



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		PRESTIGE INSTITUTE OF MANAGEMENT
Name of the head of the Institution		Dr. S. S. Bhakar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07514097000
Mobile no.		9009185775
Registered Email		info@prestigegwl.org
Alternate Email		ssb1958@gmail.com
Address		Prestige Institute of Management, Airport Road, Gwalior, MP
City/Town		Gwalior
State/UT		Madhya Pradesh
Pincode		474020

2. Institutional Status	
Autonomous Status (Provide date of Conformant of Autonomous Status)	31-Jul-2018
Type of Institution	Co-education
Location	Semi-urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. Navita Nathani
Phone no/Alternate Phone no.	07514097000
Mobile no.	9826440388
Registered Email	drnavita@prestigegwl.org
Alternate Email	drnavita810@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://prestigegwl.org/igac.php
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://prestigegwl.org/academic%20calendar.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.17	2018	04-Dec-2018	31-Dec-2023

6. Date of Establishment of IQAC	07-Jul-2017
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7. Internal Quality Assurance System		
Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Redesigning of Course	22-Oct-2018	28

Curriculum	7
View File	

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

The IQAC emphasized on restructuring Research Policy so that faculty members can be motivated for publishing their work in SCOPUS indexed Web of Science journals and ABDC listed journal and produce quality research work.

The committee discussed the importance to redesign of course curriculum and syllabus of different courses by structuring different course committees for providing the benefit of autonomy to students and more industry-centric education to the students.

The committee also raised an issue of collaboration with foreign institution for organizing International events like International Conference, an exchange program for faculty and students to understand and adopt global practices for quality enhancements of academics.

The chairman asked about the status of NBA from its coordinator, NBA. The coordinator discussed all the important points regarding NBA and drafted some committees for the same NBA status. Coordinator asked to evaluate POs, COs and PEO'S defined earlier.

Implementation of certificate programs for undergraduate and postgraduate students for enhancing their employability skills and it was decided in the meeting that certificate course will be add in the course-curriculum.

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

Plan of Action	Achievements/Outcomes
Update Curriculum and detailed syllabus of all the subjects of MBA Integrated.	All Management, Commerce, and Computer Application programs curriculum and syllabus was developed by the Institutes Curriculum Development Committee through number of meetings. Experts from the Industry and alumni of the Institute were involved in the process. The basic aim of redesigning curriculum is to make it more industry centric. The curriculum of Master's program has been converted in to CBCS mode.
To make research policy more comprehensive other categories were added to redesign the policy. The institute also revised the financial incentives for publications in refereed internationals journals of repute.	The institute planned to distribute incentives of 1.25 Lakhs six faculty member for publishing their research papers in international journals of repute.
The faculty members will be encouraged to accept invitations to be resource persons in workshops seminars and conferences organized by other Institutions and association. The Institute will give duty leave and sponsor faculty if the invitation is non-remunerative.	The faculty members of the Institute have started taking keen interest in getting consultancy assignments from industry and have prepared training modules for executive training. The faculty members have conducted some training programs this year.
The Institute organizes one International Conference, at least three National Seminars and two National Workshops every year. The organizing secretary for the International Conference and the National Seminars are identified for organizing next year's events before the dates of this year's events. The event brochures for next year's events are unveiled in the inauguration ceremony of current year's event. For the National Workshops also the coordinators are identified and brochures are unveiled in current years' workshops for the next year.	Following Conferences, Seminars and Workshops were organizing during last one year. • Organized International Conference on the Theme: Digital Strategies for Organizational Success (January 05-07, 2019) • Organized Seven days 10th National Research Methodology Workshop from Aug 30- September 03, 2018. • Organized 18th National Case Writing Workshop being organized by Prestige Institute of Management Gwalior during April 19- 21, 2019. • Organized 3rd National HR Seminar on "Integrating Indian Management Philosophy with Modern Management for Human Excellence" on 17 November 2018. • Organized 2nd National Law Seminar on

	<p>"Multidisciplinary approach towards social transformation in India" on 30 March 2019. • Organized 3rd National Finance Seminar on "Inclusive Finance: Strategies Fostering Growth and Development" on May 25, 2019.</p>
<p>Add significant number of e-books to build e-library from scratch.</p>	<p>The Institute has added more than 4000 e-books this year and is continuously adding to this number. These books are made available to the students through FTP. The login details of FTP server shared with students and faculty members using different channels of communication.</p>
<p>The Institute has decided to upgrade the internet facility by connecting to 50 MBPS of JIO and 5 MBPS of PC care.</p>	<p>To facilitate students for accessing all the facilities provided by the Institute such as attendance, Internal marks, notices placed by different sections of the Institute including placement cell. It has also been noticed that a large number of students are now accessing e-books available in the Institute's e-library.</p>
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<p>14. Whether AQAR was placed before statutory body ?</p>	<p>Yes</p>
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Name of Statutory Body	Meeting Date
Governing Body, PIMG	29-Dec-2019

<p>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</p>	<p>Yes</p>
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<p>Date of Visit</p>	<p>29-Jun-2019</p>
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<p>16. Whether institutional data submitted to AISHE:</p>	<p>Yes</p>
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<p>Year of Submission</p>	<p>2018</p>
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<p>Date of Submission</p>	<p>31-Jan-2019</p>
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<p>17. Does the Institution have Management Information System ?</p>	<p>Yes</p>
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<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>Yes, the Institution has a Management Information System and most of the activities of the institute are integrated through an ERP software</p>
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programme provided by AccSoft 2.0. Management Information System Software broadly has three sections - viz. Academic, Administrative and Value Enhancers. The different modules covered under different sections are as follows: Administrative Section (07 Modules) 1. Fees Management 2. Accounts Management 3. Payroll Management 4. Material Management 5. Transport Management 6. Assets Management 7. User Management Academics Section (05 Modules) 1. Student Section 2. Admission Module 3. Attendance Management (scholar) 4. Result Processing 5. Library Management Value Enhancers (03 Modules) 1. Bulk SMS 2. Label Print, Bar Code Print 3. Time machine linking for attendance

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MBA	MBA FT	Management	05/04/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BBA	core	04/04/2018	Excel essential: the complete series level -1, 2, 3	04/04/2018
MBA	core	02/10/2018	Non-credit course in Advance Excel	02/10/2018
MBA	HR specialisation	08/04/2019	HR or Human Resource Management for all levels	08/04/2019
MBA	HR specialisation	17/04/2019	Employee Absenteeism Management	17/12/2019
MBA	Marketing Specialisation	22/03/2019	The complete digital marketing course	22/03/2019
MBA	Finance	21/07/2018	Commercial	21/07/2018

	Specialization		Banking in India: A Beginners Module NCFM Modules (NCFM Test)	
MBA	Finance Specialization	01/07/2018	Financial Markets: A beginners Module NCFM Modules (NCFM Test)	01/07/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Management	16/07/2019

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tenth National Workshop Contest on Machine Learning With Python	23/09/2019	87
Trekking Course, Uttarkashi, Uttarakhand	03/10/2018	30
Digital Marketing	05/10/2018	60
HR Skit	15/10/2018	70
4 Weeks Entrepreneurship Development Programmes (EDP) In Association with- MPCON Gwalior sponsored by- NSTEDB	24/10/2018	28
Pre-placement workshop	01/12/2018	150
3 Days EAC hosted by EDC Prestige Institute of Management Gwalior in association with EDC MITS Gwalior	12/10/2018	80
CAT (Certificate in Accounting Technicians)	01/07/2019	65

Water Sports course, Pong Dam, Himachal Pradesh	05/04/2019	21
HTML, CSS and Java Script Workshop	06/05/2019	56
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Finance /marketing/HR/IB	284
BBA	core	183
BCom	taxation/management	165
Integrated(PG)	core	8
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Students feedback: The students' feedback on course and faculty is taken in every semester on all the course offered by the institute in the feedback form on a scale of 1 to 4. The feedback is taken from all classes of all courses in both undergraduate and postgraduate programs. The feedback is fed into excel sheets and analyzed to identify gaps in expectation and actual performance. These analyzed scores are then scrutinized by the Director and discussed with the faculty members individually and feedback received are kept in the personal file of individual faculty members. Teachers feedback: Faculty members in the institute submit the feedback on the institutional facilities, teaching support and working environment. The summary of feedback discussed in the governing body meeting. The corrective measures, decided in the meeting, implement for the advancements of teaching and learning facilities. The feedback on curriculum is also taken from academicians of national and foreign universities who are invited to the institute for curriculum and student workshops and as experts in BoS, Governing body and industry advisory committee. Employers feedback: Feedback is taken from industry through formal feedback forms at the time of summer internship. The experts are also invited, especially for the curriculum designing/ updating workshops in the institute. Members of the industry are also represented in BoS, Academic Council and Executive Council which approves revised curriculum. Employers feedback is used for planning curricular and co-curricular development and also for the improvement of students' skills-set. Curriculum development is an vital criterion where feedback of industry representatives is used. Alumni feedback: Feedback on the curriculum from students is taken time to time by providing them formal student</p>

feedback form on related aspects like the relevance of the curriculum, time allotment for completion of modules, learning and applicability. The alumni feedback is obtained in curriculum development workshops. Parents feedback: Institute does have a formal channel to take the feedback of the parents. Mentor of every class also facilitates the mechanism. They communicate the students' performance to their wards and discusses the critical points. Mentors also ask for their suggestions and provided feedback is shared in BOS. The committee takes further corrective measures.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Marketing	300	300	300
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	602	306	26	22	13

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
64	64	5	21	21	5
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Institute follows a rigorous and extensive mentoring scheme for all students. Every week mentors meet their mentees to take follow up their academic progress. All faculty members interact with his/her mentees on range of topics for holistic development of students. Institute also has a professional counselor available on campus for students who need profession counseling

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
908	61	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

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

3	3	Nil	3	3
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Prof.Abhay Singh Chauhan	Assistant Professor	BVM college of management
2019	Prof.Abhay Singh Chauhan	Assistant Professor	Delhi School of Management, Delhi technical Univ Delhi
2018	Dr Navita Nathani	Associate Professor	Dainik Bhaskar
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	1	25/01/2019	09/07/2019
MBA	MBA	3	04/02/2019	14/06/2019
BBA	BBA	1	27/02/2019	04/06/2019
BCA	BCA	1	25/02/2019	18/06/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
23	794	3

2.6 – Student Performance and Learning Outcomes

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

https://prestigegwl.org/PO%20and%20CO%20_Management_MBA.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	Management	268	268	100%
MBA (Int)	Integrated (UG)	Management	6	6	100%

BBA	BBA	Management	123	123	100%
BCA	BCA	Computer Application	82	82	100%
B.Com.	BCom	Computer Application and Economics	50	50	100%
B.Com.	BCom	Hons	15	15	100%
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2.7 – Student Satisfaction Survey

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

<https://prestigeqwl.org/Untitled form - Google Forms.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Industry sponsored Projects	365	MONK Enterprises	0.5	0.5
Minor Projects	365	Central Government	0.5	0.5
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

2

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Technical Session on IPR in 2nd National Law	Dept of Law	30/03/2019

Seminar 2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
EDC	Ashutosh Gupta	self	Nitya Annad Jewellers	Jewellery (Trading)	28/06/2018
EDC	Ankit Sikarwar	self	Cafe NH3	food and beverages (Service)	06/06/2019
EDC	Ankit Jotwani	self	CFC-Classes for Commerce	Education (Service)	15/01/2018
EDC	Akash Gupta	self	Raj Kumar Sons	Cloth Merchant (Trading)	19/05/2018
EDC	Chitransh Shrivastava	self	Walls friend wallpapers and renovators	Interior décor (LLP), (Trading)	23/04/2019
EDC	Shivank Shukla	self	Walls friend wallpapers and renovators	Interior décor (LLP), (Trading)	23/04/2019
EDC	Prabhat Dubey	self	Praharaj Enterprises	Stationary and notebooks (manufacturing)	20/12/2018
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Management	5

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	4	0
International	Management	14	0

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

Department	Number of Publication
Management	20
IT	6
Commerce	1
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Does celebrity image congruence influences brand attitude and purchase intentions	Paul J, Bhakar S.	Journal Of Promotion management	2018	1	20	Prestige Institute of management, Gwalior
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Resource persons	4	3	4	6
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
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nil	nil	nil	0
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Management	MDP on Decision Making	Supreme Industries Ltd.	3900	40
Management	MDP on Lean manufacturing	Supreme Industries Ltd.	3900	45
Management	MDP on Lean Management	Supreme Industries	3900	35
Management	MDP on Interpersonal Skills	supreme Industries	3900	38
Management	MDP on Lean Manufacturing	Supreme Industries	3900	40
Management	MDP On Team Building	Supreme Industries	3900	42
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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World Environmental Day	PIMG	3	100
Voting Awareness	PIMG	4	95
Digital India Camp	Jiwaji University	3	97
Voting Camp	PIMG	3	100
Matdata Jagrukta Abhiyaan	Nagar nigam Gwalior	8	100
Workshop on digital India	PIMG	3	80
Plantation	PIMG	20	110
Hay Harvesting carrots	Jiwaji University	4	60
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	Nil

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids awareness	PIMG	Awareness camp	4	50
Swachh Bharat	Jiwaji University	Lecture	3	50
Swachh Bharat	Birla Institute	Rally	4	80

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Conference	Md. AnwarulKabir	State University of Bangladesh	3
Conference	A K M TafzalHoque	State University of Bangladesh	3
Conference	Dr Garima Mathur	Prestige Institute of management, Gwalior	02

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training and Hands-on	Training on accounting related software	Telsoft Technologies	01/07/2018	30/06/2019	Students
Training and Sponsorship	Training on Data Collection Instruments	Question Pro	20/08/2018	23/08/2018	Faculty Students

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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AIBPM	16/05/2019	Collaboration for international conference	189
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
226.87	291.25

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ACCSOFT	Fully	2.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10226	3831511	319	198534	10545	4030045
Journals	86	93950	7	25267	93	119217
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	419	5	50	3	1	22	36	25	0
Added	8	1	0	0	0	0	8	25	0
Total	427	6	50	3	1	22	44	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20.7	71.9	21.6	38.69

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

The Institute has a Resident engineer and Administrative officer for new construction and for maintenance and upkeep of infrastructure. At the departmental level, HoDs submit their requirements to the Director regarding classroom furniture and other. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. With the help of the eight full time sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. A complaint register is maintained in office in which students as well as faculty can register their problems which are resolved within a set time frame. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. Library: Library has open access system for everyone. Every member must sign the gate register and enter in library for use of reading materials. Library members can select books for issue for a limited period, specified for each category of members. The books are issued from the library issue counter. The working hour of library is 09.00 A.M. to 06.00 P.M. on all Working days. In case of damage to the book or loss of a book the students shall have to replace the book of the same title and author with latest edition. In case the book is out of print or not available in market, the book be replaced with a book on the same subject recommended by the faculty teaching that subject with written permission obtained from the Director or pay the current market price of the book. Computers: All the classes of practical subjects are conducted in computer labs for implementing learning by doing teaching pedagogy. After students are allowed to work on computers after classes as well. Institute organizes workshops during which sessions are conducted by resource person in

computer labs. All the faculty members conduct the classes by using ICT facility available in classrooms. Institute has appointed three computer lab administrators which ensures upkeep of computers, printers, and LAN(Wired and wireless). A Complaint registers is maintained within computer labs in which student can register their complaints. Sport Complex: Students are allowed to use sports facility available in the institute during break time as well as after college timings. The institute also organize sports meet every year in students are encouraged to participate. The institute also host completions scheduled by affiliating university for various games.

https://prestigegwl.org/campus_facility.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial support from institution	258	1633000
Financial Support from Other Sources			
a) National	National Scholarship Scheme	27	405000
b) International	nil	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill Development	01/10/2018	1059	PD Cell
mentoring	10/07/2018	3132	faculty
Language lab	01/11/2018	300	PD
Bridge Course	01/08/2018	908	CMA
Yoga	21/06/2019	250	NSS
personal Counseling	20/08/2018	1011	PD cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	CMA	80	65	60	12
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Buy my Jewel ICICI Bank Shining Health Care Pvt. Ltd. Adyani Sloar Enery Pvt. Ltd. Apollo Munich Aurum Financial Servicies Brand Radiator BSons Bullmart Research Castrol India Burdy Byjus Capital Aim Capital Heights Girnar Capital Via JBH Heal	4391	283	Prestious Scores Pvt. Ltd. Silaris Smollan Innovative Faculty Trainings SD Engineers Tech Pvt. Ltd. AWS RM Infra tech Arora Lights Nexis Enterprises	135	11
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	17	BBA	MANAGEMENT	Prestige Institute og Management Gwalior, Jain College Gwalior, IPS College Gwalior, Jaipuria Institute of Management, Indore	MBA

2019	19	BCOM (Hons, Eco, CA)	COMMERCE	Prestige Institute of Management Gwalior, Prestige Institute of Management and Research Indore, DSM, Delhi Techno logical University, Christ University Banglore, Shri Balaji University, Prestige Institute of Management Gwalior.	MBA
2019	3	BCA	Department of Computer Application	NIL	MBA
2019	54	MBA	MANAGEMENT	NIL	PhD TEST
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
Any Other	78
Civil Services	2
TOFEL	1
GMAT	1
CAT	79
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Spandan 79	National	4878
Badminton 79	District Intercollege	46
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2018	inter university	National	1	1	41230307 154	Arjun Thapa
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Institute creates a platform for the active participation of the students in the various academic administrative bodies, functional bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and to use the execution of their skills in a very effective and efficient manner. Each council has a representative council, which is called Representation Committee and includes student members too. The Student Council helps students share ideas, interests, and concerns with lecturers and principals. They often also help raise funds for -wide activities, including social events, community projects, helping people in need and college reform.

The student members bring forward the views and suggestions of the entire activities to the particular function organized time to time. Various programs like paper presentations, workshops, and seminars are organized by these bodies every year. We have formed student committees such as Marketing club, HR club, financial club, Student club, etc. Every club and department has an active student association consisting of student members. The student members of the association is elected through democratic process of election in which student cast their vote to candidates of their choice. The constitution of the student association comprises, President, Vice-president, Secretary, Joint Secretary, Treasurer, and student council members for a particular committee. The association is monitored by senior faculty members who are responsible for the smooth conduct of the association meetings and events. The student association plays a dominant role in many activities related to club, annual fest, sports and other co-curricular activities of the department. Time to time Various co-curricular activities organized by the association include Special Lectures by experts, Seminars, Workshops, National and international Level Conference and Intercollegiate meet to develop the personality and skills of the student's ability. Eminent speakers and industrialist deliver speeches on topics relevant to current educational scenario. Student members of the associations also observe important days like National Festivals, International Women's Day, International Yoga Day, Sports Day, Non-violence Day, Teachers Day, Fresher's Day, Farewell Party, Blood donation camp etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

1035

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution has a well-established system of decentralization of powers to its faculty members, for the same institution has established a system of forming committees for all the functional areas details of the same are mentioned below for duration between 1 July 2018 to 30 June 2019. Academic calendar, as well as responsibilities of different faculty coordinators, are assigned in advance before the starting of every session. It fulfils the objective of efficiency and effectiveness of the Institute. Institute organizes various international and national event is under the coordinatorship of different faculty members and this position is rotated every year and a review meeting at the end of the event is organized to evaluate the performance of different committees in the event and identify any slip-ups so that the event can be improvised next time. Course coordinators are appointed who continuously keep track of different activities of their courses. Mentors keep track of student performance and parents' feedback, students' feedback on teachers, regular conduction of class, absenteeism and other grievances are also handled. Decentralization on academic activities is done. Administrating officer takes care of issue related to peons, guards etc. Registrar in the office takes care of issues related to university, staff members etc.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>The process of admitting students to various courses is carried out through the norms laid down by the Higher education, Bhopal and the Directorate of Technical Education (D. T. E), Government of M.P. The Admission Committee constituted for the purpose is entrusted with the task of monitoring the admission process. The candidates are selected on the basis of merit, interviews and entrance tests. Students from all sections of society irrespective of caste, creed, class and gender are admitted thereby keeping to the objective of education for all. Admission process for PG courses laid by DTE is basically divided into two parts counselling for CMAT appeared students and college-level counselling. Admission process for UG courses earlier was laid by MP Higher Education and was divided into multiple counselling in-depth classroom applications-oriented the conductsLecturestudentA faculty. A list of student allotment was declared on the MP Higher education website. The process included: 1. Registration 2. Document verification 3. Allotment The</p>

Institute has been declared as Jain Minority by National Minority Commission New Delhi and the process of admission in UG Courses is different for the Jain Minority Institutes. The revised process that the Institute is using after getting Jain Minority status from 1st July 2018 is as follows: 1. Student can now directly purchase the admission form if they fulfil the minimum percentage criteria for admission in different UG Courses run by the Institute 2. Then the admission file of the student is prepared and the documents are verified by the document verification team. 3. The students submit classroom the fees and the admission is confirmed Extramural

Industry Interaction / Collaboration

The Institute organizes Extra mural lectures, seminars, workshops, mock interviews etc. in which well-known trainers and experts from the industries are invited to share their experiences with the students and help in student's motivation, learning and personality development. Summer Training is an essential component of PIMG curriculum which provides practical orientation to the students. During summer training the students have to undergo rigorous training for gaining in depth knowledge and skills to understand the problems underlying the work situations and learn to work out their solutions. Summer training is arranged for the students of MBA II, BBA IV, B.Com IV, MBA Integrated VII, MBA integrated X semester students. Faculty guides help students during their summer training along with their industry guides. Another vital ingredient of PIMGs philosophy of excellence in overall development is industrial visits. Industrial visits provide interface between educational and organizational environment and help the students in understanding the practical aspects of what they study in class room. The students of MBA, MBA Integrated, BBA, BCA B.Com. visit industrial units to understand how Management concepts and IT skills are applied in real settings. This helps them acquire applications oriented learning. Experts from industry, academics and senior administrative officers are also invited in the

institute in different events such as invocation ceremonies of the new batches, international conferences, workshops, national fest etc. students interactions with all these eminent personalities so that students can get the benefit of their experience and profound knowledge. Faculty member of the institute continuously conduct training programs, MDP's, EDP's etc. The Institute has organized 44 Extra Mural Lecture by Industry experts, 10 Workshops, 3 Mock Interviews for all students of MBA, 12 Industrial Visits, 4 Invocation Ceremonies in which all the guests were from Industry, 17 Training programs, MDP's and EDP's, Summer Training of 668 Students during 1 July 2018 to 30 June 2019.

Human Resource Management

The Institute has a well-established system of recruitment and selection. Advertisements regarding all vacancies for faculty and staff positions are published in both national and local Hindi as well as English newspapers such as Time of India Ascent, Dainik Bhaskar etc. The institute adheres to all the guidelines provided by AICTE and UGC for faculty and staff selection process. The compensation is also decided based upon the 28/17 article of UGC and yearly increments are also applied. The Institute has applied sixth pay commission as well. The institute maintains desired student teacher ratio as well the adequate number of staff members are hired on regular appointment. The faculty and staff positions are worked out by the committee formed by the Institute along with Chairman and Director of the institute. The ad-hoc faculty members are selected by in-house panel of experts such as Director of the Institute along with senior faculty members from the required specialization areas. The selection is done through interviewing and demo classes. The selected teachers undergo various faculty development programs funded by the Institute in order to develop their teaching and training abilities. Continuous training programs for the staff members are also conducted on different software to help them improvise their work efficiencies. The faculty and staff member are also funded to attend different workshops,

conferences and seminars nationally. The Institute has a full-fledged training and development cell for the students which take care of the development and preparations of the students for the corporate world. The Institute has personality development cell in which faculty members work on the personality development of the students throughout their course. Also the Institute keeps one lecture for personality development in every course in every semester so that the development of the students is continuous. The Institute has assigned faculty mentors to every section of every course who keep a trace of attendance, internal components and discipline of every students of the class he/she is mentoring.

Library, ICT and Physical
Infrastructure / Instrumentation

Different committees are responsible for ensuring the quality enhancement of library, ICT and physical infrastructure. The library and Computer lab have separate Advisory Committees comprising of faculty members, library in-charge, lab-in charge and other employees of computer lab and library. The committee ensures continuous up gradation of library and recommends purchase of new books, journals and magazines. The committee responsible for lab up gradation ensures maintenance of computers, purchase of new computers, updation of institute's website etc. The library is well equipped with computers. The catalogue with author and subject indices has been fully computerized. The institute's campus is wi-fi enabled, hence students can access internet anywhere including library. A circular containing information of new books, magazines purchased, new national and international journals subscribed is circulated among the faculty members, showing the titles of books, magazines, regularly. The same is notified to students through library notice board. PIMG has five Computer Labs which are all well equipped with computing resources to cater to the technological needs of the Institute. The infrastructure facilities are made available to the student for their maximum utilization. E.g. Extended hours for computer center and library, sharing of facilities for

interdisciplinary and multidisciplinary programs. The Institute has separate estate and housekeeping staff for repairs and maintenance. The Institute has its own subordinate staff also to look after the maintenance and cleanliness on daily basis. The Institute has good physical infrastructure for imparting education to the students. LCD projectors have been installed in each and every classroom to facilitate classroom teaching. The Institute has two seminar halls for organizing small cultural events, international conferences, extra mural lectures etc, with capacity of 300 and 100 students respectively. The Institute has a Sports room for recreational purpose of students and faculty. Indoor games facility such as Table tennis, Carrom, Chess and badminton are available. The institute has a sports officer and playgrounds for outdoor sports like cricket, volleyball, basketball to name a few. The institute has separate faculty lounge for Management, Commerce and Information Technology. Separate EDC, Moot Courtroom industry-based, Administrative office, Board rooms, admission cell, placement room etc.

Research and Development

The institute provides various research opportunities for its students as well as faculty members on different platforms. The Institute has been under taking major as well as minor research projects sponsored by various funding bodies at state as well as national levels. The Institute conducts separate seminars in specialization areas such as Marketing, Human Resource Management, Finance, IT and Library sciences. Other than seminars the Institute also organizes Research Methodology Workshop, Case Writing Workshop etc in which faculty member, students and participants from institutions across the country are guided to develop research papers and cases. The Institute also organizes International conference every year which gives platform to the faculty members of the institute to present their work in front of the different experts from Institutes across world. Students can also participate and submit their research papers in these conferences. The Institute library

contains various online and offline data sources that help faculty members in developing quality research papers.

The Institute has purchased the membership of online research source EbscoHost from last three years.

Earlier the institute was having membership of ProQuest which helps faculty members and students in their research work. The Institute has also purchased Turnitin Access so that faculty members and students can check plagiarism status of the research papers as well as assignments etc. The institute has distributed laptops to the faculty members and the campus is having wifi facility to facilitate faculty members in their research work. The Institute also funds the to and fro as well as registration and stay to the faculty members who are interested in presenting their papers nationally or internationally. The faculty members are also provided academic leave for presentations of the papers. The Institute has four journals out of which Sanchayan-PJITM is a bi-annual International journal in which papers in every specialization area from Management and Information Technology are published. Sanchayan has received Copernicus value of 5.69 points from ICV. The other three journals are inviting research papers in specialized areas of management such as Marketing, Finance and Human Resource Management. MBA Students carry out major research projects under the guidance of experienced faculty in their respective specialization areas. The Institute lays heavy emphasis on original research work. The faculty members of the Institute publish at least 150 research papers in National International refereed journals every year. The institute encourages faculty members to pursue PhD and provides academic leaves to the faculty members for the same.

Examination and Evaluation

The examination process is divided into two parts that is internal examination and external examination. The internal components are designed by faculty members of the institute whereas the external examination is conducted by the university. The internal component is further divided into two parts to develop knowledge,

skills and attitude of the students.

The first part consists of internal test which helps in the evaluation of knowledge of the students. This is again conducted in two ways classroom tests as well as online objective type tests. Four tests are conducted in each subject and the marks of best three are included in the final evaluation. The second part of the internal component takes care of skills and attitude development. The components in this part include, assignments, case studies, seminars, group discussion, learning through movies, personality development, extra mural lectures, research projects etc. Students are given assignment and case studies in all subjects spread over the entire semester which includes practical assignments, real world cases and experience for supplement learning and presentation, seminars, learning through movies, research projects for improving and enhancing their subject knowledge as well as developing a better personality. The performance of all the students is monitored by the mentors of different classes as well as the course coordinator of the course.

The faculty course coordinators collect proper two way feedback on subject and faculty members by the student and student feedback by the faculty members which is then used for developing the student as a whole. In evaluation process, equal weightage has been given to the written, verbal and presentation skills, which is assessed by regular presentations, seminars, assignments and internal test of the students. This process helps to identify slow learning students from the advanced learning students. The institute regularly organizes symposium, seminar, extra lectures and counseling session for helping cope up the slow learners in a course. The advanced learners are given opportunities to present their research work in various national and international conferences and also are given platform to conduct market survey and research for corporate and social topics. Along with this the institute also arranges for extra mural lectures, management film series, lectures from Industry experts. Faculty from top

management institutes are invited for interaction with the students, which form part of student evaluation. The students are also evaluated on major research projects, summer internship projects etc. Internal examination results are displayed on the institute notice board and also on AccSoft software and the software accessible to parents as well as students by using student login details.

Teaching and Learning

Regular classroom teaching is carried out and students performance is evaluated on a well-planned component including four tests, class presentations, 2 case studies, seminar presentation, group discussion, personality development, comprehensive viva, summer training, industrial tours, aptitude classes etc. 75 classroom attendance is mandatory. Developing skills related to management and Information technology is a continuous process at the Institute. Pedagogical tools like learning through movies, seminar presentations, group discussions and class room presentations develop communication skills, knowledge, confidence etc. Along with this the institute provides the students with a platform to enhance their skills and knowledge by conducting national level events like Business Plan contest, Software Development contest, Student Management Games etc. distributed over the year to develop their inter personal behavioral skills, working in teams and event management. All the classrooms are equipped with modern teaching aids such as LCD Projectors, Sound system etc. The institute is fully equipped with latest Information and Communication Tools like Wi-Fi Campus, internet facility, Audio visual Aids which can be used by students and teachers both for teaching learning process. All the faculty members are issued laptops with full time internet accessibility and connectivity for teaching purpose and also to know about the recent developments in their related areas. The faculty members are also required to use modern teaching aids such as Power point presentations, role play, seminars and learning through movies etc during their lectures. The students are also encouraged to submit and

present their assignment in PowerPoint and other latest format to facilitate learning by doing. Faculty and students are encouraged to participate in workshops, seminars and conferences on emerging areas. The faculty members are required to assign classes while on leave so that the students learning doesn't get affected. The students are in all given approximately 120 hours of extensive learning in the course every semester. The Institute uses simulation, case based learning, industry visits, extra mural lecturers series and interactive sessions with senior executives from Industries. The institute Arranges Extra Mural Lectures from industry experts as well as lectures of well-known professionals and experts in academics for the students such as lecture by Prof. Naresh Malhotra, Prof M M Pandey etc. The Institute also provides Industrial training opportunities such as Industrial visit, Summer Training, On Job Training etc. The Institute also has a separate EDC Cell which develops student with the zeal of entrepreneurship. The library has a large collection of books, journals, magazines, CDs and DVDs as well access to online databases like proquest. Individual departments review the progress in teaching and learning through departmental meetings, lesson plans, syllabus completion reports and student feedback to monitor and evaluate the quality of teaching-learning. The faculty members are required to access the library for recent development in their respective subjects. The library is continuously updated with latest literature and journals on current issues and research in all the disciplines. The students can also access the library and computer lab for the recent up gradation and development in the entire course offered. Moreover, the institute is also in the process of acquiring web solution for integrated learning and communication for faculty, students, guest, visitors and alumni. The student and faculty members can exchange the teaching material and other assignments through a common interface accessible to all the faculties and students. Critical thinking is sharpened in the

final year through a research project. Some innovative teaching methods used include learning through documentaries and movies, experiential learning through simulated games, industry based projects, concept checking and case studies.

Curriculum Development

The curriculum is finalized by the Institute after Autonomy from August 2018. A separate committee by devised by the director for the same as follows Curriculum Development Committee Dr. Navita Nathani - Coordinator Dr Garima Mathur - Member (BBA) Dr.Tarika Singh - Member (MBA Full Time) Prof. Nitin Paharia - Member (BCA) Dr. Shailja Bhakar - Member (MBA Integrated) Dr. Amitabha Maheshwari - Member (All B Com) Dr. Rahul Pratap Singh Kaurav- Member (BTM) Prof. Satish Bansal (B Sc) Dr. Prabal Paratap Singh (All Law Courses) Responsibilities were assigned to different faculty members to develop curriculum for all the courses run by the Institute such as mentioned above. After the curriculum development meetings were held to make corrections in the curriculums. Finally a panel from University finalized the curriculum and the Institute applied the same from 1 July 2019. The syllabus designed by the institute is a based upon syllabuses of particular courses run by foreign universities, premium universities and institutions like Delhi university, IIM's etc, suggestion from industry and alumni's, suggestions from senior faculty members visiting the institution from all parts of the world, students feedback and other stakeholders. Therefore it can be said that the syllabus designed by the institute is a well planned process keeping quality as the major driving force behind the process. The curriculum includes perfect blend of both theoretical and practical subjects, such as the institute offers students with an opportunity to undertake major and minor research project to ensure skills development of the students like research methodology, project handling and project report writing, market and demand analysis which are helpful in the real world. Components such as personality development, industril visits, summer training, extra mural lectures,

seminars, group discussions etc are also included as compulsory elements of the curriculum. To give the practical edge to the students institute provides a platform in various areas of management in the form of clubs like Marketing Club, HR Club, Finance Club, IT Club in which various industry and academic experts are invited for interaction and other management activities are also organized.

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

E-governance area	Details
Planning and Development	The Institute uses following e-governance 1. E-Budget 2. E-Journals for all specializations 3. Books of all seminars organized by the Institute in the form of CD 4. E-Books and E-Journals in the library
Administration	1. Online Attendance 2. Circulars and other information through Emails and Whatsapp 3. Promotion of events 4. Placement all stages of placement process
Finance and Accounts	1. Salary directly in account 2. Fee acceptance through Paytm and other online sources 3. Message of pending fees to wards 4. Registration fees for all activities is also accepted through online modes 5. Income and expenditure records on AccSoft software the
Student Admission and Support	1. Admission in graduate courses is done using online process such as the student registers himself on higher education website by making online payment and list of admitted candidates is downloaded from the website of higher education website 2. All stages of admission process for MBA are based upon e governance such as DTE registration, Document verification, Allotment letter, Online admission and information to the candidate 3. Students seeking admission are informed about all the stages through online modes such as e-mails, sms's etc
Examination	1. Results of internal components are uploaded on accsoft 2. No Dues system for examination form filling online 3. Examination forms are filled online 4. Examination fees is paid online 5. Fee and expenses of examination is maintained online through accsoft 6. The online test is conducted of students SMSs

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr Navita Nathani	Participated and presented a paper entitled " FINANCING DECISION AND ECONOMIC ATTITUDE: A DEMOGRAPHIC STUDY WITH REFERENCE TO HOUSEHOLDS" organized by IIT Kanpur ,during July 15, 2018.	IIT Kanpur	8073

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	International Conference	Training on Use of M Commerce for registration	20/12/2018	21/12/2018	67	5

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One day workshop on Vocational courses	1	17/10/2018	17/10/2018	1

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

23	Nil	4	3
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
6	6	6

6.4 – Financial Management and Resource Mobilization

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

Yes, the Institute conducts financial audits both internal and external on a regular basis. The internal authority for carrying out the audit is Mr Sudershan Jain and the external authority for carrying out the audit is Mr Snil Betala (Sunil Betala Co.)

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MP Council for Science and Technology	51000	Conference
View File		

6.4.3 – Total corpus fund generated

4100000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Jiwaji University	Yes	IQAC Team
Administrative	Yes	Governing Body	Yes	IQAC Team

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

1. Parent's can submit their feedbacks to the class mentors, specialization coordinators, placement coordinators, discipline coordinator and director of the institute. 2. Parents are also invited in various events organized by the institute such as Invocation ceremony, Cultural fest, etc where their feedback are invited, 3. Feedback of parents of meritorious students is also taken in the award ceremonies, parents are also invited as judges in different events and their feedbacks are invited. 4. Parents complaints are also recorded and proper remedial actions are suggested to the parents.

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

Institute also emphasizes on the enhancement of skill of the support staff by organizing skill based workshops. There exist also the provisions for nominating the support staff members to attend the development workshops organized by other institutions. Some the workshops organized by the institute for the internal staff members are as follows: • Training on revised admission process due to Jain Minority status • Training on new payment option such as M-Commerce • Store Training workshop • Personality Development Workshop • Training of Examination Department on AccSoft Software • Training of

Examination Controller

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

1. **Permanent Affiliation:** The Institute got Permanent affiliation Post NAAC Accreditation. 2. **Autonomy:** Post Accreditation by NAAC the institute applied for Autonomous status and was declared as an autonomous institute on 31 July 2018. 3. **NBA Accreditation:** The institute also started preparations for NBA Accreditation just after getting the Autonomy the team visited the institute on 29-30 June 2019 4. **Examination:** As an autonomous body the Institute can now conduct examination in-house and therefore a separate examination department was introduced. The roles and responsibilities of the examination department were finalized and the yearly time table was also finalized. 5. **Curriculum Development:** As an autonomous body we can also design curriculum for the courses that we are running. The curriculum development committee was revised. Faculty members were distributed different courses and they developed the new curriculum for all the courses run by the Institute such as MBA, MBA Integrated, BBA, BCA, BBA Law, BCom Law, BA Law, Bcom (Hons), BCom Eco, BCom CS, BSc. 6. **Recruitment:** The recruitment system has also been revised where the institute can finalize the selection panel. Recruitments were carried out under this new system on January 2018.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Academic Audit	01/02/2019	03/06/2019	20/06/2019	28

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Ab Samjhauta Nahi By ITC Vivel	10/01/2019	10/01/2019	47	30
Talk show on women Empowerment	08/03/2019	08/03/2019	70	25

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

Percentage of power requirement of the University met by the renewable energy sources

75 kw solar panels have been installed by the institute in the month of June, 2019. The solar panels are generating 40-50 of institute power requirement

every month.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	19

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	2	26/02/2019	1	Industrial Tour	To provide practical know how of industry and their working.	60
2018	Nil	1	01/01/2018	7	Prayas	collected woolen clothes from the locality and distribute them among the needy persons.	120

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Information Brochure	01/04/2019	Code of conduct for students has been circulated by information brochure every year. The students are supposed to follow the rules mentioned in that. Different committees are taking regular feedback to ensure the implementation of code of conduct.
Employees rule book	01/07/2019	Faculty and Staff

members have to read and sign employees rule book at the time of joining. Employees rule book is suggesting a code of conduct to be followed by them. Principle is ensuring that employees should follow all the rules mentioned in that.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Anti-Drug Awareness: As Rotaract club always come up with some social issues likewise students member of the club have organized a talk on awareness for Anti-Drug campaign s a part of the same there were around 200 students were present in the s	24/02/2019	24/02/2019	200
Celebration of Women's Day: Volunteers of Rotaract club of Prestige Gwalior have organized a Talk show for female candidates of the institute with the objective of making them aware about their own rights, Speakers for the Session Were Dr. Roza Oliya	18/03/2019	18/03/2019	280
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation
2. Cleanliness Drives
3. Solar Panel Installation
4. Regular dumping of waste - We have requested the municipal corporation of gwalior to send their wastage carrier to the Institute on a regular basis. The vehicle comes daily and the waste generated from the college is dumped into that which is taken directly to the dumping ground of the city and further the products for recycling are separated from that

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Four Week Entrepreneurship Development Program 2. The context that required initiation of the Practice The Indian government is taking many initiatives to promote entrepreneurship in the country. The present Government is having a target to generate sizeable employment in the country. The government is promoting entrepreneurship through various channels. Many funding agencies are now ready to provide finance to the new entrepreneur. This has created a wonderful opportunity for the students to become an entrepreneur in the future. Institute has decided to contribute in this mission of the country by conducting four weeks entrepreneurship Development Program in association with MPCON Gwalior. Name of the Event- 4 Weeks Entrepreneurship Development Programmes (EDP) In Association with- MPCON Gwalior Organised by- NSTEDB Dates of the Event -24/10/18 to 26/11/18 No. of Participants -28 Students 3. Objectives of the Practice The objectives of this practice are as follows- To prepare the budding entrepreneur in our country. To sensitize the students about the process of entrepreneurship. To develop the required skills among the students. To motivate them for making their career in the business. To prepare them to create job opportunities for him and also for others. To help them in understanding the concept like DPR, financing, E-commerce, Crowd Funding, Angel investors, etc. To develop a sense of responsibility towards society. To provide the knowledge to the students about entrepreneurship. To provide them all the technical, financial, and behavioral knowledge of business and the business organization. To teach them about the risk-taking and difficulty faced in any business. To provide them the details of various government schemes and the procedure to apply for the loan, subsidy, and permission. 4. The Practice Inauguration - Program was started on October 24, 2018, with the Lamp lightening ceremony in the auspicious presence of Dr. S. S. Bhakar, director, PIMG and Er. Aashish Bhargava, Zonal director, MPCON. After the inaugural program, the session was conducted by DrNavitaNathani on Programme objectives, expectations from trainees, the program's strategy, etc. During the program, sessions were conducted on various themes such as Entrepreneurship and its Characteristics. Personality development topics like achievement motivation training, tools, or effective communication and public speaking were discussed with the participants. Sessions on Role of DTIC, State Central Govt. Schemes operated by DTIC and other supporting agencies were also conducted beside this some basic topics like definition of Business/Service/Industry/Intellectual Property Rights and its basis of selection, screening of ideas, and business opportunities identification were also held. The panel discussion was also planned to understand the societys readiness, problems and challenges for women entrepreneurs in Indian Society. Lastly, a Factory Visit was planned in which students visited Priyagold Biscuits Factory situated in the Malanpur area. Apart from this students also learned to make project plans which were evaluated after completion. Valedictory - The certificates were distributed in the valedictory ceremony which was held on November 26, 2018, byDr SS Bhakar, Director PIMG and Mr. Ashish Bhargav, Chief Manager MPCON. 2 incubates were selected for the special prize by Jury on the basis of their performance during the EDP. 5. Obstacles faced if any strategies adopted to overcome them During the planning and conduction of the activity, many obstacles were faced. The first obstacle was to get an appropriate agency to help in organizing the event. Institute has approached various government agencies to fund the program but being a private institute it is always difficult for us to get the sponsorship and fund from government channels. After approaching various places, finally, MPCON Gwalior agreed to organize the program. The second challenge was to identify and get

the participants. EDC cell has approached to all the classes personally to invite student's interest in the program. After taking personal interviews, carefully participants were selected. 6. Impact of the practice This program was created a positive impact on students. Earlier very few students were having a plan to start his own business, but now many students are motivated and they wanted to work on their ideas. The program is sensitized to the students towards the process of entrepreneurship. Students inquired from the experts during the program about different government agencies for the fund, the process of formation of the company etc. 7. Resources required There were resources required to conduct the program. Since program was intended to include audio visual methods for training so a training room or seminar hall was required for one month with all such facilities. Another resource required was trainers to take different sessions during the program. 8. Contact person for further details Dr. Navita Nathani Prof. Aakash Gupta B. Best Practices- II

1. Title of the Practice: "Going Green" - An Environmental Awareness Campaign

PIMG has always shown concern towards environmental issues. The institute promotes use of environment friendly equipment and conducted various environmental awareness programme in and outside the institute. For building awareness regarding environment and development among the students of higher education the Institute has developed Rotaract Club and Student club who are spreading awareness at regular intervals in the institute premises and various areas of Gwalior. The Institute makes use of students of Rotaract Club and student club to popularize and undertake initiatives like "GOING GREEN" in the community. These exercises are done regularly. Some of the contribution towards environmental awareness/protection is as follows:

- Plantation Drive at PIMG Campus (13th October 2018) - PIMG always strives to make the Prestigians sensitive and aware towards environment. With the noble mission of making our Institute green and serene, Prestige Center for Environmental Sustainability under the co-ordinatorship of Dr. Vani Agrawal organized a Plantation Drive on 13 October, 2018, to sensitize students on the value of tree plantation. The drive was organized on the occasion of a session on Equal Opportunity in constitution conducted by Equal Opportunity Cell of the Institute. Plantation was done by the resource person for the day Mr. MPS Raghuvanshi, Senior Advocate Ex. Additional Advocate General, Hon'ble High Court of M.P. bench at Gwalior and the Director of the Institute Dr. S.S. Bhakar. The drive was also accompanied by the faculty members of the Institute.
- Environmental SKIT (7, 12 21 December, 2018) Environmental sustainability cell of PIMG organized a series of skits performed by different section of BBA I semester in the month of December, 2018, on various environment related issues. The idea behind organizing it was to get some input from the side of students about how they can put in their efforts for a healthy environment. The skits were organized after an interval of 10 days. The venue chosen was the central area of the premises i.e., the dome so that everyone can have a look on the ideas of these energetic youths and can learn and implement that in their daily life to contribute for a sustainable environment. All participants were awarded with the certificate of appreciation. The skit was performed by the students of Undergraduate courses. The students were evaluated on the basis of four criteria's namely, topic taken, social message given, and concept and presentation skills. The students were evaluated by the faculty members of the environmental sustainability cell.
- Environment awareness campaign under Prestige Center for Environmental Sustainability (June 4, 2019) As an initiative on World Environment Day, a Rally was organized by Environmental sustainability cell on 4th June, 2019 in which students of various courses like BBA, BCA of the institute enthusiastically participated in the early hours. There were green pledges, poster painting, and some short speeches. The rally started from Petrol Pump, Thatipur. During the rally the members of Environmental sustainability cell were also present. Final destination of the rally was police chauki. People gathered in large number on the road and

received the rally enthusiastically. Many volunteers from students helped out. Through rally we urged the people to set aside a regular slot of time and actively volunteer in green social initiatives. On the same day plantation was done by Hon'ble Director sirDr. S.S Bhakar in the Institute, who has been a strong supporter of environmental protection energy conservation. • Group Discussion held on World Population Day (July 11, 2019) The Group Discussion was held on July 11, 2019 on World Population Day on the topic "Family Planning: Empowering People, Developing Nations" at Prestige Institute of Management, Gwalior in which 90 students from all the disciplines took active participation. Three students were chosen as winner, 1st runner-up 2nd runner-up was felicitated by the Dr. S. S. Bhakar, Director of the Institute. The event witnessed the gracious presence of all the faculty staff members along with the members student coordinators of Center for Environmental Sustainability, PIMG • Plantation of Peepal saplings (July 16, 2019) Prestige Institute of Management, Gwalior has taken an initiative for the plantation of peepal saplings in the Institute's campus on 16/07/19 at 12:00 hrs. Initiative was taken by the Prestige Center for Environmental Sustainability cell, headed by Dr. Vani Agrawal. Faculty members and students of the Institute took part in the plantation drive. A total of 6 peepal saplings

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://prestigegwl.org/Best%20Practices-2019.pdf>

7.3 – Institutional Distinctiveness

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

Placement opportunities provided to the students by the Institute makes it different from others, Institute has well-established Training and Placement cell which ensures conduction of 90 campus recruitment drives every year for the students of undergraduate and post graduate students, as an outcome for this distinct act institute has received award in the category "Best Institute for ROI for two consecutive years, Despite of low or direct connectivity of the Institute from the cities which are corporate hubs we are able to invite multinational and national corporate houses like Deloitte, SP global, Wipro, TCS,, Capegemini, Collabera, Mphasis, Asian paints, Godrej and Boyce, Byju's, Café Coffee Day, Jaro Education, Kurl on, Voice Tree, Vivo Mobiles, Naukri.com, 99 Acres.com, HDFC Bank, ICICI Bank, Kotak Bank, Axis bank, Utkarsh Small Finance Bank, IDFC Bank, Janalakshmi Financial Services, Cox N' Kings, Teleperformance are the names of few. To make them industry ready TP cell continuously organizes different training program, workshops, extra mural lectures, Mock GD and PI by Industry experts. In Previous 5 years no. of organization who have visited for conducting campus placements, Average and highest package increased substantially, Institute provides opportunities to the students almost from all the sectors. Institute believes on strengthening the roots of the students hence, Training and Placement cell makes it mandatory for the students to undergo summer or winter internships on regular basis so, that these students will be able to understand the real corporate environment which will ultimately help them for attracting better packages with good corporate houses.

Provide the weblink of the institution

<https://prestigegwl.org/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. To introduce programs and courses looking into the demand by the corporate and business houses like MBA in Business Analytics and PG Diploma in Finance. 2.

Introduction of industry-sponsored program. 3. Sponsored Industry Research Projects for students 4. Introducing NSE / BSE certification courses 5. Depute Persons for higher degrees to Institute 6. Continuing education of their staff must be a continuing activity of any progressive industry. 7. Adjunct faculty from industry. 8. Expert Lecture from Senior Industry Personnel. Industry-Institute Joint Efforts 9. Jointly Conducting Training/Awareness Programme for Industry / Institute People. 10. Organizing seminars/Symposium/ Awareness Programme for Industry/Institute People. 11. Undertaking Any Social Responsibility. 12. Industry-Institute merger/adaptation of institutes/programs by industry 13. Number of Collaborative activities for research, faculty exchange, student exchange during the year 14. Exploring short Certifications courses in different specialization areas 15. An incentive to the teachers who receive recognition/awards