

Date 05/11/2022

To,
The Director
Thakur Institute of Management Studies and Research,
Kandivali(East), Mumbai-400101

Sub: Submission of AAA Report by Peer Team

Academic and Administrative Audit (AAA) of the institute was conducted by the peer team for Academic Year 2021-22 on 05/11/2022. The details on infrastructure, administration and accounts, admissions, teaching learning process, assessment & evaluation, alumni interactions, placement, research and other activities were placed before the team. The team examined the documents and verified the same. The team hereby submits the report of (AAA) on the following aspects:

1. Compliance with applicable statutory regulations and accreditation agencies
2. Programs conducted and admissions done
3. Infrastructure, Administration and Accounts
4. Initiatives of the Institute for teaching learning process, curricular, co-curricular and extra-curricular and alumni activities, Orientation and Induction programmes
5. Assessment and Evaluation
6. Placement
7. Research & Development
8. Functional MOUs and activities
9. Mechanism for timely redressal of student grievances
10. Students' Participation in various activities
11. Activities of various cells and committees

Peer Team

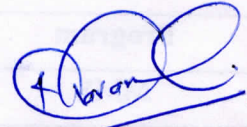
Dr. Chandrashaun Chavan, Professor, JBIMS
(Chairperson, Peer Team)

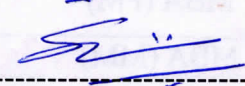
Dr. Suhasini Arya, Director, Smt. K. G. Mittal College
(Co-Chairperson, Peer Team)

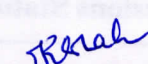
Dr. Kamal Shah, Vice Principal, TCET
(Member, Peer Team)

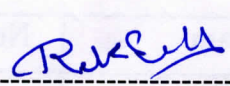
Dr. Rekha Singh, Associate Professor, TIMSR
(Internal Member, Peer Team)

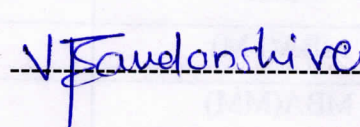
Dr. Vishal Sandanshive, Associate Professor, TIMSR
(Internal Member, Peer Team)













Academic and Administrative Audit 2021-22

Date of Conduct of AAA: 05/11/2022

1) Compliance with applicable statutory regulations

A. Compliance

- The Institute has regularly complied with the requirements of AQAR and NAAC.
- NBA Expert Team conducted onsite evaluation of the MMS Program on 25th to 27th March 2022. The Competent Authority in NBA has approved the accreditation status to the Institute MMS Program. Accreditation status granted is valid up to 30/06/2025.
- The letter of Affiliation has been received from the University of Mumbai for conduct of MMS programmes during the year 2021-22.
- Extension of Approval for A.Y. 2021-22 has been received by the Institute from AICTE on 25th June 2021.

B. Instructions from authorities for conduct of Institute functions during lock down period

The Institute has complied with the lock down instructions, social distancing norms and safety measures prescribed by Government of India, Government of Maharashtra, University of Mumbai and AICTE.

C. Recommendations of AAA Peer Team of A.Y. 2020-21

The Institute has taken action on the recommendations received in the Academic and Administrative Report 2020-21. Action Taken Report mentioned in *Annexure 1*

2) Programs conducted and admissions done

A. No. of seats program-wise:

| Program | No. of Seats | Shift |
|----------|--------------|-----------|
| MMS | 180 | Full Time |
| MBA (FM) | 60 | Part Time |
| MBA (MM) | 60 | |

B. Admissions Status

| Admission status during A.Y. 2021-22 | | | |
|--------------------------------------|-------------------|-----------------|---------|
| Program | No. of admissions | % of Admissions | Batch |
| MMS | 180 | 100 % | 2021-23 |
| MBA(FM) | 60 | 100 % | 2021-24 |
| MBA(MM) | 30 | 50 % | 2021-24 |



3) Infrastructure, Administration and Accounts details

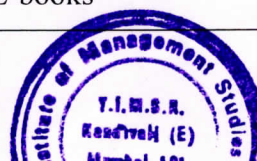
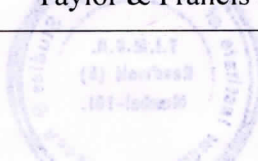
A. Infrastructure & Administration

- **Infrastructure** - The Institute has complied the AICTE norms with regards to infrastructure & learning resources.
- **Amenities** - The Institute provides air-conditioned class rooms, tutorial rooms, lecture hall, computer labs, Study Skill Centre (SRC), Learning Resource Centre (LRC), Ideation Room, Cubicles for faculty members equipped with workstations and high speed internet facility, Common Rooms for boys and girls, Recreation Room, First Aid Room, Student Council Room, Consciousness Lab, Centre for Creativity and Innovation with co-working space and incubators as well as Entrepreneurship Labs.
- **Facilities** - The Institute provides facilities for indoor and outdoor sports, games, and cultural activities.
- **Auditorium**- An Auditorium with 600-seater capacity is available.
- **Learning Resource Center (Library)** -TIMSR Learning Resource Center uses KOHA software to manage resources.

| Sr. No. | Items | | Total |
|---------|-------------------------|---------|-------|
| 01 | Books | | 25011 |
| 02 | E-Books | EBSCO | 23289 |
| | | Knimbus | 3620 |
| 03 | Journals | | 36 |
| 04 | Magazines | | 8 |
| 05 | Audio - Visual Material | | 149 |
| 06 | Newspapers | | 09 |

• Subscribed Online Resources (E-Resources)

| Sr. No | E Resources |
|--------|--------------------------|
| 1 | KNIMBUS Remote Access |
| 2 | EBSCO E-Books |
| 3 | ProQuest Database |
| 4 | ACE Equity |
| 5 | Taylor & Francis E-books |



- **Digital Library**

It provides access to the students and faculty for:

- Subscribed Online resources
- Institutional Repository {available on LAN (Intranet)}

- **IT Infrastructure**

- Video Conferencing and Live streaming facility in Study Skill Centre (Seminar Hall)
- 2 labs with 150 computers for the use of students and faculty members
- Upgraded Tata Teleservice leased line for Internet
- Remote access facility for Library databases
- Seneca, Canada sponsored Fintech Lab to facilitate practical learning
- CCTV Surveillance with recording facility
- Secured server and Data Backup
- Software for online attendance
- Customised ERP for administrative and academic processes

- **Maintenance of infrastructure and amenities**

Mainly outsourced to reputed agencies and supervised by maintenance unit.

- **Waste Management**

Institute takes measures for the management of solid, liquid and E-Waste.

B. Details of Accounts

Budgets for the A.Y. 2021-22 under different heads such as infrastructure, electricity, library, salaries, staff welfare, examination, students' development & other recurring & non-recurring expenses were available along with the details of their utilization. The summary is as per *Annexure?*

4. Academics, Orientation Program and Alumni Involvement

A. Academic

Curricular

- **Curriculum and its coverage**

- Institute follows the curriculum for Masters in Management Studies (MMS) and Part-Time programs as laid down by the University of Mumbai.
- Institute collects inputs from all stakeholders for curriculum and course review on a periodic basis and gap analysis is done.



- The summary of inputs and gap analysis are placed before the Advisory Board to receive their inputs and suggestions.
- The syllabus Coverage report is as per *Annexure 3*
- **Program calendar and timetable**
 - The institute has prepared the program calendar in line with University of Mumbai, AICTE and institutional guidelines. The same is as per *Annexure 4*
 - Timetable is prepared before start of academic year.
- **Teaching pedagogy**
 - Application of Knowledge, Skill, Attitude (KSA) Approach
 - Use of ICT Tools for teaching
 - Use of Experiential and participative teaching pedagogy
- **Semester Plans**
 - Semester plan is prepared in line with prescribed syllabus and institutional guidelines.
- **PO-CO Mapping**

Program Outcomes and Course Outcomes (PO-CO) mapping is done by respective faculty. The same is as per *Annexure 5*
- **Rubrics**
 - The institute has improvised rubrics for the effective assessment of the Summer Internship projects of MMS and Dissertation projects of Part time students.

The details of Rubrics are as per *Annexure 6*

Co-curricular

- Activities such as guest sessions and webinars are conducted.
- The details are as per *Annexure 7*

Extra-curricular

- TIMSR organized its most awaited 'Annual Fest' for the year 2022, following the theme 'Shakti' (Power), symbolizing a 15-year-old journey that TIMSR embarked upon in 2007. The fest was launched with great enthusiasm by Mr. Rajendra Kumar Sharma, an Ex-CEO Consulate General of Japan in Mumbai, (Ministry of Foreign Affairs in Government of Japan). Intercollegiate and International students participated in the event.



B. Orientation and Induction Programmes

- Orientation program was organized in 10th July 2021 for students of MMS Semester II and students of part time programs.
- Orientation session on Summer Internship was conducted for MMS students on 20th July 2021.
- 10-day induction program was conducted for MMS students, Batch 2021-23 on January 2022.
- 7 day's induction on 'Universal Human Values' was done for MMS students of Batch 2021-23 as recommended by AICTE in the month of January 2022.

C. Alumni Involvement in the Institute's Activities such as:

- Guest Lectures
- Placement preparation/assistance
- Project VIVA
- TCEI Activities
- Participation of Alumni in Cells and Committees
- Other Events

The details of alumni activities are as per *Annexure 8*

5) Assessment and Evaluation

- Examinations were conducted in an online mode through MCQs and Case Study Based questions. The Examination report is as per *Annexure 9*

6) Placement

- Mock GD sessions were conducted for MMS I Semester students on 07th August 2021 and 05th February 2022 via a virtual platform, Zoom. The placement report is as per *Annexure 10*

7) Research & Development

- Faculty members have participated in conferences, workshops, FDPs and taken the membership of professional bodies
- Faculty members are provided with financial support to attend conferences / workshops and towards membership fee of professional bodies.



- The highlights of research activities are as follows:

| Sr. No | Particulars | Number | |
|--------|--|--------------|----|
| 1 | Number of papers published in UGC listed journals | 18 | |
| 2 | Number of papers published in SCOPUS/ ABDC journals | 27 | |
| 3 | Financial support to faculty to attend conferences / workshops and towards membership fee of professional bodies (no.) | 17 | |
| 4 | Number of professional development / administrative training programs organized by the Institution for teaching & non-teaching staff | Teaching | 06 |
| | | Non-teaching | 00 |
| 5 | Number of teachers attending FDPs | 16 | |
| 6 | Number of research sessions organized during the year | 02 | |
| 7 | Number of papers presented in conference | 25 | |
| 8 | Number of Case Study Published | 13 | |
| 9 | Continuing Management Education Sessions | 05 | |

8) MOUs and Activities

Following are the number of functional MOUs at National and International level:

National MOU

- 1) Kotak Education Foundation

International MOUs

- 1) Seneca College of Applied Arts and Technology, Toronto, Canada
- 2) James Cook University, Singapore
- 3) Institute of Risk Management, UK
- 4) Chartered Institute of Management Accountants, UK



Activities Conducted under International MOUs

- TIMSR organized a Pre-departure session for Seneca College, Canada on 26th July 2022. The guest speaker for the event was Mr. Abhay Kumar, IRS, Additional Commissioner of CGST, Mumbai, Government of India & Mr. Digvijay Mehra, Senior Commercial Officer, Government of Ontario, Canada.
- TIMSR has collaborated with CIMA for the CGMA Finance Leadership Program. A MoU signing ceremony was officiated on 24th June 2022 wherein Dr. Pankaj Natu- Director, TIMSR and Mr. Bhaskar Ranjan Das- Director, South Asia at CIMA signed the MoU between the two Institutions. The strategic collaboration between TIMSR and CIMA for CGMA Finance Leadership Program will enable both the institutions to recognize, promote and certify management accounting professionals worldwide.
- TIMSR organized a Finance Seminar on the topic “The Future of Strategic Intelligence: Reboot Risk Management” in association with IRM on 13th April 2022 for the students of MMS (Batch 2021-23 & 2020-22). The Chief Guest Mr. Hersh Shah, Chief Executive Officer, Institute of Risk Management enlightened the students on the significance of risk management in the global environment and the various opportunities available in the field. The Guest of Honor Mr. Sivashanmugam Raghunathan also expressed his thoughts on the increasing importance of risk management in various fields. Mr. Raghunathan explained various practical examples related to risk management. A group presentation competition on Risk Management was organized in this seminar. In the end, certificates were provided to the students for their participation.
- TIMSR organized a Guest Session on “Career Opportunities and Recent Trends in Health Care Management” on 1st December 2021 for the students of MMS - II Semester (Batch 2020-22). The Key Note Speaker for the session was Ms. Nora Colton, Director - UCL Global Business School
- TIMSR inaugurated The ‘Read Japan Project’ Bookshelf, donated by Nippon Foundation, Japan on 20th October, 2021. The Chief Guest for the event was Mr. Masahide Sato, Chief Consulate-General of Japan and the Guest of Honor was Mr. Tauchi Noritaka, Consulate-General of Japan. TIMSR organized a session on “Study and Work Options in CANADA” for the Students & Alumni. The key note speaker for the session was Mr. Saurabh Yadav.
- TIMSR conducted a Panel Discussion on the theme “India China Relations: Changing Paradigm”. The eminent panelists for the same were Mr. TANG Guocai, Mr. Sudheendra Kulkarni, Dr. Ajit Ranade, Col NS Rawat (Retd), Mr. Dacheng Zhu.



- TIMSR organized a guest session on the topic 'Supply chain management in contemporary Scenario', on 9th February 2022. The Key Note Speaker for the session was Prof. Kingshuk Mukherjee from St. John's University, USA.

9) Mechanism for timely redressal of student grievances

No grievances were reported in A.Y. 2021-22.

10) Students' Participation in various activities

During the year, students participated in various activities such as research paper writing, webinars, competitions, conferences, workshops and certification programs etc. organized by TIMSR and other institutes. The details of the same are as per *Annexure 11*

11) Activities of various cells

During the year the cells such as women development cell, Social Responsibility cell, TCEI conducted various activities. The detailed report of the same is as per *Annexure 12*.

12) Awards and Recognitions

- MMS Program accredited by National Board of Accreditation (NBA)
- Umang Partner Recognition Award for Knowledge Enhancement Activity by Kotak Education Foundation

Peer Team

Dr. Chandrahauns Chavan, Professor, JBIMS

(Chairperson, Peer Team)

Dr. Suhasini Arya, Director, Smt. K. G. Mittal College

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