



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	NAIPUNNYA INSTITUTE OF MANAGEMENT AND INFORMATION TECHNOLOGY
• Name of the Head of the institution	Rev. Fr. Dr. Paulachan K J
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04802733573
• Mobile no	9446947917
• Registered e-mail	nimitnbs@naipunnya.ac.in
• Alternate e-mail	mail@naipunnya.ac.in
• Address	Naipunnya Institute of Management and Information Technology
• City/Town	Chalakydy
• State/UT	Kerala
• Pin Code	680308
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>University of Calicut</b>				
• Name of the IQAC Coordinator	<b>Dr. Joy Joseph Puthussery</b>				
• Phone No.	<b>04842478119</b>				
• Alternate phone No.	<b>9446947917</b>				
• Mobile	<b>9605001987</b>				
• IQAC e-mail address	<b>iqacnimit@naipunnya.ac.in</b>				
• Alternate Email address	<b>naaccoordinator@naipunnya.ac.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://naipunnya.ac.in/agar/">https://naipunnya.ac.in/agar/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://naipunnya.ac.in/handbook-4/">https://naipunnya.ac.in/handbook-4/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.88</b>	<b>2019</b>	<b>15/07/2019</b>	<b>14/07/2024</b>
<b>6.Date of Establishment of IQAC</b>			<b>04/10/2017</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			No File Uploaded		

<b>9.No. of IQAC meetings held during the year</b>	<b>10</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	<b>10,000</b>
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Introduction of new courses	
Excelling during the pandemic- Effective online teaching methodologies	
Enhancement of participative learning technologies	
Enhancing the outcome setting and result analysis of the institution	
Enhancement of research and placement activities	
NSS unit started	
Consultancy Services	
Naipunnya Excellence Awards	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
Introduction of new courses	Instutiton got approval for 2 new courses; MA English and Bachelor of Hotel Administration
Excelling during the pandeic - Effective online teaching methodologies	So as to overcome the pandemic , a conclave and various workshops were conducted to provide training for the faculty and students.
Enhancement of partcipative leaning technology	Various oppurtunities were provided for the students in organizing webinars.
Enhancing the outcome setting and result analysis of the institution	Various workshops were conducted for the teachers on the outcome setting and outcome calculation. In order to improvise the results of the students and to attain a minimum of 60% results, special initiatives were taken up with the helo of HoDs, class teachers and course facilitators
Faculty Exchange Programs	To ensure maximum utilisation of the online mode, many number of faculty exchange were conducted with various institutions.
Enhancement of extension and outreach activities	11 institutions present for the program were divided among the first-year classes.
Consultancy Services	Consultancy services were taken up by the IQAC team to help the institutions with their naac accreditations
Enhancement of research activities	The research activites were seriously taken by the institution during the year.
Skill up training program	The program was provided to the non teaching staff by various departments
Naipunnya Excellence Awards	Naipunnya Excellence Awards are

	provided to Higher Education Institutions to enhance the quality of education resulting in meritorious achievements of students, to foster a culture of environmental protection and sustainable development among student community and society as a whole.
Academic Administrative Audit	The AAA for the academic year 2019-20 and 2020-21 was conducted with a help of an external audit. All the departments and various cells, library, office, IQAC etc were audited by the external auditor.

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>
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Name	Date of meeting(s)
NAAC Advisory Board	13/09/2021

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2019-20	20/02/2020

## Extended Profile

### 1. Programme

1.1 382

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 1341

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 199

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 387

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 76

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 76

Number of sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>382</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1341</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>199</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>387</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>76</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>

3.2 Number of sanctioned posts during the year	<b>76</b>
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File Description	Documents
Data Template	<a href="#">View File</a>

#### **4. Institution**

4.1 Total number of Classrooms and Seminar halls	<b>39</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>479284</b>
4.3 Total number of computers on campus for academic purposes	<b>139</b>

### **Part B**

#### **CURRICULAR ASPECTS**

##### **1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

**1. Curriculum planning:** The College follows the Affiliated University's mandated curriculum and academic calendar in general. The College enhances the curriculum as described in section 3 without altering the course content. In addition, the college creates an academic schedule that follows the University's requirements for effective implementation monitoring. To make the Calendar more accessible to teachers and students, it is included in the College Handbook. HODs meet with department personnel prior to the start of the academic year to establish the next academic year's objectives, which are then presented at the staff meeting. Every semester, the Principal, along with the HODs and other staff members, holds a meeting to evaluate and approve the staff's course and programme schedules. Because of the pandemic, classes were held online. Linways is the software that the college uses for academic purposes. Almost all curriculum-related information is updated in Linways. Every subject teacher keeps a proposed plan for each topic just before the start of the semester. Linways



provides access to every subject's course file. A course file contains information such as the proposed plan, the actual programme schedule, the attendance percentage of students, internal examination marks, seminars and assignments, and weak student identification.

2. Curriculum Delivery: In the academic year 2020-2021 majority of the classes and examinations were conducted online by the instructors. There are two internal tests held each semester. Based on the results, students are classed as advanced or slow learners. As a result, remedial programmes for slow learners are arranged, while advanced students are personally coached toward their academic and career objectives. Open-House meetings are held online this year to keep parents informed about their children's progress. Students are encouraged to write, present, and publish papers at conferences. To bridge the gap between theory and practise, the college hosts sports and arts activities, industrial visits, and outbound and exchange programmes. Visitor talks and industry-interface meetings are given. Each department sorts out a workshop or a National Conference in a year.

3. Curriculum enrichment: The curriculum is reinforced by the institution's value-added courses. Various groups in the college, such as Ananya (Women cell), SWAS (Service with a Smile), and Bhoomitrasena, give students extensive training in socially productive fields in order to shape them into socially committed citizens. The Skill Enrichment Program (SEP) assists students in developing capabilities that enable them to compete successfully in technical and management competitions. To bridge the gap between theory and practise, industrial tours, outbound, and student exchange programmes are available. The NIMIT training department offers placement training in the form of aptitude tests, group talks, and mock interviews.

4. Feedback system: The institution gathers feedback from a variety of stakeholders, including students, teachers, employers, and alumni, on various elements of the curriculum and courses. Due to the pandemic situation, feedback from stakeholders was gathered online this time. The stakeholders' feedback is analysed, and a feedback report is created. The comments received is considered in the different departments' department meetings, and topics of special concern are addressed in the Academic Council. A report based on the feedback received is send to the affiliated university heads of the departments for further actions. On the website, stakeholders feedback report is provided.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://naipunnya.ac.in/">https://naipunnya.ac.in/</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

An academic calendar is prepared by the concerned authority at the beginning of each academic year, in line with the University's calendar. It is included in the handbook of the academic year and uploaded in the college website, also communicated to students through the Learning Management System (LMS), E-mails and official class whatsapp groups. The class schedules, academic activities and CIEs are planned as per the calendar ensuring complete adherence.

**Classes and Lab time-table:** The department head prepares the time table in line with university guidelines, before the commencement of the semester. The time-table is shared with faculty members and the student community.

**Course Files and Course Plan:** After the allocation of courses to faculty members, a course file of courses is prepared consisting of a detailed teaching plan including assignments and seminar to be uploaded. The course file is duly approved by the HoDs and uploaded in the LMS.

**Continuous Internal Evaluation:** The Director of Examination prepares the CIE schedule in adherence to reforms, the same is mentioned in the handbook. The examination schedule is announced in advance, by the Vice Principal (Academics). There are five CIE held in the institutional level: -

CIE-1, CIE-3 and CIE-4 are Individual Module Tests for Module-I, Module-III and Module-IV respectively, which could be in quiz or descriptive form depending on the nature of the course.

CIE-2 is Internal Exam -I (comprising of portions of Module-I and II)

CIE-5 is Internal Exam-II (Model) (comprising of Module I,II,III,IV and V)

**Evaluation Scheme:** The answer scripts are valued within a week's time. On a random basis a few answer scripts are counter checked by the HoDs/Stream Coordinators to ensure transparent and unbiased evaluation. In case of labs and projects, internal viva and practical exams are conducted by respective departments prior to the university examinations.

A consolidated report of the examination with results analysis is drawn by the heads of the department and submitted to the Principal/Vice Principal (Academics). PTA /Open House Meetings are conducted to discuss the student's performance and find solutions to academic and behavioural problems, if any.

**University Examinations-** The College functions as an examination centre and facilitates assistance to examinations and related grievances. University notifications are available on the university website and are also displayed on students' notice boards.

**Academic Monitoring-** Head of the Department monitors the report on the course coverage, student attendance and assignment-seminar provided for every course. Remedial classes and retests are conducted for weak students after thoroughly analysing the consolidated report of the CIE.

**Student feedback -** At the end of the academic session students submit their feedback for each course through online feedback forms maintaining complete anonymity. Strategies to further improve the outcome is discussed in academic council meetings.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210913112424_POLICY%20CIE.pdf">http://mbanimit.ac.in/naac1/Uploads/20210913112424_POLICY%20CIE.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating**

A. All of the above

**University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

15

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

8

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

1190

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The institution gives importance to incorporate the University designed curriculum enhancing to the institutional goals and objectives. The institution aims to enhance the students to transform into a socially useful citizens who adhere to the norms of society. The courses are programmed in a value based manner which benefits the students.

The Women Cell of the college 'Ananya' is responsible for a harmonious atmosphere in the institution. It reassures women to empower themselves on the gender sensitive facet and also creates an atmosphere to work with dignity. It caters to the rights and duties of women to face challenges and promotes entrepreneurial skills. Self - defence training programme and yoga classes are given to girl students to instil confidence and protection.

The Bhoomitrasena club sensitises the students on environment conservation. Encourages the efforts to protect the biodiversity in vicinage. The club organises various activities contributing to environmental awareness and conservation.

SWAS is an initiative of the institution to coordinate all social service activities; it enhances the visibility and appreciation of social services among the students. Activities include visiting orphanages, centres for differently abled persons, coordinating seminars on various socially relevant issues, blood donation camps, hair donation etc.

The Skill Enrichment Programme (SEP) aspires for an overall development of students and to enhance the skills of an individual. Students are provided with ample training in

communication skills, soft skill development, presentation skills and are enabled to realise their potential to become confident in their future endeavours.

Faculty Enrichment Programmes (FEP) are conducted so that faculty members have an opportunity to enhance their pedagogical skills and train them in their professional discipline to the current academic curriculum. Industrial visits to premium industries/hotels in India and abroad are provided to the deserving candidates.

The placement cell of the college coordinates the placement activities of all departments. The placement cell acts as a connecting link between students and the recruiters. The various components of placement training programmes include modules on current Affairs, General Aptitude, Technical aptitude, presentation skills, Group Discussion skills, debate skills, interview skills & mock interviews. The Placement cell of the college trains the students to present themselves for a job interview

At the outset, all students undergo an induction process and are oriented to Life skills and future goals. All departments provide specific orientations and highlight the significance of their decisions and instill proper professional interest, attitude and values.

To kindle interest among students on praxis; various curriculum enrichment programmes like industrial interface, industrial visits, outbound programmes, management fests, paper presentations, community services are executed. To improve language skills the language lab assists them to improve skills in listening, speaking, reading and vocabulary.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>



**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

**35**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

**419**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://naipunnya.ac.in/wp-content/uploads/2021/09/Feedback-Report-2021.pdf">https://naipunnya.ac.in/wp-content/uploads/2021/09/Feedback-Report-2021.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://naipunnya.ac.in/wp-content/uploads/2021/09/Feedback-Report-2021.pdf">https://naipunnya.ac.in/wp-content/uploads/2021/09/Feedback-Report-2021.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**507**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**34**



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Assessment of the learning levels of freshly admitted students is an integral part of the post-admission process of the college. Though admissions are based on merit, the college carries out separate assessments to understand the larger spectrum of their learning levels based on the guidelines specified in Gardner's Multiple Intelligence. The students are given a pre-assessment orientation to explain the need for assessment and its impact on their growth at Naipunnya Institute of Management and Information Technology. Nidarsana, the initiation ceremony of the freshers, and an orientation programme called freshers' connect are also organized in the college. The categorization of the students is based on the qualifying marks of plus two and UG programme. Based on the assessment, the slow learners are administered different pedagogical solutions to bridge the gap. Several tests are also conducted during the post admission period and when needed, to assess the aptitude and comprehension levels of the students. The slow learners and advanced learners are identified based on their class performance, internal exam marks, ability test and lab performance.

### Programmes for Advanced Learners

?Walk with scholars is a programme based on enhancing the capabilities of brilliant students.

?The students are encouraged to participate and present papers in National and International Conferences

?They are motivated to publish research articles in research journals.

?The students are encouraged to participate in fests and competitions.

?Encouraged to take up research projects and publish dissertations

?Motivated by achievement-linked incentives and awards

?Leading Hands Programme is also organized for such students

?Naipunnya IT Apprenticeship promotes the concept of earn while learn and helps the students

Best project award is also given to selected students after scrutinizing their project works

Programmes for Slow Learners

?Remedial programmes are conducted and are closely monitored by the department to ensure quality and productivity of the programme

?Tutoring system helps to identify and provide individualized care to the slow learners

?Special attention is given in class and lab

?Retests are conducted for the students

?Mentoring activities are carried out for them

?Three bridge courses are conducted

? Bridge course offered by the Department of Commerce for Accounting (1BCom all streams & 1BBA - 109 Students attended)

? Programming in C offered by the Department of Computer Science (I B.Sc CS and BCA - 34 students attended the programme)

?Parents constantly kept-in-loop about progress

?They are directed to use E-resources in INFLIBNET and other E-platforms

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20211207121929_2.2.1%20Additional%20Information-converted.pdf">http://mbanimit.ac.in/naac1/Uploads/20211207121929_2.2.1%20Additional%20Information-converted.pdf</a>
Upload any additional information	<a href="#">View File</a>

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
1341	76

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing the learning experiences. The student-centred teaching methods and projects are introduced to encourage it.

Experiential learning is a process through which students develop knowledge, skills, and values from direct experiences outside a traditional academic setting. The college, by virtue of its founding principles, is committed to community outreach. The students get to know the pulse of the society, its needs and challenges through experiential learning.

?Workshops and seminars are conducted for the students

?Workshops and seminars are attended by the students

?Soft-skill training are given as part of a finishing touch

?Industry visits and industry-academia conclaves to help students develop a comprehensive ideas of the working of the industrial sector

?Industry and educational field visits in getting exposure to the corporate world

?E-learning programmes

?Conclaves and industry interaction events conducted by the

College-clubs and forums

The experiential learning experience is made possible through well

designed, supervised, and assessed experiential learning programs which have inbuilt reflection, critical analysis, and synthesis dimension. A student's reflection on experiential learning is assessed through field reports, post-visit discussions and student presentations.

In participative learning, the process and outcomes are owned by the team of students and the teacher. The students take greater control of their own learning by participating in the planning and implementation of service projects. It provides students with an opportunity to gain professional values, knowledge, and skills. The students also gain a deeper understanding of the meaning of civic responsibility and prepare themselves for serving the community. The students are encouraged to involve and participate in various learning platforms offered by the college.

?Encouragement to involve and participate in various learning platforms offered by the college

?Group discussions, peer teaching and peer learning circles

?Various clubs are there for the students and Fests are organized and conducted

?Webinars and video conferences to increase the scope for participation

?Seated Assembly (Meraki) as well as a class assembly

?Various competitions are organized and students participate in inter-collegiate competitions.

Problem-solving is the ability to identify and solve problems by applying appropriate skills systematically. Following are problem-solving methods used:

?Thirty-two mini projects are successfully completed

?All the final year students do their projects as directed by the university. Project reports are submitted during the external project viva and a sample is kept in the college.

?The faculty members and students are encouraged to present and publish research articles in UGC CARE listed and Scopus indexed journals.

?Soft skill development programmes by eminent trainers

?Debates and Group discussions are also organized for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="http://www.mbanimit.ac.in/naac1/Uploads/20220103093618_2.3.1%20Additional%20Information.pdf">http://www.mbanimit.ac.in/naac1/Uploads/20220103093618_2.3.1%20Additional%20Information.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college is fully equipped with cutting-edge ICT tools to enhance the quality of teaching-learning process. The majority of the classrooms are equipped with a well-maintained infrastructure and components to support ICT.

?ICT-enabled with high-quality projector, laptop and Wi-Fi

?Encourages students and teachers to try other ICT resources

?Use of Learning Management System like MOODLE (Modular Object-Oriented Dynamic Learning Environment), an online educational platform that provides custom learning environments for students in different ways

? Creation of forums between students and teachers for continuous assessment and appraisalment

?Preparation of course outlines

? Conduct quizzes and assignments online in an interesting and engaging manner

?Sharing knowledge and ideas

? Teachers create lessons, manage courses, and interact with other teachers and students using this platform.

?Digital library

?Makes online content available to the college community

? DSpace, a digital repository, is used by teachers to share notes and references

? Allows access to subscription-based journals from prestigious sources

? Makes it effortless for the students and academicians by providing remote access to worldwide educational data.

- Continuous and consistent ICT-based learning environment? Computer labs, well-equipped with audio-video facilities, help teachers and students to avail online content within the college

? Teachers also use the NPTEL platform for accessing online content in their respective fields. This helps them to get updated on the contemporary situation of the discipline.

? Encourage the faculty to make use of Smart applications like Zoom, Google Meet, WebEx etc.

? Linways

Linways is a fully hosted cost-effective and innovative learning management system that provides centralized and automated administration. It is a non-conventional method that supports collaborative learning, creating and delivering learning materials, generating reports, student notifications etc. It supports three users in NIMIT - Faculty, Student and Parents. Linways is used for attendance marking, tracking internal assessment marks etc.

? Language Lab

Language lab software is used to train students in certain areas related to communication. Teachers make use of the lab to enhance language learning through specific software for improving Listening, Speaking, Reading, and Writing (LSRW) skills. It is also used by teachers who pursue competitive exams, language tests and online courses.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality**

**2.4.1 - Number of full time teachers against sanctioned posts during the year**

76

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

76

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has a transparent and efficient internal assessment mechanism. Students are informed well in advance about the system at the onset of the course itself. Proper information and guidance are provided to them regarding the examination system followed in the college and the university. To ensure and improve the academic quality of the students throughout the semesters, the internal assessment system was restructured during the academic year 2020-21. Along with the two internal exams, three-module quizzes are also conducted each semester. An exam timetable is prepared in advance in each semester and is circulated among the students and parents enabling the students to plan effectively and prepare for the internal exams and quizzes. For the smooth conduct of the exams, question papers of the upcoming exams are submitted to the chief examiner eight days before the exam through the department exam coordinators. Evaluation of the answer sheets will be completed within eight days after the commencement of the exam.



Quizzes are conducted on Linways in which students get to know their score immediately after the exam. They are also provided with an opportunity to know the right answers to the questions they have gone wrong. Immediate feedback along with the display of the right answers add to the efficiency of the learning process. To avoid discrepancies, the answer sheets of the written exams are distributed to the students and if anything is found, it will be rectified then and there. Assignment and seminar topics are given to the students at least one week before the submission, by which they can upload it on Linways. Once all the marks are entered on Linways, class teachers generate the consolidated mark list of the class. Students get to know their marks when they log in to Linways using the personal ID and password provided to them. After each exam, progress reports of the students are generated via Linways. By the end of each semester, the internal to the university of the students are also calculated using the same software. The marks to be sent to the university include the marks of the two internal exams along with the marks of three quizzes, assignment, seminar and attendance. Attendance percentage and marks awarded are automatically generated by the software as the students log in through Linways to attend the online classes. Once the IUR is generated, it is circulated among the students and ensure that there are no grievances and thereby makes it foolproof. Individual counselling and remedial classes are given to the poor performers in the examinations. Individual attention and support are given to them enabling them to perform better the next time. Regular PTA meetings and face to face interactions are conducted to inform the parents regarding the performance of their wards. The class pass percentage and subject pass percentage are analysed and NCRs (Non-Conformity Reports) are raised. Remedial actions are taken for the courses if the pass percentage is below 75%. Seminar topics, assignments, quizzes and viva are allotted according to the weightage in the syllabus and regulations of the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20211207125904_2.5.1%20Additional%20Information-converted.pdf">http://mbanimit.ac.in/naac1/Uploads/20211207125904_2.5.1%20Additional%20Information-converted.pdf</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

All internal examinations are conducted as per the norms and

regulationsof the University of Calicut.The Principal,Vice-Principal and the Chief Examiner ensure the smooth conduct of Internal exams and University examinations.Examinations are conducted in a well-defined manner without giving scope to anykind of grievance from the part of the students. All centres where examinationsare held usually are kept under CCTV surveillanc following the norms of theUniversity of Calicut. All answer sheets are evaluated in a proper and timelymanner and distributed on time. Students are encouraged to make enquiries andclarifications on the evaluation of answer scripts is carried in the classroom so thatthe evaluation process is transparent to the students as well.A very efficient Exam Grievance Redressal Committee (EGRC) isfunctioning in the college. The committee comprises the Principal, Vice Principal, Chief examiner and a faculty member (Secretary). The meetings are scheduled ona regular basis and also when any emergency redressal isrequired. There is astandardised grievance form available with the receptionist. The grievance formincludes a description of grievance, investigation details of grievance, redressalaction is taken and acknowledgement from students. The grievance form has to beduly filled by the student in case of any grievance related to examinations andshould be submitted to the Chief examiner. The issue is discussed in the ExamGrievance Redressal Committee meeting. The matter is discussed with the HoDand concerned teacher if necessary for clarifications if any. The decision regardingthe grievance is brought under the notice of the student through the submittedGrievance Form.Acknowledgement is also collected from the concerned studentregarding the decision taken on the grievance raised by him/her. Exam Grievance Redressal Committee (EGRC) (2020-21)  
1.Rev. Fr. Dr. Paulachan K J- Principal 2.Ms. Emily Ittiachan - Vice Principal 3.Dr Joy Joseph Puthussery - Chief Examiner 4.Ms. Teresa Parackal - EGRC Secretary

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://mbanimit.ac.in/naacl/Uploads/20211207010428_2.5.2%20Additional%20Information.pdf">http://mbanimit.ac.in/naacl/Uploads/20211207010428_2.5.2%20Additional%20Information.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

To ensure and improve the academic quality of the students throughout the semesters, the internal assessment system was restructured during the academic year 2020-21. Along with the two internal exams, three-module quizzes are also conducted each semester. An exam timetable is prepared in advance in each semester and is circulated among the students and parents enabling the students to plan effectively and prepare for the internal exams and quizzes. For the smooth conduct of the exams, question papers of the upcoming exams are submitted to the chief examiner eight days before the exam through the department exam coordinators. Evaluation of the answer sheets will be completed within eight days after the commencement of the exam. Quizzes are conducted on Linways in which students get to know their score immediately after the exam. They are also provided with an opportunity to know the right answers to the questions they have gone wrong. Immediate feedback along with the display of the right answers add to the efficiency of the learning process. To avoid discrepancies, the answer sheets of the written exams are distributed to the students and if anything is found, it will be rectified then and there. Assignment and seminar topics are given to the students at least one week before the submission, by which they can upload it on Linways. Once all the marks are entered on Linways, class teachers generate the consolidated mark list of the class. Students get to know their marks when they login to Linways using the personal ID and password provided to them. After each exam, progress reports of the students are generated via Linways. By the end of each semester, the internal to the university of the students are also calculated using the same software. The marks to be sent to the university includes the marks of the two internal exams along with the marks of three quizzes, assignment, seminar and attendance. Attendance percentage and marks awarded are automatically generated by the software as the students log in through Linways to attend the online classes. Once the IUR is generated, it is circulated among the students and ensure that there are no grievances and thereby makes it foolproof. Individual counselling and remedial classes are given to the poor performers in the examinations. Individual attention and support are given to them enabling them to perform better the next time. Regular PTA meetings and face to face interactions are conducted to inform the parents regarding the performance of their wards. The class pass percentage and subject pass percentage are analysed and NCRs (Non-Conformity Reports) are raised. Remedial actions are taken for the courses if the pass percentage is below 75%. Seminar topics, assignments, quizzes and viva are allotted according to the weightage in the syllabus and regulations of the University.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20211207011207_2.6.2%20Additional%20Information.pdf">http://mbanimit.ac.in/naac1/Uploads/20211207011207_2.6.2%20Additional%20Information.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

To ensure and improve the academic quality of the students throughout the semesters, the internal assessment system was restructured during the academic year 2020-21. Along with the two internal exams, three-module quizzes are also conducted each semester. An exam timetable is prepared in advance in each semester and is circulated among the students and parents enabling the students to plan effectively and prepare for the internal exams and quizzes. For the smooth conduct of the exams, question papers of the upcoming exams are submitted to the chief examiner eight days before the exam through the department exam coordinators. Evaluation of the answer sheets will be completed within eight days after the commencement of the exam. Quizzes are conducted on Linways in which students get to know their score immediately after the exam. They are also provided with an opportunity to know the right answers to the questions they have gone wrong. Immediate feedback along with the display of the right answers add to the efficiency of the learning process. To avoid discrepancies, the answer sheets of the written exams are distributed to the students and if anything is found, it will be rectified then and there. Assignment and seminar topics are given to the students at least one week before the submission, by which they can upload it on Linways. Once all the marks are entered on Linways, class teachers generate the consolidated mark list of the class. Students get to know their marks when they log in to Linways using the personal ID and password provided to them. After each exam, progress reports of the students are generated via Linways. By the end of each semester, the internal to the university of the students are also calculated using the same software. The marks to be sent to the university includes the marks of the two internal exams along with the marks of three quizzes, assignment, seminar and attendance. Attendance percentage and marks awarded are automatically generated by the software as the students

log in through Linways to attend the online classes. Once the IUR is generated, it is circulated among the students and ensure that there are no grievances and thereby makes it foolproof. Individual counselling and remedial classes are given to the poor performers in the examinations. Individual attention and support are given to them enabling them to perform better the next time. Regular PTA meetings and face to face interactions are conducted to inform the parents regarding the performance of their wards. The class pass percentage and subject pass percentage are analysed and NCRs (Non-Conformity Reports) are raised. Remedial actions are taken for the courses if the pass percentage is below 75%. Seminar topics, assignments, quizzes and viva are allotted according to the weightage in the syllabus and regulations of the University.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20211207011629_2.6.2%20Additional%20Information%20(1).pdf">http://mbanimit.ac.in/naac1/Uploads/20211207011629_2.6.2%20Additional%20Information%20(1).pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

372

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://mbanimit.ac.in/naac1/Uploads/20211207012512_2.6.3.%20Additional%20Information.docx.pdf">http://mbanimit.ac.in/naac1/Uploads/20211207012512_2.6.3.%20Additional%20Information.docx.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)



[http://mbanimit.ac.in/naac1/Uploads/20211207012946\\_2.7.%20Additional%20Information-converted.pdf](http://mbanimit.ac.in/naac1/Uploads/20211207012946_2.7.%20Additional%20Information-converted.pdf)

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

1

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://naipunnya.ac.in/research/">https://naipunnya.ac.in/research/</a>

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

In the academic year 2020-2021, the institution took initiatives for creation and transfer of knowledge of students. The 5 member library executive committee was formulated to have a department library or reference library, to look into the physical facilities inside the stack room, improve online facilities & ambience inside the library. The Committee decided to change the working hours of NIMIT Library from 8.30 am- 5.00 pm, to increase the usage of library by the students. In the year 2020-2021, the library advisory committee distributed books for increasing the academic knowledge of students and conducted the book review competition with regard to national reading day and "young book lover award" was given to students which was selected from the entire campus and the winners were awarded with cash prizes. Funded projects were initiated in the departments of our institution. One funded project was granted from Star Innovations, Thrissur for our BCA students this year. About the functioning of the incubation centre (Innovation Ecosystem) the institution is checking the possibility of changing the incubation centre to Kaushal Kendra so as to build a sustainable institution model. Its registration process is under progress. In the research committee meeting, the NAAC team took the decision about utilizing 'Swayamprabha' platform for conducting MOOC courses and it is possible to install dish/Sun t.v terminals in our campus to make thirty- four UGC channels available to our students and faculty members. A research quality assurance cell (RQAC) was formed in the Commerce department to follow up and monitor research works of faculty members as well as students. The recognition for student best project and best project guide were awarded in the academic year. The research committee decided to organize a research workshop named "R-Collective" for the faculty members and PG students to promote paper publication

by the month of November 2020. As a result of R-collective 2020, the faculty members and students' publications in Scopus, UGC care group-1 and other ISSN/ISBN publications were increased at a great extend. Innovative research/project proposal competition for NIMIT students was planned to conduct in the academic year.

The research committee discussed the possibility of giving NSDC projects as an add-on program to students. The committee took initiatives about the procedural formalities to receive welfare grants from Unnath Bharath Abhiyan. The committee took measures for Mygov.in for suitable competitions for our students to participate. Also found out the possibility of getting recognition from local bodies. An add on course on Communicative English was conducted for six days with five hours per day for the students. In this year, a national conference is conducted in the department of Languages for the first time. The conference for English, Hindi and Malayalam language students. The registration of NSS Unit in the campus is a milestone for UG students and the institution conducted more than 14 activities under its banner in the current academic year 2020-2021.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://mbanimit.ac.in/naacl/Uploads/20210912103831_minutes%20of%20library%20&amp;research%20committee.pdf">http://mbanimit.ac.in/naacl/Uploads/20210912103831_minutes%20of%20library%20&amp;research%20committee.pdf</a>

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

7



File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	<a href="https://naipunnya.ac.in/research/">https://naipunnya.ac.in/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

20

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

In the academic year 2020-2021, the NIMIT Pongam conducted various extension activities under the leadership of NSS Unit and under 4 departments. RESONANCE 2.21 was the intercollegiate commerce and management fest organized by the Department of Commerce of NIMIT which provided a platform to students from all parts of the country to exhibit their managerial talent by participating in various sorts of competitions. Through RESONANCE we aim to encompass everything from creativity to innovation, planning to strategy, fun to learning through various management activities and competitions. It is a blend of a wide spectrum of formal and informal events. This year we have incorporated an array of Intellectual competitions which will enable the students to exhibit their skills. The aim is to encourage talent from different colleges and provide a platform to promote a healthy competition among the budding managers and professionals of our country. As a part of extension and continuation cell of NIMIT departments organized Vaidagdhya Vikama, skill development programme for seminary students from Ernakulam Archdiocese. That motivated the students to create skills for enhancing employability and entrepreneurial abilities of students, knowledge about computer basics, hardware & software, excel, presentation tools etc. Chutney Soca-Meta Corona - It has helped us to explore the hidden talents of budding artists, poets and photographers. It was a series of online competitions to unlock students' creativity as well as to share their quarantine story with us. To unleash the creative talents among students and to revive their artistic flair, the Department of Languages organized Corona Post, an Inter Collegiate Letter Writing Competition. The extension activity of the languages dept. with Sacred Heart Gurukulam Seminary covered the topics like phonetics- vowels and consonants, idioms, four skills in communication, listening, paraphrasing etc. and developed a communication skill to students. The Department of

Languages conducted a thirty-hour language enrichment programme for the benefit of the III Semester M. Com students titled 'English Language Enrichment Course'. The main thrust of the programme was on enhancing the four foundational skills of language learning, listening, speaking, reading and writing. In order to develop all the four language skills a variety of topics were covered by the teachers which included sessions on mock introduction, group discussion, pronunciation, telephone conversation, debate, public speaking, interview, presenting reviews, etc. The hotel management department also conducted the extension programmes on - Hospitality Skills, Baker's Delight, Sahrdaya training programme to improve the practical knowledge of students.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/extension-outreach/">https://naipunnya.ac.in/extension-outreach/</a>
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

13

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

161

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1341

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

6

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has around thirty-seven ICT enabled classrooms with LCD projectors to integrate technology in teaching with classroom practices. The College has a Video Conferencing facility at the Media Centre which helps to interact with experts at different destinations and also to assist in distance learning and e-learning modules. The placement cell in the college conducts interviews through Skype and helps many students to be placed in suitable jobs across the globe. The College has around one hundred and thirty-nine computers in its various labs with licensed software to offer computer literacy and practical sessions. There are four systems in the Digital Library. The College has a Language Lab (Subhashi) with forty consoles. Students, mainly of the UG classes are taken to the lab for effective language learning sessions. It enhances and improves their communicative skills enabling them to become better professionals in a competitive industry. English classic movies and documentaries useful for the students are often screened in the seminar halls and this exposes them to a better perspective of the world around them. The library (Nibodhi) in the College has sufficient books and a number of publications and journals at the disposal of the students and staff members. The internet facility is available to

the students and staff in the computer labs, Library and various departments. A newly added server has enhanced the internet availability in the college. The college has augmented its energy consumption by installing solar panels of 50KWA, to make itself more eco-friendly and harness alternate sources of energy.

The College has a front office at the entry point of the main block to ensure proper directions to those visiting it for different purposes. There are effective spaces in the college such as counselling centres, auditoriums, seminar halls, air-conditioned conference halls. The college has The new auditorium (Navrang) can house two thousand people and most of the important programmes of the college are held here. Each Department of the college has a department library to help teachers and students to update themselves. Apart from an Electronics Lab in the main block, there are computer labs in three main buildings of the college. Two air-conditioned Seminar Halls, Nivedika and Samveda are fully equipped with all state of art facilities.

The College provides ample opportunities for Hotel Management students to develop their culinary and service skills. There are three training kitchens. The Advanced Training Kitchen (Le Escoffier) is a modular one. The Quantity Kitchen (La Gustosa) and the Basic Training Kitchen (Picante). There are two restaurants in the HM Block. They are the ATR (Advanced Training Kitchen) and the STR (Speciality Training Restaurant) The Yoga centre of the college is located in the old auditorium (Sarang). The college has a provision for Sick Rooms to provide rest and first aid to students who fall sick during class hours.

The ICT facilities of the college have been a great help to many teachers, in organizing their classes during the days of Lockdown, when the students could attend classes only through the online mode. The teacher coordinators and student coordinators of various co-curricular programs and events could effectively organize the same online, with the help of the facilities.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210911072600_4.1.1.Physical%20facilities%202020-21%20revised%201.pdf">http://mbanimit.ac.in/naac1/Uploads/20210911072600_4.1.1.Physical%20facilities%202020-21%20revised%201.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution lays great emphasis on the development of its facilities for sports and cultural activities. The college makes special provisions in its annual budget to grant sufficient funds for the development of adequate facilities.

The following are the outdoor games facilities available in the college 1. Cricket ground 2. Cricket practice net 3. Football field 4. Athletics track 5. Volleyball courts -2 Nos. 6. Basketball courts - 2 Nos. 7. Netball court 8. Netball area 9. Badminton courts- 3 Nos. 10. Yoga Centre 11. Tug-of-war area 12. Weight area for Tug-of-war 13. Korf Ball Courts

The following are the indoor games facilities available in the college 1. Health Club 2. Chess boards 3. Carrom boards 4. Table tennis tables -2 Nos 5. Storeroom 6. Changing rooms -2 Nos. 7. Coaches' room 8. Physical Education room. A spacious room for clubs with space marked for each club is also available.

The netball court in the campus and the Tug-of-war area is as per the specification required to host University level competitions. The institution played host to the inter-zone University level championship. The playing surface and the facility provided enabled all the teams to perform well.

The institution also has a Multipurpose Auditorium (Navrang) with a seating capacity for 2000 individuals. The spacious auditorium provides ample space for the students to practice various art and dance forms. Under the guidance of special trainers, students practice various dance forms, carry out drama and skit rehearsal and get ready for inter-collegiate/University cultural fests. Navrang is used to conduct tournaments and various cultural activities.

The institution boasts of a very dedicated sports facility which has enabled the institution to win laurels at the zonal and University level. Every day special coaching is provided by coaches to the students selected for the various sports events. The facilities available in the campus help the students to get sufficient practice and prepare for the various tournaments.

A spacious room that can be utilised by the various clubs is provided in the building adjacent to the main block. Adequate space is provided in the room for all the clubs to carry out their various activities. The Yoga centre of the college is located in the old auditorium (Sarang). A favourite destination for the staff and the students is the multipurpose gym (Swasthi). The facilities provided in Swasthi are used by the students, teachers and non-teaching staff. A trainer provides adequate training to those using the equipment in the gym.

The college has added a New KorfBall court and a new Tug of war Area to its existing sports infrastructure this academic year.

Every year students of various clubs and college teams are invited to take part in the tournaments and competitions hosted by the college. The inter-departmental fests and college fests provide ample opportunity for the students to exhibit their talents and hone their skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210911073431_4.1.2.%20Sports%20Facilities%2020-21%20revised%201.pdf">http://mbanimit.ac.in/naac1/Uploads/20210911073431_4.1.2.%20Sports%20Facilities%2020-21%20revised%201.pdf</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

39



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.naipunnya.ac.in/old/infrastructure.html">https://www.naipunnya.ac.in/old/infrastructure.html</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4,79,284.18

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College library (Nibodhi) functions on the Basement floor of the main building. The library functions on all working days from 8.30 am to 5.00 pm. A qualified librarian is present in the library to attend to all matters pertaining to the library. Nibodhi is spacious enough to accommodate 60 individuals at a time. A property counter is placed close to the entrance of the library to enable visitors to keep their personal belongings. Nibodhi provides a separate reading facility for both students and faculty. The library rules and the main classes of subjects are displayed near the counter. The reference shelf is placed near the entrance. Facilities such as circulation counter, new arrival display, digital library, photocopy machine and book stack area are provided in the library. Nibodhi is fully automated and offers

a digital library facility with 5 computer systems for the same. The Library has a wide repository of books, journals, CDs, newspapers, e-resources, previous years question papers etc. Special collections of books such as NET Coaching, competitive exam books are also provided in Nibodhi. The number of books currently in stock is 12,995 which is in addition to 25 journals, 37 periodicals and 10 newspapers. A few special services offered at Nibodhi are information notification, photocopying facility, reservation of books, e-resources such as DELNET, JGate, IEEE, EPathsala, Digital Institutional Repository (DSpace) etc. Open access to e-journals is provided through the library website.

The library provides open access to its materials and allows users to freely browse the stacks. The books are arranged according to DDC. All books are barcoded and their issues are recorded using scanners. Books are issued to students by using their ID cards.

KOHA software -Version 3.20.10.000, has been used for automation from 1 July 2016 onwards. All books are barcoded and OPAC (Online Public Access Catalogue) system is employed in the library instead of card

catalogues. KOHA OPAC started from 2017 onwards. To meet the increasing educational needs of both students and teachers, provision has been made for internet facilities inside the library.

DSpace was successfully installed on June 6, 2019, and question papers, newspaper clippings, paper presentations of faculty members are made available in it. The library installed a punching system for students at the entrance and reports can be created using the software institute.

The Library celebrates Reading Day on June 19 every year and organizes various programmes in connection with it. The Library arranges book exhibitions, book donations to hospitals, book review competitions etc. Prizes are given to the students and faculty to promote reading activities. A 'Best Book Lover Award' is given to students and faculty every year.

Every year all efforts are made to upgrade the library with new collections of books and the latest facilities. Reference books needed by the various departments are purchased by the librarian. A library council meets once a semester to evaluate the working of the library and suggestions are sought from the students and staff for its improvement.

Log on to Library Website: [koha.naipunnya.ac.in](http://koha.naipunnya.ac.in)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://mbanimit.ac.in/NAAC1/Uploads/20210726114710_criteria%204.2.1original.pdf">http://mbanimit.ac.in/NAAC1/Uploads/20210726114710_criteria%204.2.1original.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**434112**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

44

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The technically competent NIMIT, has grown further to create a platform for students to blend in modern teaching facilities. NIMIT has classrooms equipped with LCD projectors and fast internet to enhance IT supported teaching-learning methods. The college has around 176 computers all together, out of which around 98 are in labs, 4 in digital library, 33 in classes and rest in different offices, departments and halls. The College also has a Language Lab (Subhashi) which is equipped with the Language lab software. This ensures an enriched learning of communication skills of the students. Moreover, the placement cell in the college, helps many students to be placed in various lucrative job opportunities, spread over the globe through Skype interviews. Every department is availed with at least two desktop computers, laptops along with internet facility and printer. WIFI and LAN facilities are provided to all labs, departments, offices and library. All staff can access WIFI using special login id on their mobile phones, whereas students can access it using digital library and computer labs. The conference halls and seminar halls are also well equipped with computers, projectors and internet facilities to provide better teaching-learning experience for the students.

It is also noteworthy that NIMIT has very specifically looked into the requirements of all its departments. A TALLY software was purchased by the college for the Commerce department to aid the students for their knowledge development. Apart from the academic uses, NIMIT also has an HR software that is very efficient to backup the HR team. The proficieny in smartly working with technology has made the HR working of NIMIT extremely efficient and systematic.

Another important highlight of NIMIT is it's advanced digital library facilitywith computers for accessing digital materials

through DELNET and J-GATE. The bandwidth available is 50 Mbps. It also has a very professional library software, developed by the NIMIT IT team to record and mark attendance and to maintain the stock register.

The college has a special software called Nimit.Linways for online academic services (AMS) to calculate the attendance and marks of students. Linways aids teachers in a smooth functioning and systematized updating of attendance, exam marks, assignment and seminar marks into the site on a daily basis. It is noteworthy to point out that most of the college software is developed by the staff of the IT department and it is maintained by them. The college has a software named Mentor Mate which enables class teachers to file the mentoring reports after assessing the professional as well as personal well-

05

being of the students. Webinar facilities are used inside the college to conduct seminar. A software named Meeting Mate was introduced to update the minutes of various clubs and department meetings. IDS software is used by the HM Department to simulate the hotel industry conditions for the benefit of hotel management students. The CS Department likewise uses PRAKTIZ software that offers aptitude training to the students. In the library, the book borrowing and returning system is digitized using Koha automation system. The unique barcode on the book and students ID card are the inputs to track the book in the library. The entire campus is surveilled using CCTV facility. It is installed at central places to monitor the activities at the campus.

The NIMIT IT team has also developed the Admissions software that aids the smooth conduct of admissions every year. This top-notch software ensures a hassle-free process of admission. Another important creation of the IT department is the Smart Support software that helps anyone to post in complaints, requests and grievances. NIMIT has initiated and approved such a move as it respects the rights of every individual.

Covid-19 was a major upheaval in the recent times that posed as a threat in education. But NIMIT has been successful in incorporating solutions to the challenges. Platforms like Zoom, WebEx, Teams, G Suite, Sener etc. are used for the smooth conduct of classes, meetings and programs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210911024838_4.3.1.pdf">http://mbanimit.ac.in/naac1/Uploads/20210911024838_4.3.1.pdf</a>

#### 4.3.2 - Number of Computers

**139**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

**1407363.72**



File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college Library (Nibodhi) opens on all working days. The student and faculty members are free to borrow all books except reference books using their ID cards. A library entry register helps to keep a count of those using the library every day. The librarian arranges the books on shelves according to the subject contents and the physique of the book. Shelving, shelf rectification and shelf refurbishing is ongoing process in the library. Stock verification to verify the total collection and to ascertain the loss of books during the intervening period is carried out at appointed intervals. Damaged and deteriorating materials are identified and such books are repaired/bound on a regular basis. Information about the loss of library materials and books that need replacement are generated and it is brought to the notice of the authorities. The librarian prepares a consolidated list of books to be purchased from the various lists generated from HoDs and faculty members and submits the purchase order to the principal for approval. All books received by the librarian are assigned a serial number and appropriate entries are made in the registers maintained for the same.

**Premise's maintenance:**

Trees and shrubs are trimmed, grass and hedge are cut as needed and approved weed control measures are carried in turf beds. Dead or diseased trees, shrubs or plants are removed regularly. A gardener and maintenance personnel take care of the plants and lawns on the campus. Watering, weeding, pruning and manure application are done regularly by the personnel under the guidance of the head gardener. Exterior trash is removed from the campus daily and disposed of appropriately. The sweeping and cleaning of the premises, classrooms, staff rooms, administrative block, canteen etc. are done daily. The toilets are cleaned and sanitized every day. A visual check of all urinals, closet and lavatories

for leaks, drips, slow drainage etc., are carried out regularly by the maintenance supervisor. The operation of all flush valves and faucets are checked occasionally and corrective action is taken. Dustbins are strategically placed in the campus and cleaned at significant times during the day. Food waste is collected every day and disposed of in the biogas plant set up for the purpose. All plastic and non-degradable waste are burnt in the incinerator kept in the campus.

The sewage, water and electrical lines and connections and disaster management infrastructure of the institution is regularly checked to ensure that they are working well. At the end of every year, all rooms are checked by the maintenance personnel and action is initiated to paint the rooms, repair damaged furniture and carry out any other repairs wherever needed. The details of cleaning and sanitation conducted are recorded in the cleaning checklist register and the same is maintained by the housekeeping and maintenance supervisor.

**Electrical maintenance:** The chief electrician takes steps to maintain and repair the electrical fittings. As the situation demands the interior and exterior light bulbs are replaced. All electrical fittings are regularly checked, and suitable repairs/replacements are carried out. The UPS and Generator are regularly checked, and all maintenance works are carried out under the annual maintenance contract. Minor repairs are carried out internally and only major repairs are given to outside personnel.

**Computer maintenance:** All computer repair requests are entered in a maintenance request register. The staff in the college will try to resolve the problems internally and if it is not possible external technicians will be contacted for repair. Details of all repairs are entered in the appropriate register .

**Computer Laboratories maintenance:** The technical hardware engineers in the college attend to the repair of the labs and systems. All systems are checked under the annual maintenance contract and appropriate repairs/replacements are done in consultation with the Principal. The computer lab-in-charge maintains a record of maintenance of computers in the computer lab.

**Electronics Laboratory maintenance:** Small repairs, such as installing, and replacement of parts is carried out as and when they are needed by the lab-in-charge. A programme of preventive maintenance is carried on parts of equipment that show signs of

wear and tear. Refurbishing is carried out at regular intervals to extend the life of the laboratory equipment and increase its efficiency and functionality. Calibration services are carried out to increase the accuracy of the equipment and prevent data corruption.

**Kitchen maintenance:** All equipment used in the kitchen is properly cleaned and maintained to prevent any contamination of food. Dishes, pots, pans and utensils are washed in hot, soapy water. After proper rinsing, the dishes are air-dried in clean dish racks. The

floors are cleaned with water and mild detergent after each class and dried to prevent dirt from accumulating on the surface. Mixers, grinders, ovens, refrigerators and electric chimneys are serviced periodically and as and when they malfunction. Gas burners are serviced regularly. Gas regulators and gas pipes are checked for leakages and replaced immediately. As the kitchen drainage gets clogged with food particles it is cleaned and maintained on a regular basis.

**Restaurant maintenance:** The restaurant floors are scrubbed and cleaned often. The service clothes are cleaned of all stains, disinfected, dried and ironed after each usage. The cutlery and plates are thoroughly cleaned, properly dried and arranged on the shelves. At the end of the academic year, all necessary repairs are carried out on the damaged cane chairs and tables used in the restaurant.

**Sports facilities maintenance:** The sports facilities in the college are frequently checked and repairs carried regularly based on the recommendation given by the various coaches. The grounds, courts and playing area are swept and maintained by the players themselves under the guidance of coaches. The volleyball court is regularly watered and rolled with a light roller to keep it firm and in proper playable condition. All sports equipment are checked and the maintenance personnel repair/replace items as and when needed. Equipment used in the gymnasium (Swasthi) is cleaned regularly. Details of all repairs/replacements are entered in the appropriate register

**Solar Maintenance:** The maintenance of the solar is done every month. Every month twice regular cleaning of panels and checking is done.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<a href="https://drive.google.com/file/d/1SSi4Z4YS64_GtviVM6okOJA2-pV1LEdV/view">https://drive.google.com/file/d/1SSi4Z4YS64_GtviVM6okOJA2-pV1LEdV/view</a>

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**226**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

**230**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
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File Description	Documents
Link to Institutional website	<a href="https://naipunnya.ac.in/training/">https://naipunnya.ac.in/training/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>74</b>

<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>
<b>74</b>

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>
--	----------------------------

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**121**

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

**21**



File Description	Documents
Upload supporting data for student/alumni	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

**9**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

**104**

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

**UNION REPORT (2020 - 21)**

As per the directions of the University of Calicut, the Presidential system of election is conducted in the Naipunnya Institute of Management and Information Technology, which in turn constitutes the College Union. College elections are conducted annually, closely monitored by the staff. All students in the campus can cast their vote to elect a candidate. The dates for filing the nominations and the day of election are declared by the University. The college authorities ensure strict adherence to ethical practices during the whole process of the election.

The elected body comprises nine members namely Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, Finance Secretary, Student Editor, two University Union Councillors, General Captain for Sports and representatives for each year of the Degree batches and PG courses. The Vice-Chairperson and the Joint Secretary posts are reserved for girls. The two University Union counsellors represent the college at the University level. A faculty member is nominated by the College Council as a staff advisor to guide the activities of the Student Council.

At this time of the pandemic, since the University had called off the college union election, The college has constituted a student council with the consent of all the student representatives.

The activities of the Student Council start soon after taking the oath of office bearers, followed by the inauguration of the College Union. The activities of the Council include Union day, Nativity, Vismaya, Sneha Sangamam, Avani, Viva, College day, Clubs

inauguration and various other programmes. All the clubs, associations and forums have student representatives as its secretaries and joint secretaries. The executive committee of Women Cell has student executives to coordinate the activities. The College Union actively takes part in many social service programmes. This year, the Union and the College Management have initiated to provide help to people affected with covid-19.

A Discipline committee was constituted with a student representative to voice forth the opinions of the student community. Sneha Sangamam, the flagship event of Naipunnya, which fosters communal harmony, social and charity works, to nurture social responsibility among the students, was celebrated on 8th of February. Union has also planned to conduct the College Day on the 5th and 6th of March

2021.

The Council has a separate Editorial Board with teachers from the Language Department and has a Student Editor. Along with a team of students, they help the Magazine Editor in the publishing of College Magazine.

The Student's Union is actively involved in the smooth functioning of the college. They represent the concerns of the students in the college council. The staff advisor is invited to offer felicitations in all official functions of the College as a representative of the Council. The Council is also involved in selecting and training talented students for the intercollegiate competitions and events. They are represented in the major bodies of the college such as the Student monitoring community, Canteen Committee, Library Committee and various clubs.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/student-council/">https://naipunnya.ac.in/student-council/</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the**

**Institution participated during the year**

82

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**NIMIT Alumni Association**

The concept of alumni association was evolved for meeting the needs of academicians and professionals, with the aim of building a bridge between college life and career life, so that the fresh graduates are proactive to face the current challenges of the competitive professional world. Both the ends shall work hand in hand to help each other for achieving the goal. The idea took its shape in the form of Alumni Association. The Alumni Association of Naipunnya Institute of Management and Information Technology, Pongam was formed on the auspicious day of 26th December 2009, named as "NIMIT ALUMNI ASSOCIATION" in the presence of Rev.Fr. Sebastian Kalapurakkal ,Principal Rev.Dr.Paulachan Kaithottungal ,coordinator of the Alumni Committee,Mr.Wilson P.P and other faculty members Ms.Teresa Parakkal ,Mr.Sabu Varghese and many enthusiastic former students of the college.

**MISSION OF ALUMNI ASSOCIATION**

\*To reunite in the nest from where we grew and flew off.

\*To build a bridge between college life and career life, so as to introduce present students to the professional world and to make them proactive to face the challenges that may emerge in their career path.

\*To provide job opportunities to fresh bachelors through references of professionals.

\*To create awareness among students about the scope of their subject in the professional world.

\*To provide a platform for students to develop their qualities.

\*To participate in social welfare activities for social accountability.

#### REGISTRATION

The Alumni Association was officially registered under Thiruvithamcoor -Kochi Sahitya Sasthreeya Darma Sankham 1955 ,12th Act on 4th March 2020 as"NAIMITR".

#### ALUMNI DAY

The first Alumni Day celebration was held in College on 26 December 2009.The main aim of Alumni Day celebration was to unite the maximum number of ex-students and register them in the Alumni family. Alumni were given more focus in the coming years with the steering of Fr.Saje Peter.It was decided to conduct alumni meetings every year on August 15 from 2017 onwards.

#### ALUMNI MEETINGS AND CONTRIBUTIONS

Once the college started growing and the alumni became strong in its numbers, it was decided to conduct department wise meetings and followed by a general meeting . During the meeting there were productive discussions as to contribute to the betterment of the college .The infrastructural development of installing a Bus Bay in the National Highway of Pongam, a cricket pitch for cricket coaching were contributed by Alumni Association .They also steered the Junior Chef competition and also took initiative to install a water cooler in the campus. This year the alumni association proposed to utilize its fund to renovate the furniture. There was also a plan to organize a volleyball tournament for the alumni.

NIMIT alumni has its chapters in Banglore, UAE and a new chapter is underway in New Zealand. There is an active alumni group in social media that gives feedback and support to our institution .Alma Connect, a digital platform connects the alumni regularly.

#### ALUMNI 2020-21

The alumni association for the year 2020-21 is functioning as per the guidance of Assistant Professor John Kizhakkoodan, the coordinator NAIMITR. Due to the alarming pandemic conditions the Alumni meetings were conducted by the departments in their own way through online mode separately. In all the meetings, the Principal Rev Dr. Paulachan K J and Dr Joy Joseph Puthussery, the Dean of studies and the Vice Principal Ms Emily Ittiachan were present and they shared their concerns and expressed their gratitude to the alumni for their contributions for the betterment of the institution.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/alumni/">https://naipunnya.ac.in/alumni/</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

'To reach the unreachable', is the motto which defines the spirit of Naipunnya Institute of Management and Information Technology (NIMIT). The institution is a pioneering project of the Archdiocese of Ernakulam -Angamaly in the self-financing sector. NIMIT is the first in the self-financed sector, which sought to cater to the needs of the scores of students primarily from the neighbouring districts. The institution strives to provide quality education to students from all walks of life. It also provides an ambient teaching and learning environment. The college aims at professionalism, discipline and holistic development of the student and even those from the lower economic strata, get a platform to forge their skills and potentials. The institution is



also a pioneer in offering skill based quality Hotel Management degree programs. The institute's journey began as a vocational training institute. It is now grown into an institution offering various programmes at UG and PG levels. The growth of Naipunnya has been phenomenal in the past few years, and, and within a short span of time NIMIT has emerged as one of the sought out institutions.

The academic and administrative leadership of the institution is taken by the Principal who is strongly supported by the IQAC, Vice Principal, Dean-of-studies, Management Review Committee, Academic council, Academic coordinator, Head of the departments, Senior coordinators and the office superintendent. The IQAC on the campus is oriented towards creating and maintaining the quality

parameters as regards to the academic ambience. The Management Review Committee and the Academic Council strongly backs the decision making process. The head of the departments are key in implementation of various quality measures in the campus. The general staff meetings as well as the departmental meetings serve as the sounding boards for all strategies. Feedback and suggestions from the stakeholders are pivotal in growth and development of the institution. There is a transparent interface between the student council and the staff that helps to materialize the strategies. The faculty members work in tune to the mission, vision and quality objectives, to achieve and sustain exemplary standards in educational services by improving the chances of success of students, locally and at a global stage with a pre-determined and structured coaching system, competitive and committed teachers, and effective teaching and evaluation methodologies. Life at NIMIT streams across to non-academic spheres like life skills, training for several competencies, community service, mentoring, arts and sports, discipline, micro credentials with a view to form a holistic human being.

At the core of this human formation we have cherished values like, a conducive learning environment, holistic formation, dedicated and committed teaching community; open to all aspiring students, resonant to the community needs and human formation as the goal of education. These core values are brought to fruition through academic and non-academic pursuits with the support and collaboration of all stakeholders bearing in mind the vision, mission and quality objectives of the institution.

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210913120534_6.1.1-1.pdf">http://mbanimit.ac.in/naac1/Uploads/20210913120534_6.1.1-1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The culture of decentralization and participative management is practised in the campus. Quality improvement measures in the campus involve the participation of the stakeholders. The system improves people at all levels. The various academic and administrative bodies on the campus streamline to create a holistic teaching, learning environment. The Principal as the head of the institution undertakes the academic and administrative management of the college. The IQAC, Management Review Committee, Academic Council, the Head of the departments, programme coordinators, course coordinators, club coordinators, teaching and non-teaching staff, the college office, coordinators of various support services, forums and the committees participate with the Principal in managing the day-to-day academic, managerial and cultural affairs of the college and in maintaining discipline in the institution.

**Case Study:**

Nidarshana initiation ceremony for freshers of the undergraduate programme batch of NIMIT-2020-2023 was conducted on 2nd November 2020. The one of a kind online initiation ceremony was organised to induce a sense of normalcy to the new batch of students as they entered a new phase in their lives. Hon. Justice Kurian Joseph, Former Supreme court Judge was the chief guest.

The management with the support of teaching, non-teaching staff, students, parents and well wishers brought forward a virtual augmented programme. Every year the new batch of students are inducted with great enthusiasm to the campus. Nidarshana 2020 brought connectivity to the new batch of students with the campus. The event was followed by orientation programmes and ice breaking sessions and activities in the coming weeks.

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210720010332_6.1.2%20Title%20Page.pdf">http://mbanimit.ac.in/naac1/Uploads/20210720010332_6.1.2%20Title%20Page.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plans developed by the IQAC and the Academic council backed by the Governing Body and the Management Review Committee channelizes the growth of the institution. The premeditated plans guide the institution in moving forward. Adding a PG programme to the department of English was one such plan which was successfully implemented in the academic year 2020-21. The institution now has an approved PG programme in English, from the University of Calicut. The programme was formally inaugurated on the 4th of January 2021. The programme will provide opportunities to graduates who wish to pursue PG in English. The programme would open up avenues for students in diverse industries, allowing them to venture in fields like content creators, digital marketers, copywriters, corporate communication executives, journalists, writers, sub-writers, proofreaders with publishing houses, etc.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210730030701_6.2.1%20TS.pdf">http://mbanimit.ac.in/naac1/Uploads/20210730030701_6.2.1%20TS.pdf</a>
Upload any additional information	No File Uploaded

### 6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Naipunnya Institute of Management and Information Technology (NIMIT) is a project of the Archdiocese of Ernakulam Angamaly in the self-financing sector, taking up the task of providing quality education to the students. It is a premier professional

educational institution, affiliated with the University of Calicut, Govt. of Kerala.

#### Administrative- set up

The general administration of NIMIT is vested with the Executive Director assisted by Asst. Executive Director and also supported by the managerial staff, viz Finance Manager, Superintendent, Training Manager, HR Manager, PRO etc.

#### Functions of Institutional Bodies

The Principal is the Chairman of IQAC, Staff Council, PTA and other committees. The Staff Council is a statutory body constituted in accordance with the statutes of the University of Calicut and it consists of the Principal, Vice Principal, Dean of Studies, Training Manager, the Heads of Departments and elected representatives from the teaching staff. The IQAC functions effectively to help the Principal to enhance and sustain a culture of quality and excellence.

The Vice Principal assists the Principal in all his duties and responsibilities. All the different departments come under the supervision of the Dean of Studies. Each Department works under respective HoDs, Who coordinate every action in the department and make sure that all the works are done in time. Associate and Assistant

Professors in the department help the HoD in the smooth functioning of the departmental activities.

Different clubs and committees function effectively under the leadership and guidance of the Principal.

#### Appointment, Service Rules Procedures and Policies

Faculties are selected after shortlisting online applications, based on educational qualifications and experience, eligible candidates are called for personal interview and thereafter, demonstration class in the presence of Principal/HOD.

An Elaborated Service Rules covering all aspects such as working time, holidays, maintenance of records, recruitment procedures, payment of salary, leave, grievance redressal mechanism, acts of misconduct, disciplinary proceedings etc applicable to teaching and non-teaching staff is published. Promotion policies for

teaching and non-teaching staff of the college are taking place as per University norms.

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210913030941_6.2.2.pdf">http://mbanimit.ac.in/naac1/Uploads/20210913030941_6.2.2.pdf</a>
Link to Organogram of the institution webpage	<a href="https://naipunnya.ac.in/organogram/">https://naipunnya.ac.in/organogram/</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has well-defined welfare measures for teaching, non-teaching staff and students. The institution motivates teachers to grow and develop in their field of interest by providing regular faculty enhancement programs, encouraging faculty to write and present research papers, participate in external workshops, seminars etc. Teaching as well as non-teaching staff get benefits like PF, ESI, Interest-free loan facilities, salary advance, financial assistance, paid leaves etc. The academic brilliance of the children of staff members is also acknowledged and awarded especially those who perform well in their 10th and 12th board exams. Teachers presenting and publishing papers, clearing UGC NET or those who complete their

PhD are also given incentives. The institute also offers hostel accommodation facilities for staff who desire to stay on campus. Transportation facility is provided at nominal rates to staff and students. College canteen, Kiosk, Stores, Gym, Wifi facilities, Sickroom, lockers etc are few of the facilities available to staff and students. Monthly staff meetings are a venue for discussion and also a celebration of staff birthdays and achievements. Even during the pandemic, the institution was able to keep its staff morale high by providing financial assistance, and by conducting online faculty development programs.

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210913014418_6.3.1%20(1).pdf">http://mbanimit.ac.in/naac1/Uploads/20210913014418_6.3.1%20(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

22



File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**69**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

The institute follows a 360-degree appraisal system for evaluating the performance of the teaching faculty. It provides a holistic view of a staff's performance through a process of gathering feedback, from students, peers, subordinates and superiors. The

evaluation system is fully automated, with the software providing avenues for gathering, analyzing and evaluating the staff's performance.

#### Teacher's Self Evaluation:

Quantitative evaluation of each faculty member is performed by the faculty online. The faculty members answer questions pertaining to teaching methodology, evaluative methods, faithfulness to the course material transaction etc. Self-evaluation provides insights into the values and beliefs that help structure the course and instructional objectives leading to classroom competency and a healthy work atmosphere. 10 % of the final score is considered for the final total point's tally of the faculty member.

#### Teacher's Evaluation by Students:

The students are provided with an opportunity to evaluate their teachers annually. The feedback from students who are being instructed by the faculty during a year is taken from all the concerned students and 25% of this score is reckoned for the final total point's tally of the faculty member.

#### Teacher's Evaluation by Peers:

Evaluation of teachers by colleagues from the same department is also given emphasis, as without the teacher working as part of the team, the department will not be able to create an environment conducive to teaching and learning. 10 % of this score is taken for the final tally.

#### Teacher's Evaluation by Head of the Department/ Vice Principal:

Quantitative Evaluation of faculty is done by the Head of the department, and Evaluation of HOD is done by the Vice- Principal based on a questionnaire. 25% of the total score is reckoned for the final total.

#### Teacher's evaluation by Principal:

Quantitative evaluations of the faculty members, HoD, and Vice-Principal are performed by the Principal. 30% of the total score is taken into consideration for the final.

After the inputs are gathered from all angles the scores are tallied. A score sheet with the data derived from the analysis is

presented to the faculty member. A random selection of the remarks, suggestions, areas of improvement are also given to the faculty members and the teachers have a one to one meeting with the Principal, where the principal shares the result analysis of the feedback.

The Non- teaching staff are evaluated by their supervisors on an annual basis. The appraisal forms are forwarded to the principal for evaluation. The principal meets the staff individually to discuss their evaluative scores and also to suggest corrective actions where necessary.

File Description	Documents
Paste link for additional information	<a href="http://feedback.mbanimit.ac.in/">http://feedback.mbanimit.ac.in/</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institute conducts internal and external audits regularly. The primary stage of the internal audit was done by the institution itself by its finance department, headed by the finance manager. The finance manager scrutinized and verified the financial data which was further audited by the central office which audits the different institutions in the Archdiocese. The first stage of the audit by the central audit team is done in every quarter of the financial year. In Internal audit, although the primary stage is scrutinized by the finance department and finance manager, the secondary stage of the audit is independently conducted by Ernakulam archdiocese central office to improve the institution's operational efficiency taking into account the various parameters set at the beginning of the financial year. The short term and long term objectives set by the institution and the budgetary provisions are scrutinised and evaluated.

An external auditor performs an audit every year in accordance with specific laws or rules of the financial statements. The last External audit was successfully completed. The audit report along with the income tax statements/returns are presented to the

concerned authorities in due timekeeping in purview the deadlines set by the competent authorities.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/finance-committee/">https://naipunnya.ac.in/finance-committee/</a>
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

882000

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college management extends sufficient funds for the maintenance of existing infrastructure and the creation of new facilities. To elaborate further the Management provides financial assistance for all additional funding from the Management Fund. The new block constructed, purchase of furniture, painting of the college and its premises and the landscaping of the campus were developments made with the aid of the Management Fund. Office expenses, Wi-Fi, Computer maintenance, payment of last grade staff and the security, electricity, water and building maintenance, equipment maintenance etc. are regularly provided from the management fund.

The annual budget of Revenue Expenditure and Capital Expenditure are recommended annually by the Accounts and Finance department of the institution. The institution conducts budget Analysis each

year and the results are compared and analyzed. The Finance department ensures that the recurring expenses and capital expenditure are estimated to be within the available resources of the institution. The finance department regularly monitors and controls the expenses through its internal control mechanism which is the primary stage of our internal audit. The institution also appointed an external statutory auditor.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/finance-committee/">https://naipunnya.ac.in/finance-committee/</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

### Practice One: Research Activities

This practice was started initially in NIMIT by encouraging the teachers to start writing research papers. During the academic year, R-Collective was the first research-based program which was organized by the IQAC with coordinators from various departments. All the sessions were completely coordinated by students which provided an opportunity for the students to host and coordinate the programme in this period of the Covid-19 pandemic in an online mode. The major objective of the workshop was to increase the paper publications in UGC approved journals and to enhance the teachers to write research proposals for research funding. As an outcome of the same, 2 funded projects were started by the Department of Commerce and Computer Science. And to enhance the quality of research papers of faculty and student community, a Latex Workshop was organized by the IQAC in association with the Department of Computer Science. Each department also organized a National Conference and 7 ISBN book proceedings were also released which contain research work of faculty and students. The institution has over 20 UGC publications in the academic year. To inculcate the research practices in students, the best project award was also announced. The best project along with the Guide for each department was awarded during College Day.

### Practice Two: Outreach Activities

Having conducted Snehasangamam over the years in a very successful manner, it was as per the NAAC recommendation that we thought of institutionalizing the whole programme. This was then considered as another important leap towards making the programme moreover meaningful and equally enriching. We selected 22 institutions from which 11 were chosen to initiate the plan. The 11 chosen institutions were then divided among the 11 first year classes for each class to adapt and cater to the needs of one institution. Each class will have to build up a rapport with the invited institution. The class has to carry out six activities and formulate strategies to work it out effectively. They also have to visit the particular institution and conduct an analysis or survey as to what type of service or support is required by them or could be provided for them and to extend their help towards getting it accomplished. Through this programme, each class is believed to create a strong bonding with the institution and so we have a much more meaningful and worthy event that takes place. The students also get to know, understand and realize the needs and requirements of every institution that they interact with so that they can plan out the ways and means through which it could be initiated and fulfilled for the institution.

File Description	Documents
Paste link for additional information	<a href="http://mbanimit.ac.in/naac1/Uploads/20210724095935_OUTREACHPLUS%20NSS.pdf">http://mbanimit.ac.in/naac1/Uploads/20210724095935_OUTREACHPLUS%20NSS.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**Practice One: Complete switch to online mode**

The year 2020-21 has been a difficult year for educational institutions due to the ongoing Covid-19 pandemic. NIMIT, along with the teaching fraternity, has been trying to overcome all the shortcomings of online teaching to its utmost capacity. The initiatives of IQAC for the year started off with plans to overcome the difficult times. To overcome the crisis faced during the pandemic, a conclave was hosted by the IQAC of NIMIT on 28/05/2020 on "Articulating strategic competence for higher



education institutions (HEI's) towards the post-Covid Scenario". Institutions under the Ernakulam- Angamaly Archdiocese were the participants for the same. The program was carried out ensuring the protocols of social distancing. To equip the teachers in conducting the online classes, training was conducted utilizing the in house IT team and Computer Science Department. To follow the protocol of social distancing, the sessions were conducted department wise so the participants were restricted to 20 at a time. 3 such sessions were conducted. In order to conduct the examinations through Linways- Academic Management Software, training was initiated by the IQAC in connection with the Heads of Department and all stream coordinators to the students. The training was conducted by the class teacher along with the stream coordinators under the supervision of the IT Team. A number of online webinars were also hosted by different departments.

#### Practice Two: Outcome setting and Result analysis

Outcome setting has been an area in which the institution has started working for some time now. During the academic year 2020-21, the outcome setting process was given more priority and was worked on by the faculty team. A session on Outcome-based education was organized by the IQAC for the Criteria 2 team members to understand the outcome process in a better manner. The session was handled by Dr Anne Mary Fernandez, the NAAC peer team member. As a continuation of the same, a session was organized for the first-year class teachers and subject facilitators to help them understand how to set the outcomes for different subjects. The team was asked to prepare the outcomes and share them with IQAC which was then verified. Result analysis was also an area that was majorly looked into by the IQAC during the year. A google sheet was shared by the IQAC with the class teachers of the first years, 2020 admissions and all the results of every examination held were regularly entered by the class teachers. The departments were also entrusted with the responsibility of preparation of question banks for all the subjects so as to ensure that question papers in the coming years can be auto-generated with the help of the software created by the in-house IT team.

File Description	Documents
Paste link for additional information	<a href="https://naipunnya.ac.in/igac-nimit/">https://naipunnya.ac.in/igac-nimit/</a>
Upload any additional information	<a href="#">View File</a>

<p><b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://naipunnya.ac.in/wp-content/uploads/2021/12/IQAC-REPORT.pdf">https://naipunnya.ac.in/wp-content/uploads/2021/12/IQAC-REPORT.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 - Institutional Values and Social Responsibilities**

**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The Institution has given priority to gender equity and sensitization. Initiatives have been taken to carry out curricular as well as co-curricular activities through the inclusion of both boys and girls. Even during the pandemic, we had many of the activities which have initiated both the male and female students to participate. The Women's club Ananya had organized 3 events in the academic year for the girls which were webinars on Be Bold for a change, Bin to Beauty wherein the students made products from scrap and it was exhibited. Finally, International Women's Day was also celebrated on March 3rd, 2021.

The institution has also provided many facilities to ensure the safety and security of the students. A Counsellor is also available with whom the students can interact. The Mentoring process is initiated from the Counsellor's end through all the teachers wherein the process is carried out successfully and those students who require special attention are brought to the notice of the counsellor.

The institution has also provided common rooms for both the boys and girls. Specific facilities are also provided for women in the institution like Restrooms, Fitness Centre, etc.

File Description	Documents
Annual gender sensitization action plan	<a href="http://mbanimit.ac.in/naac1/Uploads/20211201011353_Women%20Cell%20Report.pdf">http://mbanimit.ac.in/naac1/Uploads/20211201011353_Women%20Cell%20Report.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://mbanimit.ac.in/NAAC1/Uploads/20210912111126_7.1.1 - Facilities for Gender Equity.pdf">http://mbanimit.ac.in/NAAC1/Uploads/20210912111126_7.1.1 - Facilities for Gender Equity.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**Solid Waste Management: The major solid waste materials generated in the college includes food materials, plastic, metals and papers. The College insists the students bring their lunch in**

lunch boxes so that the piling up of waste paper and plastic can be minimized. The college provides separate bins for degradable/ biodegradable/ recyclable/ other solid waste which are kept at the right places on the campus. The Institution has also placed bins to collect the food waste in the noontime. The biodegradable waste materials are dumped only in eco-friendly waste containers. The institution takes all measures and precautions to ensure the campus is free of plastic materials and other harmful wastes. Every day all the academic buildings and other surrounding areas in the campus are cleaned by the housekeeping staff and they dispose of it accordingly. The institution has also placed an Incinerator for solid waste disposal.

**Liquid Waste Management:** A drinking water facility is arranged in every building of the campus and the wastage of drinking water is restricted through proper monitoring. Liquid waste from the points of generation like the canteen and toilet etc. is let out as effluent into a proper drainage facility and to avoid stagnation. The proper drainage system is arranged for all the buildings of the campus.

**E-waste Management:** Useful parts of electronic gadgets like resistors, capacitors, inductors, diodes, transistors, thermistors etc. have been removed from the gadgets for reuse in practical/projects. The institution has agreed with Northamps ENV Solutions, Thrippunithara for the disposal of E-Waste as well as plastic waste.

**Waste Recycling System:** Naipunnya College has also taken initiative to bring up a Bio Gas plant unit inside the campus. The purpose of the project is to give the students a flavour of a real-life project which could not only be eco-friendly but also economically feasible, the generation of energy from food waste. We can get valuable energy from our mess food waste. It can be used in our mess as an alternate fuel, for grinding purposes and also lighting can be provided for Bricks Street at the back of our mess. A Biogas plant has been adopted to manage the organic waste generated on the campus. The college canteen and the hostel are equipped with Biogas plants and the collected food materials are deposited in the biogas plants. Gas produced from the Biogas plants is used for cooking purposes. Other Biodegradable waste materials are processed by using the Vermicompost unit which is situated behind the student's locker room on the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>A. Any 4 or All of the above</b>
<ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the</b>	<b>A. Any 4 or all of the above</b>
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**following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<b>No File Uploaded</b>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Cultural: 1. Avani COVID 19 has moved Onam celebrations to the**



virtual space. Naipunnya family celebrated Avani '20, online keeping the festive spirits high and strengthening the feeling of togetherness and harmony. 2. Nativity 3. Festive season of Christmas was also celebrated via online platforms. Several competitions were conducted with the same enthusiasm, excitement and love. Though miles apart, Naipunnya family was united virtually. Communal: 1. Patron's Day The day was celebrated on 12-13 June with a short prayer service, informal gathering and Holy mass. 2. Anti- Drug Awareness class The Anti-Drug Cell in coordination with Excise Office, Chalakudy, conducted a webinar on 26<sup>th</sup> June, to create awareness among the students regarding the use of drugs and its threatening impacts on life. 3. VAIDAGDHYA VIKAMA A Skill Development Programme was conducted from 21<sup>st</sup> June-10<sup>th</sup> July for seminary students of Ernakulam- Angamaly Archdiocese which included lectures, workshops and demonstrations by expert teachers from NIMIT. 4. Train the Trainer To update the training skills a webinar titled 'Skills for Effective Training' was conducted by the Training Department on 17<sup>th</sup> June by Mr. Justin Thomas, Trainer and Counsellor. 5. Class Teachers' Training An online Class Teacher Mentoring Programme titled 'Reform yourself to Lead Students' was conducted on 26<sup>th</sup> June. 6. Theyrastra A webinar titled 'Building Emotional Maturity to Handle Stress and Anxiety during Covid-19' was organised to guide and motivate the student community amidst the pandemic. 7. Splash Inauguration of clubs took place on 13<sup>th</sup> July. Several clubs function in the college for the holistic development of student community.

8. Super Sweeps Online competitions were held monthly to engage the students in productive activities during this time of pandemic. They were JAM sessions, Mock Press, RJ Hunt and Best Student Guru. 9. CORSA 2020 As part of National Sports Day, one-week online celebration with several competitions were held to enhance the sportsman spirit of the student community. 10. TAGLIO It is an initiative by the IQAC in association with the Placement Cell to support and guide the final year students in choosing and shaping their careers. 11. Be Bold for Change Ananya, the Women's Club organised a webinar titled 'Be Bold for Change' on 1<sup>st</sup> August to inspire and motivate the girls of NIMIT to be strong and bold individuals of our future society. 12. Be Online, Be Smart Photography, video and PPT making competitions to make students acquainted with technology. 13. BE-HUB Behaviour Enhancement Hub introduces new habits each month along with a "+ve Vibes Challenge" for each class which aims at the overall development of students. 14. Fido Fiddle On World Animal Day (4<sup>th</sup> October), a video making competition was held for the students to capture the moments of love and affection shared with their pet animals. 15.

NIDARSANA 2020 The college welcomed the 2020-23 batch UG students with an online initiation ceremony through augmented reality experience. 16. THAVMAZO 2020 An award function held on 16 th November to acknowledge the performance of meritorious students. 17. Expressions 2020 A programme held on 27 th November for the freshers of the college to showcase their talents. 18. Prowess A SWAS initiative to provide opportunities for differently abled students to showcase their talents. 19. Friday Market An ED Club initiative to buy and sell organic products which will promote entrepreneurial activities among students. 20. Skill-up training for non-teaching staff Training of the non-teaching staff was held on 17 th April to update their skills and knowledge.

Regional & Linguistic: 1. META CORONA & CORONA POST Online art & poetry competitions and intercollegiate letter writing competitions were held to stimulate the creativity of students during the time of lockdown. 2. Break the Chain, Break the Stress Free online counselling was offered to individuals and families on 12 th June by the Dept. of Counselling to strengthen them emotionally during this time of pandemic. 3. ?????????????? ?????????? ??? ???????????? Food packets were distributed near Koratty Police Station on 25 th December to extend a hand to the needy. 4. Naipunnya Excellence Awards Awards were instituted to educational institutions for academic excellence, environmental protection and social welfare. Socio economic: 1. ?????????? ??????'- Lending a hand to the needy The pandemic situation has put many students in financial trouble. SWAS initiated an outreach programme '?????????? ??????' - Lending a hand to the needy, for the third-year students to help some members of the student community who is really struggling to meet their daily lives. 2. Rebuild Mission 2.0- Housewarming As part of Rebuild Mission (Flood relief program) held in the month of August 2019 at Attappadi, NIMIT decided to construct a house for a flood victim. The blessing of the new home happened on 3 rd October, 2020. 3. Share the Gift of Knowledge- Notebook Distribution A SWAS Club initiative to help struggling students by distributing notebooks available in the college store. 4. Snehasangamam On February 13 student representatives from the college visited the twenty-two institutions adopted by the college and distributed materials collected by the staff and students. Other diversities: 1. Ignite 2k20 An online international prayer meet was conducted by Prayer Warriors on 28" July which was streamed live on college official YouTube channel. 2. Grand Rosary and Adoration A Grand Rosary and Adoration was conducted by Prayer Warriors on 30th October to celebrate the month of rosary. A twelve-hour chain rosary was conducted followed by adoration 3. Way of the Cross

An initiative undertaken by the Prayer Warriors was held on 31 st March. 4. Vaccination Challenge The Prayer Warriors of NIMIT conducted a Vaccination Challenge from 29 th -30 th April 2021 which began with the Mercy Rosary at 10 p.m. on 29th April 2021 and ended on the next day at 10 p.m. 5. Webinars by different departments: Title Department Date i. Pedagogy and Faculty Enrichment within Academia Languages 16/06/2020 ii. Transformation in the Food Industry in the Time of Corona

HM 22/06/2020 iii. Artificial Intelligence - The Future of Everything CS 25 th June - 2 nd July iv. Role of Data Science in Covid-19 Prediction CS 04/07/2020 v. Marketing in a Vuca World Commerce- Computer Application

17/07/2020

vi. Long Term Effects of COVID-19 on the Balance Sheet

Commerce- Finance 15/07/2020

vii. Glitch: Evolution of Managerial Skills Fit for the Dynamic Work Environment

Commerce- BBA 22/07/2020

viii. Post Covid Business Environment: Challenges and Opportunities

Commerce- Cooperation

25/07/2020 ix. New Normal in Hospitality Industry HM 14/08/2020 x. The Rootstock of Influence: Peeling the Eternal Literary Onion

Languages 29/09/2020 xi. FDP on Research Methodology Commerce 24 th & 26 th August xii. The National Education Policy 2020 IQAC 11/09/2020 xiii. Building Peace! Fostering Knowledge HM& Bhoomitra Sena Club

25/09/2020

xiv. R-Collective IQAC with PG Departments

2 nd & 3 rd October xv. Designing Effective Presentation Slides WWS team 30 th September & 1 st October

xvi. Healthy Food for the Future (Bakery & Confectionery)

HM 20/10/2020 xvii. En- Contours- Multilingual Webinar Languages 5 th - 7 th

November

xviii. Role of Logistics in Building Self Reliant India

Commerce- BBA 30/11/2020 xix. VERDURE- Health and Wellness Physical Education 11/12/2020 xx. Career Choices and Planning during Recession Placement Cell 11/12/2020 xxi. Technological Advancements in Computational Intelligence- National Conference

CS 16/12/2020

xxii. Post Covid: Challenges and Opportunities in the Cooperative Sector

Commerce- Cooperation

16/01/2021

xxiii. Possibilities of Research in Finance and Taxation

Commerce- Finance 06/02/2021

xxiv. Union Budget Analysis -2021 PG Department of Commerce

20/02/2021

xxv. Covid 19 - Economic Crisis and Impact on the Livelihoods of Indian Population

PG Department of Commerce

22/02/2021

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The COVID 19 pandemic has changed or rather transformed the education sector forever. Shift from the classrooms to a virtual mode has become the new normal. This has not stopped NIMIT from organizing different events in the campus. Naipunnya stands at the forefront in organizing events to sensitize the students and employees of the institution to its constitutional obligations. This creates an atmosphere of love and unity among students as well as teachers. The spirit of oneness and fraternity is instilled into every young minds through such endeavours. Various cultural programmes and competitions were also organized through different online platforms as part of these celebrations.

- Independence Day - Naipunnya ensured that the spirit of patriotism lives on even during this time of pandemic and shifted the celebrations online. Several competitions like pencil sketch, quiz, patriotic song, dream Kerala cabinet etc. were also conducted successfully with students' participation. The college also recognized the children of teaching and non-teaching staff who excelled in class X, XII and degree examinations.
- Avani - COVID 19 has moved Onam celebrations to the virtual space. Naipunnya family celebrated Avani '20, online keeping the festive spirits high and strengthening the feeling of togetherness and harmony. Different competitions were also held online.
- Gandhi Jayanthi - As part of Gandhi Jayanthi, SWAS in association with Sahrudaya Welfare, initiated ''NETTOYAGE'' - Video making competition for students of NIMIT. Theme - Any Creative Cleaning Initiative. Attractive cash prizes were given to the winners.
- NSS Unit Inauguration - The first ever NSS unit of the college was inaugurated on 16th January followed by an orientation programme for newly enrolled NSS volunteers to give the students an idea about the mission and vision of NSS, and the responsibilities of being an NSS volunteer.
- 125th Birthday of Netaji Subash Chandra Bose - To commemorate the 125th Birthday of Netaji Subash Chandra Bose, an online quiz was conducted for NSS Volunteers on 23rd January.



- Republic Day celebration - NSS volunteers of NIMIT commemorated Republic Day on 26th January in the college campus in adherence to Covid-19 safety protocols. Mass drill was performed by NSS volunteers and Physical Education team. Some programmes like Pothichoru - distribution of 50 food packets to the needy, Green Clean Kerala - a cleaning initiative, and an orientation programme for the newly enrolled NSS volunteers were also organized on the day. The meeting ended with national anthem.
- Zeitgeist(A04)- Common Course Paper - The first module of the English Common Course Paper for all Degree students is on Indian democracy and secularism. This is aimed at the spread of the great values enshrined in the constitution and culture of India. This will enable the students to embrace the true spirit of constitutional values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://mbanimit.ac.in/NAAC1/Uploads/202109_13023941_7.1.9_Supporting_Evidences.pdf">http://mbanimit.ac.in/NAAC1/Uploads/202109_13023941_7.1.9_Supporting Evidences.pdf</a>
Any other relevant information	<a href="https://naipunnya.ac.in/swaraj/">https://naipunnya.ac.in/swaraj/</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**



File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebrating national and international days in academic institutions provide students with an opportunity to know about such days and their significance. Every year NIMIT commemorates national/ international days and events:

No.

Name of Activity

Date of Conduct

1.

World Environment Day

04-06-2020 - 05-06-2020

2.

National Reading Day

19-06-2020

3.

International Day of Yoga

21-06-2020

4.

**International Day against Drug Abuse and Illicit Trafficking**

26-06-2020

5.

**National Statistics Day**

29-06-2020

6.

**Social Media Day**

30-06-2020

7.

**Independence Day**

15-08-2020

8.

**National Sports Day (Birth Anniversary of Major Dhyan Chand Singh)**

24-08-2020 - 29-08-2020

9.

**Avani - Onam**

27-08-2020

10.

**Teachers Day (Birth Anniversary of Dr S. Radhakrishnan)**

05-09-2020

11.

**Hindi Day**

14-09-2020

12.

World Tourism Day

25-09-2020

13.

International Day for the Elderly

01-10-2020

14.

Gandhi Jayanthi (Birth Anniversary of Mahatma Gandhi)

02-10-2020

15.

World Animal Day

04-10-2020

16.

Indian Air Force Day

08-10-2020

17.

International Day of the Girl

09-10-2020

18.

Mental Health Day

10-10-2020

19.

World Food Day

16-10-2020

20.

World Chef Day

20-10-2020

21.

National Bird watching day

12-11-2020

22.

International Day of Differently Abled

03-12-2020

23.

NATIVITY - Christmas Celebrations

19-12-2020

24.

Birthday of Netaji Subash Chandra Bose

23-01-2020

25.

Republic Day Celebration

26-01-2021

26.

International Women' s Day

08-03-2021

27.

**World Forestry Day**

21-03-2021

28.

**World Water Day**

22-03-2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.2 - Best Practices**

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Best Practice 1:**

**1.Title of the Practice - Inculcating Research culture among Faculty and Students**

**2.Objectives of the Practice - In a globalised world, the role of research in an academic institution is significant for its sustainability and development, and it is imperative to have knowledge-driven growth based on innovation. As per the NAAC recommendation, the institution has started to come up with a lot of initiatives which could build up a research culture within the institution. And so the main objective of this best practice is to upgrade the faculty and the students towards an advanced level where they start probing and exploring new areas and gain a better growth and excellence in their specific disciplines.**

**3. The Context - This practice was started initially in NIMIT through encouraging the teachers to start writing research papers. The quest for knowledge is the basic principle behind research. The quality of research work directly reflects in the quality of**

teaching and learning in the classroom, thereby benefiting the students, the society and the country. The teachers were facing difficulties in writing research papers and were needed to be informed about various areas of research paper writing. It was very much essential that the teachers could gain the confidence to write good research papers which could in turn help them in providing the relevant guidance to their students for their research work.

4. The Practice A) Research Committee Formulation: For the purpose of inculcating the research culture among the teachers as well as the students, a Research Committee was formulated and through their guidance and suggestions there came into existence a proper system to build up a research atmosphere in NIMIT. B) Research Guidance: As each department has to provide the project guidance to both the UG as well as the PG students it was very important to have the faculties to be guided with a firm base of research knowledge and so a session was given to the teachers initially by Dr. Jacob Mathew, Director NBS, who briefed on the research process in order to enable the teachers to guide the students for the projects in that angle. The IQAC also initiated a multidisciplinary ISBN journal named Naivigyan where the papers from faculties of various departments were published. Student research and publications were also promoted by the institution. Faculty members were made in helping and supporting students for preparing better research papers and projects. The National Conference was also conducted by the Department of Commerce and Computer Science who also published research journals namely, Dhanpath and Vigyan respectively following the National Conference that took place.. Best Project awards along with Best guide award was also initiated by the IQAC to generate healthy competition among students in the field of research. The best projects were awarded during the Annual day celebrations. Teachers were motivated to join Phd programmes. Teachers were also given incentives for

publishing papers in peer reviewed UGC journals and also for presenting and publishing papers in national colloquium. The Faculty Enhancement program (FEP) is an initiative of the training department of the institution to provide a platform for all the teachers to present their research papers in-house. C) Workshop: The research committee had organized a research workshop named "R-Collective" for the faculty members and PG students to promote paper publication by the month of November 2020. As a result of R-collective 2020, the faculty members and students' publications in Scopus, UGC care group-1 and other ISSN/ISBN publications were



increased at a great-extent. D) National Conferences: Each department had conducted National Conferences in the year 2020-21. E) Research Publications: With the effect of the Research Workshop being conducted and Research Proposal Competition being initiated, we had teachers coming up with many research papers which led to the formulation of the Multidisciplinary Research journal through the research committee named Naavigyan. There were many teachers who had contributed to the Journal. F) Provision of Incentives: The teachers were also provided incentives to participate and attend research based workshops all across the country. There were Faculties who collaborated with the PG students and published papers in the UGC approved journals. The institution also provides rewards for those faculties who were getting their papers published in various journals. G) Best Project Awards: For the purpose of encouraging the teachers and the students, awards were constituted for the best projects in the UG and PG level in every department. The students with good project topics were selected by the class teachers and the best of them were shortlisted by the HoDs which were scrutinized by the external experts. As a result 5 Best Projects were selected from each department and were awarded with Rs. 1000 each and one Best Guide was also selected from each department to be awarded with Rs. 500 each.

5. Evidence of Success - This practice has shown great success whereby many of the faculty members were taking the initiative to come up with good research papers. There were students showing interest to come up with good and innovative topics and projects. There were also a great number of teachers willing to take up the lead to go for research paper presentations and publications and as a result we had about 20 faculty members from different departments presenting and publishing papers. We also have around 3 teachers getting enrolled for Ph.D.

6. Problems Encountered and Resources Required - The changing scenario requires to keep the teachers updated with the changes happening in the research areas. The training on new and relevant areas of research has to be given from time to time to help the teachers to attain a better research oriented culture. Being a Self - Financing institution, the lack of funds is a major problem which is encountered by the faculties in this case pulling them back from going for research.

#### Best Practice 2:

1. Title of the Practice: Earn While Learn

File Description	Documents
Best practices in the Institutional website	<a href="https://naipunnya.ac.in/earn-and-learn/">https://naipunnya.ac.in/earn-and-learn/</a>
Any other relevant information	<a href="http://mbanimit.ac.in/NAAC1/Uploads/20210913023631_Best_Practices.pdf">http://mbanimit.ac.in/NAAC1/Uploads/20210913023631_Best_Practices.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SNEHASANGAMAM is the flagship event of NIMIT which is hosted by the college every year during the month of February for the differently abled people. The event is coordinated by the second year undergraduate students of all the departments through their generous and wholehearted support along with all the other students, teaching and non-teaching fraternity and the management. Every year many institutions far and wide from the college, comprising about 350 - 400 inmates along with their caretakers and persons in charge participate in the programme. The programme throws open a great opportunity and indeed a memorable experience for the coordinators to extend their hands to the needy and to realize that they have become the reason to put a smile on the face of lots of less fortunate people in the world. It dawns on the student that it's not about what they have or even what they have accomplished, it's about what they have received and what they have given back to the society. Through conducting this programme, students also learn the essential managerial aspects such as planning, leading, organizing, directing and evaluation.

Having conducted Snehasangamam over the years in a very successful manner, it was as per the NAAC recommendation that we thought of institutionalizing the whole programme. This was then considered as another

important leap towards making the programme moreover meaningful and equally enriching. As we have several institutions in and around the localities who always happily accept our invitation and to make their presence for the programme, we were confident to move ahead with formulating a better policy to work it out. We had our teacher coordinators, the college counsellor and the student representatives who were having a broad discussion on this new thought which helped them framing a policy that was clearly on par with the objective of institutionalizing Snehasangamam. The policy

was wholeheartedly supported by the management and so it was only left to execute the policy in the best ways possible..

To this purpose, we selected 22 institutions from which 11 were chosen to initiate the plan. The 11 chosen institutions were then divided among the 11 first year classes for each class to adopt and cater to the needs of one institution. Each class will have to build up a rapport with the invited institution. They also have to visit the particular institution and conduct an analysis or survey as to what type of service or support is required by them or could be provided for them and to extend their help towards getting it accomplished. Through this programme, each class is believed to create a strong bonding with the institution and so we have a much more meaningful and worthy event that takes place. The students also get to know, understand and realize the needs and requirements of every institution that they interact with so that they can plan out the ways and means through which it could be initiated and fulfilled for the institution.

According to the policy framed for meeting the objective of institutionalization, the class has to carry out 12 activities and formulate strategies to work it out effectively. Six activities were carried out during the first year and the rest of the six activities were completed during their second year. It was observed that by having a class to take care of an institution each class would be motivated to come out with a creative and innovative plan that could be best implemented by contributing towards the social service in its real sense. The objective of institutionalising the programme had the purpose of getting the students who are the citizens of tomorrow to realize that there are many people who are really unfortunate and who needs to be loved and cared for, to realize that there are many who are drawn into a lonely life due to the lack of concern from their loved ones, to realize and understand that there are many children and little ones who are not having a family of their own. The students get to understand many values which can build them up into better individuals who can recognise

the feelings of others and to care for such people who are really in need of it.

NIMIT has always kept its mission and vision upright to portray itself as a distinctive institution always trying to mould the students into better individuals. Whoever enters here is taken care of by preparing each person into a better human being who can serve the society in future. We prepare a base on which we

initiate a lot of opportunities which enable the students to build up a firm foundation. The Social Service Programmes are also the stepping stones through which NIMIT has always given the students a vital role to play in the society raising them as responsible individuals who learn to keep up the values of compassion and humanity.

Snehasangamam is the most elegant programme that has conquered the hearts of everyone in NIMIT, especially the students who are ready to sacrifice to any extent. Therefore, the students were all the more happy to take up the initiative of adopting an institution and being responsible for catering to the needs of the institution with a greater objective. We could see that the students were coming up with a lot of innovative ideas to work out the objective of the new initiative and to thereby give Snehasangamam a much broader meaning having a much larger perspective.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

1. New courses - PG course in MSW and UGin Bachelor of Computer Application

2. R-Collective Ver 3.0- We are extending research and publishing research papers along with students. Since sufficient training is given to staff, they are grouped under different research guides so that there is direct monitoring to have more research papers in UGC listed journals. This also promotes more registrations for PhD which is one of the recommendations given by the NAAC peer team.

3. Since self-financing institutions are not supported by either UGC or by the government, we are proposing to find new funded projects in the area of Computer Science and Commerce. This year we propose to publish Naivigyan Vol 3 and National seminar proceedings with ISSN for all departments.

4. For improving placements, a new placement manager is to be

appointed and there is also a constant effort required to reach better results for which we are following the practice of Continuous Internal Evaluation.

5. In awarding Naipunnya Excellence Awards, we are focusing on the research culture of Plus 2 students

6. For proving the social commitment of Naipunnya and its motto, a new NSS unit is expanding its horizon to two units

7. PG restructuring- Another area to be focused on is the restructuring of the PG courses. We propose to provide training exclusively for competitive examinations, UGN NET examinations etc. They are also proposed to provide internships which provide them training in the industry and provide a means to earn while they learn.

8. The institution also proposes to upgrade its add on courses by the certification of National Institutions like STED Council.

9. The institution also suggest having a centre for incubation with the support of the startup mission

10. Since our institution is one of the accredited institutions in the self-financing sector, we propose to conduct a 2-day residential workshop for all self-financing institutions in Kerala.

11. By understanding the importance of studying foreign languages, it is proposed to conduct certificate courses in French, Italian and German.