ್ಷಕರು, ವಿದ್ಯಾಮಂಡಳ (ಎಸ್ & ಇ)/ಸಿ.ಇ/ಸಿಆರ್.ಇ) ವಿಭಾಗ, ರಾ.ಚ.ವಿ.ವಿ.

KLS' Institute of Management Education & Research Debagum
Inward No... 4
Date... 3.4.14
Clerk... 

E/2013-14/AB Notification Permanent Affiliation Noted



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

F.No. South-West/1-2016742290/2014/EOA

Date: 04-Jun-2014

To,
The Principal Secretary (Hr. & Tech Education)
Govt. of Karnataka, K. G.S., 6th Floor,
M.S. Building, R. N. 645, Dr. B. R. Ambedkar Road,
Bangalore-560001

Sub: Extension of approval for the academic year 2014-15

Ref: Application of the Institution for Extension of approval for the academic year 2014-15

Sir/Madam,

In terms of the provisions under the All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations 2012 notified by the Council vide notification number F-No.37-3/Legal/2012 dated 27/09/2012 and norms standards, procedures and conditions prescribed by the Council from time to time, I am directed to convey the approval to

Regional Office	South-West	Application Id	1-2016742290
		Permanent Id	1-4088531
Name of the Institute	KLS INSTT. OF MGT., EDUCATION & RESEARCH	Institute Address	S. NO. 77, ADARSH NAGAR, HINDWADI, BELGAUM - 590 011. KARNATAKA, BELGAUM, BELGAUM, Karnataka, 590011
Name of the Society/Trust	KARNATAK LAW SOCIETY	Society/Trust Address	P.B. NO.512, GCC CAMPUS, TILAKWADI, BELGAUM, BELGAUM, BELGAUM, Karnataka, 590006
Institute Type	Unaided - Private		

Opted for change from Women to Co-ed	No	Opted for change of name	No	Opted for change of site	No
Change from Women to Co-ed approved	Not Applicable	Change of name Approved	Not Applicable	Change of site Approved	Not Applicable

to conduct following courses with the intake indicated below for the academic year 2014-15

Application Number: 1-2016742290*

Page 1 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:3 July 2014

Printed By : ae2673963



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-india.org

Application Id: 1-2016742290			Course	Full/Part Time	Affiliating Body	Intake 2013-14	Intake Approved for 14-15	NRI Approval status	PIO Approval status	Foreign Collaboration Approval status
Program	Shift	Level								
MANAGEMENT	1st Shift	POST GRADUATE	BUSINESS ADMINISTRATION	FULL TIME	Rani Channamma University, Belagavi	120	120	NA	NA	N

- Validity of the course details may be verified at [www.aicte-india.org>departments>approvals](http://www.aicte-india.org/departments/approvals)

The above mentioned approval is subject to the condition that KLS INSTT. OF MGT., EDUCATION & RESEARCH shall follow and adhere to the Regulations, guidelines and directions issued by AICTE from time to time and the undertaking / affidavit given by the institution along with the application submitted by the institution on portal and subsequently upload and update the student/ faculty/ other data on portal as per the time schedule which will be intimated by AICTE.

In case of any differences in content in this Computer generated Extension of Approval Letter, the content/information as approved by the Executive Council / General Council as available on the record of AICTE shall be final and binding.

Strict compliance of Anti-Ragging Regulation:- Approval is subject to strict compliance of provisions made in AICTE Regulation notified vide F. No. 37-3/Legal/AICTE/2009 dated July 1, 2009 for Prevention and Prohibition of Ragging in Technical Institutions. In case Institution fails to take adequate steps to Prevent Ragging or fails to act in accordance with AICTE Regulation or fails to punish perpetrators or incidents of Ragging, it will be liable to take any action as defined under clause 9(4) of the said Regulation.

(Dr. Kuncheria P. Isaac)
Member Secretary, AICTE

Copy to:

1. **The Regional Officer,**
All India Council for Technical Education
Health Centre Building
Bangalore University Campus
Bangalore - 560 009, Karnataka
2. **The Director Of Technical Education,**
Karnataka

Application Number: 1-2016742290*

Page 2 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:3 July 2014

Printed By : ae2673963



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

3. **The Registrar,**
Rani Channamma University, Belagavi
4. **The Principal / Director,**
KLS INSTT. OF MGT., EDUCATION & RESEARCH
S. NO. 77, ADARSH NAGAR, HINDWADI, BELGAUM - 590 011. KARNATAKA,
BELGAUM, BELGAUM,
Karnataka, 590011
5. **The Secretary / Chairman,**
KARNATAK LAW SOCIETY
P.B. NO.512,
GCC CAMPUS,
TILAKWADI,
BELGAUM,
BELGAUM, BELGAUM,
Karnataka, 590006
6. **Guard File(AICTE)**

Application Number: 1-2016742290*

Page 3 of 3

Note: This is a Computer generated Letter of Approval.No signature is required.

Letter Printed On:3 July 2014

Printed By : ae2673963

