Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**PTVA'S INSTITUTE OF MANAGEMENT**
Name of the head of the Institution	**Dr. Harish Kumar S. Purohit**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**022-26100100**
Mobile no.	**9930268818**
Registered Email	**admin@ptvaim.com**
Alternate Email	**director@ptvaim.com**
Address	**Chitrakar Ketkar Marg, Behind M L Dahanukar College, Vile Parle (East), Mumbai**
City/Town	**Mumbai**
State/UT	**Maharashtra**
Pincode	**400057**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Tejashree Ranjit Deshmukh**
Phone no/Alternate Phone no.	**02226100200**
Mobile no.	**9821062159**
Registered Email	**iqac@ptvaim.com**
Alternate Email	**tdeshmukh@ptvaim.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.ptvaim.com/pdf/self-study-report.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.ptvaim.com/academic-calendar-2018-19.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B++**	**2.79**	**2019**	**14-Jun-2019**	**13-Jun-2024**

6. Date of Establishment of IQAC	**10-Mar-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Academic Administrative	**12-Mar-2020**	**397**

Audit	1	
First Surveillance Audit of ISO 9001:2015	14-May-2019 1	397
Inauguration of COEI's Incubation Centre Facility	27-Aug-2018 1	200
Application for Permanent Affiliation	29-Aug-2018 1	397
Certificate Course in Digital Marketing	05-Oct-2018 45	34
Minor Paid Research Projects approved and sanctioned by the University of Mumbai to 3 faculty teams of PTVAIM	16-Mar-2019 1	8
National Conference on 'EMPOWERING WOMEN TOWARDS LEADERSHIP' in association with Maharashtra State Commission for Women	12-Oct-2018 1	250
Finance Club - Activities	25-Oct-2018 1	101
Navadhaara - Students' Skill Development Programme	16-Mar-2019 5	241
Purchase of Turnitin to strengthen the quality of research work done by the staff members and students	31-Mar-2019 1	382
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Management	Minor Research Projects	University of Mumbai	2018 180	95000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

- **Robust Infrastructure developed for the Incubation Centre of COEI**

- **Purchase of Turnitin, an antiplagiarism software, in addition to Urkund subscription**

- **Preparation of SSR for the submission to NAAC for the 1st cycle of accreditation and subsequent Peer Team visit in May 2019**

- **Guidance regarding application for minor paid research projects funded by the University of Mumbai to PTVAIM faculty members**

- **Application for Permanent Affiliation to the University of Mumbai**

[View File](#)

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

Plan of Action	Achivements/Outcomes
Application for NAAC Accreditation in the academic year 2018-19	SSR submitted to NAAC in February 2019 and Subsequent Peer Team Visit in May 2019
Value added courses to enhance employability of PTVAIM students	Certificate Course in Digital Marketing
Encouraging the staff members to undertake quality research	Minor paid projects by the University of Mumbai granted to 3 faculty teams of PTVAIM
Strengthening the quality of research work done by the staff and students of PTVAIM	Purchase of Turnitin, an anti-plagiarism software
Strengthening the managerial skills of the students	Navadhaara -Students' Skill Development Programme
Strengthening the efforts to nurture and develop entrepreneurial talent among students	Inauguration of the facility of Incubation Centre
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee (CDC)	24-Oct-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	21-May-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	31-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The Institute uses Management Information System in the following areas: 1. Admission Process for student details 2. Examination Process 3. Finance and Accounts 4. Library Information and Resource Centre for all transactions 5. Staff attendance 6. Administrative processes 7. Academic processes

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

• The Institute conducts MMS (Master of Management Studies), MFM (Masters in Financial Management), MMM (Masters in Marketing Management) and MHRDM (Masters in Human Resource Development & Management) programmes. The curriculum is designed and developed by University of Mumbai, which specifies the Course Outcomes, Program Outcomes and Program Specific Outcomes, and is run by the Institute. • The academic calendar is prepared at the beginning of every year for all programmes. • The subjects are allocated to respective faculty members based on their area of specialisation and a subject preference letter given by them. Basis the same, a subject preference grid is prepared which also mentions the faculty member's feedback on the concerned subject for last two years. • Semester wise teaching plan is prepared for all courses by respective subject faculty members. • Time-table for the subjects is displayed at prominent places on the notice board, and an e-copy is distributed to the staff and students. •

Faculty register is maintained in the administration department which includes details regarding date and time on which the session is conducted, topic(s) covered and number of sessions conducted. • Coordinators are allocated for MMS and Part-Time programmes, who ensure that sessions are conducted as per the time table and teaching plan. • In order to keep students abreast with latest trends and practices in the industry, the Institute invites eminent industry experts as guest speakers and visiting faculty. • Faculty members are encouraged to adopt innovative teaching pedagogy and sessions are supplemented by way of case studies, relevant assignments, presentations, group discussions, psychometric tools, management exercises etc. • Summer internship projects after MMS Semester-II, final projects in MMS Semester-IV and MMM/MFM/MHRDM projects in Semester-V, as stated in the curriculum are undertaken by students. It enhances practical exposure of student on one side and also fulfils the norm of undertaking an industry project laid down by the University. • Institute has excellent infrastructure for making teaching more wholesome in terms of imparting knowledge and overall development of students. Computers are equipped with latest multimedia, licensed software and internet facility. It is used extensively by every faculty member, which aids in making teaching more interesting and comprehensive. • The students use the Wi-Fi enabled infrastructure, equipped with latest teaching aids such as projector and speakers, for curriculum assimilation and downloading relevant information from e-databases, e-Books, leading newspapers, magazines, journals and books. • Faculty members are continuously encouraged to attend and participate in various seminars, research conferences, Faculty Development Programs and workshops to update their knowledge. • Mid Term Tests and End Term Examinations are conducted as per the University and Institute norms respectively. • Performance Improvement Initiative undertaken by the Institute helps to identify areas in which students need more guidance. Additional remedial lectures are provided to these students based on gaps thus identified, which gives them confidence and equips them to handle these areas in a more effective manner. • Meetings with teaching and non-teaching staff members are conducted by the Director.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Digital Marketing	0	05/10/2018	45	Employability	Fundamentals of Digital Marketing Tools and Techniques like SEO, SEM, Google Adwords, etc.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MMS	Management (Course on Business Ethics)	16/08/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MMS	Master of Management Studies	16/08/2018
MBA	Masters in Financial Management (MFM)	18/08/2018
MBA	Masters in Marketing Management (MMM)	18/08/2018
MBA	Masters in Human Resources Development & Management (MHRDM)	18/08/2018

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

	Certificate	Diploma Course
Number of Students	34	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
English Communication	08/07/2018	236
Certificate Course in Digital Marketing	05/10/2018	34
Entrepreneurship Development Program	29/11/2018	16
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MMS	Master of Management Studies	218
MBA	Masters in Financial Management (MFM)	27
MBA	Masters in Marketing Management (MMM)	4
MBA	Masters in Human Resources Development & Management (MHRDM)	10
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Institute is affiliated to University of Mumbai and follows the curriculum prescribed by University for all the offered programmes namely Master of Management Studies (MMS), Masters in Marketing Management (MMM), Masters in Financial Management (MFM) and Masters in Human Resources Development and Management (MHRDM). In order to incorporate constant innovation and upgradation in the curriculum and pedagogy, and make students' future ready and employable, University of Mumbai revises the curriculum of the above said programmes periodically. Our Director and faculty members actively participated in revising the curriculum at the University level as below: · Participating in curriculum development and revision in consultation with teachers of University affiliated colleges · Sending suggestions about inclusion or omission of topics in current curriculum · Proposing new subjects in their relevant specialization · Our Director, Dr. Harish Kumar Purohit is a member of Ad-hoc Board of Studies in Management in the University of Mumbai. Feedback from stakeholders such as students, parents, teachers and alumni is collected when the curriculum is revised by the University. It is compiled and shared with the University by our Director. Every semester, a written feedback is taken from students regarding each subject teacher teaching them during that semester. The feedback form allows students to rate the performance of the faculty members using following seven parameters: Conceptual Clarity, Course Coverage: Quality of the Academic Inputs Practical Applications, Communication/Presentation Skills of the Faculty, Innovative Methods of Teaching, Motivation Conducive Ambience, Gained Greater Understanding of the Subject, Was encouraged to think and participate. Feedback is compiled and discussed with faculty members by Director and Dean-Academics on one-on-one basis. A plan for growth and development of the faculty members is also discussed during such session and in case of a weak feedback, the Institute tries to find out the kind of support mechanism required to improve the performance of the concerned teacher and then such support is provided by the Institute. Performance Improvement Initiative gives us a unique opportunity to discuss with the students their performance and any additional support they need from the Institute to improve their performance. This meeting is conducted by the Board Members of PTVAIM, the Director and Dean-Academics. Based on the discussion with the students and their parents in such meetings, Institute organizes additional and support activities to improve the performance of the students. Feedback is also obtained from Parents at the time of Performance Improvement Initiative and Parents' Orientation to understand their views about the Institute. Any suggestions by the parents are considered sincerely for improvements. Institute also collects a written feedback from students regarding Infrastructure and Library and Information Resource Centre. Taking appropriate actions regarding feedback thus taken ensures satisfaction among students and helps in the smooth functioning and overall improvement of the Institute.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MMS	Master of Management Studies	120	130	119
MBA	Masters in	60	33	27

	Financial Management (MFM)			
MBA	Masters in Marketing Management (MMM)	60	10	8
MBA	Masters in Human Resources Development and Management (MHRDM)	60	11	9
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	Nill	369	Nill	12	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
12	12	12	11	11	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

While pursuing the post graduate programs in our Institute, students need someone to discuss their problems or doubts related to academics, career and personal life. Direct academic issues can be discussed and communicated easily with students but the finer and softer nuances of their personal and academic life need greater involvement of the mentors. The Institute believes that teachers are the best role models and mentors to the students and they can help the students by guiding, motivating, supporting and leading them in their academic, personal and career related matters. Mentoring is an on-going process in the Institute and each student is allotted a mentor for the entire programme which runs for two years in case of Master of Management Studies (MMS) and three years in case of Masters in Marketing Management (MMM), Masters in Financial Management (MFM) and Masters in Human Resources Development and Management (MHRDM). The mentor-mentee allocation is done for every batch at the beginning of the academic year. The mentees are informed to contact their respective mentors and frequent meetings are conducted between them at a mutually convenient time. To help the mentors administer this process two reporting forms are prepared for the mentoring process namely Mentor-Mentee Report Form Part-A and Mentor-Mentee Report Form Part-B. At the beginning of the year, in the preliminary meeting with the mentees, the mentor explains to the mentees the importance and benefits of the mentor-mentee process. The mentor then shares the Mentor-Mentee Report Form Part-A with the mentees and they are required to submit it in the next meeting. This form contains details of the mentee such as personal information, profession of their parents, strengths and weaknesses, medium of instruction at school level, areas of interest and CGPA / SGPA of the last result. This basic information provides the mentor the background of the mentee and helps them to respond accordingly. The Mentor-Mentee Report Form Part-B is to

be exclusively filled by the mentor post the first meeting. In this part, the details regarding each mentee on learning attitude of mentee, academic performance of mentee, latest academic performance of mentee with respect to interpersonal skills, assignments, presentation, case study, examination result, co-curricular activities etc. The mentor is available on campus and on phone for the mentee whenever required at a mutually convenient time. In case the mentor is of the opinion that the mentee needs counselling, the mentee is referred to the Counsellor who is available to the students and staff for guidance at least once a week. Complete privacy and comfort is offered to the mentee in this process. In addition to this, in case it is found that the student is not up to the mark for the minimum outcomes of any course, he/she is referred for the Performance Improvement Initiative wherein the student is individually mentored by the subject faculty till he/she reaches the minimum standard.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
369	12	1:31

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	12	Nill	1	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	-	Nill	-
[View File](#)			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	1-1393026979	6/3	28/04/2019	27/08/2019
MBA	1-1393026970	6/3	28/04/2019	21/08/2019
MMS	1-1393026973	4/2	18/04/2019	09/07/2019
MBA	1-1393026977	6/3	28/04/2019	19/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute follows the guidelines related to examinations as per the University of Mumbai. The pattern of Evaluation in each subject is divided into two components viz. End Term Examination and Internal Assessment. For each subject of 100 marks: End Term Exam 60 Marks Internal Assessment (IA) 40 Marks A student has to pass separately in both of the above components i.e. he/she needs to score 50 percent marks in the End Term Examination AND 50 percent marks in the Internal Assessment. We follow the continuous internal evaluation where in the candidate is given ample of opportunities to showcase his abilities, skills and knowledge of the subject. It also helps us to conduct

assessment in diverse way so that the student gets best opportunities to perform better. Till A.Y. 2015-16 the University gave full freedom to the affiliated Institutes to decide and implement their own internal assessment criteria. To ensure the quality of internal assessment is maintained and standardized, the Institute started the system of Mid Term Tests which is usually conducted for all the subjects of Master of Management (MMS) in each semester, after the completion of about 40 percent of the subject syllabus. This Mid Term Test carries 20 marks. This is to maintain standardization and to monitor the progress of the students throughout the semester. The dates of this Mid Term Tests are declared well in advance i.e. 14-21 days before their exam. The faculty members are given the liberty to decide the parameters for internal assessment for remaining 20 marks. Each Faculty member is requested to declare the internal assessment components and their weightage in the teaching plans before the commencement of the semester and the same in announced in the class by the respective faculty member in the first session of the subject itself. Further a copy of this teaching plan is made available in library for the reference of students and others anytime. For the Part Time programmes, the Institute requests the respective faculty members to conduct a class test of 20 marks and the dates of these tests are communicated to the students well in advance i.e. 7-14 days before their exam. From the academic year 2016, the University of Mumbai has provided clear guidelines of the internal assessment components with the introduction of its Restructured and Revised Syllabus under the Credit Based Semester Grading System for MMS. Under this the internal breakup of the 40 marks of Internal Assessment is as follows: Attendance and Class Participation 10 Marks and Minimum Three criteria to be picked up from below (30 marks): -Mid Term Test (Min 1) -Group Presentations -Role Plays -Case Studies -Assignments -Projects -Quizzes

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

The Director along with the Dean – Academics, releases the Calendar for the academic year before the commencement of the programme. In this Academic Calendar, the following dates are incorporated: 1.Date of the commencement of the semester. 2.Date of the Mid Term Tests 3.Date of the End Term Examinations. 4.Last date of the submission of the Internal Assessment Marks by the faculty members for their respective subjects. 5.Last date of the submission of the End Term Examination Marks by the faculty members for their respective subjects. 6. Days of national and social importance. 7. Probable dates of guest lectures. 8.The dates of commencement of term and end of term are provided by the University. The above dates are also communicated to the respective faculty members and are requested to adhere to it for timely declaration of the results. The institute adheres to the academic calendar on the timely conduct of the Mid Term Tests as per the Academic Calendar.

2.6 – Student Performance and Learning Outcomes

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

https://www.ptvaim.com/course-outcomes.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1-1393026979	MBA	Masters in Human	10	10	100

1-1393026970	MBA	Masters in Financial Management (MFM)	27	27	100
1-1393026973	MMS	Master of Management Studies	117	117	100
1-1393026977	MBA	Masters in Marketing Management (MMM)	4	4	100
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2.7 – Student Satisfaction Survey

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

https://www.ptvaim.com/student-satisfaction-survey-results/2018-19/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	180	University of Mumbai	0.35	0.14
Minor Projects	180	University of Mumbai	0.2	0.08
Minor Projects	180	University of Mumbai	0.4	0.16
		View File		

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Conversation series II - Opportunities in Banking industry	Management	04/04/2019
The Big Short Movie	Management	25/10/2018
India First Leadership Talk Series organized by MHRD's Innovation Cell: 1. Shri. Anand Mahindra	Management	08/01/2019
India First Leadership Talk Series organized by	Management	24/01/2019

MHRD's Innovation Cell: 1. Shri. Anand Deshpande		
India First Leadership Talk Series organized by MHRD's Innovation Cell: 1. Shri. Anil Sahasrabudhe	Management	22/04/2019
The Big Short Movie	Management	25/10/2018
Session on Opportunities in Entrepreneurship conducted in Sathaye college by Dr. Pawar	Management	14/01/2019
Session on setting up and administration of Incubation centre with Maniben Nanavati Women's College by Dr. S. Pawar	Management	26/04/2019
Pre-incubation Program	Management	01/09/2018
Entrepreneurship Development Program	Management	29/11/2018
Bootcamp by Mr. Kaushik Mukherjee	Management	10/01/2019
One day Training workshop on how to build a business plan	Management	29/01/2019
Session on Financing your business by Mr. Sarvottam Rege	Management	06/02/2019
Session on Startup ecosystem in Israel by Deputy Consul General of Israel Mr. Nimrod Kalmar and two of their cadets Ms. Halevy and Ms. Yakhnes	Management	22/05/2019
Session for incubatees by Mr. Mohan Tanksale - Former Chairman Managing Director of Central Bank of India and CEO of the Indian Banks Association (IBA)	Management	31/05/2019
Lecture Series for Incubatees	Management	13/05/2019
Session on Digital marketing for Entrepreneurs in SP-TBI by Mr. Rishi Desai	Management	08/06/2019
Conversation Series I - Career opportunities in Financial domain	Management	22/11/2018

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Institution Innovation Council	PTVAIMs IIC	PTVAIM	NA	NA	21/11/2018
Incubation and Avocation Facility	Centre of Entrepreneurship and Innovation	PTVA and PTVAIM	ROSHPURE	Food - Premium spices	01/04/2019
Incubation and Avocation Facility	Centre of Entrepreneurship and Innovation	PTVA and PTVAIM	Rcube Recycling Pvt. Ltd.	Environmental - 100 printer cartridge recycling	01/04/2019
Incubation and Avocation Facility	Centre of Entrepreneurship and Innovation	PTVA and PTVAIM	Iinfobucket Technoplex LLP	College App	01/04/2019
Incubation and Avocation Facility	Centre of Entrepreneurship and Innovation	PTVA and PTVAIM	Finomenal Techserve LLP	Financial Literacy	02/03/2019
Incubation and Avocation Facility	Centre of Entrepreneurship and Innovation	PTVA and PTVAIM	Dropick	Same day parcel delivery	01/04/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Management	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	Nill	0
International	Management	13	5.90

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

Department	Number of Publication
Management	5

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2018	0	NIL	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Research Paper on Bell Curve Method of Performance Management	Dr. Tejashree Deshmukh	International Journal of Management	2018	Nill	Nill	PTVAs Institute of Management

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	1	Nill	Nill
Presented papers	1	4	Nill	Nill
Resource persons	Nill	1	Nill	3

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Project SETU	Learning Space Foundation	1	4
Certificate Course in Digital Marketing	M/s. Learning Catalyst	2	34

Students Skill Development Programme – Navadhaara	PTVAIMs Faculty organising team – SPD	5	241

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Establishment of Institution Innovation Council (IIC)	Institution Innovation Council (IIC)	Innovation Cell, Ministry of HRD, Government of India	369

View File

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Blood Donation	HDFC Bank and Mahatma Gandhi Blood Bank	Blood Donation Camp	2	59
Maha Walkathon 2019	Maharashtra Model United Nations (Maha MUN)	Road Safety Walk	1	18
Beach Cleanup Drive after Ganpati Immersions	BMC Waste Management Team	Clean-a-thon	1	12

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
One Day National Level Conference on Women Empowerment towards Leadership	Research Scholars, Faculty, Corporates, Students	Maharashtra State Commission for Women and PTVAIM	01

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

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

Project work	Project SETU	Learning Space Foundation	17/03/2018	19/03/2018	5

[View File](#)

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Sardar Patel Technology Business Incubator	25/03/2019	Tie up for conducting programs related to entrepreneurial development, resource sharing such as space, human resource, content, etc. Access to AR-VR equipment and Technology labs of SPTBI	31

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
44.2	61.22

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SLIM-21	Fully	3.7	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9467	3583472	290	143504	9757	3726976
Reference Books	225	81503	2	716	227	82219
CD & Video	510	2000	213	700	723	2700
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	152	0	152	0	1	10	14	50	0
Added	3	0	3	0	0	3	0	50	0
Total	155	0	155	0	1	13	14	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
HD Camera	https://www.facebook.com/watch/?v=337189270177514
HD Camera	https://www.facebook.com/watch/?v=277822789515546

HD Camera	https://www.facebook.com/watch/?v=27782 2789515546
HD Camera	https://www.youtube.com/playlist?list=P LhShvYVUoBhHdWdDlMR35Wh9Jy_1F3lyf

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
40.04	39.5	47.04	106.55

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

Institute has various policies for maintaining and utilizing physical, academic and support facilities, such as Library and Information Resource Centre (LIRC), Computer Centre, Building Maintenance Repairs Policy, COEI and Research Cell. Library and Information Resource Centre (LIRC): LIRC functions as the primary information resource and repository for all teaching and research activities at Institute. Apart from curriculum related textbooks and recommended reading material prescribed for each course offered by the institute, it houses a growing collection of research reports, reference books, handbooks, case studies, e-journals and e-books with remote access, and e-database. LIRC has an established policy to facilitate procurement towards books acquisition and books circulation policy for students. LIRC policy exists to achieve smooth, coordinated functioning of library and help students, faculty and staff to get maximum benefits of the facilities available in library. Computer and Information Technology Infrastructure: Institute's Computer Centre policy exists to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure established by Institute on the campus. This policy establishes institute-wide strategies and responsibilities for protecting the confidentiality, integrity, and availability of the information assets that are accessed, created, managed, and/or controlled by Institute. Information assets addressed by the policy include data, information systems, computers, network devices, intellectual property, as well as documents and verbally communicated information. Building and Maintenance Repairs Policy: The maintenance of buildings is critical to the proper management of assets and the overall management of capital receipts, in achieving the Institutes objectives. The Building and Maintenance Repairs policy clarifies the roles and responsibilities of all parties and maps out a process of prioritization of limited resources to make premises safe and operational. The Building and Maintenance Repairs policy exists to timely maintain Institutes building and its assets according to regulatory statutory compliance. Centre of Entrepreneurship and Innovation (COEI): PTVA's Institute of Management has created an ecosystem to foster innovations and entrepreneurship. In 2015-16 Centre of Entrepreneurship Innovation was started as E-cell of the Institute. Activities of COEI increased rapidly in the due course of time and in 2017-18, COEI was converted into a student based incubation centre which provided incubation, pre-incubation facilities as well as conducts lot of innovation and entrepreneurship promotional activities for students of all PTVA sister concerns as well as colleges of Mumbai. The policy aims at ensuring sufficient handholding is provided to all companies attached

with it and it also ensures optimum and responsible utilisation of COEI infrastructure by its members. COEI has a policy of handholding activities of business and extension activities. Research Cell: Institute subscribes to SPSS Software (10 Licenses) and Turnitin (Anti-plagiarism software). Institute's Research Cell inculcates research attitude and aptitude among students and faculty members of Institute and motivate them to undertake quality research work, and pursue ethical quality research practices. A detailed plagiarism policy exists for students as well as faculty members.

https://www.ptvaim.com/policies-and-procedures.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Tuition Fees and Examination Fees to OBC students - OBC, SEBC, VJNT and SBC Welfare Department	25	1555687.5
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Orell Digital Language Lab Software	15/04/2019	119	Mr. Jigar Patel, Faculty PTVAIM
Why is listening, speaking, reading and writing important	28/09/2018	119	Mr. Umesh Shrikhande, CEO - Taproot Dentsu
Yoga - A way of Life	03/12/2018	119	Ms. Chaitali Joshi
Remedial Coaching on Managerial Economics	27/03/2019	1	Dr. Sucheta Pawar, Faculty PTVAIM
Remedial Coaching on Business Statistics	01/04/2019	6	Mrs. Shalini Kakkar, Faculty PTVAIM
Remedial Coaching on Business Ethics	27/03/2019	2	Mr. Bhavesh Vaity, Faculty PTVAIM
Remedial Coaching on Organizational Behaviour	29/03/2019	5	Dr. Tejashree Deshmukh, Faculty PTVAIM

Remedial Coaching on Financial Accounting	30/03/2019	3	CA Ajit Joshi, Faculty PTVAIM
MS Excel Training Workshop - MMS 2018-20	16/04/2019	119	Mr. Tushar Suvarana, Managing Director, Knowledge Tech
MS Excel Training Workshop - MMS 2017-19	14/11/2018	117	Mr. Tushar Suvarana, Managing Director, Knowledge Tech

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Mock Interviews by Industry Professionals for MMS	Nill	117	Nill	79

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Capgemini Technology Services India Ltd.	23	6	Godrej Properties	1	1

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	Nill	NIL	NIL	NIL	NIL

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

Items	Number of students selected/ qualifying
Nill	Nill

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

Activity	Level	Number of Participants
Treasure Hunt - 19th August 2018	Institution Level	101
Sports - 18th August 2018	Institution Level	101
Freshers Party - 23rd August 2018	Institution Level	80
Teachers Day - 5th September 2018	Institution Level	70
Navadhaara 2019 - 16th March to 20th March 2019	Institution Level	241

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	Nill	Nill	Nill	NIL	NIL

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

At PTVAIM, we believe that our students are the most valued stakeholders of our Institute and hence their active presence and participation in various activities, academic as well as administrative bodies, is considered to be very important for the growth and overall development of the Institute. All committees prescribed by All India Council of Technical Education, New Delhi, Directorate of Technical Education, Maharashtra and University of Mumbai such as College Development Committee, Women Development Committee, IQAC, Anti Ragging Committee, Internal Complaints Committee and Maitri Sangha are formed as per their guidelines mentioned and they have students representatives on them to voice their opinions regarding different issues from the perspective of the students. Student Council is formed as per the guidelines of Maharashtra Public Universities Act, 2016. In addition to this, we have Class Representatives for each year and coordination as well as communication of day to day academic activities are handled by them under the guidance of Program Co-ordinators. Students are also an integral part of the Placement Committee, Research Cell and Centre of Entrepreneurship and Innovation and are given roles and responsibilities that allow them to interact with industry people and plan and execute various activities, thus honing their managerial skills.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

PTVAIM Alumni Association is formally registered under The Societies Registration Act, 1860. Regn. No. 1295/2018. The copy of the registration certificate can be found on the link: http://bit.do/PAARC Some of the major objectives of PTVAIM Alumni Association are: i. To contribute to the development of PTVA's Institute of Management (PTVAIM) and its alumni through improvement and development of Institute and its current students, provision of financial and material support and enhancing networking and career development among the students and alumni. ii. To enhance and maintain links among members of the alumni and between alumni and the Institute. iii. To promote and foster mutually beneficial interaction between the Alumni and the present students of PTVA's Institute of Management (PTVAIM) and between the Alumni themselves. iv. To offer career counseling to the present students of the Institute. v. To promote PTVA's Institute of Management's educational and training activities through alumni network. vi. To promote incubation facilities available at PTVA's Institute of Management (PTVAIM) in industries. vii. To promote PTVA's Institute of Management (PTVAIM) training programs and facilities in the industry. viii. To invite alumni in the process of enhancement in developing curriculum. ix. To provide insights by having a discussion with the placement team and guide the current students in order to improve their employability as per the current industry trends. x. To assist current students for appropriate placement on a regular basis. xi. To develop strong industry-institute linkage. The present Managing committee comprises seven members as below: 1. Mr. Kunal Kanchan – President 2. Mr. Sagar Shah – Vice President 3. Mr. Jigar Patel – Secretary 4. Ms. Shraddha Rahate – Joint Secretary 5. Ms. Suchitra Pradhan – Treasurer 6. Mr. Chinmay Vaidya – Committee Member 7. Ms. Anamika Salunkhe – Committee Member The managing committee meets at least once every quarter to discuss new programs and initiatives and also to take the stock of administrative activities. All members of the alumni association meet at least once in a year in the annual general meeting. Apart from this Alumni Meets are organized which are open to all alumni irrespective of their membership status. As of Academic Year 2018-19, PAA has 40 life members.

5.4.2 – No. of enrolled Alumni:

40

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

10000

5.4.4 – Meetings/activities organized by Alumni Association :

The Institute always had an active alumni who used to engage with the Institute by having pep talks and career discussions with the current students and having regular alumni meets. However, to give our alumni a more structured and formal representation, they were encouraged to form and register an alumni association. It was in June 2018, PTVAIM Alumni Association was formally registered under The Societies Registration Act, 1860. Regn. No. 1295/2018. During the Academic Year 2018-19, the following 1. Our Alumni Ms. Bhagyashree Lahane (Batch: MMS 2011-13) and Ms. Neha Dharadhar (Batch: MMS 2013-15) were invited for an interactive guest session on "Career Opportunities in HR" organised for MMS Sem-II (Batch 2018-20) on Saturday, January 19, 2019 at out Institute. 2. Our Alumni Mr. Sushant Salvi (Batch: MMS 2011-13) and Mr. Sagar Shah (Batch: MMS 2015-17) were invited for an interactive guest session on "Career Opportunities in Finance" organised for MMS Sem-II (Batch 2018-20) on

Saturday, February 2, 2019 at out Institute. 3. Our Alumni Mr. Mahesh Khot (Batch: MHRDM 2013-16) was invited as a panellist to conduct mock interviews of our MMS Sem-II (Batch: 2018-20) students on Saturday, March 30, 2019. He alongwith other panellist also guided students on their careers post interview. 4. Our Alumni Ms. Frahinsha Pinto (Batch: MHRDM 2013-16) and Ms. Bhagyashree Lahane (Batch: MMS 2011-13) were invited as panellists to conduct mock interviews of our MMS Sem-IV (Batch: 2017-19) students on Sunday, March 31, 2019. Post mock interview they guided the students on their careers. 5. An Alumni Meet was organized on Saturday, February 16, 2019, 6 pm onward at our institute. 6. The Managing Committee of PTVAIM Alumni Association met regularly during the Academic Year 2018-19 to discuss and plan such activities. During the year a bank account of PTVAIM Alumni Association was opened in Union Bank of India in Vile Parle (E), Mumbai.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

- 'Women Empowerment towards Leadership in association with Maharashtra State Commission for Women (MSCW) was organized on October 12, 2018. Mrs. Shalini Kakkar, Assistant Professor was entrusted with the responsibility of organizing and executing this Conference and was appointed as its Convener. She was given constant support and guidance by the Management, Director, Dean-Academics. CA Rajul Murudkar and Mrs. Trupti Gupte supported her as the Co-conveners of the conference. All the major factors including the date, venue and speakers were decided by them after discussing the necessary details with the Director and Management of the Institute and MSCW. Mrs. Kakkar was given the autonomy to plan this conference by the Management and she, in turn, gave the autonomy to all different teams meant to execute various activities of this event successfully. The objectives and targets for each team were discussed and decided unanimously and each team was accountable for the effective and efficient execution of its tasks. The conference was a huge success with Mrs. Varsha Pawar Tawde being the Chief Guest of the Conference which was attended by 82 participants. • Certificate Course in Digital Marketing was organized in association with M/s Learning Catalyst, an organization specialized in the training for digital courses across industry verticals, for the Marketing Specialization students of PTVAIM. Mr. Abhishek Deokule, Assistant Professor-Marketing was given the charge to organize and execute this course. The certificate course was conducted with the aim of bridging the skill gap and further making the students industry ready with hands on experience on various tools used for Digital Marketing. The inclusion of the certificate course was approved by the management in the Internal Quality Assurance Cell (IQAC) meeting which clearly indicates the participative functioning of the management along with other stakeholders. The initiative to start skilled based course like this required the faculty co-ordinator of the course to shortlist from a pool of vendors providing courses in digital marketing keeping the institutes repute along with the students' interest in mind and in no way diluting the credibility of the modules offered. The autonomy given in terms of deciding the various modules with the shortlisted service provider, signing of Memorandum of Understanding with them , identifying time slots during the course of the ongoing semester with the academic team, identifying student co-ordinator to liaise with the faculty co-ordinator the program co-ordinator , designing the information docket , certificate of completion was entrusted on the faculty co-ordinator of the certificate course with suggestive feedback given by the Management, Director Dean – Academics and the implementation of corrective actions truly represents decentralization practice employed by the Management. The number of students who successfully completed the course were 34 and the

excellent feedback of the Certificate Course in Digital Marketing gave us the impetus to conduct the course for the second consecutive year for students across all specialization which was approved by the management.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	NAAC Accreditation that happened successfully in the year 2017-18 was really crucial for the admission of the new students. Similarly the application was sent to the University of Mumbai for recognition of the Institute under section 2(f) and 12(b) of the UGC Act 1956. This was done with the objective of starting a Ph. D. Centre in the Institute in near future.
Human Resource Management	Successful completion of MOOC courses was added as a parameter to the Performance Appraisal Policy of the faculty members. New Research Policy was formed to motivate the teachers to undertake quality research by giving the "Best Faculty Research Award" and the "Best Teacher-Student Research Award". An extensive induction program is organized for the students when they join the institute.
Library, ICT and Physical Infrastructure / Instrumentation	PTVAIM created an account with SWAYAM, under Ministry of H.R.D Govt. of India initiative AICTE. Turnitin, an anti-plagiarism software was purchased by the Institute to ensure quality research by staff and students. New physical facility was created for Incubation Center of COEI to nurture and develop the entrepreneurial skills of the students which is fully equipped with the latest infrastructure required by the budding entrepreneurs to develop their business ideas into a business venture. A separate facility of Ideation Room was created for such students where they can relax, unwind and come up with more creative business ideas.
Examination and Evaluation	Performance Improvement Initiative was organized this year too for the students of MMS which is a unique practice followed by only PTVAIM. All students of MMS semester IV were required to complete an internship with

		the NGOs as a part of their social relevance project to make them socially sensitive. Our faculty members continuously monitored their work with the NGOs to understand their level of sincerity and efforts put in. Facility of online evaluation of the university exams was started at the Institute to enable faster checking and evaluation of the University papers and faster declaration of results. Our faculty members are paper setters, examiners and moderators for University Examinations and Evaluation. Our Director is a member of the Board of Studies of University in Management and he actively participated in various examinations related meetings and appointments.
	Curriculum Development	PTVAIM being affiliated to the University of Mumbai, we follow the curriculum prescribed by the University. However, realizing the importance of English communication in the success of a management student, the lectures of English Communication are included in the timetable of MMS students. Certificate Course in Digital marketing was offered as a value-added course to the Marketing specialization students to improve their employability skills. Teachers are encouraged to cover the latest development in the subjects they teach in addition to the completion of the syllabus. This is done to keep students abreast of the current business scenario.
	Teaching and Learning	Students of MMS Semester IV completed internships with NGOs as a part of their social relevance project. They learnt about various social issues by actually interacting with the people who work for such social causes and also with their beneficiaries. This helped the students to learn and understand various social causes and develop social sensitivity. Our teachers mentoring these students monitored their work to understand how well these students were working with these NGOs and also to provide them necessary guidance and support, in case they faced any problem or did not understand the relevance of a social cause well.
	Research and Development	Turnitin, an anti-plagiarism software was purchased by the Institute to

	ensure quality research by the staff and students. It was also agreed to run all the students' projects which are the part of their evaluation through this software. An application was sent to the University of Mumbai for recognition of the Institute under section 2(f) and 12(b) of the UGC Act 1956. Three faculty teams of PTVAIM applied for the Minor Paid Research Projects to the University of Mumbai which were sanctioned, approved and submitted to the University of Mumbai.
Industry Interaction / Collaboration	Industry Experts from various fields were invited as "Guest Speakers" to the campus to bridge the Industry-academia gap. Placement Cell arranged various workshops and sessions by the industry professionals to hone the employability skills of the students including CV Writing and Resume Building, Interview Clinic, etc. PTVAIM alumni meet was organized to give an opportunity to the current students to interact with these alumni. MSCW conference, Wings2Vision Chapter 2 gave ample opportunities to our students to interact with the industry experts. Our collaboration with NSDL and Amhi Udyogini continued this year too.

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

E-governace area	Details
Planning and Development	The institute has licensed versions of Microsoft Office and has registered the domain name ptvaim.com for all its official email communication. a. Invitations to Visiting Faculty Members: The invitations are made in MS Word and are emailed to the respective visiting faculty members through our official email accounts created for the staff members b. Subject Preference Letters: Subject preference letters are sent by all full-time faculty members via official email accounts to the Dean-Academics to communicate which subjects they wish to teach in the forthcoming semester. These Subject Preference Letters are prepared in MS Word. c. Teaching Plans: The template of the Teaching plan is sent to all visiting and core faculty members by the Dean-Academics/Course Coordinator/ admin staff using official email accounts. The filled Teaching Plans are sent back by all faculty members via official

	email accounts to the official email account from which they received the template of the teaching plan. The teaching plans are prepared in MS Word. d. Timetables sent to students: The Time-table sent to the faculty members and students are prepared in MS Word and are sent by Program Coordinator/ admin staff using official email accounts. e. Lecture Co-ordination: This is taken care of by the Program Coordinators using official email accounts and WhatsApp groups specifically created for this purpose. f. Scheduling of the meetings of various committees happens using official email accounts as well as WhatsApp, minutes of such meetings are prepared in MS Word and are circulated to all committee members again using official email accounts. In addition to this, we have purchased an anti-plagiarism software, Turnitin which helps us to ensure the best possible quality of research work. The Institute has given a remote access facility to our staff members and students so that they can use this software whenever they are working on the research assignments, irrespective of their physical presence in the Institute. Purchase of SPSS software is increasingly helping our faculty members who are pursuing their Ph.D.s as well as students in their SIP and Semester IV project reports.
Administration	The Institute uses a biometric system installed by Venus systems and solutions for capturing and maintaining of the attendance of Institute staff. This enables real time tracking of the attendance of the staff. The system enables generation of daily, monthly, employee-wise or department-wise attendance reports. Institute has availed the benefits of a computer-based results processing application called Khushi Software. In this software the student details need to be fed on admission at the beginning of the program. The software then enables us to maintain the daily attendance of each student manually in the system for office purpose. The Time-table sent to the faculty members and students are prepared in the licensed MS Word software and are sent by Program Coordinator/Administration staff using

	official email accounts. The Institute has registered the domain name ptvaim.com for all its official email communication and all faculty members, and departments have been given a unique email address for the same. The lecture co-ordination is taken care of by the Program Co-ordinators using the official email accounts provided by the Institute and WhatsApp groups specifically created for this purpose. Scheduling of the meetings of various committees happens using official email accounts as well as WhatsApp, minutes of such meetings are prepared in MS Word and are circulated to all committee members again using official email accounts.
Finance and Accounts	The Institute has availed internet banking facility from its banker. This not only helps in doing banking transactions electronically but also helps in tracking bank transactions in real time and avail historical transaction data immediately. The Accounts department uses ECS facility for transferring the salaries to the staff and honorarium to the visiting faculty members. Internet banking facility is also utilized for keeping a track of day to day account transactions, the Institute has purchased a licensed version of Tally ERP 9 software. This helps in recording daily transactions and also prepare the balance sheet towards the end of the month, quarter or financial year. In order to promote electronic fee payment, the Institute allows the students to transfer their fees to the Institute via NEFT or RTGS. Because of the availability of the internet banking facility and accounting software, the entire process of fee collection gets smooth and paperless.
Student Admission and Support	Khushi software is used for keeping the data of the admissions in all programs. In the software there are two options, one for full time and another for part time. Each new student is allotted a fresh GR No. as per their Surnames. Each student's surname, name, father's name, mother's name, gender etc. are entered once and stored. The software also provides a provision to store other details such as category of the student, educational details, work

	experience etc. After entering such details of the students, roll numbers are allotted to them. This student data is used later by the software in administering the examination marks and results.
Examination	Examinations are conducted by the Institute as per the rules of University of Mumbai. For efficient functioning and tracking of the evaluation process the Institute has availed the benefits of a computer-based results processing application called Khushi Software. Student details such as Gr. No., Roll. No., Name, etc. of MMS and Part Time programs are fed in the application during the admission process when the new batch is admitted. The software has provision of maintaining the list of subjects semester-wise across specialization by assigning unique codes to each of the subjects. Internal Assessment and External Theory Marks are entered in the software which can then be checked for internal errors if any. The application is robust and is coded in a manner which can be upgraded if the need arises. The marksheets of individual students and the examination gazette for a particular Year/Semester containing the Grade Points of individual subjects and Semester Grade Point Average (SGPA) for the entire semester can be automatically prepared using the software and then downloaded and printed. The software helps in timely declaration of Internal Semester Results thereby enhancing the efficiency of the evaluation process.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Sucheta Pawar	Quality Building and Capacity Building Programme at IIM Bangalore	Nill	17700
2018	Dr. Sucheta Pawar	Business Design Summit	Nill	5900

2018	CA Rajul Murudkar	International Conference on Risk Management ICORM 2018	Nill	2000
2018	CA Ajit Joshi	International Conference on Risk Management ICORM 2018	Nill	2000
2018	Mr. Jigar Patel	One Week State Level Training Programme on Empowerment of IQAC and NAAC New Guidelines for IQAC co-ordinators and members	Nill	2500
2018	Mr. Abhishek Deokule	Doctoral Summer School 2018 at IIM Ahmedabad from 1st to 5th April, 2018	Nill	7000
[View File](#)				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	Self Defense Workshop	13/11/2018	15/11/2018	Nill	6
2018	NIL	Workshop on Ms Excel and Ms Word for Non-Teaching Staff	12/11/2018	13/11/2018	Nill	6
2019	NIL	Awareness session on Cyber Safety	11/02/2019	11/02/2019	Nill	11
[View File](#)						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Quality Improvement and Capacity Building Programme (AIMS-IIMB Programme) at IIM Bangalore	1	22/04/2019	24/04/2019	3

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Accidental Insurance Policy 2. Special leaves granted to faculty members for their Ph.D. related work	1. A new bicycle is provided to office peons for travelling related to office work 2. Accidental Insurance Policy 3. Employees Provident Fund started for non-teaching staff (11 members) 4. Uniforms and washing allowance are provided to office Peons	1. Yuva Raksha Group Insurance Policy for students

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: All account books are maintained by the accountant as per the admissions and Fees Regulating Authority appointed by Government of Maharashtra. Entries done by one accountant are verified by the other accountant. The trust representative monitors these activities and guides wherever required. External Audit: The Institute regularly conducts external audit and all account books are maintained by the accountant as per the guidelines of the accounting standards. The Cash books, Ledgers, Invoices, Petty cash accounts and Bank pass-books are inter-changeably assessed by the auditor. The accounts of the Institute are audited by Chartered Accountant appointed by the Trust regularly as per the Accounting Standards at the end of each fiscal year and are certified. The annual reports of the external audit since 2009 are available with the Institute.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Union Bank of India	196000	For Wings2Vision 2018-19 - A Training

	Based Business Competition organised by the Institute

[View File](#)

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. Sunil Karve	Yes	Dean-Academics and Assistant Professor in HR
Administrative	Yes	Dr. Sunil Karve	Yes	Dean-Academics and Assistant Professor in HR

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

NA

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

1. Self Defense Workshop 2. Workshop on Ms Excel and Ms Word for Non-Teaching Staff 3. Awareness session on Cyber Safety

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

1. Certificate Course in Digital Marketing 2. Application for Permanent Affiliation to the University of Mumbai 3. PTVAIM's COEI becoming Institutional Innovation Council (IIC) under Ministry of Educations Innovation Cell (MIC), Government of India

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Finance Club	25/10/2018	25/10/2018	25/10/2018	101
2019	Purchase of Turnitin to strengthen the quality of research work done by	31/03/2019	31/03/2019	31/03/2019	5

	the staff members and students				
2018	Inauguration of COEI's Incubation Centre Facility	27/08/2018	27/08/2018	27/08/2018	200
2018	Application for Permanent Affiliation	29/08/2018	29/08/2018	29/08/2018	6
2018	Certificate Course in Digital Marketing	05/10/2018	05/10/2018	17/11/2018	34
2018	National Conference on "EMPOWERING WOMEN TOWARDS LEADERSHIP" in association with Maharashtra State Commission for Women	12/10/2018	12/10/2018	12/10/2018	250
2019	Minor Paid Research Projects approved and sanctioned by the University of Mumbai to 3 faculty teams of PTVAIM	16/03/2019	16/03/2019	31/12/2019	8
2019	Navadhaara – Student's Skill Development Programme	16/03/2019	16/03/2019	20/12/2019	241
	[View File](#)				

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Passion knows No Age and Gender	09/03/2019	09/03/2019	67	51

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

Percentage of power requirement of the University met by the renewable energy sources
1.65

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	1
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	1	05/07/2018	360	Library and Information Resource Centre - Visitors Facility	To facilitate students/visitors with a suitable learning environment in the form of Library and Resource Centre.	5
2018	Nill	1	07/12/2018	01	Blood Donation Camp	To motivate people to donate blood and raise awareness	59

2019	1	Nill	16/03/2019	01	Bazaarhaat	To develop entrepreneurial and managerial skills of students	107
2018	1	Nill	12/10/2018	01	One day National Level Conference on Empowering Women towards Leadership in association with MSCW	Encouraging women empowerment and leadership	111
2018	1	Nill	11/07/2018	10	Monthly meetings of Amhi Udyogini	Facilitate women entrepreneurs to showcase their talent and discuss new business opportunities	6

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Students Handbook	Nill	Students Handbook was published on 10/12/2017. It is also accessible to all on our Institute website using the following link: https://www.ptvaim.com/students-handbook.html
Code of Conduct for Students	Nill	Code of Conduct was published on 10/12/2017. It is also accessible to all on our Institute website using the

(Note: top row continues "about the importance of blood donation." in the last description column)

		following link: https://www.ptvaim.com/code-of-conduct-for-students.html
Code of Conduct for Teachers and Staff	Nill	Code of Conduct for Teachers and Staff was published on 10/12/2017 It is also accessible to all on our Institute website using the following link: https://www.ptvaim.com/code-of-conduct-for-teachers-staff.html

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture on Need of Ethics - Scams and Issues in Society	24/08/2018	24/08/2018	106
Lecture on Universal Ethical Standards - 20th Century Business	05/09/2018	05/09/2018	51
Lecture on Indian Philosophy - Gandhian Philosophy and Chanakya Neeti for Ethics	06/09/2018	06/09/2019	58
Lecture on Universal Ethical Standards - 20th Century Business	07/09/2018	07/09/2018	49
Lecture on Indian Philosophy - Gandhian Philosophy and Chanakya Neeti for Ethics	10/09/2018	10/09/2018	17
Lecture on Social Responsibility and Ethics	10/09/2018	10/09/2018	61
Lecture on Social Responsibility and Ethics	10/09/2018	10/09/2018	94
Lecture on Attitudes and Values	23/09/2018	23/09/2018	54
Lecture on Global Ethical Issues at Workplace	01/10/2018	01/10/2018	56
Lecture on Global Ethical Issues at Workplace	05/10/2018	05/10/2018	41

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

1. Solid Liquid Waste Management – Solid waste (Wet and Dry Waste) generated on campus such as paper, cardboard, food waste, is managed efficiently through an initial segregation process (Wet and Dry Waste). All waste bins in the campus are earmarked separately for the collection of solid waste, which is presently collected by Brihanmumbai Municipal Corporation (BMC). There is no chemical laboratory and hence chemical waste in the form of liquid is not generated on the premises. However, liquid waste or grey waste is connected to the sewage system provided by BMC through covered underground drainage system.

2. E-waste Management - The Institute has a provision for the appropriate disposal of e-waste generated on campus. E-waste generated on campus is never dumped mindlessly in or around the campus. Our institute computers/laptops/ printers are under the Annual Maintenance Contract (AMC) provided by M/s. Tejpal Enterprises. Periodic checking ensures that nonworking or old electronic waste is filtered out by the Institute and then this is disposed-off through M/s. Tejpal Enterprises, and/or with any responsible agencies/organisation such as EcoCentric Management Pvt. Ltd., which is offering solutions towards e-waste in an eco-friendly manner.

3. Rain water harvesting - PTVAIM is using a natural reservoir. Rain water is captured from the roof catchments and stored in tank. The tank water is used for garden plantation purposes. The educational campus houses a well which is connected to the tank earmarked as bore-well water tank which supplies water to all the washrooms for flushing purposes in the premises. The bore-well water is used for various purposes such as watering trees and plants, general washing and cleaning purposes on campus. Drinking water is supplied by Brihanmumbai Municipal Corporation (BMC). All taps and water outlets are serviced periodically to prevent water wastage. To ensure supply of safe water in the Institute, water-potability tests are conducted at regular intervals.

4. 3R approach (i.e. Reduce, Reuse and Recycle) - Institute promotes eco-friendly practices through 3Rs 'Reduce, Reuse, and Recycle'. Communication with staff, students and other stakeholders is done majorly via sms, WhatsApp and email. Institute encourages staff to reuse one-sided used papers for rough print-outs and rough work. The posters of "SAVE PAPER" with 3R approach are displayed near the printers and photocopier machines. The faculty members scan the notes and reading materials using photocopier facility available which can be circulated via email to students for references so that paper is consumed as per the need.

5. Plastic-free campus - At PTVAIM, we do not encourage use of plastic and inculcate the habit of not using plastic carry bags, PET bottles, and other plastic materials which are not permitted as per the guidelines of BMC. Also, efforts are being taken to educate our staff members and students to use recyclable and environmental friendly materials in order to become more sensitive towards environment.

6. Plantation within the Campus - Maintenance of trees, plants, shrubs and planting new saplings is done. Cow dung soil is used for the maintenance of plantation in the campus. Institute has initiated compositing facility. Food waste generated on the campus is collected in a compost bin and through the process of composting, it is mixed into the soil for enriching existing trees and plants. Institute plans to extend the concept of composting to nearby societies by conducting workshop on the same. Our entire campus is surrounded with Green trees that are maintained throughout the year. Our membership of "Maharashtra Harit Sena" granted by the Forest Department of Government of Maharashtra reflects our commitment to the Green Cover in Maharashtra.

> 7. Renewable Energy: The Institute has installed solar cell panels on its terrace to harness the solar energy. The lights around the institute building are powered by the solar energy harnessed by these installed solar cells.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 01: Title of the Practice: Compulsory Internship of MMS Semester IV Students with NGOs for their Project on Social Relevance 1. Objectives of the Practice: To nurture and develop socially sensitive and responsible management professionals. 2. The Context: University of Mumbai modified its MMS syllabus in 2016-18 in order to make it more industry oriented. All MMS IV students from this batch onwards are required to work on three projects of 100 marks each in the areas of Specialization, General Management and Social Relevance. The rationale behind these changes is to give the management students first-hand experience and a feel of working in these areas which are very relevant to their professional success. 3. The Practice: At PTVAIM each student undergoes an internship in each of the three areas mentioned above. They are allowed to work with the companies/organizations to complete their specialization and general management projects. But all of them have to do an internship with NGOs for the social relevance project. This is done to ensure that by working with the NGOs in various fields, our students will get to experience the problems/issues faced by the un-privileged/under-privileged sections of the society, thus turning them into socially sensitive, responsible individual. We adopt very systematic approach of assigning our students to various NGOs based on the area of interest with respect to social cause of students, the area in which he/she lives, skills required by student to work for a certain type of NGO, etc. Students are required to undergo an orientation session which is conducted by Mr. Pavan Sawant, former CEO of Muktangan. Our core faculty members work as mentors to these students. They are constantly in touch with the students and NGOs to understand how well and sincerely are our students working with these NGOs. Students convert this work done by them into a project report and submit it to their guide for approval. Upon receiving an approval by the guide, a viva is scheduled for the students in which outside experts evaluate the performance of the students on the basis of their presentation and report. This internship with the NGOs help us to nurture and develop value based, ethical management graduates. 4. Evidence of success: All our students have successfully completed these internships and submitted their project reports. Few students continued working with these NGOs even after the project was over as this kind of work gives them immense mental satisfaction. We have received feedback from NGOs praising our students and the Institute. Problems Encountered and Resources Required: 1. Many NGOs do not have proper office set-up where students can go and do their work. In such situations students coordinated with NGOs and their beneficiaries using own resources. 2. Many NGOs make it clear in the beginning that they don't have facilities such as computer which students need to work. Students arrange them on their own. 3. Beneficiaries of NGOs are many time hesitant to share problems with students as they are new to them. Best Practice 2. Title of the Practice: Certificate Course in Digital Marketing (2018-19) 1. Objectives of the Practice: To bridge the skill gap and make students industry ready with hands on experience on various tools used for Digital Marketing. 2. The Context: The Practice of collaborating with Industry leaders and organizations and thereby fostering excellence in academia for student benefit has always been one of the most preferred practices at PTVAIM thereby bridging the knowledge gap. With this mission as a benchmark and the ever evolving demand for skilled professionals, PTVAIM launched a 36-hour Certificate Course in Digital Marketing in the Academic Year 2018-19 by liaising with M/s. Learning Catalyst who are pioneers in providing training to student and industry professionals in Digital

Marketing domain. 3. The Practice: The process required us to invite and finalize the best proposals from various vendors providing courses in Digital Marketing for our students that would cover all the latest tools and techniques being practiced in the Industry. This was followed by drafting a formal Memorandum of Understanding which was mutually agreed upon and signed. The following were the salient features of the approach that were followed hands-on activities and exercises, scenarios covering problems relating to their domain were discussed. Focus was on capacity building and also on discussing best practices. Pre and post-training assessment was carried out, there was an online test which all learners took before and after the training. All participants had access to learn from the video courseware where they could be in touch with the faculty during the program duration. Assignments were submitted on the Learning Management System of the vendor. Scores were consolidated and on successful evaluation of the online tests and the end program presentation /case study the students were awarded certificate of successful completion of the certificate course. 4. Evidence of success: The number of students who successfully completed the course were 34 and the excellent feedback 4 on a scale of 5 of the Certificate Course in Digital Marketing gave us the impetus to conduct the course for the second consecutive year for students across all specialization which was approved by the Management. 5. Problems Encountered and Resources Required: a. It was challenging to make students enroll for the course as it was the first time for the Batch 2018-20 that a Certificate Course was introduced. b. It was challenging to motivate students to attend the course as this course required the students to put in additional time beyond their weekly lecture schedules. c. The challenge was to accommodate extra time during the week and weekends and co-ordinate with the academic team for seamless delivery of the course without diluting the quality of the course and maintaining consistent level of motivation for the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.ptvaim.com/best-practices-2018-19.html

7.3 – Institutional Distinctiveness

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

PTVAIM was selected as one of the 900 higher education institutes to form Institution`s Innovation Cell (IIC) in year 2018-2019. IICs were established in these institutes under the aegis of then Ministry of HRD's Innovation Cell (now MIC - Ministry of Education`s Innovation Cell) and AICTE (All India Council for Technical Education). The objective of the IICs was to conduct activities that promote entrepreneurship and innovation on campus. In keeping with the same COEI (PTVAIM's business incubator) conducted several lectures on various topics from design thinking to IPR to business marketing, one boot camp on 'How to convert idea into project and project into product', a Six days advanced entrepreneurship development program that covered all aspects of entrepreneurship right from ideation to launch of the business, One business plan competition where 63 students from across Mumbai participated and the top three winning ideas were given Rs. 1 lakh, Rs. 75 thousand and Rs. 50 thousand respectively. Two field visits were conducted for the students. One was to Learning Space Foundation in Waada district Palghar to understand their problems and find a solution in which rural and urban populace can collaborate and form a sustainable business plan. The other visit was to Sardar Patel Technology Business Incubator (SP-TBI) to gain holistic understanding of how a business incubator works. COEI also conducted a special voting awareness campaign in locality under guidance from MIC to encourage people to vote in the

national elections. A special lecture series of nine sessions was also conducted for the incubatees of COEI. These sessions were customized to their specific business models. The synchronous activities conducted by COEI for IIC were with the objective of developing entrepreneurial culture on campus with a scale up model. In total close to 20 big and small activities were conducted throughout the year and we managed to reach up to 7 colleges and 1000 students for entrepreneurial promotion.

Provide the weblink of the institution
https://www.ptvaim.com/institutional-distinctiveness-2018-19.html

8.Future Plans of Actions for Next Academic Year

In keeping with our vision and mission statements which focus on nurturing and developing managerial, entrepreneurial and research talent, PTVAIM plans to organize workshops/conferences/conclaves/faculty development programs/entrepreneurship development program in the above mentioned areas. We are expecting to get our Permanent Affiliation from the University of Mumbai in the coming academic year. To strengthen our research activities, we are in the process of applying for the Ph.D. Research Centre to the University of Mumbai. We also want our faculty members to explore the possibility of applying for major paid research proposals in addition to the minor paid research proposals which are sent by three research teams even in the current academic year. We shall also encourage the faculty members and students to publish their research articles in the SCOPUS and UGC CARE journals. We are also preparing to apply for NBA accreditation which we expect will need one more year. We will also be applying for the NIRF ranking in 2019-20. As an Institutional Innovation Council appointed by the Ministry of Education's (MoE) Innovation Cell, Government of India, we shall ensure that we are conducting all the activities as suggested by MIC and also conduct additional activities to boost the innovation culture in the Institute. We shall explore the possibility of starting MBA in Entrepreneurship Development in accordance with our vision and mission statements. To enhance the employability of our students we propose to conduct Certificate Courses in different specializations. To make the students socially sensitive, we plan to organize the activities related to rural Maharashtra which will help in making the rural youth self-sufficient.