YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	NAIPUNNYA BUSINESS SCHOOL
• Name of the Head of the institution	DR JACOB P M
• Designation	DIRECTOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04802730340
• Mobile no	9446218306
• Registered e-mail	hod@mbanimit.ac.in
• Alternate e-mail	director@mbanimit.ac.in
• Address	THE HOUSE 2/144 A THAIKATTUKARA POST
• City/Town	ERNAKULAM
• State/UT	KERALA
• Pin Code	683106
2.Institutional status	
• Affiliated /Constituent	SELF FINANCING
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Self-financing**
• Name of the Affiliating University	**UNIVERSITY OF CALICUT**
• Name of the IQAC Coordinator	**Ms NAYANA S**
• Phone No.	**04802733573**
• Alternate phone No.	**04802730340**
• Mobile	**9745588845**
• IQAC e-mail address	**iqac@nbs.ac.in**
• Alternate Email address	**nayana@mbanimit.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://nbs.ac.in/wp-content/uploads/2022/01/SSR-NBS.pdf
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.8**	**2021**	**21/12/2021**	**20/12/2026**

6.Date of Establishment of IQAC	**17/06/2019**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	5	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

85% Placements due to capacity building initiatives Restructuring of syllabus and course plan for better outcomes in education Research publications increased in quantity and quality to UGC care and Scopus Community building initiatives achieved excellent feedback from stakeholders Able to focus more on developing infrastructure based on sustainability

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

Plan of Action	Achievements/Outcomes
Add-on programs to be taken from NPTEL	Offered
Yoga to be made a certification	MoU signed
English language lab to be provided as a regular part of syllabus for improving language skills	Started classes according to regular schedule
Entrepreneurship programs and startups to be formed in the college campus	Working to generate MoU's with companies
Decided to be start a SWAYAM-NPTEL chapter in campus	Application submitted

01-04-2022 12:05:13

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	25/11/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	03/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	33

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	87

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	11

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**29**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**11**

File Description	Documents
Data Template	[View File]

3.2 Number of sanctioned posts during the year	**11**

File Description	Documents
Data Template	[View File]

4.Institution

4.1 Total number of Classrooms and Seminar halls	**6**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**30**
4.3 Total number of computers on campus for academic purposes	**103**

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

Curriculum planning: University Academic Calendar: The curriculum

and academic calendar prescribed by theUniversity is followed by the college. Semester Calendar (days): The college plans an academic calendar based on the Academiccalendar. Syllabus: is available in the academic regulations book. Subject Allocation: Faculty members are allocated courses in the department meetings chaired bythe academic coordinator and Director. Time table: is prepared by the Academic coordinator and added to the Learning Managementsystem (Linways). Handbook: The handbook contains details of the semester calendar, syllabus and slot for timetable. Course plan: Faculty members are to prepare the course plan and upload in Linways Course Outcomes: is available on the website. Reading Materials: are uploaded in Linways by faculty. Assignments Questions: are uploaded to Linways by faculty members. Internal exam time table: are prepared by the exam coordinator and sent to all faculty membersafter approval form academic coordinator and Director. Quizzes: are prepared by faculty and uploaded in Linways. Student Presentations: Students Presentation questions are uploaded by faculty in Linways. Curriculum delivery: Allocated hours: Time table gives allocation of hours to the faculty members. Use of ICT: All faculty members are trained on ICT Work Register (Linways): After the class faculty members have to mark the attendance and it ismonitored by the academic coordinator and the Director. Chalk-Talk Method: Faculty members use chalk/markers for classes on solving maths basedproblems. Case studies: All subjects are taught with the help of case study. Management games: Management games like business plan competitions, and entrepreneurventure programs. Quizzes: There are 5 modules for every course and a quiz is conducted after the completion ofevery module. Peer learning: Students are given topics to take classes on the subject under the guidance of thefaculty member.

Online classes: Online classes are conducted occasionally. Curriculum Enrichment: BaSE program: Bridging and skill enhancement conducted to bridge the gap between the UG toPG transformation. Academic Enrichment Program (AEP): Invited talks by distinguished faculty from other Bschools. Ethics and Value education: Seminars and debates on ethics and values are conducted by studentsunder the guidance of faculty members. Microsoft Excel training: Students are taught MS office Excel to store and organize many datasets and make sense of data bases. Add-on courses: Apart from the syllabus the program is enriched with add-on courses to keep thestudents informed about the latest topics in management. Experiential learning: Students are sent for experiential learning through out-bound training. Research skills - journal papers: Students are encouraged to write papers along with faculty andpublished in Vaidakthya. Community based programs: Hastham, Phisis, SESO are conducted to

develop an understandingof the community needs. Internships: Students are sent for internships to get a feel of the workplace and its requirements sothat they can merge theory and practice. Club activities: Marketing, HR and Finance club activities are conducted to improve the domainknowledge. Industry visits: Students are sent for Industry visits to learn the practice followed in workplaces.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[http://mbanimit.ac.in/naac1/Uploads/20220225 103840_1.1.1_2020.pdf](http://mbanimit.ac.in/naac1/Uploads/20220225103840_1.1.1_2020.pdf)

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

Response: Academic evalulation is given prime focus at NBS. All our CIE activities are planned according to theacademic schedule of the university. The CIE time table is planned in such a way that focus is given to all modules. 1.University Academic Calendar: The institution follows the academic calendar sent by theUniversity of Calicut at the beginning of every academic year. 2.Semester Calendar (days): The college plans an academic calendar based on the Academiccalendar. 3.Internal Exam Calendar (handbook): The internal exam calendar is provided in the handbook. 4.Internal Exam notification: The internal exam notification and exam time table is put on theexams notice board.

5.Question papers with answer key: Faculty members present question papers with answer keys. 6.Assignments calendar (Linways): Assignments calendar with questions are uploaded on toLinways. 7.Seminar (Linways): Seminar calendar (Assignment 4) is also displayed on the Linways. 8.Quizzes (Linways): Quiz day and quiz are uploaded on Linways. 9.Evaluation and Publishing the result: Faculty members publish marks in Linways 10.Open house/ PTA meetings: After second internal, openhouse and PTA meetings are conducted and marks are displayed to parents. 11.Supplementary exams: Supplementary exams are conducted for those students who fail in theinternal assessment. 12.Academic Audit: An academic audit is conducted to find any discrepancies and the result passingboard approves the internal marks. 13.Uploading the marks to University site (Circular from University): The internal exam marksare uploaded to the university site on the day prescribed by the university and printouts taken forsending the same to the university and for files.

14.Uploaded mark sheet: Based on the uploaded marks students may be permitted to write the endsemester exam by the University.

15.Internal exam: guidelines are followed according to university guidelines. Keeping in view of the academic calendar, the institution plans various examinations and activities and getapproved by the Director. The Continuous Internal Evaluation is effected through the conduct of threeinternal examinations, three assignments, and seminars and quizzes. The calendar for internal exams isdiscussed in the Staff Council and the dates of internal examinations and activities are published in thecollege handbook so that it can be accessed by the students and staff. The details of the examination,assignments and seminars are also given in the Learning Management System (LMS).The question paper along with the answer key for every internal exam is prepared by the concerned facultyin charge, reviewed and approved by the HoD and forwarded to the Exam Coordinator seven days prior tothe exam. Taking into consideration the snags associated with the frequent postponement of the University exams bythe University due to unanticipated emergencies, the institution also reschedules the exams as and when itis necessary. The institution ensures that the conduct of internal examinations, publishing of results,meetings with parents etc are maintained properly so that the students get adequate time for preparation forboth internal and University exams. The internal assessment score is made available to the students through LMS.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://mbanimit.ac.in/naac1/Uploads/20220225 111310_1.1.2_Edited.pdf

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 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	D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

1

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

29

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Response: The various courses that address issues relating to Gender, Values, Environment and Sustainability are listed below: BUS 1C01 Business Communication

BUS 1C02 Management Theory and Business Ethics BUS 1C04 Organizational Behaviour BUS 1C05 Environment and Business BUS 2C09 Soft Skill Development BUS 2C13Human Resource Management BUS 3C19 Entrepreneurship Development & Project Management BUS 4C22 Corporate Governance BUS 4E H05 Management of Training and Development Programs conducted according to the curriculum:

- **Professional Ethics:**
- **Seminar on business Ethics**
- **Observance of ethics (Gandhi Jayanthi)**
- **Teachers day**
- **Corporate governance seminars**
- **Gender Sensitization**
- **Women's day**
- **International day of the Girl Child**
- **Human Values**
- **Outbound Training**
- **Charity activities**
- **Supporting in need (Support for people affected by natural calamities)**

Village adoption Scheme: NBS has adopted 3 villages under the UBA scheme and organizesprograms in the villages - Puthenvelikkara, Parakkadavu and Kezhekemuri. Students haveconducted surveys and submitted reports. Drinking Water Project: Our students have been able to implement a drinking water project in atribal colony of Thrissur, Malakkapara. The entire project was sponsored by companies which gavethem pipes and funds to conduct the camp. The students have been building on the project to provide other facilities in sanitary and housingtoo.

Environment and Sustainability:Students collected plastic waste from the local community and provided awareness classes too. The institution gives utmost importance to incorporate the institutional values and objectives into theUniversity designed curriculum. The institution aims to transform the students into socially committedcitizens with integrity of character and at the same time with competence. With this in mind, the institutionhas included various value added programmes and activities for the benefit of students. The institution organizes extension activities with the purpose of sensitizing our students on various socialissues and to strengthen their participation in the community activities.In addition, the institution provides the students with soft skill training (e-cube) which helps equip themwith employability skills and boost confidence in them.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

12

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

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

28	

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	https://docs.google.com/forms/d/e/1FAIpQLSdU 4FEo1U0jaeDa9C0l61ZCElPH2RP-1Qtc9OypmyMD6WQv FA/viewform?edit_requested=true
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://nbs.ac.in/wp-content/uploads/2021/03/Feedback.pdf

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

58

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

11

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Response: Naipunnya Business School (NBS) organises Vihaan, a formal function to welcome the new batch of students with their parents. After joining NBS, the institute assesses the learning level of students based on the performance in BaSE. Once they start their course, the students are assessed based on performance in the CIE and performance tracking. 1.BaSE (Bridging and Skill Enhancement) program: As students are from different educational backgrounds and to bridge the gap between the undergraduate and the MBA program, the college conducts BaSE, which covers accounting, quantitative techniques, communicative english, presentation skills and case analysis. 2.Internal assessment is used to evaluate a student's academic performance and it is based on the internal examinations, assignments, seminars etc. 3.Performance Tracking: After the end of each semester, the overall performance on communication, general awareness, quantitative skills and emotional quotient of each student will also be evaluated.

Special programmes for advanced learners The advanced learners will be identified after the BaSE/CIE and performance tracking and are

encourage them to present papers in the national conference organized by the college every year. Thecollege organises a lecture series known as Academic Enrichment Program (AEP), industrial interactionprogram and union budget analysis for the advanced learners. 1.Research Paper Presentation: The faculty helps the students in writing research papers in order topresent in this conference and publish it in the conference proceedings. 2.Academic Enrichment Program (AEP): Faculty members from various prestigious institutionsvisit the campus and provide lecture sessions on contemporary business management topics. 3.Industrial Interaction Program: The program brings various experts from the industry to talk tothe students. 4.Union Budget Analysis: An expert in finance will be invited to provide insights on the unionbudget presented by the finance minister every year. Apart from that the students in groups willmake a presentation on the union budget and will be evaluated by the expert.

Special programmes for slow learners The faculty members identify the weak students based on the first and second internal examinations andorganize remedial sessions or activities for the failed/weak students. 1.Remedial sessions or activities are decided by the concerned subject faculty based on the situationor student. The remedial activities may include special classes, peer learning exercises,assignments, viva-voce etc. After the remedial activities the concerned subject faculty verify theeffectiveness of the remedial action too.At the end of the MBA program, the institute organises

Indictio, the course completion ceremony toaward the course completion certificate to those students who have successfully passed all of the internalassessments. The college awards also encourages students to be at their best by giving the "MeritoriousStudents award" and the "Best student project".

File Description	Documents
Paste link for additional information	http://www.naacupload.mbanimit.ac.in/Uploads/20210226022524_2.2.1_Supporting_Link.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
87	11

File Description	Documents
Any additional information	View File

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

Response: The tagline of Naipunnya Business School (NBS) is experience, explore and excel, therefore the instituteorganises various student oriented activities under experiential learning, participative learning and problemsolving techniques to enhance the learning experience of the students. 1.Experiential learning activities: i. Industrial Visits: The students representatives make all necessary arrangements for theindustrial visit according to the college guidelines. The students in groups will visit variousdepartments in the company and will get an opportunity to interact with the managers andstaff of these departments to get a real time exposure to the business practices related totheir subjects. ii.Outbound Training:The institute provides a three day outbound training campthrough an outside agency to provide learning the life skills in a practical way throughgames and activities. iii. Library training: As part of the induction program all students will be given training onlibrary facilities and how to effectively use the online information sources and digitallibrary.

2. Participative learning events: i.Product launch is an activity given to the students to come up with an idea and convert itinto a viable product and present in front of the panel of judges for evaluation.

ii. Rebranding workshop: Students are encouraged to rebrand existing productis in a workshop conducted by professionals. iii. Brand tower is another activity, in which the students in groups will collect the collateralsand materials and display the top trusted Indian brands. iv. Shaping young mindsby Thrissur Managment Association:gives a platform to students to interact with leading icons from different fields. v. Ekklesia is a club activity organised by students to enrich young minds by opening variousavenues to improve their leadership skills, coordination skills, inculcating the spirit of teamwork thereby grooming their personality and overall development. vi. Shilpam is an orientation

training program of the college. College encourages goodstudents to give sessions to fellow students on different topics under the name of peerlearning workshop. vii. Aagneya, the intra college management fest organised by the students provides a podium tocorrelate the theory learned in the classroom to be connected with simulated managerialissues. viii. Cazadorz provides an opportunity to sharpen the skills to organise a inter collegiatemanagement fest.

3. Problem solving methodologies:, which includes case analysis, multiple choice questions(MCQs), group discussions and debates. i. Case analysis: Faculty members include case analysis as part of their lesson plan anddiscuss various cases related to their subjects. ii..MCQs: Faculty members also conduct MCQs to give more conceptual knowledge in thesubject. iii. Group discussions will be a part of usual classes to explore the students' problem solvingand analytical skills.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://mbanimit.ac.in/naac1/Uploads/20220303103700_2.3.1_Sup.pdf

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

Response: Linways: NBS has a learning management software known as Linways. Modules in Linways: 1.Time table 2.Subject planner 3.Attendance 4.Assignments 5.Seminars

6.Sessional exam 7.Course file 8.Message box 9.Internal assessment 10.Course materials 11.Quiz and survey 12.Online examination 13.Marks 14.Lesson planning 15.Subject planning Google: 1.Google workspace for education fundamentals 2.Google Drive 3.Google The linways administrator sets the time table, based on this time table the subject faculty can plan thelesson plan using the subject planner module and students will get an idea about the future classes andthe information related to the syllabus coverage. Theattendance module helps the subject faculty to markthe attendance and students can track the subject and total attendance on a real time basis. Students can upload their assignments into the software and faculty members give marks for the assignments that can be viewed by the students. Faculty members have the provision to create offline or online exams through Linwyas.Apart from these the faculty

members use google slides, sheets, docs, forms, meet etc. for the effectiveteaching-learning process. Faculty members are well trained on taking classes using google meet platform.The faculty members are also using zoom, webex too.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

4

File Description	Documents
Any additional information	View File
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)	View File

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

35

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

Response: The college has a very efficient and transparent internal assessment mechanism.

- **Periodic tests (best 2 out of 3) - 50%**
- **Seminar paper and presentation - 10%**
- **Classroom participation and attendance - 25%**
- **Case analysis/other assignments - 15%**

Transparency of internal assessment:

- **Notification of internal exam time table displayed in the notice board/e-mail/whatsapp**
- **Collecting question paper with answer key 7 days in advance**

- Uploading question paper and scheme in linways
- Assignment will be given through linways with submission deadline
- Opportunity to discuss answers with faculty members
- Accessibility to university question paper through linways
- Internal exam, assignment, seminar mark display through linways
- Question-wise mark distribution and display of answer papers to students
- Grievances regarding examinations
- Course-wise hourly attendance marking in linways

Robustness of Internal Assessment: The internal assessment gives 40% credits for each subject to students, hence all students have totake the internal assessment seriously.The internal exam, assignments, seminar presentations, quizzes are all done through Linways as a result, the methodology is transparent androbust..

Components Frequency Assignment 3 in a semester Internal Exam 3 in a semester Quiz 1 per module Presentations 1 in a semester

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://nbs.linways.com/

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

Response: All internal/university examinations are conducted as per the norms and regulations of Calicut University.The Director and the Academic Coordinator make sure that all examinations are conducted in a propermanner in order to avoid any kind of grievance from students. Transparent: Pattern of the exam: Students are informed about the pattern of the examination well in advance.Internal exam schedule: is prepared and is given in the handbook. Invigilation: For every 25 students, there will be one invigilator for exams. Corrected answer scripts: Corrected answer scripts are checked randomly by the Academiccoordinator. Distribution to students: The corrected answer scripts are distributed to students for verification. Projects: All projects are checked for quality and palgiarism by Project Review Committee along with the projectguides Marks display: Marks displayed in Linways CCTV surveillance:

Examinations are held under CCTV surveillance. Answer sheets evaluation: Based on answer key given by the faculty. Marks sheets: Signed by the students Exam grievances: Exam grievance committee: A committee is formulated to look into the grievance of the studentsregarding exams. Exam Grievance Cell (EGC) (2019-20) 1.Dr. Jacob P M, Director, NBS 2.Dr. Sabu Varghese, Associate Professor, NBS 3.Dr Suraj E S, Academic Coordinator Grievances Procedure: The college follows the university regulations on the procedure forgrievance handling of internal exam/assessment and it is as follows: 1. If the students have any grievance against any member of faculty, such grievance shall be dealtwith at three levels for a solution. First, the concerned students may present the grievance anddiscuss it with the faculty concerned. Second level If the grievance is not solved at the faculty level, the student shall submit a written complaint withall the relevant details to the head of the department. The complaint shall be dealt with by a committee of teachers (which includes the head of thedepartment, one senior teacher and the teacher whose assessment is a matter of dissatisfaction forthe student). Third levelIf the problem is not solved, the head of the department shall forward the written complaint ofthe student along with the reply of the faculty member concerned to the Controller of Examinations, University of Calicut.

Time bound & Efficient:Internal marks are uploaded in the Learning Management System (Linways) within days ofcompleting the examination. Grievances settlement period: All grievances are settled within 7 days of the receipt of grievance.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://mbanimit.ac.in/naac1/Uploads/20220308 112842_2.5.2_Linways2022.pdf

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.

Response: On the basis of the curriculum, the programme outcomes and course outcomes are developed at theinstitution level.Programme outcomes are the competencies and values the students should possess by the end of theMaster of Business Administration programme.Course outcomes are the specific skills and knowledge the student obtains after the successful completionof each course. The college

communicates the course and programme outcomes to the faculty and students through variousmeans. Website: The programme outcomes and course outcomes of each programme are displayed in the website. Verbal communication: During the batch initiation ceremony of each batch, the programme outcomes areclearly described to the students by the Director and the course outcomes are explained by the facultymembers for each course in the beginning of the course. Linways (Learning Management Software): As well as the course outcomes are uploaded by the facultymembers in the academic management system (linways) and the students can view it.The sample of course outcomes for one course is given below:- Financial Management:

1. Understand the goals of the Financial Manager.
2. To enable the application of techniques for investment decisions.
3. Know the capital structure of companies and its importance.
4. Make decisions on working capital management.
5. Understand the sources of finance and dividend policy.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nbs.ac.in/program-outcomes/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Response: The college has a standard procedure for measuring the outcome attainment. The procedure includes directand indirect measures to measure the attainment of each outcome. The measures for course outcomeattainment are internal examinations, assignments, seminar/presentations, class participation andattendance. Direct measures: Internal Examinations: Three internal examinations will be conducted for each course and theaverage of the best two will be considered. Assignments: Three assignments will be given for each course and all three assignments will beconsidered. Seminars/Presentations: Students are supposed to prepare at least one seminar for each course andpresent it in the classroom. In-direct measures: Class Participation: Subjective evaluation of the faculty about each student based on the student'soverall interest towards the course. Attendance: The physical presence of the students in the classroom.

Course outcomes: To assess each course, faculty members use CO's defined for that course. Based on the COs the facultymembers create the measures. In each course, faculty members assess the level of achievement of thecourse outcome of each student using the weighted average of the above measures. The ultimate courseoutcome score of 2.0 or above indicates that the course has attained the outcomes. If any student outcomesare not met, action is taken for improvement.The data are then used to analyze and evaluate the program outcome of the MBA program and the finalprogram outcome score of 2.0 and above shows the attainment of programme outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.naacupload.mbanimit.ac.in/Uploads/20210310111416_Measuring_CLOs.pdf

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

22

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://mbanimit.ac.in/naac1/Uploads/20220308114205_2.6.3_Result2022.pdf

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)

https://nbs.ac.in/wp-content/uploads/2022/03/NBS-Student-Satisfaction-Survey.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)

0

File Description	Documents
Any additional information	**No File Uploaded**
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)	View File

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	View File
Institutional data in prescribed format	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Response: Naipunnya Business School by its virtue "to reach the unreachable" has always shown interest in creatingan ecosystem for innovations through Research Enhancement Programs & Product innovation. Researchenhancement program is carried through Naipunnya Business School - Center for Community andBusiness Research (NBS-CCBR) by means of Seminars, Paper Presentations, Research Projects,workshops, and Conferences for the enhancement of knowledge in different areas NBS has organised the national conferences in 2021 in the onlinemode. NBS-CCBR provides mentoring to young researchers in different areas of management research. Eachresearcher is assigned with a faculty for regular consultation. Vaidakthya: The conference proceedings has an ISSN and is available in print form. Research Publications: The faculty members of NBS have published books, papers in peer reviewedjournals and contributed papers in edited volumes. Internships: In 2020-21, NBS student have been interns in various organisations through Internshala.

Workshops: NBS sent its faculty forresearch workshops in and outside the college. Collaborations: NBS has jointly organised programmes with NIMIT in conducting various Research programmes. Seminars: NBS and its partner college NIMIT has organised seminars national as well as Internationaltoo Library Resources: NBS Library as a knowledge centre has a repository of books, journals, newspapers,project reports, magazines, periodicals, e-resources. Currently, the number of books now in stock are 4210. In addition to 12 International Journals, 15 National Journals, 5 periodicals and 4 newspapers. Specialservices such as e-resources J Gate, e-Pg Pathsala, Digital Institutional Repository (DSpace) etc. are alsoprovided. Open access of e-journals are provided through our

library website to meet the increasing educational needs of both students and teachers. Innovations: Creating innovative products for the benefit of humanity was also carried out by NBSthrough a proactive entrepreneurship club. NBS has also an innovation center which is the hub of allcreative and innovative activities in the college. Students under the guidance of the faculty members haveparticipated in National business plan competitions, won prizes in 2021.

Research Center:NBS was recognized as a research centre of Kerala University of Fisheries and Ocean Sciences (KUFOS) in the year 2020. Currently three faculty memebers are registered as research guides.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://mbanimit.ac.in/naac1/Uploads/20220310 102215_Vaidakthya_2021.pdf

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

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

6

File Description	Documents
URL to the research page on HEI website	https://nbs.ac.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

Response: The motto of Naipunnya Institutions is "To reach the Unreachable '', as a result all the programs ofNaipunnya Business School (NBS) are programmed in line with contributing to the

Unreachable in ourcommunity. The mission of NBS is to produce leaders who have an awareness and involvement in widersocietal concerns, such as the protection of the environment, conservation of energy and concern for socialjustice. In this context our programs are designed to fulfill the mission of NBS. Naipunnya BusinessSchool organises extension activities with a dual objective:

- To sensitize our students about various social issues
- To strengthen students' participation in the community.

1.Sensitization Programs:Energy conservation: NBS participates in the Energy conservation programs proposed bygovernment agencies and creates awareness programs among the community. 2.Gender Sensitization and Women Cell activities: NBS gender sensitization programs throughevents like interactive talks/lectures, on gender sensitivity, and gender biases. NBS alsoparticipatesin the hair donation campaign for cancer patients. 3.Swach Bharath (Inside the college): Students also participate in a cleaning drive inside the collegepremises along with thehousekeeping workers of the college. The program was conducted tosensitize the students on the waste created in the institution and how it could be managed. Community Participation Programs: 1.Rural Camp (Hastham): Students are introduced to a rural setting where they are exposed to asociety, which lives in deprivation and need. Students partner with the local community to cleanpublic places, create awareness programs, conduct training programs on entrepreneurships, andconduct surveys among the community, interacting with the Panchayat officials. Through this they learn the interactions of the society. 2.Village adoption Scheme: NBS has adopted 3 villages under the UBA scheme and organizesrograms in the villages - Puthenvelikkara, Parakkadavu and Kezhekemuri. Students have alsosubmitted surveys of the 3 villages and are waiting to get the project approved from the governmentagencies. 4.Recycling of pens and paper: NBS students are a part of the "recycle and reuse" campaign forrecycling pens with refills.

File Description	Documents
Paste link for additional information	http://mbanimit.ac.in/naac1/Uploads/20220315 105307_3.4_Support2022.pdf
Upload any additional information	View File

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

1

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

53

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

1

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Response: Infrastructure for Teaching and Learning:

1. MBA Classroom I & II: Classroom for the first and second year is enabled with the ICT facilities.
2. Specialisation Rooms: Specialisation classes are conducted in this room. The room also has ICT facilities
3. Library : Library in the college has sufficient books and a number of publications
4. Computer Lab: 60 computers with updated softwares, smart board and ICT facilities.
5. Training and placement room: All placement Trainings like Communication skills, GD's, Interviews..
6. Seminar Hall : Air conditioned seminar halls with well furnished and ICT enabled rooms.
7. Quadrangle (open air space): This area is utilized for cultural programs, and exhibitions.
8. Auditorium : The auditorium named 'Navrang' is spacious and well equipped to accommodate aroundtwo thousand audiences for conducting all the student and college related programs.
9. Board Room : NBS includes a well equipped air conditioned board room in the ground floor to conductthe meetings of the department.
10. Exam control room: Question papers and answer sheets are stored here. All works pertaining to examstake place in this room.
11. Incubation center: All discussions on incubation of products and start-ups take place here. The room isequipped with a computer facility.
12. WiFi hotspots: Dedicated Wi-Fi hotspots are available in the building.
13. Staff Room : separate cubicles for each faculty and availability of computers and printers for the facultiesusage and a washroom and a toilet is available
14. Center for Extension & Innovation room: Project reports and discussions are carried out here.
15. Research Scholars room: Classes and evaluation of research scholars are organized here.
16. Language Lab room: Language lab training takes place here. The class is equipped with headphones andLCD.
17. Conference hall: 1st floor for meetings and conferences.
18. Directors Room: Director's room with washroom facility is

located close to the classroom and staffrooms for easy access.

19. Coordinator NBS: furnished, air conditioned with easy access to office and classrooms.

Other facilities:

1. Counselling Room: For students who require emotional support.
2. Yoga and meditation room: Yoga and meditation room is provided for yoga training and practice forphysical and mental wellness.
3. Audio visual room: Audio video recordings of classes for faculty members, students. Reception:guidance to all the visitors
4. Department Office: For service of faculty and students.
5. Finance office: Payment of fees and collection and all financial transactions
6. Toilet for men and women separately: Hygienically maintained toilets and washroom for girls.
7. Toilet for staff: Hygienically maintained toilets for staff
8. Sick Room for men and women separately: Sick Room with health care service to all students any timeduring college hours
9. Girls Common Room : Spacious and comfortable room for girls.
10. Boys Common Rooms: Spacious and comfortable room for boys
11. Photostat center: A photostat center functions in the college library as well as in the campus.
12. Stationery center: Students can collect stationery material from here
13. Cafeteria (inside): Tea, coffee and light snacks available here
14. Cafetaria (in-Campus): Tea coffee and snacks available here
15. Canteen: Lunch and breakfast provided here in the morning and lunch
16. Hostel: For men and women available in the campus and women with a tie up
17. Divyangajan class rooms and toilets for physically handicapped students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://nbs.ac.in/campus-infrastructure/

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

Response: Facilities for Cultural Activities Auditorium : The Auditorium with a seating capacity of 2000 people is used for conducting the culturalevents, management fests and other student events of the institution.. The auditorium has a large stage,with excellent lenergy efficient ighting facilities and sound systems Seminar Hall : Seminar Hall has a seating capacity of 150 people with LCD projectors, sound systemsand energy efficient lighting facilities. The seminar hall is airconditioned and is suitable for any inhousecultural activity Quadrangle : Quadrangle which is an open enclosed space within the main building is a hub of culturalactivities like short skits, mimes and student gatherings. this area is completely provided with naturallighting and is a highlight area of the institution Facilities for Sports and Games (indoor, outdoor) SL.No INFRASTRUCTURE SPECIFICATION

1. BASKETBALL COURT Cement reinforced back boards
2. TABLE TENNIS TABLE ITTF Approved
3. VOLLEYBALL COURT - MEN Outdoor clay surface
4. VOLLEYBALL COURT - WOMEN Outdoor clay surface
5. ATHLETIC TRACK 200 Mts - 8 Lane
6. BADMINTON COURT Indoor (13.40 x 7 CRICKET GROUND 35 meter straight the pitch, 23 meters boundary
7. FOOTBALL FIELD 100 Mts - 50 Mts
8. DEPT. GREEN ROOM - WOMEN 3 Mts x 2 Mts
9. HEALTH CLUB Single and Multistation x 9 Mts)
10. CHESS CLUB 3.80 Mts x 3.50 Mts
11. CAROMS CLUB 6 Mts x 4 Mts
12. DEPT. STORE ROOM 3 Mts x 2 Mts
13. YOGA CENTRE 9 Mts x 6 Mts
14. DEPT. GREEN ROOM - MEN 17.20 Mts x 4.60 16 DEPT. EDUCATION ROOM 5.80 Mts x 5 Mts
15. CRICKET PRACTICE NET 16 meters lengthheight & 16 x 4 meters a thickness of 6 inches.
16. NETBALL AREA 30.6 meters x surface
17. TUG-OF-WAR AREA 32 Mts x 2 Mts
18. WEIGHT AREA FOR TUG-OF-WAR 13.40 Mts x 1.60
19. DEPT. COACHES' ROOM 5.80 Mts x 2.80 Mts
20. MULTIPURPOSE INDOOR STADIUM 50 Mts x 28 Mts
21. BASKETBALL COURT Cement reinforced back boards.
22. NETBALL COURT 30.50 Mts x 15.25
23. BADMINTON COURT 13.40 Mts x 6.10
24. BADMINTON COURT 13.40 Mts x 6.10

Yoga Centra and Health Club: The institiution has a yoga room which provides a venue for students topractice yoga. A yoga event in

connection with International yoga day is organised every year. Thisimproves the health and mental wellbeing of the students. The health club facilities at the college givesopportunity for students and faculties to improve their physical fitness. The health club is open throughout. and this helps the sports persons of the institute to enhance their physical fitnes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://nbs.ac.in/campus-infrastructure/

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

8

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://nbs.ac.in/campus-infrastructure/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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)

5.28

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

Response: There are 2 libraries in Naipunnya, Nibodhi and Chaithanya. Library is fully automated. Library provides adigital facility with 12 computers installed. The Library has a repository of books, journals, newspapers,project reports, e-resources, previous years question papers etc. KOHA software is used for automation.The Version is 3.20.10.000. OPAC (Online Public Access Catalogue) system is employed. DSPACE isinstalled and question papers, newspaper clippings, paper presentations of faculty members are uploaded.

1. Koha software: Koha is the first free software library automation package in use worldwide.
2. Online Public Access Catalogue (OPAC): digital database of materials such as text files, e-books,journals, etc.
3. Database Tables: Koha database has a searchable collection of information about books, researcharticles, journals and research papers. There are thousands of articles and students and faculty cansearch simultaneously to find articles according to their relevance.
4. Login Page: Each student can login with their ID details to the NBS libraries.
5. Home Page: The home-page of the library offers comprehensive information on the booksavailable in the library.
6. G-gate Register: Students and Faculty members have to use their biometric card at the entranceand sign in the gate register at the time of entering the library.
7. Book Search Module (Landing page): The landing page in the website contains information onthe books available and the rule and regulations to be followed for using the library.
8. Book Search Module (Student): Students can search through the library catalogs, journals,research bases and databases.
9. Book Search Module (Faculty): Faculty members can search through the library catalogs,journals, research bases and databases.
10. Student Book Issue: Student book issue is done online and can be tracked to find out how manybooks are held by a student.
11. Student Book Return: Student books return details can be tracked using computer services.
12. Staff Book Issue: Staff members can also avail books from the library, all the details are availablein the software
13. Issue Report: Issue report can be generated by the help of the software

14. **Book User Report:** Book user statistics can be made available using the software
15. **D space:** Collection articles, question papers, projects are held here.
16. **E-Books:** Can be accessed using the PC's installed in the library software.
17. **International journals:** can be accessed using the computers in the library
18. **National Journals:** digital can be accessed using the PC's in the library.
19. **Periodicals:** Can be accessed using PC's in the library
20. **Newspapers:** Can be accessed using PC's in the library
21. **JGate:** can be accessed in the library
22. **ePgPathsala:** initiative of the MHRD under its National Mission on Education through ICT issubscribed in the library.
23. **National Digital Library** is subscribed and is available
24. **Digital Institutional Repository(DSpace):** an open source repository software package is used forstoring published digital content.
25. **Internet Facility:** To meet the increasing educational needs of both students and teachers,provision has been made for internet facility inside the Library.
26. **Barcoding:** All books are barcoded and scanned and issued to the members

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://nbs.ac.in/3064-2/

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	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

`3.426`

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

`13.44`

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

`Response: IT facilities:`

1. `Computers: We have 100 PC's in the Business School with Windows original version installed`
2. `Laptops:The director of the Business School has been given a laptop for official use.`
3. `Scanners: 3 numbers, HP1020, HPM1005, HPD1020`
4. `Printers: 6, HP HPM1005, HPD1020`
5. `Server: HPE DL360 Gen9 (861541-375) 1U Rack Server, supports one Intel Xeon E5-2600 v3 &v4 processor where the speed of the processor is around 1.7 GHz. HPE DL360 server hascontrollers that support RAID 5, RAID 10 RAID 1 RAID O, Dynamic Smart Array B140icontroller for boot and data, data availability with reliable high performance SASconnectivitycapable of`

running HBA mode or simple RAID mode.

6. LCD's: 6 numbers, Hitachi
7. UPS: 1 nos (15 KV Hykon) , 2 nos (6 KV, Emerson)WiFi:
8. Wi-Fi: Aruba Instant On serves as the primary Wi-Fi router in the network, D-link.
9. 2.ISP's: Tata teleservices, BSNL FTTH
10. CCTV: Hikvision DS-2CE5AD0T-IP/ECO (3.6mm) 2MP (1080P) Indoor Night Vision Dome
11. Camera. 2.0 Megapixel High-performance CMOS, Analog HD output, up to 1080P resolution,
12. True Day/Night, Smart IR, Up to 20m IR distance, OSD Menu, Up the Coax (HIKVISION-CProtocol).
13. Networking: Cat6 cable with bandwidth capacity of 250 MHz, offers speeds of up to 10 Gbps.
14. D drive for faculty use

Softwares:

1. Operating system: Windows 8.1 and Windows 10
2. Microsoft License: Office 365 A3 for student use benefits 100 numbers.
3. Microsoft License: Office 365 A3 for faculty use benefit 3 numbers.
4. Language lab: 20 Computers avilable for the usage of students
5. Anti-Virus: Seqrite endpoint security offers a comprehensive platform which integrates innovativetechnologies like Anti Ransomware, Advanced DNA Scan, and Behavioural Detection System toprotect our networks from advanced threats.
6. Firewall: Sophos XG Firewall protects our network from ransomware and advanced threatsincluding top- rated IPS, Advanced Threat Protection, Cloud Sandboxing and full AI-poweredthreat analysis, Dual AV, Web and App Control, Email Protection
7. Google licence: Google workspace for education fundamentals
8. D-space: is an open digital repository, for easy and open access to all types of digital contentincluding text, images, moving images, mpegs and data sets.
9. Linways: is our college management software for managing our entire academic activities.
10. Meeting platforms: Zoom, Webex, Google meet, Microsoft teams
11. In-house developed softwares: Mentormate, Meetingmate

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.naacupload.mbanimit.ac.in/Uploads/20210312112506_4.3.1_Links.pdf

4.3.2 - Number of Computers

103

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

5.3

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Response: Well-maintained infrastructure of NBS believes that an adequate, accessible and available physicalinfrastructure is vital for the holistic development of the students. A committee under the leadership of theExecutive committee is set up to implement and monitor the infrastructure and maintenance of the campus. Maintenance of Physical Facilities : All the physical facilities are maintained by the supervisor, who will supervise the Technicians, workersand support staff. Services of the electrician cum plumber, and the networking engineer is available on thecampus. The electrician is responsible for the uninterrupted power supply and maintenance of equipmentlike generator sets, general lighting, power distribution system, solar panels etc. Maintenance of waterplumbing plants, sewage and drainage is undertaken by support staff. The campus lawns and maintenanceare under the control of the supervisor, who allocates workers on a regular basis and also emergencyrequirements. The Coordinator of NBS, Supervisor, and the support team, monitor's the maintenance andcleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff lounge,student's amenity areas, cafeteria and hostel buildings. Housekeeping services are also taken care of by theteam. However, the campus also houses a housekeeping organization, Naipunnya Welfare services, whichalso contributes to housekeeping work in case of emergency. Transport facilities are monitored andmaintained by the NBS coordinator, and his support staff. Annual maintenance of all vehicles is donepromptly at the end of the academic year. Maintenance of Classrooms, Furniture and Computer lab Classrooms with furniture, teaching aids and the computer lab are maintained by the respective departmentadmin staff. The housekeeping staff are supervised by the campus supervisor.The computer lab is under the control of the Director IT; however, the IT staff take care of their respectivecomputer labs. The Director or the HoD reports to the administration periodically for all the maintenance works. Minor repairs are registered in a ledger

maintained in the office or sent over mail tohttp://fs-01:8080/HomePage.doand are attended on priority basis. IT assistants monitor effectiveutilization of the laboratories. Students optimally utilize all classrooms during the daylong working hoursand are also mentored to upkeep the furniture.

Maintenance and Utilization of Library and Library Resources

The library is maintained by the librarians. They are ably supported by the admin staff as well as thehousekeeping staff. There are clear instructions on the care and handling of library documents, particularlyduring processing, shelving and conveyance of documents. The following steps need to be taken:

- Bound volumes are not to be sorted out from their fore edges, as this process weakens the binding.
- Shelves should not be fully packed. A too-full shelf can crack spines and cause damage when areader tries to remove a volume. Huge volumes need to be kept flat.
- Dust should not be allowed todeposit on the documents because the collection of dust causes staining of documents.
- CD's and Disc's should be kept in a dust-free, temperature and humidity- controlled room. Properpest management is done to minimize the problems caused by insects. Borax or common salt isused to prevent cockroaches.

Take proper care when handling books by:

- Having clean hands and a clean area to use the book
- Keeping food and drink away
- Removing the book from the shelf by gripping on both sides of the spine at the middle of the book(push in the neighboring book on both sides to get a good grip), instead of tugging at the top of thespine
- Not forcing a book to lie open to 180 degrees; instead, prop up the covers of an opened book todecrease the opening angle
- Not using paper clips "dog ear" folding, or acidic inserts to bookmark pages
- Not using rubber bands, self-adhesive tape, any kind of "leather dressing", and/or glue on books.

Proper Storage of Books.

- Good storage significantly prolongs the life and usability of books and includes:
- A cool (room temperature or below), relatively dry (about 35%

- relative humidity), clean, and stableenvironment (avoid attics, basements, and other locations with high risk of leaks and environmentalextremes).
- Minimal exposure to all kinds of light; no exposure to direct or intense light.
- Distance from radiators and vents.
- Regular dusting and housekeeping.
- Shelving books of similar size together, so that the face of the covers are maximally supported bythe neighbors on each side
- Keeping upright shelved books straight and not leaning (storing books lying flat is also good)

Maintenance and Utilization of Seminar Halls and Auditoriums Seminar halls and auditoriums are under the purview of the campus Supervisor and the electrician.The cleanliness is taken care of by the housekeeping staff.Effective utilization of seminar halls and auditoriums for organizing academic meetings, seminars,conferences and cultural events is made through registration at the NBS reception.For accessing the facilities, the organizing faculty/staff member submits a form available withreception or downloadable from the website. Through the Director, NBS, the date of event isregistered and the halls can be accessed on a priority basis.

Maintenance of ICT Facilities The NBS Computer Centre and its support staff maintain the ICT facilities including computers andservers. The annual maintenance includes the required software installation, antivirus and upgradation.

- To minimize e-waste, electronic gadgets like projectors, computers, printers,photocopiers are serviced and reused. Campus Wi-Fi is maintained by the computer centre.

Maintenance of Campus Cleanliness

- Cleaning of the campus including the academic and administrative buildings are performed daily inthe morning at 8.30 Am, before the regular classes begin. The housekeeping staff clean the toiletsin the morning every day. The whole campus area is maintained by the campus supervisor whoreports to the NBS coordinator on a daily basis.
- The campus is under CCTV surveillance and is taken care of by the Computer Centre through anannual maintenance contract with the service providers.
- Day to day emergencies are also met with requirements arised.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://nbs.ac.in/wp-content/uploads/2021/03/Infra-Maintenance-Policy-NBS.pdf

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

3

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

87

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

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. 3 of the above`

File Description	Documents
Link to Institutional website	https://nbs.ac.in/soft-skills/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`25`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`25`

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

`A. All of the above`

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

25

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

0

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

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.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

Response: The objectives of the Student's council are to promote and coordinate social and cultural activities ofstudents, and to create in them an awareness towards civic responsibilities. The council aims to imbibe andinculcate the Vision, Mission and Core values of the college and improve the capabilities of the studentsfor an enriching career. The students council also conducts all the events of the college Naipunnya Business School fosters student representation and engagement in all activities. During the firstweeks of the semester, the Class tutor will present the Class Representative role and ask them to take theleader role. If multiple students put themselves forward, informal elections will be held to select the ClassRep(s). One male and one female candidate is selected as Class Representatives. The Class representativeof the first and second year forms the student council.The events organized by NBS student council are Cazadorz - The Annual Inter CollegiateManagement Fest. Cazadorz was initiated as an intra department management fest in 2014 and from 2017 it wasscaled up as an Inter Collegiate Management fest with students from colleges/ B Schools acrossSouth India. The student council is headed by the Main Student Coordinator who is the eventcoordinator for the Management Fest.Cazadorz gives the student council an opportunity to organize a large event with around 500participants, assimilating sponsorship and thereby raising funds for the event and coordinating withguest speakers from the industry.The other initiatives of student council are: Aagneya - Annual Intra College Mangement Fest

Aazadi - Independence Day Celebrations. Aazadi is organized by the student council on thePatriotic occasion to celebrate our nation's independence. Number of events are organized to markIndependence day under the leadership of the student council. Mizhivu- Onam

celebrations. Mizhivu is the signature celebration of the campus with vivid colors and cuisine to welcome the yesteryear king of Kerala is organized by the student council.Pookalam, Thiruvathira, Onappattu and panchari melam are the major programmes organized for Mizhivu. Placement cell. The placement cell has four student representatives from the II year MBA. Theirresponsibilities include coordinating the campus placement activities, preparation of the placementbrochures, CV shortlisting during placement drives, arranging talks by executives from variousindustries and coordinating placement training activities.Naipunnya Business School has a student chapter of the Trichur Management association.Under the auspices of the Trichur management association students could participate in different workshops and events.The student council members are also included in Student Welfare activities, IQAC, StudentGrievance Redressal forum and sports and cultural activities

Women's Cell: The Women's Cell has student Representation. Meetings are convened regularly. The Cell organizes Women's Day Celebrationsand observes International Girl Child Day

Student Grievance Redressal Cell: This Cell has student members and they participate in meetings

File Description	Documents
Paste link for additional information	https://nbs.ac.in/student-council/
Upload any additional information	View File

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

3

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

Response: Naipunnya Business School has an Alumni Cell which has been working effectively since 2017. The nameof the Alumni Association is "EKATHA ALUMNI ASSOCIATION. (registered under the The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955, TSR/TC/98/2021)" NBS alumni functioned earlierthrough Almaconnect. However, as the alumni members increased, the members felt the need for comingtogether and thus the Alumni association was formed. The Alumni association is now registered with theKerala Government Registration department on 2nd February, 2021. The application was submitted inMarch 2019, however due to the Covid situation, the registration was delayed. The objectives or EkathaAlumni Association is four fold: 1.To nurture a sustained relationship with their alma mater 2.To develop a platform to interact and exchange ideas with the faculty members 3.To guide the students towards a better perspective regarding the industry through alumni talks 4.To organize alumni meets and there develop a networking with the different batches. However the Alumni does much more: 1.To support Recruitments: Our Alumni has been the force in our recruitment. They developcontacts within the organizations and send the recruitment teams to our campus. Our continuedpresence in these organizations have also created a bond between the campus and the corporatesand they keep coming to the campus every year. For e.g. 2019 onwards Aditya Birla Fashion Retail(ABFRL) has been recruiting students from our campus (please see attachment). ESAF Small Finance Bank Ltd. has also been recruiting our students since 2017 (please see attachment). 2.Promote training: Our Alumni members visit our campus to mentor new students for preparingthem for a career in the corporates (Ms. Samantha Varghese of ESAF bank and Mr.

Akhil Shaji hastaken sessions on "From a Student To Corporater Player" and Student Ambassador Programme. 3.Donate to the Alma mater: Our Alumni has also contributed to creating a better ambience to the Bschool by supporting us in building infrastructure. The NBS bus stop, an aquarium and the TV haveall been contributions from the Alumni members. 4.Creating meaningful relationships: We create positive relationships with our Graduates andsupport them to refresh knowledge or gain mentoring and networking support. 5.Brand Development: With our Alumni placed in various industries and organizations round theworld, we also have developed our Brand value. Our B school is recognized by corporates as apositive brand which offers students with value and ethics. 6.Scholarships and Awards: Ekatha Alumni association has been contributing scholarships todeserving students and also offers the two awards during Indictio-course completion ceremony.The Meritorious award for the best outgoing student and the Best Project award are sponsoredby the Alumnus of NBS. The Alumni association, continuously works to strengthen the relations with their alma mater. The alumniare working in reputed organizations in private as well as public sectors. Alumni cell organises the AnnualAlumni Meet, and invites alumni for guest lectures in the campus, as well as publishing the annualmagazine Nedge and nbschronicle. The Students' Alumni Cell also is present during the Indictio (batchcompletion ceremony) as well as Vihaan (batch initiation ceremony).

File Description	Documents
Paste link for additional information	https://nbs.ac.in/alumni/
Upload any additional information	[View File](#)

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

E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

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

Response: Naipunnya Business School, established in 2012 is run by

the Archdiocese of Ernakulam-Angamaly. Anoffshoot of Naipunnya Group of Educational Institutions, NBS imparts premium professional education atan affordable cost. The Patron of the NBS' is His Beatitude Cardinal Mar George Alencherry. The Co-Patron is Archbishop Mar Antony Kariyil. The Executive Director, Naipunnya Institutions is Rev. Fr. Dr.Paulachan K. J. and the Assistant Executive Director of NBS is Rev. Fr. Renson Thekkinezhath. Vision: To be a global academy, one of the world's leading institutes that moulds students formanagement practices, striving continuously for excellence in education and service to the society. Mission: Our mission is to equip students with management skills so that they may function efficiently andeffectively in the modern world. We strive to produce leaders who have an awareness and involvement inwider societal concerns, such as the protection of the environment, conservation of energy and concern forsocial justice. At NBS, students will Experience the joy of learning, Explore new horizons and Excel in allfields.NBS offers the very best and latest technology for its education and thus occupies a prime position inacademics, that will inspire and enable generations to become leaders in business.

Governance: NBS believes in participative governance and thus all the teachers of the institute areembedded into committees and academic boards. Our faculty members, staff and students are able to voicetheir opinions through feedback mechanisms, our students have an student council, we also practice aninclusive policy taking care of our people irrespective of their caste, creed or community. Our decisions areconsensus oriented such that a common minimum can be achieved. We practice equity and inclusiveness.All the activities are transparent as we have a robust transparent student management system, and forumswhere our members can have freedom of association and expression.

Perspective plan: NBS has been a part of the perspective plan and we are taking it forward even now. Thecollege was established based on the need of the community around which did not have good highereducational institutions. After establishing the UG college the management felt the need for a businessschool as there were relatively few colleges in the area and students had to travel to major cities to do theprogram. The business school still continues to innovate teaching methodologies as well as focusing onresearch and innovation and we have recently been granted a research center. Our strategic plan isregularly being evaluated by the governing council every year.

Participation of Teachers in Decision making bodies: All our

academic and non-academic serves in atleast 3 to 4 committees or cells. We have coordinators in academic, examinations, placement, admissions,AICTE and University as well as cells. All our students, faculty, staff, and alumni are trained to accept these principles. Our faculty and staffmembers practice honesty, transparency in all their dealings with members of the community. The NBSculture enables them to foster values useful for the business and community.

File Description	Documents
Paste link for additional information	http://www.naacupload.mbanimit.ac.in/Uploads/20210226011909_6.1.1_Link.pdf
Upload any additional information	View File

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

Response: NBS has been forging ahead in its pursuit of assuring quality education from the date of its inception andattains continuous success in achieving it with the active involvement of all the levels of Management.Decentralised Management Pattern is the contributing factor for the constant quality progress of NBS. TheExecutive Director heads the institution; the Director undertakes the academic and administrativemanagement of the college. For proper implementation and execution of the policies, NBS has Governing Council and the Academic Council. TheCollege office, and the Course Coordinators, teaching and non teachingstaff enable a smooth and efficient conduct of the academic, managerial and cultural affairs, there are student coordinators for clubs, forums and other committees. Case Study Toilets for girls students: From 2019 onwards, NBS the gender pattern of the students coming for MBA program has changed, the number of girl students increased from 58% to 67% and this has caused and increased users for girl toilets. The students raised up during the meeting and was asked to put in a request.After getting the request from the students, the Director called for a meeting with all staff members todiscuss the request of students. Faculty members contributed their viewpoints in favour of the requirements. After the discussion, the business school arrived at a common conclusion that the request of thestudents is genuine and the number of toilets have to be increased to 12 from the existing, 8. The management committee headed by the Executive director also discussed this in the management review commitee.After the discussion, the Director requested the Assistant Executive Director to grant permission to build additionaltoiletsfor the girl

students.The Executive Director assigned the Director to check the process and progress of the cafeteria. As per theDirector's instructions, students also got involved in this process of choosing the location to build the toilets for them.The toilet was built in the location suggested by the students.Now, NBS has sufficient toilets for girls in the same block. Students feel that NBS Management and faculty cater to alltheir genuine requirements and stand with them in their difficult times.

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20220330093645_Studentsgirlstoilet.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response: "To reach the unreachable" is the avowed motto of Naipunnya and the Business School is also focused on reaching this motto. We focus on improving the skills of students to make them employable. Most of our students come from rural agricultural backgrounds with poor communication skills in the English language and communication. 1. Student Centric curriculum: Provide contemporary, and unique experiences to foster student employability from the start of their academic journey. 2. Community Research: Focus on challenges of the community to optimise the impact of our research upon academia, business and the community. 3. People for Performance: Adopt a growth centred approach, to align with the School's vision, values and priorities. 4. Governance and Structure: Develop a governance framework and structure to enable broad consultation without compromising timely decisions. 5. Operational Excellence: Strive for operational excellence, to support the learning, research and engagement priorities. 6. Ecology, Environmental friendly Infrastructure: Create a physical environment and infrastructure that supports the environment Case study on Student-Centric curriculum: NBS has focused on the development of students for placements. The B-school is located in a rural background with students coming from low-income groups.NBS transformed the curriculum and adopted training to enhance the placement of students. The details of a sample of the students are given below:

Student name Batch

Annual

income

Financial assistance offered

Company placed Annual Salary Mr Joyal George 2019-21 0.30 lakhs 1.00 lakhs Aditya Birla Fashion Retail 4.75 lakhs Fathima Noura 2019-21 1.00 lakhs IBS 5.76 lakhs

The curriculum of MBA was updated with placement training, skills training, Outbound training and placement training. Sessions for all these trainings were conducted by in-house experts from the corporate. Sessions on GD and Aptitude were regularly conducted. The confidence levels of the students improved drastically and all the students who underwent training regularly could make it up in well-known corporates. Mr Joyal won the 1st prize in the theTMA-Hykon Business plan contest. https://nbs.ac.in/cultural%20events/.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	[https://nbs.ac.in/wp-content/uploads/2022/03/STRATEGIC-PLAN.pdf](#)
Upload any additional information	[View File](#)

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.

Response: Administrative-Setup: The general administration of NBS is vested with the Executive Director, Naipunnya Institutions, assisted by Asst Executive Director. Management Board: The Patron of the "Naipunnya Business School" is His Beatitude Cardinal MarGeorge Alencherry and the President is Mar Antony Kariyil. The Executive Director, is Rev. Fr. Dr.Paulachan K. J. and the Assistant Executive Director is Rev. Fr. Renson Thekkinezhath. Governing Council: Includes members from academics and Industry Internal Quality Assurance Cell(IQAC): for creating Quality Management Systems on its own, aligned with policies, procedures and systems as prescribed by NAAC. Academic Council: To ensure a healthy academic learning atmosphere and enhance the learning experience of the students. Library committee: For recommending books and journals according to the emerging requirements. ISO committee: For overall system

improvement. I. Policies: There are a variety of policies that are used for the effective functioning of Naipunnya 1. Quality Policy: NBS is an ISO 9001:2015 certified institute. Our quality policy is to achieve and sustain exemplary standards in educational services by improving the chances of success of students. 2. Faculty HR Policy: We have a staff policy for both academic and non-academic staff which enables our employees to work towards a sense of orientation, competence, commitment and flexibility for organizational effectiveness. 3. Research Policy: to create a vibrant atmosphere of research among faculty and researchers inNaipunnya. 4. Scholarship Policy: aimed at creating meritorious students who are selected and notified in a transparent manner by the scholarship committee. 5. Maintenance Policy:an established system for maintenance and utilization of its IT Infrastructure like computers, classrooms, equipment and laboratories. II. Administrative Set-up: 1. Finance committee: The Finance Committee examines and scrutinizes the annual budget of the college and considers proposals for new expenditure and makes recommendations to the Management board.2. HR Committee: To ensure that the College has "the right personnel with the right skills and the right attitude", to carry out the College's mission and support student learning in accordance with the strategic plan. 3. Research Committee: To ensure that the college continuously pursues its research as a part of its academic development.

4. Admissions Committee: To ensure that the college has the best of its students so that it can produce academic and skill-oriented Alumni. 5. Maintenance Committee: To support the academic activities of the college through procuring and maintaining facilities. 6. Statutory cells: All cells according to UGC, University, State and Central government like anti-ragging, minority, OBC, Internal Complaints, Discipline, Women, Innovation and Incubation, and academic audit cell. III. Appointments: All appointments are made according to the needs made by the department and forwarded to the HR department. IV. Service Rules: The college follows the AICTE service rules for faculty and staff. V. Procedure: All procedures are transparent and governed by a set of rules and based on statutory obligations towards the different stakeholders of the college.

File Description	Documents
Paste link for additional information	http://www.naacupload.mbanimit.ac.in/Uploads/20220321101227_6.2.2_add2022.pdf
Link to Organogram of the institution webpage	https://nbs.ac.in/wp-content/uploads/2021/01/Organogram-.pdf
Upload any additional information	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Response: NBS is always concerned about the employees and their well being in this institution. For that, theinstitution has implemented some welfare measures to ensure that the employees are highly satisfied andthey are treated genuinely. NBS always stands with their employees for their betterment by ensuring careand concern for all employees with no difference between teaching and non-teaching employees. As aresult of all this, the institution provides a calm and peaceful work environment to the employees to fulfilltheir academic/professional as well as personal objective with full support from the management. Differentwelfare measures are providing to the employees to provide.Some of the prominent welfare measures are listed below:

SL No

Welfare schemes for teaching/ Non teaching staff

Beneficiaries 1 Self-development programs, training, and higher education All the eligible teaching staff pursuing higher education add on courses training for career enhancement / All eligible non-teaching staff for career enhancement 2 Employees Provident Fund and ESI benefits All eligible teaching staff / All eligible non-teaching staff 3 Leave facilities - Annual leaves with Wages All eligible teaching staff / All eligible non-teaching staff 4 Maternity leave Eligible female teaching and non-teaching staff 5 National & festival holidays(22 days + 02 RH) and all second Saturdays All teaching and non-teaching staff 6 Three vacations with wages Teaching staff 7 Subsidized Canteen stationery store facilities All teaching and non-teaching staff 8 Transportation - College bus at a minimized rate (From Ernakulam, Thrissur and Irinjalakuda) Teaching and Non-teaching staff on a requirement basis 9 Accommodation Teaching and Non-teaching staff on a requirement basis 10 Free food and Accommodation Teaching staff - Based on package / Request basis Non-teaching staff - Security staff, Technicians, hostel warden 11 Vehicle parking facilities (2 or 4 wheelers) All teaching and non-teaching staff 12 Ladies Restroom All teaching and non-teaching staff (ladies) 13 Medical treatment facilities on duty – (Doctors available, on-call basis, vehicle available, around the clock) All teaching and non-teaching staff 14 Health club facilities Free for all teaching and non-teaching staff (ladies) 15 Yearly tour on free of cost Separately for Teaching and non teaching staff 16 Free uniform Non-teaching staff 17 Onam, Christmas and birthday celebration Teaching and non teaching staff - with free lunch seasonal and gift 18 Annual get together with families Teaching and non teaching staff celebrating with a varietyof entertainments, food, and gifts 19 Financial assistance for completing house construction and treatment Non-teaching staff 20 Interest free loans and advances Teaching and non teaching staff on a request basis

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20210310114811_6.3.1_Supporting_Documents.pdf
Upload any additional information	View File

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

4

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Response NBS follows a 360-degree appraisal system for performance evaluation of faculty members. 360 degreeprovide the correct and proper evaluation and appraisal for the faculties from all levels which includefeedback from students, peers, subordinates and superiors. The previous evaluation system was fullyautomated, with the software providing an avenue for gathering, analysing and evaluating the staff's performance. Now NBS is following a self-appraisal form as per the NAAC requirements.

Teacher's Self Evaluation:

1. Quantitative evaluation of each faculty member is performed by the faculty online. The facultymembers answer questions pertaining to teaching methodology, evaluative methods, faithfulness to thecourse material transaction etc. Self-evaluation provides insights into the values and beliefs that helpstructure the course and instructional objectives leading to classroom competency and healthy work atmosphere. 10 % of the final score is considered for the final total points tally of the faculty member. 2. Apart from the online NBS follows a NAAC based self-evaluation form which covers all the areas ofthe faculty plans and performance Teacher's Evaluation by Students: Each student can mark their feedback and teachers performance oncea year through the software and this also includes the teacher's evaluation. The students are provided withan opportunity to evaluate their teachers annually. The 25% of this score is reckoned for the final totalpoints tally of the faculty member. Teacher's Evaluation by Peers: 10% of teacher evaluation is in their colleague's feedback. Its to ensurethat each faculty is working as a part of the team and having good cohesiveness among the team.Teacher's Evaluation by Head of the Department / Director:

Quantitative Evaluation of faculty is doneby the Head of the department, and Evaluation of HOD is done based on a questionnaire. 25% of the totalscore is reckoned for the final total. Teacher's evaluation by the HoD/Director: The Director performs the quantitativeevaluations of the faculty members, HoD / Director. 30% of the total score is taken into consideration forthe final.After the inputs are gathered from all,the scores are tallied. A score sheet with the data derived fromthe analysis is presented to the faculty member. A random selection of the remarks, suggestions, areas ofimprovement are also given to the faculty members and the teachers have a one-to-one meeting with theDirector, where the Director shares the result analysis of the feedback. The Non-teaching staff are evaluated by their supervisors on an annual basis. The appraisal forms areforwarded to the Director and Executive Director for evaluation. The Director / Executive Director meetsthe staff individually to discuss their evaluative scores and also to suggest corrective actions wherenecessary.

File Description	Documents
Paste link for additional information	https://nbs.ac.in/wp-content/uploads/2021/01/HR-Policy-NBS-1-1.pdf
Upload any additional information	View File

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

Audits: NBS has a system of auditing in tune with the statutory requirements. The preliminary audit isdone by the Finance manager itself on a monthly basis. Since the college comes under the ArchDiocese ofErnakulam-Angamaly, internal audits are done regularly by the audit department of the diocese. Otherthan that, the external audit happens regularly every year by the external auditors, Thaliath and Jacob withreports being sent to the Diocese and the Executive director. Internal audit: The primary stage of the internal audit is done by the institution itself by its financedepartment, headed by the finance manager. The finance manager scrutinizes and verifies the financial datawhich is then audited by a central office that audits the different institutions in the Archdiocese. The firststage 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 secondarystage of the audit is independently conducted by Ernakulam archdiocese central office to improve theinstitution's operational efficiency taking into account the various parameters set at the beginning of thefinancial year. The short term and long term objectives set by the institution and the budgetary provisionsare scrutinized and evaluated. External audit: The external auditor performs an audit every year in accordance with specific laws orrules, of the financial statements. The audit report along with the income tax statements/returns arepresented to the Archdiocese in due time, keeping in purview the deadlines set by the competentauthorities. The audit reports of relevant financial years are attached herewith in the table. Audit reports: The entire reports are evaluated by a high core team in the archdiocese and remedial if anyare taken to rectify the mistakes. Transparency in accounts: Absolute transparency is maintained throughout the financial dealings withall stakeholders. Details of internal and external financial audits: Table attached for your referenceMechanism for settling audit objections: The college has a three tier structure for settling auditobjections. viz Finance Manager, Executive Director of Naipunnya and Archdiocese audit department. 1.Settling audit objections by the Finance Manager: Audit objections arising out of routinechecking, clerical errors, errors in omission, duplication, etc. are corrected immediately anddocumentary evidence is produced. 2.Settling audit objections by the Executive Director: Audit objections in case of explanationsrequired such as errors of principle, short or excess provision for depreciation, valuation of stock orinventory, capital and revenue expenses, wrongly written outstanding expenses, Frauds ormanipulations are given an explanation by the Executive director and corrected then and thereof. 3.Settling audit objections by Archdiocese: Audit objections regarding change in method ofaccounting, revenue recognition, method of depreciation, writing of books, misappropriation ofcash, adjustments made in the books of accounts, compliance with statutory requirements, reportedby the external auditor to the Archdiocese is conveyed to the Executive director and objections aresettled appropriately.

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20220329123540_Audit%20Report%202020-21.pdf
Upload any additional information	View File

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)

0.58

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Management always looks forward to the betterment of the institution by providing the best in all areas.Management and institute has granted many funds for the betterment of students and as well as faculty.Purchase of furniture, painting of the college and its premises, and the landscaping of the campus weredevelopments made with the aid of the Management Fund. The major areas of expense are in the areas ofOffice 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 managementfund. The Finance Department records the funds provided and all the expenses and all the records will beprovided for internal and external audits carried out.The major sources of institutional receipts and funding are the following

- Admission Fee
- Self Study Report of NAIPUNNYA BUSINESS SCHOOL
- Alumni Fee
- Bridge Course Fee
- KMAT Coaching fee
- PTA Fund
- Exam Fee
- Tuition Fees
- Placement fee
- Application and prospectus
- Bridge Course
- Library books
- CAP Fee
- Placement and Orientation Fee

- **Computer Lab Fee**
- **Processing Fee**
- **Students activity Fees**
- **Project funds**
- **Alumni fund**

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20220328115534_6.4.3_Link_For_Additional_Information.pdf
Upload any additional information	View File

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

Response: Research Initiatives: Naipunnya with its emphasis "To Reach, the unreachable' believes in qualityresearch for improving its commitment to society. IQAS in its initial plan to develop and implement itsown Research plan that is consistent with the Strategic Plan of NBS. In 2015-16, the IQAS suggested in its strategic plan that the B-School, which was then a part of NaipunnyaInstitute of Management and Information Technology (NIMIT) to conduct a National Conference withISBN proceedings, named "VAIDAKTHYA." This dream was realised in May, 2016 and till now i.e.Vaidakthya was conducted in 2017, 2018, 2019, 2020 and 2021 with ISBN proceedings.The second initiative that has come from the IQAS in 2016-17, was the setting up of Naipunnya BusinessSchool - Center for Community and Business Research (NBS-CCBR). The main objective was to helpresearch scholars develop the capacity for free and objective enquiry, courage and integrity, awareness andsensitivity on quality research and fulfill the needs and aspirations of the society. The initiative has beenrecognized by research scholars and workshops are organized every month. Subsequently, the college was able to add the Research Center status to its profile in Jan 2021 with Kerala University of Fisheries and Ocean Sciences (KUFOS).Applications were submitted in February, 2019 and after reviewing the research prowess of NBS, KUFOShas offered the research center. In 2020-21, admissions, the center was able to admit 6research scholars. Community Development Initiatives: In its vision to to support the community as well as making thestudents aware of the various needs in the community, the IQAS from the advice given by the governingcouncil decided to conduct the Community Development Program. In 2015-16, the IQAS

decided toconduct the community development program in the form of a rural camp at Devikulam, in Idukki district. The program was named "Clean the Hills campaign." The camp was to be conducted with thecooperation of the district, panchayat authorities and should foster team building, understandingcommunity needs, awareness of self and others and fostering friendships. During the year 2016-17, thecamp was named "Saving the Environment, Saving Ourselves (SESO). In 2017-18, the rural camp"Clean the Hills campaign." was conducted in Devikulam to assess the development that hashappened after the first camp. "Hastham"was suggested by IQAC in 2017-18, the IQAS recommended avariety of programs in the one week camp. The camp now conducts surveys, work among people,awareness classes for schools students and parents. The camp is now a part of Unnat Bharat Abhiyan andhas adopted 3 villages, Puthenvelikkara, Parakkadavu and Kezhkemuri, for transformational development.The second edition Hastham 2019, was conducted in Puthenvelikkara village, one of the adopted villagesby the college. IQAC has also developed capacity enhancement schemes for students like Yoga, Lanaguage labtraining, Microsoft Excel certification and Soft skills training. The IQAC gets its ideas from the governing board and then plans it for the academic council which implements the same. The strategies of IQAChave led to excellent results and placements and have lifted many families to a higher economic status through student support schemes.

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20220330104304_6.5.1_Additional_Information_NEW.pdf
Upload any additional information	View File

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

Response: The Internal Quality Assurance System under Internal Quality Assurance System has contributed ininstitutionalizing the Quality Assurance Strategies and processes which includes:

- Review of Teaching Learning process
- Implementing a student management system – Linways.
- Conducting Add-on programs to strengthen the skills and knowledge levels of students Creating

- Learning outcomes
- Regular meetings of Internal Quality Assurance System (IQAS)
- Collecting Feedbacks of our stakeholders and analysing them for the institutional improvements.
- Collaborative quality initiatives, MOUs and AMCs
- Planning programs for students on Internship, On-the-Job trainings, job fairs.
- Conducting Quality Audits by NIRF and ISO
- Creating opportunities for students in internships with Internshala
- Creating opportunities for research through NBS-CCBR
- Creating and implementing programs on "walk with the scholar"
- Conducting rural camps (SESO/Hastham) for students, providing them an opportunity to immerse
- in community building initiatives
- Conducting seminars on Demonetization, Digital banking, Union Budget analysis to enable students
- to be aware about the economic changes happening in the country.
- Conducting entrepreneurship programs for students and local entrepreneurs.

Teaching learningprocess: NBS follows a 360 ° teaching methodology. The first level gives emphasis to:

- Knowledge development
- Theoretical discussions
- Panel discussions/Workshops
- Case studies
- The next level is to create skills through:
- Pre -practice teaching
- Training in classroom
- Training through outbound activities
- Hands on training

Practice what you learn: The next level the student moves on to effective application of skills and knowledge through

- Cooperative and collaborative learning techniques
- Participatory learning techniques
- Promoting inclusive practices and use of technology
- Using probing questions to challenge the learners
- Reflective thinking
- Open forum discussions

The institution also engages students in 'active learning through

interactive lectures which ends withquestions and assignments for which students have to consult books, eBooks, magazines, selected journalsetc. from the library & also surf the internet.Group assignments are given with eliciting questions for which the learners have to be actively engagedin the library. Students discuss and write their assignments. Peer teaching: Advanced learners assist their weaker counterparts through peer teaching. Group activitiesalso give the advanced learners a scope to assist their peers. Students' seminars and panel discussions arealso modes of peer teaching.For peer-teaching, students make use of websites, books and selected journals. Community outreach: During community outreach activities students use questions on residents of oldage homes, teachers of rural school and authorities to generate information and assess problems. Project work: Students have to submit individual projects as a part of the MBA curriculum. Simulation: Students are engaged in practising selling skills as a part of summer internships inorganizations batchwise. Role playing: Student-teachers' play the roles of executives in organizations in the simulated lessonssessions and mock teaching sessions. Role playing, as a teaching technique is used profusely for trainingteam building and conflict management. Structures & methodologies of operations: In 2018, IQAS recommended the management to purchaseLinways, college management software for managing the entire academic activities. This enables thestudent to develop ICT skills and also give them a strategic perspective of the corporate. The attendancemodule helps the subject faculty to mark the attendance and students can track the subject and totalattendance on a real time basis. The faculty members will give the assignments and seminars through theassignment module of the software, which help the faculty member to set the deadline for submission anddescription about the assignments and seminars. Students can upload their assignments into the softwareand based on the document upload the faculty members give marks for the assignments that can be viewedby the students immediately. The faculty members have the provision to create offline or online exams through the software. The sessional exam module helps the faculty member to clearly identify the weakstudents after the evaluation and can take remedial actions. The faculty can upload the details such ascourse objectives, outcomes, syllabus, notes, internal question papers and schemes under the course filesettings. The message box module helps the faculty members to message to the students on their academicprogression. By using the internal assessment module, the faculty members can set the final internalassessment of all students based on the university and college regulations. The faculty members can uploadthe course materials such as slides, cases, teaching notes etc. under the course materials module and thestudents can view it. Through the

quiz and survey module faculty members could set the MCQs for theirsubjects. Learning outcomes: The college has a standard procedure for measuring the outcome attainment. Theprocedure includes direct and indirect measures to measure the attainment of each outcome. The measuresfor course outcome attainment are internal examinations, assignments, seminar/presentations, classparticipation and attendance. Direct measures:Internal Examinations: Three internal examinations will be conducted for each course and theaverage of the best two will be considered. Assignments: Three assignments will be given for each course and all three assignments will beconsidered. Seminars/Presentations: Students are supposed to prepare at least one seminar for each course andpresent it in the classroom. In-direct measures: Class Participation: Subjective evaluation of the faculty about each student based on the student'soverall interest towards the course. Attendance: The physical presence of the students in the classroom. Quizzes: Every module of the course has a quiz Use of CO's: To assess each course, faculty members use CO's defined for that course. Based on the COs the facultymembers create the measures. In each course, faculty members assess the level of achievement of thecourse outcome of each student using the weighted average of the above measures. The ultimate courseoutcome score of 2.0 or above indicates that the course has attained the outcomes. If any student outcomesare not met, Remedial action is taken for improvement.The data are then used to analyze and evaluate the program outcome of the MBA program and the finalprogram outcome score of 2.0 and above shows the attainment of programme outcomes.

File Description	Documents
Paste link for additional information	http://naacupload.mbanimit.ac.in/Uploads/20220330104632_6.5.2_Additional_Link.pdf
Upload any additional information	View File

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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://naacupload.mbanimit.ac.in/Uploads/20220330110350_AnnualReport2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Response:

The measures initiated by the college for gender equity and women empowerment are in two dimensions: Aware and Involve, Provide a conducive Infrastructure for women empowerment. Faculty andstudents are members of the women cell. Awareness programs: 1. Women Cell: The Women cell is named as Ananya, celebrates International women's day andorganizes events like interactive talks/lectures on gender sensitivity, women empowerment, gender biases,and equality of sexes, self-defense training, women safety, health and hygiene. 2. Grievance Redressal Cell: Grievances of students, both boys and girls are taken up by a redressalmechanism instituted under the leadership of the director and solutions are provided at the earliest. 3. Anti-ragging : An Anti-ragging Committee is formed as per the AICTE and UGC guidelines, Studentshave to submit a notary signed affidavit and submit to the college about non- involvement in ragging. Asession on anti-ragging is also conducted during Vihaan (batch initiation program) and students are to takean anti-ragging pledge. Anti-ragging boards are displayed within the campus in several places. 4. Anti-Drug Seminars: Drug Abuse Resistance Education (DARE), conducts seminars, street plays andposter competitions on the bad effects of drugs and alcohol abuse. 5. Counselling/Mentoring Services: The services of a full time counsellor is available in the campus. Allfaculty members also involved in mentoring students. 6. Hair donation campaign: Students of women cell organized hair donation camps for cancer patients. 7. Women Empowerment: The women cell organizes programs on

entrepreneurship. Security Infrastructure: 1.CCTV Cameras: CCTV cameras are installed in common areas. 2.Fresh rooms: Separate fresh rooms are provided for boys and girls in all floors for women. A napkin vending machine is also provided in the girl's toilet in the main block. 3.Security Staff: Security staff in the gate will identify the persons before allowing them inside thecampus. Students and staff have to wear Identity cards for entering the campus. 4.Walkways: Dedicated walkways are provided. 5.Suggestion Boxes: Suggestion Boxes are placed at several places in the campus. 6.Medical Emergencies: First Aid Box, wheel chair, and the assistance of doctors through a tie upwith LF hospital is also available. 7.Sick Rooms: Separate sick rooms for both boys/girls are provided. 8.Yoga and Meditation Room: is provided for students and is practiced under a qualified teacher. 9.Physical Fitness Centre (SWASTHI) with separate changing rooms for boys and girlsare available under the guidance of a trainer. 10.Koratty Police Station: is located at a distance of just 4.6 Kms. 11.Vehicle parking space: vehicles are allowed to be parked in the campus near the security room. 12.Women Sports Team: are trained under trainer's qualified coaches. 13.Divyangjan facilities: are available for men and women students. 14.Well Lighted class rooms with glass doors and dining rooms are provided. 15.Cafetaria: for light refreshment and canteen for meals. 16.College bus: Students can avail the services of college buses to their residence. 17.College bus stop: A well covered and protected bus stop is provided on either side of the road. 18.Fire exit and fire extinguishers

File Description	Documents
Annual gender sensitization action plan	http://www.naacupload.mbanimit.ac.in/Uploads/20210215032720_annual_gender_sensitization.pdf
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	http://www.naacupload.mbanimit.ac.in/Uploads/20210215030325_7.1.pdf

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	[View File](#)
Any other relevant information	[View File](#)

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

Naipunnya Business School has always been following a policy sustainability incorporating into actionthrough the 3 R's of waste management — Reduce, Reuse, Recycle. Being an arts college, there are only 3types of wastes produced on the campus. 1.Solid Waste (Organic): (Kitchen Waste, Food waste, Vegetables, Flowers, Leaves, Fruits): Allthese wastes are recycled and used as compost and converted into manure and used in the gardenfor growing vegetables and fruits. Food waste is used as food for animals and birds which in turnproduce waste and is used for fish ponds. 2. Solid Waste plastics and paper (Recycling of pens and paper): NBS students are a part of the "recycle and reuse"campaign for recycling pens with refills. Moreover, pens are collected at the reception if thestudent has discarded the same. We follow a strict schedule of recycling papers and using one sidedpaper for our work. All other plastic waste is transferred to authorized agencies for recyling. 3. Liquid waste management: Water coolers are installed in each department for teachers andstudents. While there are posters to reduce the wastage of water, the liquid waste from the points ofgeneration like the canteen and the toilets are effectively let out through a proper drainage facilityto avoid stagnation and reducing the growth of mosquitoes and other pests. The water is collected in a bund and used for watering the campus. 4. E-waste Management: (Computers, printer cartridges, CPUs, contain potentially harmfulmaterials such as lead, cadmium, beryllium, or brominated flame retardants): al. CPU's are alsoseparated to generate spares and used in other computers. Cartridges are refilled and used to thefullest capacity. MoU is signed with an authorized agencies for recycling and safe disposal. Theinstitution has entered into an agreement with Northamps ENV Solutions, Tripunithura for thedisposal of E- Waste as well as plastic waste. Waste recycling system: (Paper, Glass, Metals and Plastics): This is the major waste in the campusand there are a host of programs to reduce these waste. Details are given in the initiatives givenbelow. Other Initiatives:

- **Use of dust bins: Dust bins with different colors: Green-**

coloured dustbins are meant for wet andbiodegradable wastes like kitchen wastes. Blue dustbins are meant for disposal of plastic wrappersand non-biodegradable wastes and Yellow dustbins are meant for papers and glass bottles. Alldustbins are cleaned and emptied on a regular basis at 3:00 pm everyday. There are personnelappointed to collect garbage from the College premises, hostels and office buildings.

- Lunch Boxes: "East healthy, Reduce waste" campaign encourages students to carry their meals inlunch boxes, so that leftovers of disposable containers of paper and plastic can be minimized.

- Bio gas plant: NBS has a Bio-gas plant unit inside the campus. It produces fuel for our canteenkitchen as alternate fuel for cooking. Biogas plant is also effectively used to manage the organicwaste generated in the campus. The food waste that is collected is deposited in the biogas plants.This also goes to the second stage as Vermi-compost and is used as organic fertilisers.

- Incinerator: The campus has installed an incinerator for pollution mitigation.The fuel free solid waste dispenser with theunique CORT (Controlled Oxygen Rotating Technology) turns any solid waste material permitted to be incinerated into pure ash within minutes adhering to relevant emission standards.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

NBS celebrates all the festivals of all religions to promote communal harmony among the students as wellas learning the values of every religion and the message it propagates. Some of the events organized in thecampus are as follows: Cultural: 1.Aavani (Onam): Onam celebrations bring in a lot of frenzy and festivities in the campus. Thereare a variety of competitions like Onampattukal, speech competitions, tug of war, drummingcompetitions which marks a lot of joy and happiness as well as a feeling of unity amongstudents. Communal: 1.Christmas celebrations: Being a minority Christian institution, Christmas is celebrated in thecampus with card making, exchange of gifts, Christmas tree decorations, Santaclaus, and Christmaschoir. Regional & Linguistic: 1.Keraleeyam: NBS celebrates on the 1st November to mark the formation of the state of Kerala.The day is celebrated with competitions to understand the rich cultural heritage of the state. The Keralapiraviday also celebrates the malyalam day celebrations.

Socio-Economic: 2. Union Budget - analysis: NBS makes it regular to organize the union budget live on the campusand discussions and presentations will be done sector wise and industry wise and recommendationsare studied for the impact of the budget on the

economy as well as the effect on businesses. 3.Awareness on Business Ethics: Students of NBS are given sessions on keeping and practicingethics in their professional life. Students are to recite the business ethics pledge at the time of entryinto the college as well as they pass-out from the campus. 4.Panchayati Raj: To stress the importance of local self-government of villages, A session with the village office including the secretary and councillors are a regular feature of the rural camp. Other Diversities: Women's day celebration is conducted in the campus with awareness on women rightsand the role of women in society as well as empowering them. Students also are made to createprojects on equipment relating to women safety.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

1. Constitution Day (National Law Day): NBS celebrates Samvidhan Divas, on 26th Novemberevery year to commemorate the adoption of the Constitution. Quiz programs are conducted tocreate awareness about the Indian constitution among the students. 2. Martyr's day and remembering the freedom fighters: NBS organizes martyrs day to remember thefreedom fighters who laid their lives for the country. This is celebrated on 23rd March. Theprogram includes videos and presentations to remember and thank the freedom fighters. 3. Environment day celebrations: Envi ronment campaigns are a part ofregular NBS. We conduct sessions on environment awareness for students as well as for thecommunity. These sessions are addressed by experts from the local community as well as officials of forests or local body members. 4.Swach Bharath (Inside the college): Students also participate in a cleaning drive inside thecollege premises along with the housekeeping workers of the college. The program was conductedto sensitize the students on the waste created in the institution and how it could be managed. 5. Energy conservation: NBS participates in the Energy conservation programs proposed bygovernment agencies and creates awareness programs among the community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://nbs.ac.in/observance-of-days-3/
Any other relevant information	https://www.youtube.com/watch?v=nxbGvHOAgdc

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	View File
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	View File
Any other relevant information	View File

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

NBS celebrates all the national days in its campus and competitions are conducted to ensure participationof all students. NBS also also conveys the message of unity, integrity, patriotism and plurality. Some ofthe days that we celebrate are: 1.Azaadi (Independence Day celebration): is celebrated with zeal and patriotism to inculcate thespirit among the young students about the pride and passion towards the country and its freedomfighters. The program includes, flag hoisting, and several programmes like quiz, skit, drama, andpatriotic song competitions. 2.International Yoga day: NBS celebrates International Yoga day to let students and the communityknow the importance of maintaining good health and healthy

lifestyle to enjoy the highest standardof physical health and also to link protection of health and sustainable health development for thewell being of all. 3.Keraleeyam/Malayalam day: NBS celebrates world malayalam day on the occasion of KeralaPiravi on November 1st. On this day, festivities and competitions in malayalam will happen and thedepartment head will administer the official language pledge. 4.Republic day: NBS celebrates the Republic day on 26th January and students take oath to protectthe sovereignty of the country. 5.Gandhi Jayanthi: NBS celebrates Gandhi Jayanthi to honour Gandhiji's contributions towards theIndian Independence movement, and his non-violent way of life.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Response: Best Practice: 1 Community Entrepreneurship program (CEP) CEP's vision is to "Mould Entrepreneurs for the Indian economy."The mission of Naipunnya BusinessSchool to equip students with management skills so that they may function efficiently and effectively byintegrating academic excellence and involvement in wider societal concerns. Thus the purpose of the CEPis to develop entrepreneurs inside and outside the campus and grow business ventures. Thus the team offaculty and students within NBS, recognizes an opportunity to train the community in socialentrepreneurship so that they develop, and implement solutions to social, cultural, or environmental issuesand contribute to the country's economy. Objectives of Community Entrepreneurship Program:

- To equip local entrepreneurs with business training.
- To create a peer-to-peer learning
- To reduce poverty, and social problems
- To drive societal transformations and empower the marginalized.
- To contribute to the greater economic development of the country

- To create student entrepreneurs who have a heart to contirbute to the society

The outcome of the CEP is four fold. While the individual develops into an entrepreneur, he/she develops anetwork through which products are sold and raw materials are collected. There is reduced unemploymentand is able to contribute to the alleviation of poverty which indirectly reduces social problems within thecommunity. The entrepreneur is empowered to take up the leadership role and to stand up for elections inthe panchayat thereby has a wider role in creating a transformation in the community. The community also learns that it is a part of the wider society and contributes to the economy by way of taxes as well asemployment for the unemployed. Challenging issues addressed: India is undergoing a radical change as far as the economy is concerned. We are poised to become a 5trillion economy in days to come. Amitabh Kant, CEO, Niti Aayog, says that "the economy needs to grow(at) 8%-plus year after year, nearly double from its current $2.9 trillion"(Economic Times, 2020). India'sunemployment rate had a three-year-high of 8.4 per cent in August 2019, according to a report released bythe Centre for Monitoring Indian Economy (CMIE). So in order to boost India to a USD5 trillion economyby 2024, we need to have numerous plans to create jobs and boost the economy in the country. Micro,small and medium enterprises (MSMEs) in India is one of the largest sectors in the world, after China. Soit is essential to strengthening the MSME ecosystem. MSME sector currently generates employment foraround 111 million people and manufactures more than 7500 products. It also contributes to 29 per cent to the national Gross Domestic Product (GDP), and has the potential to create 10 million new jobs over thenext four to five years. Other than that, we can also create a social platform for these entrepreneurs toimprove social activities and strengthen its members' social bondage. Once they start experiencingsuccess, it will lead to economic and political empowerment along with an improvement in their leadershipskills and decision making capacity as well as health awareness, needs and utilization of healthcareservices. These savings can help alleviate poverty and decrease social evils in society. CEP practice, its uniqueness in the context of India higher education: CEP is a unique program for our budding business managers. The program gives them an opportunity tointeract with entrepreneurs thereby improving their overall skill development. Students are able to learn themethods of entrepreneurship hands-on as well as give guidance and get guidance. Moreover, this programwill offer them an opportunity to understand social entrepreneurship and its role in developing thecommunity. The program has enabled them to connect with various entrepreneurs and as they conduct andorganize training programs, they learn the

nuances of Entrepreneurships. Students also learn the art ofwriting business plans and are able to present it in competitions and win prizes. Interactions with existingentrepreneurs help them to understand the scope of various businesses and this will help them to chooseentrepreneurship as a career. NBS has been able to win prizes in business plan competitions and also ableto create entrepreneurs among students. Moreover as they interact with community leaders, they are able to understand the power dynamics prevailing in the community. Students also receive training on differentproduct manufacturing and are skilled to choose careers in entrepreneurship after their studies. Problems: 1. The first issue that is found is the lack of funding agencies or banks to fund their project as many ofthem do not feel that these students cannot run the projects. Here, the college supports the students throughintroducing to venture capitalists, and bankers that they are able to create confidence in them. 2. The students role in community programs has connected them to local entrepreneurs in relationships thatare mutually beneficial thereby contributing to local economic development. The program also allowsstudents to put their knowledge and skills into action in practical, unstructured and creative capacities. Thisactivity has not only turned students into entrepreneurs, but also change agents for their community, andhelped them to develop skills that are useful in many areas of their professional and personal lives. 3. Other than funding the other biggest problem was the management of people since the community hasmany social issues and it was difficult for students to create a good relationship with different stakeholdersin the community. There was an interwoven relationship of political, social and religious groups existing inthe community along with other social networks and it was difficult to organize people for the program.

Initially trust was created among the different groups through regular meetings and later, studentsembarked on creating leadership in the groups. Once this was created, students were able to conducttraining programs. However, the promises given by community leaders were not kept always and studentshad a tough time to instill trust in the community leaders as well. However, when they understood that thestudents were reliable, they started attending meetings and training. 4. Support from the government agencies by way of training was minimal as they did not have resources orwere not ready to offer programs to self-financing colleges. 5. Examinations and other routine activities of the college and the program dates colluded as a result, someof the programs had to be cancelled. 6. Support from university, district level bodies is very essential for a smooth functioning of theentrepreneurial ventures, extension department of the university is has not been encouraging

except for acircular to conduct a program, there has not been any support from the university. Evidences of Success:

1. NBS conducted a conference on Entrepreneurship
2. NBS was able to bag the best Business plan contest award from Thrissur Management Associationin 2017, 2018 and 2019 and 2021.
3. NBS was able to conduct training to several groups during this period.
4. Students were able to interact with various entrepreneurs.
5. Student entrepreneurships like Friday market, Pet care management, fish cultivation, live stockdevelopment programs have been initiated in the campus.
6. Students were able to conduct fairs during Keraleeyam, and food stalls during management fests.
7. Development of overall vibrant students who are able to survive in the competitive job market-Improved placements.
8. Students were able to start entrepreneurships on their own.
9. Students were able to learn online certifications required for their businesses.
10. CEP enabled students to get in touch with family business units and provide training to them
11. Workshops on LED bulb manufacturing, and payasam making were offered to the community
12. College was a hub for training on poultry, pets, and fish farming.
13. Many small entrepreneurs were able to start enterprises on their own.
14. NBS is encouraged to conduct more such programs for community success.
15. Bonding of the community was increased.
16. Friday market enabled students to join as entrepreneurs in the venture to promote business fromhome grown vegetables, home made and products.
17. College was able to realize its dream "To Reach the Unreachable" in a different in arena the localneighborhood.
18. College was able to start student entrepreneurs.
19. Many entrepreneurs in the local suburbs started attending Friday market and sold their products.
20. The college is planning to start a counter in front of the college premises for regular sales of products.

Suggestions:

1. Syllabus: Even though the syllabus contains a course on entrepreneurship, the course is evaluatedthrough a written

exam. It is necessary to make this paper a practical one, so that all students who undergothis paper will find opportunities to create startups.

2. Funding: Students should be provided with small loans to start enterprises while in college.

3. Cooperatives: University should take steps to start cooperatives for students for entrepreneurshippromotion.

4. Exapansion of sectors: Entrpreneurial sectors should not be limited to farming or bakery, otheravenues like consulting, training, manufacturing should be given priority.

Best Practice: 2 PRAYAAN, the annual B-School Conclave of Naipunnya Business School is the platform where theBusiness Leaders of the industry across sectors deliberate upon the dynamically changing trends of thefield. This is a flagship program of the Business School and the conclave aims to initiate an intellectualdialogue between distinguished delegates and throw some light upon the criticality of various managementdisciplines to the corporate world to students in choosing their careers. The seminar is open to all B schoolstudents and has been appreciated by several B school students.Partnering, Restructuring, Accepting, Yearning, Adapting,Accomplishing, & Nourishing (PRAYAAN) Corporates today are moving towards an integrative approach in everything. Gone are the days when silosworked together in a firm. Today's firm is an integrated force, with functionalities partnering with eachother and working towards a vision. Each functionality in a firm is adopting newer and more diverse rolesthat transcend the traditional landscape of roles and responsibilities.With the adoption of new roles, innovation became a logical sequence. The transformation in the waycorporates fundamentally function has brought in an era of innovation and pioneering. Each functionality isincreasingly adopting strategic roles in an effort to keep up with the dynamic trends and the everexpandingplethora of challenges that corporates are taking on, progressively. Theme of PRAYAAN: The advent of a culture of partnering and pioneering in today's corporate universeis the new point of deliberation. This will involve discussions on how different functionalities are adaptingto the changes, the strategic nature of the practices, the inter-relatedness of all strategic efforts within afirm, industry or even an economy and what the future holds in store for the corporate universe. Prayaan and its uniqueness in the context of India higher education: Prayaan is now a careerprogram for MBA graduates alone. Here the speakers will speak on careers open to fresh MBA graduatesand also informs them on how to prepare for a career in the corporate as well as on what are thecertifications required to be successful as well as what skills are necessary for students to be successful aswell as what is

expected from the graduates by the corporates. This is different and unique as careerseminars are generic in nature targeting all type and specializations of graduates. It is unique because itaddresses the future possibilities in India as well as abroad. It is unique because there is no pressure tochoose but open and the speakers are chosen in such a way that they are unique in their own ways. Prayaanis modelled in its own way for the B school students because of the fact that many of the students do not have a clear orientation of what is expected from them and fall into careers which are not their choice andas a result are forced to leave their careers mid way. Prayaan brings together students of all B schools andis open to debate and challenge conventional career choices. prayaan also follows a pattern of electing theright speakers who have turned non conventional ideas and have succeeded in making their mark incorporates. Prayaan Version 2.0: Apart from this vision, Prayaan also has now taken up the CSR initiative. Thecorporate executives have suggested to include Prayaan as a CSR initiative to build up the marginalizedcommunity through creating opportunities for the marginalized based on their skills and knowledge. Nowafter the second year of its existence, Prayaan apart from being a program to counsel B School students ontheir career have taken up the new role of providing training opportunities and networking with the Divyangjan students who could be employed and be on their foot for their needs. This new direction hasgiven Prayaan a new lease of life as it is no longer a career counseling program for B school students but aCSR initiative of the students so that the networking between the students and the marginalised communitycan be continued. Problems encountered:Since it is a free will choice, there is no pressure from the students on what they should choose. However, there are some issues for Prayaan.

1. Participation of Students from other B-schools: Getting students together poses a challenge asstudents are not allowed by some of the B schools to participate in this seminar.
2. B schools have their ownformat of career selections and they force it on students which becomes a norm. Students do not considerthe choices set before them and move on to the conventional choices because of fear of losingopportunities. Seminars are provided by all colleges and students do not find it different.
3. CSR initiatives need funding: Funding has posed to be a challenge for the students to carry on with theprogram.
4. Evidence of Success: Prayaan was conducted first in 2019 and has helped students to understand thenuances in career choices. However, the success can be gauged only after at least 4 to 5 programs and thecareer choices to be studied. So

more research is required and then only we will be able to come out withconclusions on Prayaan

File Description	Documents
Best practices in the Institutional website	https://nbs.ac.in/prayaan-enabling-b-school-students-to-choose-their-career/
Any other relevant information	http://www.naacupload.mbanimit.ac.in/Uploads/20220324104135_Support2022_compressed.pdf

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

Naipunnya group of institutions was formed with a vision "to reach the unreachable." The institutiongarnered enough strength to work towards reaching the marginalized and the poor and created enoughopportunities to the cause of the poor. Adopted villages:

1. **Puthenvelikkara village**
2. **Parakkadavu village**
3. **Kezhkemuri village**

Puthenvelikkara village: With the financial support from Naipunnya Business School (NBS), Sudentsconducted a camp at Puthenvelikkara Grama Panchayath, called "Hastham" . The cmap included surveyof Unnath Bharath Abhiyan and cleaning the public places in Elanthikkara , coming under PuthenvelikaraGrama Panchayath, in Ernakulum district, Kerala state. The overall objective of the project was to knowthe developments and problems of the panchayath through survey and clean the public places within the panchayath of Puthenvelikara ward 7, 8 Puthenvelikkara.

Parakkadavu Village: NBS stdudents have conducte a camp for the villagers on herbal plant cultivation and digital banking apps training. The program was conducted after the Covid -19 issue. The camp was conducted in technical collaboration with Kerala Agricultural University (KAU) through which herbal plants which boost immunity has been distributed to the villagers. The plants will be taken over by the Kerala Ayurvda Pharmacy for making ayurvedic medicines.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Incorporate case study methodologyfrom international Institutions and Journals
2. Monitoring of POs for each student and create specific student-centric interventions.
3. Faculty to publish papers in high impact Scopus indexed journals.
4. Incentives to be made available for publishing papers
5. Creation of an IPR centre
6. To apply for extension-centric awards such as Swatch Bharat and other Government awards.
7. Pariticpate in government sponsored innovation for awards and recognitions such as Atal Incubation Awards, India Innovation Council (IIC)
8. Conduct Faculty Development Programmes for Faculty for other Institutions, EDPs with industry.
9. To apply for government/ CSR funding
10. NET/SET coaching classes and preparatory classes for government jobs to be started in the campus