

The Annual Quality Assurance Report (AQAR) of the IQAC: 2016 - 17



**ARMY INSTITUTE OF MANAGEMENT
JUDGES COURT ROAD, ALIPORE,
KOLKATA – 700027**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

ARMY INSTITUTE OF MANAGEMENT

1.2 Address Line 1

JUDGES COURT ROAD

Address Line 2

ALIPORE

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700027

Institution e-mail address

aim_kol@rediffmail.com

Contact Nos.

033-24398335 / 24398337

Name of the Head of the Institution:

Maj Gen (Retd) Deepak Dhanda,
SM (Retd)

Tel. No. with STD Code:

033-24794495

Mobile: 7798690059

Name of the IQAC Co-ordinator:

Sougata Majumder

Mobile:

9836190412

IQAC e-mail address:

iqac@aim.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN22224

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/06/A&A/108 dated 1-5-2015

1.5 Website address:

www.aim.ac.in

Web-link of the AQAR:

<http://www.aim.ac.in/sites/default/files/WBCOGN22224>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.73	2015	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

22-4-2014

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2015-16 submitted to NAAC on 08-08-2016
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Maulana Abul Kalam Azad University
of Technology
(formerly, West Bengal University of
Technology)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

Nil

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

2

Faculty

Non-Teaching Staff Students

Alumni

Others

2

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

NA

2.14 Significant Activities and contributions made by IQAC

Enhancing teaching learning process and research

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Emphasis on short term additional courses	1. Started course on foreign language 2. Certificate course on Advance Excel 3. Certificate course on Project management
In order to expose students towards the corporate world 'Guest lectures' by industry experts on various subject is proposed to be increased.	In order to give exposure to student of corporate world lectures by industry experts are arranged on various topics. The lectures were more of an interactive type and have resulted in active participation by students.
To develop and nurture	A memorandum of understanding has

entrepreneur skills in the students a ' National Entrepreneurship Network ' will be started.	been signed with national entrepreneurship network (NEN). NEN started conducting program for student to inculcate entrepreneurship skill in them.
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The AQAR was prepared by the IQAC team. During the year under consideration the various quality improvement processes were continuously reviewed and the actions planned and taken in pursuance of the plans were reviewed by the director and IQAC members. The AQAR is approved by the director of the institute who is the competent authority. The AQAR will be placed before the Governing Body in its subsequent meeting.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1	0	0	0
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	1			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni ☐ Parents ☒ Employers ☒ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

As per MAKAUT

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11+ 2*	8 + 2 = 10	03	0	0

(Note : * includes permanent and term based contractual faculty)

04

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	02	01	0	0	0	0	0	02	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

1

4

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			03
Presented papers	07	0	0
Resource Persons			01

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Institute addresses its traditions and value orientations by focusing on building intellectual capital and fostering an interactive learning environment through faculty development, interaction with industry, research and publications. Preparing management professionals with appropriate managerial acumen and personality for a global market addresses the needs of the society, the students it seeks to serve and vision for the future.

The students are exposed to case-based learning and application-oriented pedagogy. They are encouraged to do all data analysis for their SIP reports by using SPSS. The Institute provides infrastructural support to the faculty and students in the form of access to online library database and corporate database for scientific research. The library also subscribes to a considerable number of renowned national and international journals. The impact on student learning is that students get motivated to participate in conferences and seminars and publish research papers in refereed journals including the Institute's journal, 'Kindler'. From the inception of the course, the students are groomed to be industry-ready academically and psychologically. Moreover, they are also provided the opportunity to hone their entrepreneurship ability and innovative skills by running the Institute cafeteria and organizing mega-events like 'Bazaar' and 'Inferno'.

2.7 Total No. of actual teaching days

150

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

N/A

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

N/A

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MBA	119	23	75	18	3	0

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC always supports the faculty and students in academic and research activities. All academic staff is expected to be familiar with the academic rules and regulations. The Institute has a strong quality assurance policy, one of its primary objectives is to monitor and enhance academic standards and the quality of output. To monitor the process more rigorously, the following are prepared at the beginning of each Semester:

- ☐ Academic Calendar
- ☐ Class schedule
- ☐ Activity Calendar
- ☐ Lesson Plan
- ☐ Lecture Plan
- ☐ Subject Allocations coordinated by Subject Coordinators

Quality enhancement remains the responsibility of all academic staff. To monitor the quality of teaching learning, the Director attends lecture sessions intermittently and gives informal feedback. The Director and the Academic Coordinator also regularly collect informal feedback from the students regarding the quality of teaching. The Institute conducts regular review meetings and collects the opinion of students. There is a structured form to collect the feedback from students. Based on the feedback collected, the Director directly informs the concerned faculty members about their areas of improvement and the Academic Office looks after the infrastructural developments as per the feedback.

The Institute has to follow the norms and guidelines regarding Teaching-Learning and Evaluation provided by the University. However, the faculty members of the Institute regularly participate as Paper-setters, Examiners, Head Examiners, Officer-in-Charge and Invigilators for Semester examinations.

Based on the feedback from the stake holders, the IQAC, the different staff committee members and the administration collectively decide the value added courses to be introduced / continued. The IQAC motivates and supports internal knowledge net working as well as linkages with Higher Institutes of learning, to improve the quality of the teaching, learning process.

Periodic reviews of the progress in academic, co-curricular activities, academic audits are a part of the IQAC activities.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	11
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	35	0	0	08
Technical Staff	0	0	02	02

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- AIMK publishes a bi annual Journal, Kindler, ISSN 0973-0486, which has recently been indexed by International Institute of Organized Research (I2OR) and has been awarded a Publication Impact Factor of 4.875 for the year 2015
- The Computer Laboratory is equipped with IBM SPSS 22.0 to enable Primary Research

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	11	
Non-Peer Review Journals		2	
e-Journals	2	3	
Conference proceedings	9		

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL			
Minor Projects	NIL			
Interdisciplinary Projects	NIL			
Industry sponsored	NIL			
Projects sponsored by the University/ College	NIL			
Students research projects (<i>other than compulsory by the University</i>)	NIL			
Any other(Specify)	NIL			

Total	NIL			

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP	<input type="text" value="NI"/>	CAS	<input type="text" value="NI"/>	DST-FIST	<input type="text" value="NI"/>
DPE	<input type="text" value="NI"/>			DBT Scheme/funds	<input type="text" value="NI"/>

3.9 For colleges	Autonomy	<input type="text" value="NI"/>	CPE	<input type="text" value="NI"/>	DBT Star Scheme	<input type="text" value="NI"/>
	INSPIRE	<input type="text" value="NI"/>	CE	<input type="text" value="NI"/>	Any Other (specify)	<input type="text" value="NI"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number		1			
	Sponsoring agencies					1

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	<input type="text" value="NIL"/>	From Management of University/College	<input type="text" value="NIL"/>
Total	<input type="text" value="NIL"/>		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

1

5

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level NIL State level NIL
National level NIL International level NIL

3.22 No. of students participated in NCC events:

University level NIL State level NIL
National level NIL International level NIL

3.23 No. of Awards won in NSS:

University level NIL State level NIL
National level NIL International level NIL

3.24 No. of Awards won in NCC:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.25 No. of Extension activities organized

University forum	NIL	College forum	4		
NCC	NIL	NSS	NIL	Any other	NIL

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Cultural event was organised for Asha School (Special School)

Art and Craft Exhibition for Asha School

Blood Donation under Joy of Giving

Christmas celebration with homeless destitute by blanket distribution Joy of Giving

Visit and distribution of food articles at Mother Teresa's Home.

A major project on teaching and educating under privileged children initiative has been taken by our students. Twice a week they go to Hastings Slum(Under Vidyasagar Settu) and conduct various activities.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.25 Acres	-		9.25 Acres
Class rooms	06	-		06
Laboratories	NA	-		NA
Seminar Halls	01	-		01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	Yes	College	06

			Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)	0	Yes	College Fund	2194467
Others				

4.2 Computerization of administration and library

Library: Over the years, AIMK has developed its library as an outstanding learning resource centre, catering to the ever-growing and uncompromising information and intellectual requirements of students and faculty. It has a rich collection of print and digital resources in terms of quality and quantity. The fully air-conditioned and Wi-Fi enabled library is built over an area of around 3000 square feet and it has a seating capacity of approximately 60 students. Students are offered all-round support throughout the year for their academic and professional development.

- A. **Computerization:** The entire Library operation is computerized with the help of integrated library management software '**LibSys**', which enables the library to serve its clientele in a better, faster and more efficient manner. Students can also access the web at the library, while search for books and journals is made easy through open access catalogue. Reprographic facilities can be conveniently availed of at the library on payment. **Capitaline Plus**, a highly informative business e-database of around 24,000 companies, enriches the research projects of the students and faculty.
- B. **Books & Periodicals:** AIMK Library provides access to more than 10,000 books, including advanced reference materials, on areas like Marketing, Finance, Systems, Human Resources, Operations, Economics, Quantitative Techniques, Social Sciences, Business Law, etc. Several reputed foreign and national journals and magazines have been subscribed. A reputed package of e-journal viz., '**EBSCO Business Source Elite**', which contains more than 2800 peer-reviewed foreign and national journals, is also available in the library and accessible throughout the Institute.
- C. **Book Bank:** A Book Bank system has been introduced for students. Additional 2400 No of books have been procured for the same which are being issued to the students in the time of starting of the semester.
- D. **Institutional Membership:** AIMK is an institutional Library member of British Council Library, Kolkata and American Centre Library, Kolkata. Students can avail this facility to use these learning resource centres. In addition, AIMK is also an Institutional member of All India Management Association (AIMA), Association of Indian Management Schools (AIMS), Association of Management Development Institutions in South Asia (AMDISA), Bengal Chamber of Commerce and Industry (BCCI).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12,344	-	129	1,00,717/-	12,473	-
Reference Books						
e-Books	59		-	-	59	
Journals	1 package (EBSCO)	2,59,651/- (2015-16)	-	-	1 package (EBSCO)	3,19,780/- (2016-17)
e-Journals	1 (Capitaline Plus)	65,949/- (2015-16)	-	-	1 (Capitaline Plus)	66,527/- (2016-17)
Digital Database	1028	-	-	-	1028	1028
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	50	16MBPS + 2MBPS	2	NA	1	1	NA
Added	-							
Total	110	50	16MBPS + 2MBPS	2	NA	1	1	NA

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Advance Excel Training, Data Analysis Training, Six Sigma and Project Management Workshop for the students of MBA

4.6 Amount spent on maintenance in lakhs :

i) ICT	11 Lakhs
ii) Campus Infrastructure and facilities	-
iii) Equipments	-
iv) Others	-
Total :	11 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

NIL

5.2 Efforts made by the institution for tracking the progression

NIL

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	240		

(b) No. of students outside the state

--

(c) No. of international students

NIL

Men	No	%	Women	No	%

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Aptitude Classes, English Communication Classes, German and French Language Classes were conducted for both First and Second Semester.

No. of students beneficiaries

120

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT 120
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

FIRO-B was conducted. As per the psychometric analysis students were given help as per their personal requirement. Remedial classes were conducted. For career guidance sessions were taken and Industry Personalities were invited to speak to the students.

No. of students benefitted

120

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
42	118	115	08

5.8 Details of gender sensitization programmes

NIL

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

35

National level

0

International level

0

No. of students participated in cultural events

State/ University level

25

National level

0

International level

0

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

2

National level

0

International level

0

Cultural: State/ University level

13

National level

0

International level

0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources	62	23,55,000
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level

N

National level

N

International level

N

Exhibition: State/ University level

N

National level

N

International level

N

5.12 No. of social initiatives undertaken by the students

6

5.13 Major grievances of students (if any) redressed: _____NA_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision. To become a premier business school recognized internationally for professional excellence in management education.

The Mission.

- (i) Promote excellence in all dimensions of management.
- (ii) Empower students by offering practical, innovative and technology-driven management programmes.
- (iii) Prepare management professionals with a global mindset.
- (iv) Focus on building intellectual capital and foster an interactive learning environment through faculty development, interaction with industry, research and publications.

6.2 Does the Institution has a management Information System

YES

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Institute conducts lecture, guest talk, seminar, conference, workshop, training program, curriculum enrichment program and research activities on a regular basis, inviting eminent speakers from outside. There is a Curriculum Enrichment Committee, to suggest topics to include in the course structure, beyond the scope of MAKAUT curriculum and review the progress. The Subject coordinators from the areas of Marketing, Finance, HR and General Management are the members of this committee along with two external experts, one each from academia and industry. The fundamental purpose of curriculum development exercise is to ensure that students receive integrated, coherent learning experiences that contribute towards their personal, academic and professional learning and development.

6.3.2 Teaching and Learning

Academic Audit is being done to review and improve upon the existing teaching-learning process. It is monitored through QA that:

1. All tutors must induct their students on the requirement of any subject specialization they undertake
2. Teaching teams ensure consistency amongst all groups receiving similar modules/ subject coverage.
3. An interface is established between the career interests of MBA graduates and the demands of the corporate world.

The implementation of this QA principle means: to foster an environment of full cooperation between academic staff, administrators, departments, employers, and to be recognized through process improvement, team work, and innovation. Therefore the key dimensions should be benchmarking, continuous quality improvement and control.

6.3.3 Examination and Evaluation

As per MAKAUT guidelines

6.3.4 Research and Development

1. Institute have a separate research committee to encourage research among students and faculty members.
2. Students pursue two month internship program with various companies under the guidance of faculty and submit their thesis at the end of two months.
3. Some of the best theses were published in institute journal with ISSN number.
4. Institute provide financial support and leave facility to faculty member to present paper in various national and international conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- AIMK Library provides access to more than 10,000 books, including advanced reference materials, on areas like Marketing, Finance, Systems, Human Resources, Operations, Economics, Quantitative Techniques, Social Sciences, Business Law, etc. Several reputed foreign and national journals and magazines have been subscribed.

6.3.6 Human Resource Management

1. Various Leaves for employees of Institute
2. Annual increment.
3. Performance evaluation through Annual Confidential report

6.3.7 Faculty and Staff recruitment

On occurrence of a vacancy, employment notification is published in the newspapers asking for CV of eligible candidates. After scrutiny of the CVs, eligible candidates are called for interview and selection process before the selection committee. After finalization of the selection process and approval of the competent authority, the selected candidates are given offer letters followed by appointment letter and employed in the institute.

6.3.8 Industry Interaction / Collaboration

Industry Visit & Collaboration for Placement - **22**

6.3.9 Admission of Students

In order to seek admission in AIM Kolkata, candidates need to appear in CAT. Based on the performance in CAT, candidates are called for Group Discussion & Personal Interview (GD/PI) to be conducted by AIM at Kolkata. The minimum eligibility criteria for MBA admission is proposed to be raised to 60%, so that better students take admission and they get good placements and come out with good results.

6.4 Welfare schemes for

Teaching	Accidental insurance cover through Army Welfare Education Society at a very nominal premium.
Non teaching	-do-
Students	-do-

6.5 Total corpus fund generated Rs. 46, 06,040/-

6.6 Whether annual financial audit has been done

Yes

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Scintillance	No	
Administrative	Yes	Army	No	

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☐

No

☐

For PG Programmes

Yes

☐

No

☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N/A

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

Alumni has been supporting in providing placement opportunities. They have been also guiding the students on career decision making. Institute is in the process of registration of the alumni association. Institute organised alumni meet on regular basis at various parts of the country

6.12 Activities and support from the Parent – Teacher Association

N/A

6.13 Development programmes for support staff

Institute encouraged computer awareness and computer literacy among non-teaching employees. Laptops with internet connections are provided to some of the Group C Staffs. Institute also empower their employees by rotating them in various departments.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Plantation Day
2. Inspire with Prime Minister Vision of 'Swacch Bharat'. Institute organised 'Swacch AIM K'

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Extension of business communication class beyond university curriculum to bridge the gap between industry and academia. This is consider to be an innovative practice of the institute.
2. Sector wise symposiums are identified as drive for better placement as because in symposium industry expert interact with the students.
3. M-Parichay is an initiative of the institute to educate students on research methodology and market research for new entrants.
4. Online feedback system and Institute Social Responsibilities toward especially able children in association with ASHA School (School for specially able children in Alipore run by Army Wives Welfare Association) are recognized as best practices of the institute.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The college plans the works to be done for the session at the beginning of the year and places it before HQ BA, Governing Body as well as in other sub – committees of the college, if necessary. The college has achieved in materialising its plan of works

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. Sector wise symposiums are identified as drive for better placement as because in symposium industry expert interact with the students.
2. M-Parichay is an initiative of the institute to educate students on research methodology and market research for new entrants.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

1. Plantation Day
2. Inspire with Prime Minister Vision of 'Swachh Bharat'. Institute organised 'Swachh AIM K'
3. The Campus is kept clean of natural wastes, e-wastes and plastics

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

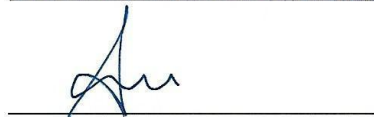
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

NO

8. Plans of institution for next year

1. Incorporating Industry personnel as mentor for a group of students to make them industry ready.
2. Residential MDPs for big corporate houses and banks.
3. International conference
4. Up gradation of infrastructure of the institute
5. Fully Wi-Fi enable campus

Name SOHATA MASUMDER



Signature of the Coordinator, IQAC

Name MAD. GEN DEEPAK DHAWDA, SM (RET)



Signature of the Chairperson, IQAC

Annexure I

Army Institute of Management, Kolkata

Academic Calendar

Jul 2016

Semester – 1 & 3 (2016)

Sl No	Event	Date
1.	AIM Registration (MBA-20)	11-12 July 2016
2.	Orientation programme (MBA-20)	13 – 30 July 2016
3.	Inauguration (MBA-20)	01 Aug 2016
4.	Commencement of classes	MBA-20 (Sem 1): 01 Aug 2016 MBA-19 (Sem 3): 26 Jul 2016
5.	MAKAUT Registration (MBA-20)	15 Sep 2016
6.	Class Tests	15 – 21 Nov 2016
7.	Mid Semester Break	07 – 16 Oct 2016
8.	Termination of classes	26 Nov 2016
9.	Summer Project Viva Voce	22 – 30 Nov 2016
10.	Finalizing choice of elective papers (MBA-20)	22 – 30 Nov 2016
11.	MAKAUT Theory Examinations	06 – 23 Dec 2016
12.	Inter Semester Break	24 Dec 2016 – 12 Jan 2017

N.B. The above Academic Calendar is in accordance with the MAKAUT Academic Calendar for 2016. Changes will be made as per MAKAUT further notification (if any).

Please refer MAKAUT website for Examination related information (viz. result publication, review of answer scripts, examination date sheet etc.)

(Dr M Majumdar)
Academic Coordinator

Circulation (copy posted at respective emails):

Director
Registrar & Head of Adm
All Faculty members
Placement Coordinator
Coordinator – Website Committee
Asstt. Librarian
Notice Board
Student Representative - Academics

Academic Calendar
Semester – 2 & 4 (2016)

Sl No	Event	Date
1.	Commencement of classes	15 January 2016
2.	Class Test	03 – 10 May 2016
3.	End of classes	14 May 2016
4.	Comprehensive Viva-voce #	12 – 20 May 2016
5.	MAKAUT Theory Examinations @	24 May – 11 June 2016
6.	Summer Project / Inter semester Break	13 June – 13 July 2016
7.	Refresher course for semester 3	14 July – 13 August 2016
8.	Commencement of semester 3 classes	16 August 2016

N.B. The above Academic Calendar is in concurrence with the MAKAUT Academic Calendar for 2016. Changes will be made as per MAKAUT further notification (if any).

@ Detail Schedule will be published by MAKAUT.

Detail Schedule will be published by AIM after publication of Theory Examination schedule by MAKAUT.

(Dr Malini Majumdar)

Academic & Admission Coordinator

Circulation (copy posted at respective emails):

Director
 Registrar & Head of Adm
 All Faculty members
 Placement Coordinator
 Coordinator – Website Committee
 Asstt. Librarian
 Notice Board
 Student Representative - Academics
 Accounts Office

Practice #1

Title: Sector wise Symposium.

Goal: Better placement of the students.

The Context

Symposium is a platform for interaction of student with industry experts which will help student to understand industry scenario and its requirement.

The Practice

The institute has conducted several such symposiums.

Evidence of Success

The success rate of student in campus interview has gone up.

Problems Encountered and Resources Required

Getting appointment of industry expert

Contact Details

Name of the Institution: Army Institute of Management, Kolkata

City/Town: Kolkata Pin Code: 700027

Accredited Status: B

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Practice #2

Title: *M-Parichay*.

Goal: The institute focus on creating awareness on research methodology and market research amongst students

The Context

Market research and research methodology are the two important aspects in MBA curriculum.

The Practice

The institute has initiated a two days workshop in the name of '*M-Parichay*' for the new entrant.

Evidence of Success

The students' has become more confident in doing their summer project.

Problems Encountered and Resources Required

Lack of self motivation among the students

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