



**PRESTIGE**  
INSTITUTE OF MANAGEMENT & RESEARCH, GWALIOR  
AN AUTONOMOUS INSTITUTE ACCREDITED WITH UGC NAAC GRADE 'A'

### 7.3 Institute Distinctiveness

#### Socially Responsible and Value System amongst Students

Prestige Institute of Management & Research Gwalior has its vision **“To be an eminent institution of repute that fosters the relentless pursuit of excellence through socially responsible, trans-formative education, research and training.”**

According to which Prestige Institute of Management and Research (PIMR), Gwalior, stands as a beacon of excellence in the realm of higher education, PIMRG has its distinctiveness in socially impactful practices and by creating the ethical and inclusive approach towards society and inculcating the same in their stakeholders. Institute has various clubs and committees committed to foster community engagements, sustainability, and holistic development of their stakeholders. The pillars at PIMRG which helps to achieve the ethical approach are:

- Philanthropic activities and volunteering the projects.
- Environment and sustainable activities
- Ethical Activities

Nearly 35 activities were conducted round the year regarding community needs as well as various initiatives were taken for improving ethical environment and sustainable activities.

#### **I. Philanthropic activities:**

PIMRG has always kept the social upliftment as one of the bigger thrust area in their vision which entails to do all activities pertaining to improve it in different peripherals. Clubs and Committees are working on it in dedicate manner and improvising strategies related to it. Few such parameters are enlisting below:

#### **Identify Community Needs:**

PIMRG identify the specific needs and challenges faced by the local community time to time and this will help tailor the outreach efforts to address the most relevant and

pressing issues. Various activities have been conducted under this and one such need is for prosthetic limbs for individual undergone amputations or were born with congenital limb differences. Free Prosthetic Limb distribution camp in May 6-7, 2023 was organized where more than 300 individuals with limb loss participated, marked and provided with limbs.

**Collaborate with Local Partners/Community Health Camps:**

Our Rotaract team at PIMRG coordinated with hospitals and other well functioning societies (Indian Red Cross Society) and organized various Camps like Blood donation camp, Mission Pink Health for anaemic girls, awareness for breast cancer, Free Eye camp and Dental camp were organized.

**Training and workshops:**

Various interactive training sessions and drives have been organized on relevant topics like health, hygiene, sanitation and safety etc. like Project CARE was organized in regards to self care and cleanliness and Project Security was organized by collaborating with Traffic Police provide general awareness for safety measures during driving. Various drives conducted for food distribution and self care, sanitization etc.

**Environmental Drive/Promote Sustainable Practices:** Various activities on sustainable practices have been organized by clubs and one such activity is distribution of 100 seed balls on World Environment day and skit on cleanliness for awareness etc. Conferences and Seminars are also organized for awareness of sustainable environment.

**Education and Skill Development:**

Offer educational programs and skill development opportunities to empower individuals in the community, enabling them to improve their livelihoods. For e.g. Study material was distributed to kids to promote literacy.

**Cultural and Recreational Events:**

Organize cultural events, sports activities, and recreational programs that celebrate the diversity and talents of the community, fostering a sense of unity and pride. Volunteers of Rotaract visited old age home, Orphanages and engaged them with activities. Such engagement with community members, to understand their perspectives, feedback, and suggestions for improvement are part of these activities.

**Long-Term Engagement:**

Maintain regular and consistent engagement with the community to build trust, understanding, and sustainable relationships. Various activities like Prayas, Sahyog, Chehak etc are continuing from many years at PIMRG.

#### **Volunteer Involvement:**

Encourage institute's employees and students to actively participate in community outreach activities as volunteers, fostering a sense of social responsibility and solidarity.

#### **Celebrate Successes:**

Acknowledge and celebrate the successes and positive outcomes of community engagement initiatives, recognizing the collective effort and impact achieved and for the same student volunteers are felicitated time to time for their participation.

#### **List of Activities conducted in year 2023-24 are:**

<b>S.No.</b>	<b>Name of the Activity</b>	<b>Organising Unit/ Agency/ Collaborating Agency</b>	<b>Name of the Scheme</b>	<b>Month and Year of the activity</b>
1	Animal Feeding	Rotaract club of Prestige, Gwalior	Animal welfare	15-07-2023
2	Food Distribution drive	Rotaract Club of Prestige, Gwalior	Food Distribution	15-07-2023
3	Project Suraksha	Rotaract Club of Prestige, Gwalior	Traffic awareness	22.08.2023
4	Project Lado	Rotaract Club of Prestige, Gwalior	Good touch bad touch awareness	24-08-2023
5	Project Swachhta	Rotaract Club of Prestige, Gwalior	Cleanliness awareness	24-08-2023
6	Project Khel kood	Rotaract Club of Prestige, Gwalior	Project Khel kood	29.08.2023
7	Project Rakshabandhan	Rotaract Club of Prestige, Gwalior	Project Rakshabandhan	31-08-2023
8	Hygiene and self care awareness	Rotaract Club of Prestige, Gwalior	Cleanliness awareness	07/10/2023.
9	Project Fun	Rotaract Club of Prestige, Gwalior	Project Fun	14/10/2023.
10	Pre - Prayas Event	Rotaract Club of Prestige, Gwalior	Prayas	19-10-2023
11	Project Gauseva	Rotaract Club of Prestige, Gwalior	Animal welfare	14-10-2023

12	Pure Care Initiative	Rotaract Club of Prestige, Gwalior	Pure Care Initiative	11/10/2023 - 02/11/2023
13	Ayushman Health Card registration	Rotaract Club of Prestige, Gwalior	Ayushman health card scheme	28/11/2023 - 30/11/2023
14	Project sewa	Rotaract Club of Prestige, Gwalior	Project sewa	30-11-2023
15	Project Shukriya	Rotaract Club of Prestige, Gwalior	Project Shukriya	30-11-2023
16	Prayas: Woollen cloth collection and Distribution	Rotaract Club of Prestige, Gwalior	Prayas	15-12-2023
17	Food Distribution drive	Rotaract Club of Prestige, Gwalior	Food Distribution	01-07-2023
18	Project Fun With Brunch	Rotaract Club of Prestige, Gwalior	Project Fun	01-07-2023
19	Project Gauseva	Rotaract Club of Prestige, Gwalior	Animal welfare	01-07-2023
20	Project Jeevan	Rotaract Club of Prestige, Gwalior	Plantation	01.07.2023
21	Project Kala	Rotaract Club of Prestige, Gwalior	Project Kala	01.07.2023
22	Project Khushi	Rotaract Club of Prestige, Gwalior	Food Distribution	01.07.2023
23	Project Muskan	Rotaract Club of Prestige, Gwalior	Project Muskan	01.07.2023
24	Stationary And Cloth Distribution	Rotaract Club of Prestige, Gwalior	Stationary And Cloth Distribution	01.07.2023
25	Session on Child Labour And Quiz.	Rotaract Club of Prestige, Gwalior	Community awareness	01.07.2023
26	Session On Good Touch And Bad Touch.	Rotaract Club of Prestige, Gwalior	Gender sensitisation	01.07.2023
27	Session on Save Environment	Rotaract Club of Prestige, Gwalior	Plantation	01.07.2023
28	Project Happy Hour	Rotaract Club of Prestige, Gwalior	Project Happy Hour	02.07.2023
29	Refreshment Drive	Rotaract Club of Prestige, Gwalior	Refreshment Drive	15-07-2023
30	Celebration of Wedding Ceremony for 11 Brides-to-be on Vasant Panchami	HR Club, Gwalior	Aashayein	14-02-2024
31	A Visit to "Narayan Old Age Home"	HR Club, Gwalior	Aashayein	28-07-2023
32	'Seekho Aur Kamao' & PM Vishwakarma Yojana	NCC	'Seekho Aur Kamao' & PM Vishwakarma	15-07-2024

			Yojana	
33	Azadi ka Amrit Mahotsav	NSS	Azadi ka Amrit Mahotsav	07-08-2023
34	Har Ghar Tiranga Yatra	NSS	Har Ghar Tiranga Yatra	14-08-2023
35	Chunavi Rahagiri	NSS	Chunavi Rahagiri	27-04-2024

#### Glimpses of Activities:



**Burger Distribution Drive at Slums**



**Prayas Wollen Cloth distribution Drive at Slums**



**Celebration of Children's Day at Blind School**



### **Talent Show at PIMR Gwalior**

#### **Environment & Sustainable Activities includes:**

- Functional ERP connecting all the departments.
- Minimizes the paper work at campus.
- No carbon emissions
- Cashless campus
- Several initiatives to recycle the waste.

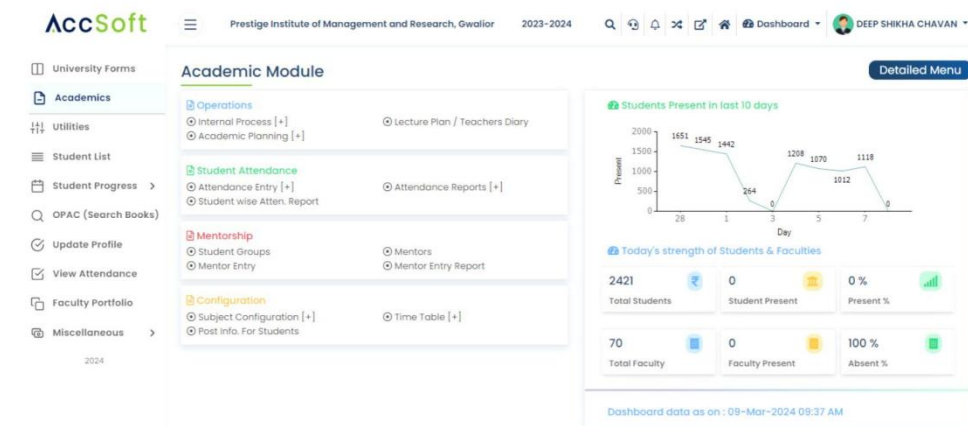
Institution has implemented a comprehensive Enterprise Resource Planning (ERP) system named as Accosoft, seamlessly connecting all departments. This integration streamlines communication and data management, significantly reducing paperwork across campus and enhancing administrative efficiency.

In addition to minimizing paperwork, our Accosoft contributes to sustainability efforts by reducing carbon emissions. By digitizing processes and promoting electronic communication, we mitigate the environmental impact associated with traditional paper-based workflows.

Furthermore, our campus has transitioned to a cashless system, offering convenient and secure online payment options. This cashless initiative not only improves transaction efficiency but also aligns with modern financial practices, promoting financial security and transparency.

Through these integrated efforts, PIMRG not only enhances operational efficiency but also demonstrates a strong commitment to environmental sustainability.





## ACCSOFT Dashboard for Faculty & Administration

AccSoft Prestige Institute of Management and Research, Gwalior 2023-2024

Marks Entry New Result Processing Report(Before) Report(After)

Internal Entry List

HOD Status :- Pending : 0 Approved : 0 Rejected : 0

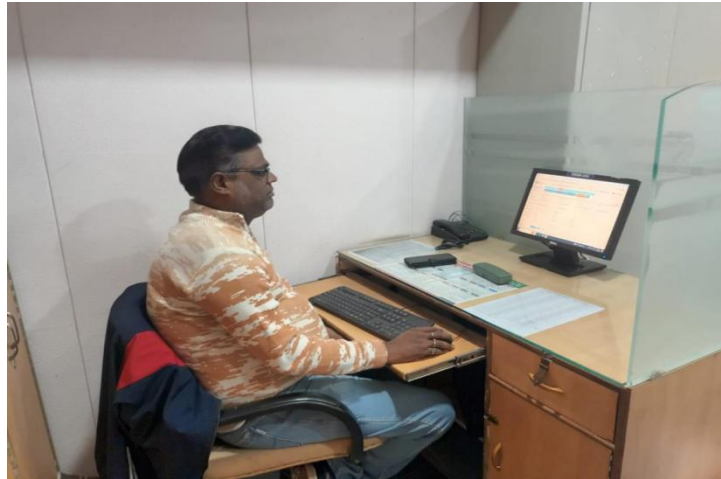
Create New Exit

Year \* Academic Session\* Marks Entry Status Approval Status Faculty Name

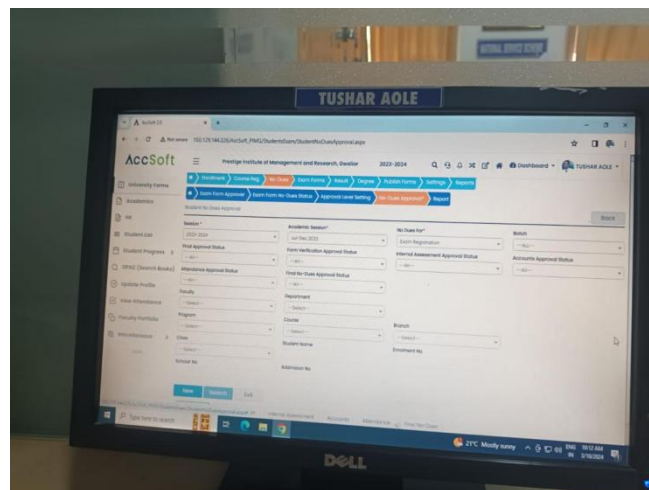
2023-2024 Mid Term Examination Fe... Done All --Select--

Show

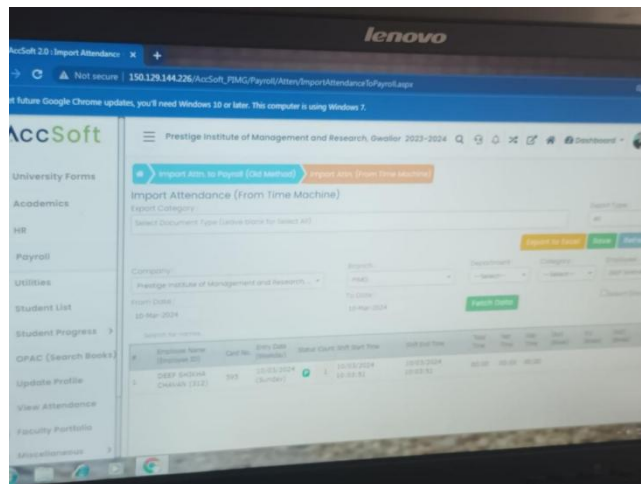




USE OF ACCSOFT IN EXAMINATION



USE OF ACCSOFT IN HR DEPARTMENT



## Ethical Practices

- Pro-metric examination,
- Non acceptance of plagiarism in publication and assignment.
- Code of ethics for Faculty, staff and students keeps integrity in their work

Our institution upholds a steadfast commitment to ethical principles across various aspects of academic and professional conduct.

One key ethical practice is our endorsement of pro-metric examinations, ensuring fairness and integrity in assessment processes. By adhering to standardized testing protocols, we uphold academic rigor and meritocracy, fostering an environment of ownership and accountability.

In alignment to academic integrity, institute adamantly reject plagiarism in all its forms, whether in publication or assignment. Our stringent research and academic policies against plagiarism underscore our commitment to originality and intellectual honesty, safeguarding the credibility and authenticity of scholarly work. Comprehensive code of ethics for faculty, staff, and students, emphasizing the importance of integrity in all aspects of their work.

Through these ethical practices, we uphold the highest standards of honesty, fairness, and accountability, nurturing an environment conducive to academic excellence and personal integrity.

Online Test

Home / Question Bank Import

**Question Bank Import**

Question Type: Single Correct Choice Type

Question Group: [Select]

Class: Select Class

Subject: [Select]

Chapter/Topic: [Select]

Medium: Medium

English: [Select]

Difficulty Level: Simple

Exam: MAY-DEC 2020 x NOVEMBER 2020 x DECEMBER 2020 x +1

Solution Time (In Second): 60

☒ Save Answer With Question

Download Excel Template File

Upload Excel File: Choose File | No file chosen

Kindly use date format as dd-MM-yyyy

For Single Correct Choice Type : Excel sheet with following columns : ans, question, optionA, optionB, optionC, optionD and correction (as A,B,C,D) fields.

Sr. No.	Question	Option A	Option B	Option C	Option D	Correct Option	Solution
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## Prometric Examination

Dashboard

Home / Test Information

**Test Information**

Test Name: [Text]

Valid From: dd----yyyy

Valid To: dd----yyyy

Total Questions: 0

Total Marks: 0

Pass Marks: 0

Test Time (In Minute): 0

Group: [Select]

Sub Group: [Select]

Exam: Select Exam

Class: Select Class

Subject: Select Subject

Chapter: Select Chapter

Medium: Medium

Student Type: [Select]

☐ Paid Test ☐ Active On Site

Test Terms

[Rich Text Editor]

User Class Subject Link



## Cashless Fee Pay at Accounts

We at Prestige value self discipline and do not believe in policing. We repose a lot of trust and faith in students. A detailed code of conduct which needs to be adhered to by every students gives the students advance notice to abstain from misconducts.

#### General code of Conduct

1. Every student shall fulfill at least 75% attendance in the classrooms, failing which he/she will be debarred from appearing in examinations/internal assessments and participating, in activities organized/sponsored by the institute.
2. The Institute has declared to impose dress code, the students are advised to take the sample of uniform from the Institute's Office. However students are allowed to wear formal dress on wednesday & saturday.
3. Using cellular phones inside the premises is not permitted. Violation of this rule will attract strict disciplinary actions. If a student continues to use the cellular phone even after a warning, his/her cellular phone will be seized.
4. The consumption of tobacco products such as Cigarettes, Bidis, Pan Masalas, Gutkhas etc. is strictly prohibited inside the premises and will attract strict disciplinary actions including heavy fines.
5. The misuse/mis-handling of Institute's resources such as library books, computer lab, equipments and furniture etc. may attract heavy fine and may lead to T.C & Rustication.

#### MAINTENANCE OF DISCIPLINE

Every student admitted in the Institute shall exhibit good behavior at all times, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular and extra curricular activities and observe all rules to maintain discipline in the Institute.

Any students found guilty of breach of discipline shall be punishable in accordance with rule 13 of ordinance 7 of Madhya Pradesh Vishwa Vidyalaya Adhiniyam, 1973, which is reproduced below:

1. When a student has been found guilty of breach of discipline with in or outside the university or an Institution or persistent idleness or has been guilty of misconduct, the head of institution at which such student is studying may punish according to the nature and gravity of the offence.
  - A. Suspend such a student from attending classes for not more than a week at a time, or
  - B. Expel such a student from appearing in the next ensuing examination, or
  - C. Disqualify such a student from appearing in the next ensuing examination, or
  - D. Rusticate such a student.
2. Before inflicting any punishment as a foresaid the head of the institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment.
3. The head of the institution concerned shall have power to suspend (for such time as may be necessary) a student temporarily from the Institution pending enquiry into his conduct in connection with an alleged offence.
4. The period during which a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he/she is found innocent.
5. A student who has been rusticated shall not be admitted to another Institution with in the jurisdiction of the University. Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of rustication.
6. The rustication of a student from an Institution shall entail the removal of his name from the register of student.

## Code of Conduct for students

**PRESTIGE INSTITUTE OF MANAGEMENT & RESEARCH,  
GWALIOR**

**Research Policy**

**(Amended Year: 2022)**

A structured Research policy has been created for promotion and upgrading research aptitude in the institute. The policy includes:

**Academic Leave**

- All the applicants must have completed one year continuous service in the institute on the commencement date of academic/exam leave.
- Eight weeks' prior notice to the director of the institute should be given for academic leave. The decision of the director of the institute is final.
- Courses recognised under this scheme include: P.G. Courses, M. Phil, Ph.D., D. Lit.
- Exam leave is given on the days of the examinations. No limits apply, however adequate notice, as outlined above, must be given to the institute prior to the leave being taken.
- Examination timetable and details of the course must be submitted by the employee while applying for the exam leave.
- Academic leave is also given for attending course work classes in case of Ph.D. on the dates on which classes are conducted.
- Notwithstanding the above service existences of the institute will be taken into consideration while sanctioning any leave by the head of the institute.
- Maximum academic leave should not be more than 30 days in a year.

**For participating in Conferences and workshops**

To promote research following research policy has been framed:

The institute will promote faculty members to:

- Attend workshops outside the institute in an academic year as participants and as resource persons\*.
- Attend international conferences as presenter and as session chair/co-chair/ keynote speaker\*.
- Attend national conferences/seminars/symposium/summits as presenter and as session chair/co-chair/ keynote speaker\*.
- The institute provides financial assistance to all the members of faculty and staff for attending conferences, seminars and workshops organized by other institute.
- The institute permits the faculty and staff members to attend conferences and seminars organized by the other institutions only if the research paper submitted by the faculty

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## RESEARCH POLICY

### Research Policy

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## Research Policy



- The institute permits the faculty and staff members to attend conferences and seminars organized by the other institutions only if the research paper submitted by the faculty and staff member is accepted for presentation and also the theme of the conference, seminar or workshop should be related to the applicant's discipline.
- If the number of applicants to attend any event organized by other institutions or associations exceeds 10% of total faculty/staff strength, the director will finalise the names of faculty/staff members who will attend the event.
- Application for participation in conferences, seminars must be approved by Director before submitting the research paper.
- The application for workshops should be submitted at least one month before the commencement of the event and outside the country the application needs to be submitted at least 3 months before (Minimum 5 years institute experience, every alternative year, registration or travel).
- The institute provides or reimburse the following expenses to the participants:

1. Travelling expenses including travel from Gwalior to the venue city of conference, seminar or workshop.
2. Registration fee (including accommodation charges) of the conference, seminar or workshop.
3. DA as per the society norms that is Rs.500 per day if boarding is not included in the registration charges.

- Incentives with a certificate of appreciation signed by the Head of the Institution will be given to the faculty members who would publish their research papers in refereed international journals.
- The amount of award money will be distributed equally among authors if there are more than one author from the Institute.
- The reward will only be given in the case if institution's affiliation (Prestige Institute of Management, Gwalior/ Prestige Institute of Management & Research, Gwalior) is mentioned in the publication.
- Publications in the form of chapter in edited books, conference proceedings to be included as per list given below.
- The awards are categorised as:

Category	Category in ABDC list	Amount of Award
Scopus/Web of Science	A or A	Rs. 25000
Scopus/Web of Science	B	Rs. 15000
Scopus/Web of Science	C	Rs. 10000



Francis/Routledge/SciPress/InterScience/ Wiley Blackwell/Elsevier/IEEE/ScienceDirect/UGC CARE LIST		
Publications in the form of chapter in edited books, conference proceedings in Scopus/Web of Science	Not in ABDC List	Rs.5000
Publications in the form of chapter in edited books, conference proceedings in Not in Scopus/Web of Science but in Emerald/Sage/Springer/Taylor & Francis/Routledge/SciPress/InterScience/ Wiley Blackwell/ Elsevier/ IEEE/ ScienceDirect/UGC CARE LIST	Not in ABDC List	Rs.5000

#### Promoting Academic Integrity, Values & Ethics

PIMR, Gwalior strongly believes in authentic research and take all actions to stop growing menace of plagiarism and do everything possible to encourage its faculty to practice the value of academic integrity and set highest standards of academic integrity, yet it will not hesitate to impose sanctions against the wrong-doers to curb plagiarism in its institutions.

- Create greater awareness of the ethics and values of the academics as well as implications and consequences of plagiarism.
- Organize FDPs on 'Identify Fake & Predatory Journals' and also counsel faculty in the art of making right citations, referencing, paraphrasing, etc. In addition, periodically reinforce the principles of academic integrity in faculty council meetings.
- Promoting use of anti-plagiarism software.
- Encourage faculty to put all conference papers and books to be sent for publication to the rigor of anti-plagiarism testing and attach a declaration to that effect along with the paper before submission.
- Likewise, to ensure that all papers received for inclusion in the conferences and seminars organized in the Institute and also the papers received for consideration of publication in the Institute's Journal are put through the same rigor.
- Declaration form has to be filled and submitted before proceeding for Institutional Publication.
- Students to be encouraged for maintaining ethics in report writing through student-faculty interaction and ensured through submission of plagiarism reports before making file submission.
- On receipt of any complaint relating to suspicion of plagiarism, initiate an investigation and keep the Director informed on the developments. On the advice of the Director, the concerned faculty must be given the opportunity to present their case to the committee. On completion of

## Research Policy

faculty must be given the opportunity to present their case to the committee. On completion of the investigation, the committee will submit to Director all the documents relating to the said paper along with its recommendations.

- Faculty members are also encouraged to apply for research projects.
- Teaching load will be reduced for the faculty members who get projects from Government/Non-Government recognized organizations.

\*(Only limited by maximum academic leave)



Dr. Nishant Joshi

Director

## Research Policy