



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	International Management Institute Kolkata
• Name of the Head of the institution	Prof. Mohua Banerjee
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	03366529611
• Alternate phone No.	03366529638
• Mobile No. (Principal)	9874684991
• Registered e-mail ID (Principal)	m.banerjee@imi-k.edu.in
• Address	2/4C Judges Court Road Alipore
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700027
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the IQAC Co-ordinator/Director	Prof. Chanchal Chatterjee				
• Phone No.	03366529668				
• Mobile No:	8240520964				
• IQAC e-mail ID	iqac@imi-k.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://imik.edu.in/naac-2/				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://imik.edu.in/wp-content/uploads/2025/04/Academic-Calendar-2023-24.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.6	2024	09/05/2024	08/05/2029
6.Date of Establishment of IQAC			14/07/2020		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and	Yes				

compliance to the decisions taken uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? Implemented stakeholders' (Student, Alumni, Teachers and Employers) Feedback analysis for overall quality improvement of the institute. ? Upgradation of academic, administrative and IT infrastructure of the institute. ? Implemented effective mentor mentee program for the students. ? Enriching library resources to facilitate student learning.</p>		
12. Plan of action chalked out by IQAC at 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
1. Encouraging students to undertake online certification.	1. Coursera on campus has been introduced for online certification of students and a significant number of students have completed the certifications.
2. Introduction of courses in the curriculum relevant to the industry.	2. Select courses like Lean six sigma, ESG are co-developed and co-delivered with industry.
3. Implementing mentor-mentee program	3. Each faculty was assigned as a mentor to a group of students for - i) Identification of slow-learning students ii) Suggesting remedies for non-performers. iii) For Stress, time and mental health management.
4. Regular collection of stakeholders' feedback for analyzing and implementing appropriate measures	4. Based on the feedback analysis: i) According to employers' feedback, an annual calendar of corporate engagement activities has been initiated to help the institute in its outreach. Interactive sessions with alumni members are conducted on regular basis. ii) According to Student feedback, new edge courses such as Fintech, Tourism Management, and Big Data using Hadoop conflict resolution and negotiation have been introduced.
5. Implementing online student attendance, leave and complaint management system	5. An internal management portal named "OLT" has been designed by the IT team to track Student attendance and leave management. For complaint management, an internal portal named "Trouble Tackle" has been developed for grievance management.
13. Was the AQAR placed before the statutory	Yes

body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
IQAC	29/11/2024
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2022-23	15/03/2024
15. Multidisciplinary / interdisciplinary	
<p>The National Education Policy (NEP) 2020 emphasizes a multidisciplinary approach in higher education. There are two primary objectives: The goal is to develop students' social, physical, intellectual, emotional, and moral capacities in an integrated manner. A flexible curriculum allows for creative combinations of various disciplines. In management education, a multidisciplinary approach plays a major role. It ensures a comprehensive understanding of management challenges from different management fields, such as marketing, finance, HR, strategy, operation, etc. Multidisciplinary management knowledge empowers students to make informed decisions, take calculative risks, and foster a pragmatic mindset. The AICTE model curriculum and the NEP philosophy guide the curriculum structure of IMI-Kolkata. The core course and elective courses are at par with the industry requirements and guidelines of AICTE. At IMI Kolkata, both core and elective courses are offered in seven specialized management areas. These areas are Marketing Management, Financial Management, Organizational Behaviour and Human Resource Management, Operation Management and Quantitative Techniques, Management Information System and Analytics, Strategic Management, and Economics. IMI-Kolkata focuses on hands-on courses to ensure the application of the multidisciplinary approach. Two hands-on credit courses on entrepreneurship are introduced to give the students real-life entrepreneurial exposure. Students are required to select any one hands-on course. These two practical courses on entrepreneurship are</p>	

the Local Business Accelerator (LBA) and New Venture Development (NVD). LBA is focused on offering real-time exposure to PGDM students, who can consult and help local businesses improve their bottom line, preferably through low-cost solutions. NVD course on venture initiation program is an incubator that introduces students to the critical aspects of starting up their own business and entrepreneurial venture, including ideation, validation, market-product fit, fundraising, networking, scaling, business planning, developing, and launching. Apart from entrepreneurship courses, other hands-on courses that bring a multidisciplinary essence to the curriculum are Leveraging ESG for Value Creation, Design Thinking for Rural Innovation, and Universal Human Values (UHV).

16.Academic bank of credits (ABC):

Academic Bank of Credit (ABC) is an innovative concept initiated through the National Educational Policy (NEP). It aims to facilitate credit transfer and accumulation across different institutions and programs. For the PGDM students of AICTE-approved institutions, it works in the following ways: Credit Accumulation: PGDM students earn credits for each course they successfully complete. These credits are stored in the ABC system. Transcripts and Certificates: Institutions upload both transcripts (containing detailed course information) and certificates (proof of completion) of all students to the ABC through NAD (National Academic Depository), which serves as the backbone of the ABC. It ensures transparency and accessibility of academic records. Benefits: Portability: Students can transfer credits earned from one institution to another. Lifelong Learning: Credits remain valid even if a student takes a break from education. Skill Enhancement: Students can accumulate credits for additional courses or certifications. As per AICTE guidelines, IMI Kolkata uploads all students' transcripts and certificates to the NAD portal at the end of every AY to provide the ABC facilities to the pass-out students. Pass-out students must register through the Automated Permanent Academic Account Registry (APAAR) and create an ABC ID, which will be automatically linked to their academic records. IMI Kolkata has already uploaded the academic records from the first pass-out batch to the last one (2013-2024). Therefore, all pass-out students of IMI Kolkata can access their transcripts and certificates through the ABC website using their ABC ID.

17.Skill development:

NEP 2020 nurtures well-rounded students, emphasizing academic knowledge and essential skills like problem-solving, critical thinking, creativity, and communication. It prepares them for the

competitive world and contributes to the nation's economic development. NEP highlighted three major focus areas for skill development: Holistic Learning Approach: NEP promotes moving away from conventional content-heavy and rote learning practices. NEP instills a creative and multidisciplinary curriculum beyond conventional subjects. Emphasis on Employability: NEP 2020 acknowledges the role of education in providing students with the right skill sets that lead to employability and the country's economic growth. Vocational Education and Training: NEP emphasizes bridging the education-employment gap by promoting vocational courses and internships. NEP equips students with practical skills and industry-specific knowledge, facilitating a seamless transition into the workforce. Management education is a multidisciplinary approach. The PGDM programme of IMI Kolkata is focused on seven functional areas of management. At IMI Kolkata, the focus is given to six major skill sets closely related to managerial activities. These six skill sets are Communication, Critical thinking and problem-solving, Integrated thinking, Leadership skills, Ethical awareness, and Global awareness, which are inculcated through all courses of the PGDM programme. IMI Kolkata not only focuses on classroom-based courses to develop the skills mentioned above. Following hands-on courses play a significant role in skill set development : Hands-on Course on Entrepreneurship: Focusing on opportunities for value creation, IMI Kolkata has introduced hands-on courses on Entrepreneurship. Two hands-on courses are offered for first-year students; however, they must select one. These two hands-on courses are (i) Local Business Accelerators (LBA) and (ii) New Venture Development (NVD). Design Thinking for Rural Innovation: With the support of Mission Samridhhi, a social impact platform dedicated to the holistic development of Rural India, the course "Design Thinking for Rural Innovation" aims to provide management students with hands-on elements in the rural community. Leveraging ESG for Value Creation: IMI Kolkata has co-designed and co-delivered this course with E&Y. This course provides a comprehensive overview of the Environmental, Social, and Governance (ESG) framework. This course helps students understand critical issues within each domain and their impact on companies and stakeholders. A summer internship is a compulsory component of the PGDM programme. After completing the first year, IMI Kolkata provides industry-based summer internships to all students. 8-10 weeks, all students work with the industry to get practical exposure. Apart from the internship, most of the students of IMI Kolkata get the opportunity to work on Live projects as a part of experiential learning. IMI Kolkata provides placement assistance to all students. Since its inception, IMI Kolkata has had a 100% placement record.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Integrating the Indian Knowledge System (IKS) into the curriculum is one of the major focuses of the National Education Policy (NEP) 2020. As IMI Kolkata imparts management education, the focus is on integrating IKS into different courses and practices so that students can understand and integrate traditional management practices with contemporary issues. At IMI Kolkata, IKS integration is not only limited to courses but also included at the practice level. IKS is integrated with the courses like organizational behaviour, economics, strategy, corporate governance, etc. In the organizational behaviour course, the leadership focus is very high, and the ethical leadership lessons are given with the example of historical rulers like Chandragupta Maurya, Ashoka, Harshavardhana, etc. In courses like economics, strategy, and corporate governance, lessons are given from Arthasaststra, Chanakya Niti, Indus Valley trade practices, and even from Bhagavad Gita. For practice-level IKS integration, IMI Kolkata takes several initiatives. IMI Kolkata regularly conducts yoga and mindfulness exercises and workshops to manage the students' stress levels. Inspired by the traditional Gurukul system of India, IMI Kolkata has taken the initiative to develop a Mentor-Mentee programme. Under this programme, a group of students is assigned to a faculty mentor. The faculty mentor is not responsible for disseminating subject knowledge but for imbibing a holistic mindset, which is helpful for the student's personal and professional growth and successful performance in the corporate world. Students of IMI Kolkata are well-connected in the rural community for various course and project requirements. Courses like Design Thinking for Rural Innovation and projects like Unnat Bharat Awiyan, etc., not only give subject-specific exposures but also help them learn traditional rural practices, which is a part of IKS understanding. IMI Kolkata invites eminent speakers who can imbibe IKS awareness to the students of new generations.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

IMI Kolkata follows the OBE approach to the PGDM programme. In the last couple of years, IMI-Kolkata shifted the focus of the teaching approach from input to measurable output aspects to ensure that students acquire appropriate skills and knowledge to face real-life challenges. To maintain the OBE approach, IMI Kolkata follows the below-mentioned principles: Goal-oriented teaching: Each course has declared course objectives Specific skill-focused teaching: Each course is mapped with programme-specific skill sets or competencies Flexible teaching pedagogy: Teaching pedagogy can be selected or developed as per the course requirements Faculty as a facilitator:

The faculty is responsible for providing real-life experience through various teaching pedagogies along with the subject teaching. At the PGDM programme level, IMI Kolkata focuses on developing six managerial skill sets or competencies (Communication, Critical thinking and problem-solving, Integrated thinking, Leadership Skills, Ethical awareness and Global awareness) through various courses by applying different experiential learning strategies and continuous assessment. Every course is aligned with some of the skill sets/competencies, which develop through knowledge dissemination by an experiential learning approach, and the skill improvement is thoroughly tested through various continuous evaluations. Skill sets are reinforced multiple times through different courses throughout a two-year PGDM programme. Evaluating each student through both individual and group-based assessments is compulsory at IMI-Kolkata. After the course is completed, the faculty members prepare the course outcome attainment report. IMI-Kolkata defines the attainment level of the course into the following three categories: Attainment Level 1: 60% of the students scored 60% of the marks Attainment Level 2: 70% of the students scored 60% of the marks Attainment Level 3: 80% of the students scored 60% of the marks As per the Institute's policy, if the course's attainment level is not reached at level 3, faculty members need to provide an improvement plan for the same course. These improvement plans are incorporated into the course before teaching to a new batch of students.

20.Distance education/online education:

IMI Kolkata conducts the PGDM programme offline/physically/on campus. It is entirely a residential programme. However, students are allowed to take some courses through MOOC's by using platforms like Coursera, Swayam, etc. Recently, IMI Kolkata got the AICTE approval (June 2024) to conduct an Online PGDM programme from the AY 2024-25. Admission is yet to start.

Extended Profile

1.Programme

1.1 1

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 398

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 211

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 398

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic3.1 102

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 32

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1	1
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	398
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	211
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	398
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1	102
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	32
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	22
Number of sanctioned posts for the year:	
4.Institution	
4.1	32
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	7
Total number of Classrooms and Seminar halls	
4.3	95
Total number of computers on campus for academic purposes	
4.4	1674.31
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of IMI Kolkata is designed to meet developmental needs at local, national, and global levels. By integrating practical experiences, industry partnerships, and global perspectives, our program ensures graduates are well-equipped to contribute to society.

The curriculum includes hands-on core courses like Local Business

Accelerator (LBA), which allow students to work directly with local businesses and real-world challenges. Students are also involved in the Design Thinking core course, where they perform rural community-based projects.

Partnering with leading national companies, our students get hands-on experience through summer internships or live projects, which help them develop insights about the national markets. IMI Kolkata's research initiatives incorporate national issues, development, and innovations.

Our curriculum inculcates global business practices, international business and trades, and cross-cultural management through case studies. IMI Kolkata addresses global challenges through courses like ESG for Responsible Value Creation, which aligns with the United Nations's Sustainable Development Goals.

IMI Kolkata remains committed to evolving its curriculum to meet the ever-changing developmental needs. Our focus is on practical experience, industry relevance, and global exposure to prepare our graduate students.

Our curriculum and COs are mapped with the POs (global awareness, ethical awareness, critical thinking etc.).

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

3

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

6

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

1

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The mission of IMI Kolkata is to develop socially sensitive, value-driven, responsible leaders. IMI Kolkata pays significant attention to shaping future leaders by integrating crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum.

Professional Ethics: The Core Business Ethics and CSR Course emphasizes the importance of ethical decision-making and integrity in business operations. Case studies and real-world scenarios illustrate ethical dilemmas and appropriate responses.

Gender: Gender sensitivity is promoted through workshops, seminars, and cases addressing gender equality and inclusivity.

Human Values: Human values are integrated into courses like Organizational Behaviour, Human Resource Management, Universal Human Values, etc., focusing on empathy, respect, and interpersonal skills. Community service and social projects (Swachh Bharat Mission, Unnat Bharat Abhiyaan) encourage students to apply these values in real-life situations.

Environment and Sustainability: Sustainability is a crucial focus of modern business practices. The course on ESG for Responsible Value Creation teaches students about business's impact on the environment and encourages them to develop sustainable business models.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

187

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

187

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://imik.edu.in/student-feedabck-and-review/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://imik.edu.in/student-feedabck-and-review/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

187

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

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

30

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 students' learning levels and organises special programmes for both slow and advanced learners.

Through continuous evaluations and regular progress tracking mechanisms for the students, IMI Kolkata identifies slow and advanced learners. This identification is crucial for developing facilitation strategies for both slow and advanced learners. IMI-Kolkata provides an inclusive and supportive learning environment that caters to the diverse needs of all students.

Support for Slow Learners: IMI Kolkata often provides tutorial classes, personalized tutoring by subject-specific faculty members, and mentoring for students who need more help. These initiatives focus on reinforcing fundamental concepts and addressing individual learning challenges.

Support for Advanced Learners: IMI Kolkata has a series of facilitation mechanisms for advanced learners. The institute provides live projects, organizes workshops and seminars, includesthem into various clubs and committees, encourages them to take up entrepreneurial activities through the Institution's Innovation Council and Entrepreneurship Cell, and helps them participate in the conferences that the institute organizes. IMI Kolkata's international collaborations offer global exposure to advanced learners through student exchange programs if the student is willing. The institute encourages advanced learners to participate in the professional programs/certifications organized by the policymakers and professional bodies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2024	398	28

File Description	Documents
Upload 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:

Student-centric methods are pivotal in outcome-based education. These approaches shift the focus from traditional teacher-led instruction to more engaging, interactive, and practical learning experiences.

Experiential learning involves students actively participating in real-world scenarios like internships, field projects, and simulations. IMI Kolkata incorporates all of these teaching pedagogies in the PGDM curriculum to provide experiential learning to the students.

Participative learning encourages students to engage actively in their education through group discussions, role plays, and team projects. IMI Kolkata places significant emphasis on group activities. All courses of PGDM program are embedded with the above-stated pedagogies and the part of continuous evaluation components.

Problem-solving methodologies involve case studies, analytical exercises, and brainstorming sessions. IMI Kolkata significantly focuses on these activities through various courses, which challenge students to think critically and develop innovative solutions to complex business problems. Dealing with real-life issues, students enhance their analytical and decision-making skills, which in turn help them develop effective managerial skills.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Faculty members of IMI Kolkata increasingly leverage ICT-enabled tools to enhance the teaching and learning experience. These tools transform traditional classrooms into dynamic, interactive environments that foster student engagement and improve learning outcomes.

ICT (Information and Communication Technology) tools such as smart boards and high-speed internet connectivity enable teachers to present complex concepts through multimedia presentations, animations, and video clips. Student engagement tools like Mentimeter are used mandatorily in all courses. Platforms like Google Classroom, Microsoft Teams, and Zoom facilitate seamless communication and collaboration, allowing both offline and online instructions.

Online resources, including MOOCs (Massive Open Online Courses) from platforms like Coursera, provide students access to knowledge beyond the classroom. These resources support self-paced learning and offer diverse perspectives on various subjects. Simulation tools and Bloomberg terminals also allow students to gain practical experience, enhancing their understanding of theoretical concepts.

The use of Learning Management Systems (LMS) like OLT (Online Teaching and Learning) helps organize course materials, conduct online assessments, and track student progress. This integration of ICT tools not only makes learning more engaging but also prepares students for accepting future digital transformations.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://imik.edu.in/naac-2024/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

19

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

IMI Kolkata follows a well-defined academic calendar and teaching plan that adheres to a fixed schedule. The academic calendar is prepared at the beginning of each academic year. The Programme Office prepares it according to the list of holidays and other key activities of the Institute. Once the Dean's Council approves the academic calendar, it is disseminated to the faculty members, who are asked to prepare the teaching plan for their subject through course outline preparation. The teaching plan/Course outline is a

session-by-session schedule of what the faculty member would cover in the classroom delivery of the subject. This also includes the complete evaluation plans. As per the norms, a 3-credit course must have 30 contact hours. End-term is the compulsory component in all the courses. Other Continuous Evaluation Components (CECs) are provided in the course outline with the specific session. IMI-Kolkata ensures continuous evaluations and their spread throughout the term. The contact hours are strictly followed in IMI-Kolkata. The respective Area Chair thoroughly checks and approves all course outlines, along with the timeline and viability of the evaluation components. The program office keeps track of the progress of all courses to ensure strict adherence to the teaching plans.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

32

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

31

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)**168.18**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year****15**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**4**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

At IMI Kolkata, the integration of Information Technology (IT) and reforms in examination procedures, including Continuous Internal Assessment (CIA), have significantly enhanced the Examination

Management System (EMS) of management institutes. These advancements have streamlined various aspects of the examination process, ensuring efficiency, transparency, and accuracy.

One of the key improvements is the automation of administrative tasks such as mark entry, grade calculation, and result analysis.

Continuous Internal Assessment (CIA) is crucial in this reformed system. By conducting regular assessments throughout the trimester, institutes can monitor student progress more effectively and provide timely feedback. This continuous evaluation helps identify areas where students need improvement, thereby enhancing their overall learning experiences. Overall, these reforms have made the EMS more robust, reliable, and student-centric, fostering a fair and comprehensive evaluation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes (POs) describe the broad skills and knowledge students are expected to acquire by the end of their academic program. On the other hand, course Outcomes (COs) are more specific and detail what students should know and be able to do upon completing a particular course. These outcomes are aligned with the overall POs to ensure a cohesive learning experience.

IMI Kolkata ensures that the Programme and Course Outcomes (POs and COs) for all its programs are clearly defined, stated, and effectively communicated to stakeholders. These outcomes are prominently displayed on the institution's official website, making them easily accessible to all stakeholders. Additionally, they are communicated through various channels, such as orientation sessions, induction programs, and regular classroom interactions.

To further reinforce these outcomes, they are displayed in each classroom and other strategic locations within the campus. Faculty members incorporate these outcomes into their teaching plans and

discuss them with students regularly. This multifaceted approach ensures that the educational objectives are transparent and that the students are well-informed about the skills and knowledge they are expected to gain throughout the program.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of Programme Outcomes (POs) and Course Outcomes (COs) is a critical aspect of academic evaluation in IMI Kolkata. This process ensures that the educational objectives are met and students acquire the necessary knowledge and skills.

Method of Measuring Attainment:

- 1. Defining Outcomes:** When designing the course outline, faculty members define specific Course Outcomes (COs) and map them to the broader Programme Outcomes (POs). This alignment ensures that each course contributes to the overall educational goals.
- 2. Assessment Tools:** Various assessment tools are used to measure the attainment of COs and POs. These include quizzes, assignments, project, case analysis, end-term exam, etc. Direct assessments are complemented by indirect methods like survey and feedback.
- 3. Data Collection:** Data is collected from these assessments throughout the trimester. Faculty members track student performance on each assessment tool, ensuring all COs are evaluated.
- 4. Analysis:** The collected data is analyzed to determine the level of attainment. This involves comparing student performance against predefined benchmarks.
- 5. Continuous Improvement:** The results of the analysis are used to improve the curriculum and teaching methods

This systematic approach ensures that educational programs continuously improve and align with the desired outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

211

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://imik.edu.in/annual-report/

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://imik.edu.in/naac-2024/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

To encourage research, the school has subscribed to e-journal repositories and databases including Scopus, Web of Science, Bloomberg Terminals and Emerald Premier E-Journal Collection through consortia subscription and single campus subscription of EBSCO Business Source Complete E-Journal Package, EBSCO eBooks, Sage e-Vidya E-Book Selected Titles, CMIE Prowess IQ, EPWRF Time Series Database and EMIS-Professional Asia. IMI Kolkata maintains and regularly updates an active repository and puts up the possible sources of research funding and conference travel on the

intranet. Research is a part of many policies which govern the focus of research at IMI Kolkata. These policies include the Research Incentive Policy, Research Grant Policy, Recruitment Policy, Promotion Policy and Travel Policy. The research incentive policy also looks at the quantity and quality of papers classified by well-accepted indexes (FT50, Scopus, WoS, ABDC, ABS). Research is a prerequisite for promotion with a minimum requirement of minimum five research publications. Research is also a key ingredient during faculty recruitment with stipulated papers in various journal indexes at various positions. IMI Kolkata's travel for conferences is covered by IMI Kolkata's travel policy, which includes both domestic and international travel. The policies for the FPM programme also include publication requirements in indexed journals.

File Description	Documents
Upload the Minutes of the Governing Council/Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://drive.google.com/file/d/1mWaWe-Ov4pwADFnQ-pgXMbXIaW20GF1Z/view?usp=sharing
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

5

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

4.720

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

19

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.bradford.ac.uk/external/ https://www.wbpcb.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Centre for Innovation and Entrepreneurship at IMI Kolkata aims to foster and nurture a vibrant entrepreneurial ecosystem at the Institute and beyond. The Institution's Innovation Council (IIC) and the Entrepreneurship Cell/Club, working under the aegis of the Centre, along with various initiatives taken by IMI Kolkata to

promote an entrepreneurial mindset among individuals, seek to encourage, motivate and drive individuals, especially the students at the Institute, towards entrepreneurship and innovation initiatives/activities thereby contributing to the advancement of knowledge and the practice of Innovation and Entrepreneurship. The Centre seeks to provide a supportive and active environment to stimulate innovative or entrepreneurial attitudes of the students, faculty and staff.

The Centre of Applied Blockchain and Digital Transformation in collaboration with industry partner IDS aims to work in the emerging domain of digital transformation like, blockchain to foster student knowledge enhancement and engagement, corporate partnerships and action-based research. The center regularly conducts guest lectures, workshops, and other activities for both academia and industry to create awareness about blockchain and digital transformation. The center seeks to create an environment for both academia and industry to come together and share ideas which will help to motivate important stakeholders in the education segment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://imik.edu.in/imik-bharat-blockchain-network/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

16

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the **A. All of the above**

**following: Research Advisory Committee
Ethics Committee Inclusion of Research
Ethics in the research methodology course
work Plagiarism check through
authenticated software**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

4

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

54

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

506

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

12

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

55.267

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

3.00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

IMI Kolkata is committed to inculcating practices with social impact objectives to ensure our students' holistic development. During the year the school conducted initiatives such as blood donation camp, Swachh Bharat (Clean India) and sanitary napkin vending in rural schools involving students that specifically cater to the health and well-being issues of the society. First, Altruist- the student's social responsibility club organized its annual blood donation camp to contribute to the health ecosystem at a local level. Active participation of students, faculty and staff in this initiative made a positive impact by supporting the mission of recognized societies that work in the domain. Second,

the institute commissioned a "Clean India" project at a local level by identifying a public place and taking regular cleaning drives involving the students to maintain hygiene, enhance the aesthetic appeal and promote civic engagement for the overall well-being of the community. Third, IMI Kolkata took the initiative to set up sanitary napkin vending machines and facilitate sanitary kits distribution in a West Bengal rural school. Besides these Altruist- the student's social responsibility club also organises Blanket Distribution Donation Drive, Christmas Donation Drive with NGO Goonj and Grocery Donation Drive for Save the Children Home.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

1

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

14

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

332

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

57

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

20

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

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 equipments, etc.

IMI Kolkata campus is located in Alipore, at the heart of the city and spread over 2.71 acres with best of amenities. All the amenities meet or exceed the minimum specified requirement as laid down by AICTE. The institute has a total of 6 Classrooms and a Seminar Hall with a combined seating capacity of 512 and a

computer lab with a seating capacity of 90 students. The computer labs are equipped with desktops for individual students. Besides, the Institute has an auditorium (seating capacity 240). The Institute also has a fully equipped Conference Room which is used as a video conferencing room or as meeting room in the case of need. The Institute has a computer lab to facilitate e-learning. Students utilize e-learning resources and evaluation of the course ensures students are utilizing e-resources for updated analytical learning for achieving programme outcomes. Bloomberg Terminals are also available for the use of the students. All the rooms have whiteboards; LCD Projector; Audio-Visual Systems; Computers with internet Connection; Access to LAN; Charging Points for Laptops; etc. Classroom is equipped with smart TV facilities. All the rooms are aesthetically designed with provision for acoustic boards for better sound clarity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

IMI Kolkata embraces diversity. Students from all parts of the country take admission at IMI Kolkata. Diversity in student bodies is recognized as the strength of the institute and efforts are being made to strategically leverage this strength. Students celebrates all festivals across all religions. Events such as Food Festival, Cultural day, Language Day, Independence Day which help to promote cultural diversity, inclusivity, and unity among students. It creates a positive and supportive learning environment where students can learn from each other and develop a better understanding and appreciation of diversity. The campus has following facilities -

- Auditorium for cultural programs (240 seaters)
- Common rooms for interactions and group discussions (2 Nos) and lounges for relaxation and TV shows (7 Nos).
- Gymnasium for strength training and cardio exercises- (2000 Sqft)

- Badminton court, Volley Ball Court, Basketball court as out door sports facility (1 No. each)
- Yoga Room for yoga and meditation (1 No.)
- Snooker Table and Pool Table (1 No. each)

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

11

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

249.72

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Criteria 4.2.1 Library is automated using Integrated Library

Management System (ILMS):

Name of the ILMS software-Libsys (Library Management Software) Web centric LSease. Through Web-OPAC (open public access catalogue) user can get details of library collection.

Nature of automation (full or partial) - Fully automated

Version - LMS to Web Centric LSease (EJB)LMS

Year of automation - 2011

The library functions are automated like member registration, circulation, cataloguing, serials management, online support of dissemination of information.

The library has a collection of 9250+ books and 24000 E-books (EBSCO E-Book etc.) covering all aspects of business and management collections.

An extensive collection of Journals, E-Journal, Database and Citation Database is available, like: EBSCO, Emerald, EMIS, Prowess IQ, EPWRF Database, Bloomberg Financial Lab, Financial Times, Web of Science and Scopus Citation Database.

Access to online Harvard Business Publishing Cases (HBS, Non-HBS and Ivey Cases) is available.

Library membership with DELNET, British Library and IIM-C. Institutional membership of National Digital Library, SWAYAM etc.

A Library Committee, headed by a senior faculty member, and other faculty members in the committee provides guidance to undertake the activities of this vital resource and constantly engages with other stake holders in keeping the domain contemporary.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

191.77

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

49

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IMI Kolkata campus has a state-of-the-art IT infrastructure. To ensure a safe delivery IMI Kolkata has a well-defined IT Policy which governs the uses of IT infrastructure at the institute. Also, to ensure that the IT infrastructure is safe from cyber-attacks IMI Kolkata has in place a cyber security policy as per AICTE which governs the access to the net.

The campus offers 24/7 high-speed internet access at speeds of 1 Gbps and 200 Mbps. Two servers running VMware, a Cisco Wi-Fi AP with WLC, Cisco network switches, four multifunction LaserJet network printers, and three (3) Bloomberg terminals set up in the library for teacher and student use make up the campus datacenter.

All classrooms come with an audio-visual system, multimedia projector, and podium. Paloalto Firewall with Redundancy protects the network, while Faclon Crowdstrike secures endpoints.

The Institute makes substantial use of online learning and training (OLT) for record keeping, evaluation, and course delivery. Additionally, it is utilized for record-keeping, monitoring, reporting, assessment, course material delivery, and student final outcomes (grades). In order to maintain system transparency, the Institute also uses its official portal for all administrative tasks, including leave requests and attendance tracking.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
398	95

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus **A. 50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: **E. None of the above**
Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

1322.51

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The administration department maintains the infrastructure and facility through Compliance parameters, Comprehensive AMCs, Annual upkeep of equipment and structures, daily upkeep of premises in terms of housekeeping and BMS(building maintenance service) operations and periodic audits.

- Compliance parameters- Building Insurance & Fire NOC.
- Comprehensive AMCs- Computers, printers & servers, campus network, campus Wi-Fi, and CCTV systems, AHU & Air conditioners, Elevators, Gym equipment, pest control.
- Annual upkeep of equipment and Structures-Pits and Bore Wells, STP & WTP.
- Periodic Audits-Energy Audit and Green Audit.

In-house cleaners and technicians maintain the electrical system, hygiene system and cleanliness of the premises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

10

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology **A. All of the above**

File Description	Documents
Link to Institutional website	https://imik.edu.in/imik-bharat-blockchain-network
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

211

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies **A. All of the above**

with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

182

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

5

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.:

IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

187

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

21

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Activity Council (SAC) at IMIK is a cornerstone of holistic student development. Aligned with AICTE directives, SAC is committed to creating a supportive campus environment, fostering student confidence, and inculcating a strong sense of social responsibility.

By organizing events like the Management Fest and coordinating with various clubs, SAC provides a platform for students to explore their talents, develop leadership skills, and contribute to campus life. Working on the crucial dimensions of Engagement, Innovation, and Impact, the council plays a critical role in ensuring a level playing field for all students, facilitating their smooth transition into campus life, and cultivating a sense of belonging.

SAC's emphasis on social sensitization is evident in its support for domain-specific clubs. The council prioritizes the quality and impact of activities, focusing on engagement, innovation, and social relevance. Regular reporting mechanisms ensure transparency and accountability in all initiatives.

Moreover, SAC's involvement in academic and administrative bodies empowers students to actively participate in decision-making processes. This collaborative approach enhances campus governance and ensures student welfare is prioritized. By striking a balance between academics and co-curricular activities, SAC empowers students to become well-rounded individuals, prepared to make meaningful contributions to society.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

18

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

At IMI Kolkata, we have a deep association with our Alumni and they share a sense of pride and ownership towards their alma mater. Our alumni contribute significantly in the growth of the Institute and its student success. There is a five-fold contribution of Alumni at IMI Kolkata. Alumni Mock Interviews Program: This program is designed to simulate the real job interviews, offering students an opportunity to refine their interview skills and have constructive feedback. Alumni Driven Placement Support: When a company visits IMIK for summer internship and final placement, we invite a few alumni to speak to students and what to expect and how they can better prepare for the interview process. Guest Lectures & Workshops: IMI Kolkata engages its Alumni in Guest lectures, workshops and summits frequently. Entrepreneurship & Innovation: At IMIK, we have quite

a few alumni who are pursuing entrepreneurship and we involve them in practical courses such as local business accelerators, where students work with their business and contribute to improve the bottom line of their business. Alumni Engagement in Admissions: Our Alumni contribute in a big-way to help us conduct the admission interviews, where they are involved as panellists both physically and virtually.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

Vision: To be a premier management school with global outlook for achieving excellence in knowledge creation and dissemination.

Mission: To develop responsible, globally aware, socially sensitive, value driven, articulate leaders with critical thinking skills, having an entrepreneurial and innovative mindset.

The IMI Kolkata governing body comprises eminent academicians and top industry leaders who provide valuable guidance to realize the goals of the institution. Shared governance is valued in IMI Kolkata. Participatory management practices, both bottom-up and top-down approaches are used for effective decision making. The institute's governing structure consists of Steering Committee of the Board and the Directors Council along with the internal committees to facilitate stakeholders' involvement in the

strategic planning process and operations. These Boards and Committees uphold the mission of the institute as the guiding principle in all decision matters. The sub-committees approve policies, financial budgets and infrastructure projects for all IMIs. Faculty committees are empowered to take independent decisions relating to their areas of operations. The Internal Quality Assurance Cell (IQAC) plays a catalytic role. Suggestions given by the committee members are effectively implemented by the concerned departments and the action taken report is presented in the subsequent meetings to meet the quality benchmarks.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://imik.edu.in/vision-n-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institutional Governance Structure IMI Kolkata has a Board of Governors comprising the Chairman RP-Sanjiv Goenka Group, Senior executives from the Group Companies and Industry and ex-Government officials, Director General IMI Delhi and Director IMI Bhubaneswar. The Sub-Committees of the Board of Governors are: 1. Steering Committee 2. Directors Council All Board sub-committees are common to all three IMIs and all meetings of these sub-committees are attended by the Directors of IMI Kolkata, IMI Bhubaneswar and the Director General of IMI. The sub-committees approve policies, financial budgets and infrastructure projects for all IMIs. All policies pertaining to faculty incentives, research, admission process, etc. are common for all IMIs. Decision-making at IMI Kolkata is participative and decentralized taking place through various committees comprising faculty and staff members. These decisions are independently taken without any centralised intervention.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://imik.edu.in/board-of-governors/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Strategic Planning at IMIK is carried out by the Strategic Planning Committee (SPC), which is comprising faculty members, student, alumni members, and a member secretary. The committee is responsible for developing, monitoring, and reviewing the strategic plan for IMIK.

To achieve the Strategic Initiatives, a mindset change with respect to the following is needed:

- Benchmarking targets with market competition (instead of our past historical performance)
- Moving with speed (so that competition does not leave us behind)
- Attaining success (as compared to trying for success)

One of the activities of the Strategic Plan was 'Achieve Global/Indian Accreditations and Increase Indian Rankings'. IMI Kolkata has received global accreditations like AMBA and membership of AACSB and EFMD, with accreditation in process. Also, we have received accreditation of NAAC till 2029, with AICTE approval being renewed annually. Besides we have also received the AIU equivalence for our PGDM programme. We have been ranked by QS Global MBA as 42nd in Asia and we have also been ranked by NIRF 2024 as 56 in the business management category.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The decision-making in IMI Kolkata is done through the Board of Governors, Director, Deans, various Committees and Sub-Committees. The Committee Chairpersons organize meetings where decisions are taken in consultation with faculty members. The member secretary of each committee prepares the Minutes of the Meeting which is thereafter circulated among all employees. For Academic and research matters, the Deans in consultation with managers and support staff execute programs and research-related activities. The Head administration and HR deploy day-to-day admin as well as recruitment and appointment activities. Financial decisions are made, and routine activities are conducted by the CFO in consultation with manager. Various activity heads and managers execute routine activities with the help of support staff.

Besides, the Institute has the following well-defined policies which are reviewed and updated at regular intervals. These policies include the following: 1.IMI Kolkata Service Rules 2.Faculty Recruitment Policy 3.Faculty Performance Policy 4.Faculty Promotion Policy 5.Research Grant Policy 6.Travel Policy 7.Sabbatical, Transfer and Deputation Policy 8.Staff Promotion Policy 9.Policy Revisions 10.IT Equipment Policy 11.Laptop Best Practices 12.Relocation Allowance Policy 13.PGDM Students Handbook 14.FPM Students Handbook

File Description	Documents
Paste link to Organogram on the institution webpage	https://drive.google.com/drive/folders/10CbWfowBXyY5mNeoAfrl8GKaXZMjluo
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- **Welfare Measures**

1. Group Medical Coverage up to 5 lakhs which covers self & family Term Insurance is also available which ranges from 25 lakhs to 1.5 Crore. IMI Kolkata has a tie-up with Kothari Medical Hospital for hospitalization and OPD benefits. A health check-up camp, and cancer awareness program were organized on campus for employees.

2. Provident Fund, Gratuity and LTA facility available for all employees.

- **Career Progression for Faculties -**

1. Annual Appraisal in practice.

2. Well-defined Promotion policy

3. Well defined Research Grant Policy-Financial support to attend National & International Conferences and Research Grants

4. Skill Development Facilities - MDP & FDPs

- **Career Progression for Staff-**

1. Annual appraisal through Performance Management System (PMS) by using BBSC (Balanced Business Scorecard).

2. Free Access to the Coursera portal for skill development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

8

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institute is registered under the West Bengal Societies Registrations Act, 1961. The Financials comprising the Balance Sheet, Income & expenditure account, Receipts and payments account and the significant accounting policies are audited by the statutory auditors in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. The auditors have provided a true and fair view of the financial position and of its financial performance for the financial year 2023-24 which are in accordance with the accounting principles used and generally accepted in India. Internal audit is carried out at intervals to build a robust health of the policies, procedures, and internal control of the organization.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

400

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

IMI Kolkata is a private self-supported institute. The main sources of revenue are from program fees and executive education which are deployed to enhance student outcomes, knowledge ecosystem, generate global awareness and contribute to social and environmental impact. The financial planning process at IMI Kolkata ensures that the strategic priorities have adequate financial resource allocation for effective outcomes.

The funds - revenue from fee and other sources are utilized for the following:

Particulars

Utilization

Revenue - Direct and indirect income

Running the operations of the institute - both operating expenditure & capital expenditure

Grants received from group companies

The funds are mobilized for the infrastructural growth of the institute thereby providing state of the art facilities to students

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Stakeholders' Feedback & Analysis:

Based on the timely suggestions of IQAC IMIK fine-tuned its system of capturing feedback from different stakeholders, its analysis, and preparing the Actions Taken Reports by the respective departments.

Strengthening the Executive / Management Development Programme (EDP/MDP):

The institute has distinct strategies to enhance the Executive / Management Development Programme (EDP/MDP) of the institute such as conducting customised programmes with public and private sector organisations in the domains of finance, data analytics etc [Annexure]. The IQAC led interactions with experts enhanced its scope further, over the years. There has been a year-on-year growth in the number of programs conducted and participants. The programs are curated after completing a comprehensive needs assessment to tailor the curriculum to the specific skills and knowledge gaps of the participants to ensure the design and delivery meet the learners' needs based on industry trends and best practices. Participant feedback is sought to identify areas for improvement. The testimony of the success of these programs lies in the fact that IMIK has conducted several repeat programs. The institute has also introduced several new programs to meet current industry needs for technical and management skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms: Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC (within a maximum of 200 words each).

IMI Kolkata regularly reviews its teaching learning process

structures and methodologies based on the feedback from recruiters, students, faculty members and alumni. The results of the feedback are shared in the IQAC meeting and changes are deliberated to address the gaps/changes suggested in the feedback.

1. IMI Kolkata offers two experiential learning courses in Term II and III called Local Business Accelerator (LBA), where the focus is exposing students while learning and helping local businesses in their growth. The second course is New Venture Development (NVD). To improve student engagement and immersion in the courses the duration of the stint was increased from one day per week to one week per month during both the terms. This system is implemented based on the feedback received from the industry partners involved in LBA and NVD programmes. The proposal of evaluating the leadership skills was discussed in the academic council meeting and the IQAC.

2. Recognising the need of holistic development, Capstone / Business Project covering multiple disciplines has been introduced in the curriculum in trimester V and VI. It provides the students with an opportunity to integrate and apply the knowledge and skills acquired throughout the PGDM program.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.imik.edu.in/IOAC/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

The topic of gender equity is included in the Human Resource Management course, along with HR electives such as Recruitment and Selection and Strategic Human Resource Management. These courses sensitize students to the importance of gender equity and how corporations are implementing Diversity, Equality, and Inclusion (DEI) in the workplace.

The institute also established a Women's Club in August 2023. The club has organized events such as the International Women's Day Celebration and guest lectures to raise awareness among students about Diversity, Equality, and Inclusion.

At IMI Kolkata, we prioritize the health and well-being of our female students. To support menstrual hygiene, we have installed sanitary pad vending machines in the girls' hostel wings. This facility ensures convenient, quick, and discreet access to essential hygiene products, promoting a comfortable and worry-free campus experience. Additionally, our Girls' Common Room serves as a dedicated space for relaxation, personal time, and informal gatherings. It is designed to offer privacy and comfort, ensuring that our female students feel supported during their time on campus. We are committed to providing an inclusive and comfortable environment for all our students at IMI Kolkata.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

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

C. Any 2 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

Solid Waste Management: IMIK has tied up with Kolkata Municipal Corporation for waste management. Every day KMC collects dry and wet waste from campus segregated through green and blue dustbins, pre-weighed and logged in log books.

Liquid Waste Management: Wastewater is treated through the STP plant. The Institution promotes water conservation measures to reduce overall liquid waste generation. Initiatives such as the installation of water-efficient fixtures, rainwater and awareness campaigns on responsible water use are implemented to encourage sustainable practices.

E-Waste Management: Designated collection drives are established on campus for the safe disposal of e-waste. The Institution has collaborated with certified e-waste recycling agencies for responsible recycling or disposal of e-waste. IMIK conducts awareness campaigns and educational programs to educate the campus community about the hazards of improper e-waste disposal and the importance of recycling. These initiatives encourage individuals to dispose of their electronic devices responsibly and promote recycling options.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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
Geotagged 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: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution’s initiatives to preserve and improve the environment and harness energy are confirmed through the following:

C. Any 2 of the above

- 1. Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5.Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

IMIK experienced the thrill of celebrations through a series of events for tolerance, harmony, and sensitizing to value our rights and duties as a citizen. Students of diverse origins converge to celebrate different cultural events throughout the year and participate in altruistic initiatives to extend a helping hand to the marginalized. An amalgamation of social norms, values and traditions, knowledge, technology, food, language, and arts. Cultural Day is celebrated every year on February 21 to primarily celebrate the International Mother Language Day. It is observed to spread awareness about the importance of linguistic, cultural diversity, and multilingualism. Students celebrate the linguistic diversity by performing songs and reciting poems in their own mother language. Students, Faculty and Administrative Members also dress up in ethnic wear depicting their culture. Students also showcase dance and musical rendition from their respective states. On Independence day each year students hold cultural programme where in they showcase via skit the need of Communal Harmony, Sacrifices of our freedom fighters, youth responsibilities to name a few. They also celebrate the day showcasing dance performances and musical rendition in line with the theme of Independence Day.

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

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

IMI Kolkata celebrates Independence Day and Republic Day by inviting all the students, faculty and staff along with their families. Events are also conducted to mark the significance of both the days and sensitize students on their duties and rights as the citizens of the country. On both the occasions speeches are delivered by the Director, Deans, Chief of Administration and Chief of the Security. The students are made aware of the historical backdrop of the events along with paying homage to the freedom fighters who made enormous sacrifices to help the country gain freedom. Students are urged to integrate the fundamental rights not only in their personal lives but also in their future roles. Students are encouraged to value the freedom as well as make a promise to prioritize the wellbeing of India and contribute to the development of the country. All employees were sensitized about their constitutional obligations and encouraged to exercise their voting rights in the general election.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

B. Any 3 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 programmes, 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

IMI Kolkata organizes national and international commemorative days. Following commemorative days were celebrated with great enthusiasm and vigour- IMI Kolkata organizes national and international commemorative days. Following commemorative days were celebrated with great enthusiasm and vigour-

Teachers Day Celebration

World Environment Day

International Yoga Day

Independence Day

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Building a vibrant and congenial research ecosystem: IMI Kolkata fosters a congenial research ecosystem by providing access to

academic journals, databases, and software. Faculty members are encouraged to participate in conferences and in-house research seminar sessions to facilitate multidisciplinary research as envisaged by NEP. The institute encourages the faculty to pursue FDPs, research grants, and consulting projects and provides financial incentives for quality publications. Last year, the institute witnessed a rapid increase in the per-capita research publications in reputed journals recognised by NIRF.

Engagement with Business Community: IMI Kolkata's strong connections with the industry enable it to make curriculum-level changes by incorporating the knowledge and skills in the courses required to make the students placement-ready. The students get industry exposure through corporate guest lectures and panel discussions, an opportunity to work on live projects and get mentored by industry leaders. IMIK offers executive programmes for leading national and global organizations/industries in Fintech, Cybersecurity, Data Science, AI, etc. IMIK also collaborates with the National HRD Network and Bharat Blockchain Network (with the support of AICTE). The local business accelerator course, which is IMIK's key entrepreneurship initiative, works in collaboration with MSMEs and startups.

File Description	Documents
Best practices in the Institutional website	https://imik.edu.in/imik-bharat-blockchain-network/ https://imik.edu.in/centre-for-innovation-entrepreneurship-imi-k-cie/ https://imik.edu.in/research/journal-publications/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

1. Entrepreneurship course of IMIK: Local Business Accelerator (LBA), and New Venture Development (NVD)

In line with the National Innovation and Start-up Policy by the MHRD, GoI in 2019, IMIK has drafted its own Start-up Policy for Students and Faculty to motivate entrepreneurial activities. The

Institute has formed its Innovation Council (IIC) and Entrepreneurship club (E-Cell). Some of the faculty members have undergone the innovation ambassador training conducted by MoE's Innovation Cell & AICTE and are taking up activities as prescribed. IMI Kolkata has introduced two innovative courses under entrepreneurship development with two components: LBA and NVD.

<https://imik.edu.in/workshops/entrepreneurship-program-inauguration/>

Centre for Innovation & Entrepreneurship (IMI-K CIE) - IMIK

1. Bharat Blockchain Network

IMI Kolkata is the first institute in the eastern region to become an Academic Partner of the prestigious Bharat Blockchain Network (BBN) powered by Information Data Systems (IDS) and supported by AICTE, in the first phase. BBN is India's nationwide Hybrid Blockchain Network visioned to create the world's largest Academic Blockchain Consortium. The Bharat Blockchain Yatra is a confluence of 25+ events across 18 states, initiated by IDS in collaboration with the AICTE. The Yatra aims empower blockchain enthusiasts, industry leaders, policymakers, academia, and start-ups. IMI Kolkata became the first management institute in the IDS BBN Educational Metaverse (Polyversity).

<https://imik.edu.in/imik-bharat-blockchain-network/>

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum of IMI Kolkata is designed to meet developmental needs at local, national, and global levels. By integrating practical experiences, industry partnerships, and global perspectives, our program ensures graduates are well-equipped to contribute to society.

The curriculum includes hands-on core courses like Local Business Accelerator (LBA), which allow students to work directly with local businesses and real-world challenges. Students are also involved in the Design Thinking core course, where they perform rural community-based projects.

Partnering with leading national companies, our students get hands-on experience through summer internships or live projects, which help them develop insights about the national markets. IMI Kolkata's research initiatives incorporate national issues, development, and innovations.

Our curriculum inculcates global business practices, international business and trades, and cross-cultural management through case studies. IMI Kolkata addresses global challenges through courses like ESG for Responsible Value Creation, which aligns with the United Nations's Sustainable Development Goals.

IMI Kolkata remains committed to evolving its curriculum to meet the ever-changing developmental needs. Our focus is on practical experience, industry relevance, and global exposure to prepare our graduate students.

Our curriculum and COs are mapped with the POs (global awareness, ethical awareness, critical thinking etc.).

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

3

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

6

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

1

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The mission of IMI Kolkata is to develop socially sensitive, value-driven, responsible leaders. IMI Kolkata pays significant attention to shaping future leaders by integrating crosscutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum.

Professional Ethics: The Core Business Ethics and CSR Course emphasizes the importance of ethical decision-making and integrity in business operations. Case studies and real-world scenarios illustrate ethical dilemmas and appropriate responses.

Gender: Gender sensitivity is promoted through workshops, seminars, and cases addressing gender equality and inclusivity.

Human Values: Human values are integrated into courses like Organizational Behaviour, Human Resource Management, Universal Human Values, etc., focusing on empathy, respect, and interpersonal skills. Community service and social projects (Swachh Bharat Mission, Unnat Bharat Abhiyaan) encourage

students to apply these values in real-life situations.

Environment and Sustainability: Sustainability is a crucial focus of modern business practices. The course on ESG for Responsible Value Creation teaches students about business's impact on the environment and encourages them to develop sustainable business models.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

3

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

187

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

187

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://imik.edu.in/student-feedabck-and-review/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://imik.edu.in/student-feedabck-and-review/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

187

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

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

30

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 students' learning levels and organises special programmes for both slow and advanced learners.

Through continuous evaluations and regular progress tracking mechanisms for the students, IMI Kolkata identifies slow and advanced learners. This identification is crucial for developing facilitation strategies for both slow and advanced learners. IMI-Kolkata provides an inclusive and supportive learning environment that caters to the diverse needs of all students.

Support for Slow Learners: IMI Kolkata often provides tutorial classes, personalized tutoring by subject-specific faculty members, and mentoring for students who need more help. These initiatives focus on reinforcing fundamental concepts and addressing individual learning challenges.

Support for Advanced Learners: IMI Kolkata has a series of facilitation mechanisms for advanced learners. The institute provides live projects, organizes workshops and seminars, includesthem into various clubs and committees, encourages them to take up entrepreneurial activities through the Institution's Innovation Council and Entrepreneurship Cell, and helps them participate in the conferences that the institute organizes. IMI Kolkata's international collaborations offer global exposure to advanced learners through student exchange programs if the student is willing. The institute encourages advanced learners to participate in the professional

programs/certifications organized by the policymakers and professional bodies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2024	398	28

File Description	Documents
Upload 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:

Student-centric methods are pivotal in outcome-based education. These approaches shift the focus from traditional teacher-led instruction to more engaging, interactive, and practical learning experiences.

Experiential learning involves students actively participating in real-world scenarios like internships, field projects, and simulations. IMI Kolkata incorporates all of these teaching pedagogies in the PGDM curriculum to provide experiential learning to the students.

Participative learning encourages students to engage actively in their education through group discussions, role plays, and team projects. IMI Kolkata places significant emphasis on group activities. All courses of PGDM program are embedded with the above-stated pedagogies and the part of continuous evaluation components.

Problem-solving methodologies involve case studies, analytical exercises, and brainstorming sessions. IMI Kolkata significantly focuses on these activities through various

courses, which challenge students to think critically and develop innovative solutions to complex business problems. Dealing with real-life issues, students enhance their analytical and decision-making skills, which in turn help them develop effective managerial skills.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Faculty members of IMI Kolkata increasingly leverage ICT-enabled tools to enhance the teaching and learning experience. These tools transform traditional classrooms into dynamic, interactive environments that foster student engagement and improve learning outcomes.

ICT (Information and Communication Technology) tools such as smart boards and high-speed internet connectivity enable teachers to present complex concepts through multimedia presentations, animations, and video clips. Student engagement tools like Mentimeter are used mandatorily in all courses. Platforms like Google Classroom, Microsoft Teams, and Zoom facilitate seamless communication and collaboration, allowing both offline and online instructions.

Online resources, including MOOCs (Massive Open Online Courses) from platforms like Coursera, provide students access to knowledge beyond the classroom. These resources support self-paced learning and offer diverse perspectives on various subjects. Simulation tools and Bloomberg terminals also allow students to gain practical experience, enhancing their understanding of theoretical concepts.

The use of Learning Management Systems (LMS) like OLT (Online Teaching and Learning) helps organize course materials, conduct online assessments, and track student progress. This integration of ICT tools not only makes learning more engaging but also prepares students for accepting future digital transformations.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://imik.edu.in/naac-2024/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

19

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

IMI Kolkata follows a well-defined academic calendar and teaching plan that adheres to a fixed schedule. The academic calendar is prepared at the beginning of each academic year. The Programme Office prepares it according to the list of holidays and other key activities of the Institute. Once the Dean's Council approves the academic calendar, it is disseminated to the faculty members, who are asked to prepare the teaching plan for their subject through course outline preparation. The teaching plan/Course outline is a session-by-session schedule of what the faculty member would cover in the classroom delivery of the subject. This also includes the complete evaluation plans. As per the norms, a 3-credit course must have 30 contact hours. End-term is the compulsory component in all the courses. Other Continuous Evaluation Components (CECs) are provided in the course outline with the specific session. IMI-Kolkata ensures continuous evaluations and their spread throughout the term. The contact hours are strictly followed in IMI-Kolkata. The respective Area Chair thoroughly checks and approves all course outlines, along with the timeline and viability of the evaluation components. The program office keeps track of the progress of all courses to

ensure strict adherence to the teaching plans.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

32

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

31

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

168.18

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

15

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

4

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

At IMI Kolkata, the integration of Information Technology (IT) and reforms in examination procedures, including Continuous Internal Assessment (CIA), have significantly enhanced the Examination Management System (EMS) of management institutes. These advancements have streamlined various aspects of the examination process, ensuring efficiency, transparency, and accuracy.

One of the key improvements is the automation of administrative tasks such as mark entry, grade calculation, and result analysis.

Continuous Internal Assessment (CIA) is crucial in this reformed system. By conducting regular assessments throughout the trimester, institutes can monitor student progress more effectively and provide timely feedback. This continuous evaluation helps identify areas where students need improvement, thereby enhancing their overall learning experiences. Overall, these reforms have made the EMS more robust, reliable, and student-centric, fostering a fair and comprehensive evaluation system.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program Outcomes (POs) describe the broad skills and knowledge students are expected to acquire by the end of their academic program. On the other hand, course Outcomes (COs) are more specific and detail what students should know and be able to do upon completing a particular course. These outcomes are aligned with the overall POs to ensure a cohesive learning experience.

IMI Kolkata ensures that the Programme and Course Outcomes (POs and COs) for all its programs are clearly defined, stated, and effectively communicated to stakeholders. These outcomes are prominently displayed on the institution's official website, making them easily accessible to all stakeholders.

Additionally, they are communicated through various channels, such as orientation sessions, induction programs, and regular classroom interactions.

To further reinforce these outcomes, they are displayed in each classroom and other strategic locations within the campus. Faculty members incorporate these outcomes into their teaching plans and discuss them with students regularly. This multifaceted approach ensures that the educational objectives

are transparent and that the students are well-informed about the skills and knowledge they are expected to gain throughout the program.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of Programme Outcomes (POs) and Course Outcomes (COs) is a critical aspect of academic evaluation in IMI Kolkata. This process ensures that the educational objectives are met and students acquire the necessary knowledge and skills.

Method of Measuring Attainment:

- 1. Defining Outcomes:**When designing the course outline, faculty members define specific Course Outcomes (COs) and map them to the broader Programme Outcomes (POs). This alignment ensures that each course contributes to the overall educational goals.
- 2. Assessment Tools:**Various assessment tools are used to measure the attainment of COs and POs. These include quizzes, assignments, project, case analysis, end-term exam, etc. Direct assessments are complemented by indirect methods like survey and feedback.
- 3. Data Collection:**Data is collected from these assessments throughout the trimester. Faculty members track student performance on each assessment tool, ensuring all COs are evaluated.
- 4. Analysis:**The collected data is analyzed to determine the level of attainment. This involves comparing student performance against predefined benchmarks.
- 5. Continuous Improvement:**The results of the analysis are used to improve the curriculum and teaching methods

This systematic approach ensures that educational programs continuously improve and align with the desired outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

211

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://imik.edu.in/annual-report/

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://imik.edu.in/naac-2024/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

To encourage research, the school has subscribed to e-journal repositories and databases including Scopus, Web of Science, Bloomberg Terminals and Emerald Premier E-Journal Collection through consortia subscription and single campus subscription of EBSCO Business Source Complete E-Journal Package, EBSCO eBooks, Sage e-Vidya E-Book Selected Titles, CMIE Prowess IQ, EPWRF Time Series Database and EMIS-Professional Asia. IMI

Kolkata maintains and regularly updates an active repository and puts up the possible sources of research funding and conference travel on the intranet. Research is a part of many policies which govern the focus of research at IMI Kolkata. These policies include the Research Incentive Policy, Research Grant Policy, Recruitment Policy, Promotion Policy and Travel Policy. The research incentive policy also looks at the quantity and quality of papers classified by well-accepted indexes (FT50, Scopus, WoS, ABDC, ABS). Research is a prerequisite for promotion with a minimum requirement of minimum five research publications. Research is also a key ingredient during faculty recruitment with stipulated papers in various journal indexes at various positions. IMI Kolkata's travel for conferences is covered by IMI Kolkata's travel policy, which includes both domestic and international travel. The policies for the FPM programme also include publication requirements in indexed journals.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://drive.google.com/file/d/1mWaWe-Ov4pwADFnQ-pgXMBXIaW20GF1Z/view?usp=sharing
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

5

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

4.720

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

19

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.bradford.ac.uk/external/ https://www.wbpcb.gov.in/
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Centre for Innovation and Entrepreneurship at IMI Kolkata aims to foster and nurture a vibrant entrepreneurial ecosystem

at the Institute and beyond. The Institution's Innovation Council (IIC) and the Entrepreneurship Cell/Club, working under the aegis of the Centre, along with various initiatives taken by IMI Kolkata to promote an entrepreneurial mindset among individuals, seek to encourage, motivate and drive individuals, especially the students at the Institute, towards entrepreneurship and innovation initiatives/activities thereby contributing to the advancement of knowledge and the practice of Innovation and Entrepreneurship. The Centre seeks to provide a supportive and active environment to stimulate innovative or entrepreneurial attitudes of the students, faculty and staff.

The Centre of Applied Blockchain and Digital Transformation in collaboration with industry partner IDS aims to work in the emerging domain of digital transformation like, blockchain to foster student knowledge enhancement and engagement, corporate partnerships and action-based research. The center regularly conducts guest lectures, workshops, and other activities for both academia and industry to create awareness about blockchain and digital transformation. The center seeks to create an environment for both academia and industry to come together and share ideas which will help to motivate important stakeholders in the education segment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://imik.edu.in/imik-bharat-blockchain-network/

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

16

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	A. All of the above
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File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

4

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

54

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

506

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

12

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**55.267**

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year**3.00**

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

IMI Kolkata is committed to inculcating practices with social impact objectives to ensure our students' holistic development. During the year the school conducted initiatives such as blood donation camp, Swachh Bharat (Clean India) and sanitary napkin vending in rural schools involving students that specifically cater to the health and well-being issues of the society.

First, Altruist- the student's social responsibility club organized its annual blood donation camp to contribute to the health ecosystem at a local level. Active participation of students, faculty and staff in this initiative made a positive impact by supporting the mission of recognized societies that work in the domain. Second, the institute commissioned a "Clean India" project at a local level by identifying a public place and taking regular cleaning drives involving the students to maintain hygiene, enhance the aesthetic appeal and promote civic engagement for the overall well-being of the community. Third, IMI Kolkata took the initiative to set up sanitary napkin vending machines and facilitate sanitary kits distribution in a West Bengal rural school. Besides these Altruist- the student's social responsibility club also organises Blanket Distribution Donation Drive, Christmas Donation Drive with NGO Goonj and Grocery Donation Drive for Save the Children Home.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

1

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

14

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

332

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

57

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

20

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

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 equipments, etc.

IMI Kolkata campus is located in Alipore, at the heart of the city and spread over 2.71 acres with best of amenities. All the amenities meet or exceed the minimum specified requirement as laid down by AICTE. The institute has a total of 6 Classrooms and a Seminar Hall with a combined seating capacity of 512 and a computer lab with a seating capacity of 90 students. The computer labs are equipped with desktops for individual students. Besides, the Institute has an auditorium (seating capacity 240). The Institute also has a fully equipped Conference Room which is used as a video conferencing room or as meeting room in the case of need. The Institute has a computer lab to facilitate e-learning. Students utilize e-learning resources and evaluation of the course ensures students are utilizing e-resources for updated analytical learning for achieving programme outcomes. Bloomberg Terminals are also available for the use of the students. All the rooms have whiteboards; LCD Projector; Audio-Visual Systems; Computers with internet Connection; Access to LAN; Charging Points for Laptops; etc. Classroom is equipped with smart TV facilities. All the rooms are aesthetically designed with provision for acoustic boards for better sound clarity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

IMI Kolkata embraces diversity. Students from all parts of the country take admission at IMI Kolkata. Diversity in student bodies is recognized as the strength of the institute and efforts are being made to strategically leverage this strength. Students celebrates all festivals across all religions. Events such as Food Festival, Cultural day, Language Day, Independence Day which help to promote cultural diversity, inclusivity, and unity among students. It creates a positive and supportive learning environment where students can learn from each other and develop a better understanding and appreciation of

diversity. The campus has following facilities -

- Auditorium for cultural programs (240 seaters)
- Common rooms for interactions and group discussions (2 Nos) and lounges for relaxation and TV shows (7 Nos).
- Gymnasium for strength training and cardio exercises- (2000 Sqft)
- Badminton court, Volley Ball Court, Basketball court as out door sports facility (1 No. each)
- Yoga Room for yoga and meditation (1 No.)
- Snooker Table and Pool Table (1 No. each)

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

11

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

249.72

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Criteria 4.2.1 Library is automated using Integrated Library Management System (ILMS):

Name of the ILMS software-Libsys (Library Management Software) Web centric LSease. Through Web-OPAC (open public access catalogue) user can get details of library collection.

Nature of automation (full or partial) - Fully automated

Version - LMS to Web Centric LSease (EJB)LMS

Year of automation - 2011

The library functions are automated like member registration, circulation, cataloguing, serials management, online support of dissemination of information.

The library has a collection of 9250+ books and 24000 E-books (EBSCO E-Book etc.) covering all aspects of business and management collections.

An extensive collection of Journals, E-Journal, Database and Citation Database is available, like: EBSCO, Emerald, EMIS, Prowess IQ, EPWRF Database, Bloomberg Financial Lab, Financial Times, Web of Science and Scopus Citation Database.

Access to online Harvard Business Publishing Cases (HBS, Non-HBS and Ivey Cases) is available.

Library membership with DELNET, British Library and IIM-C. Institutional membership of National Digital Library, SWAYAM

etc.

A Library Committee, headed by a senior faculty member, and other faculty members in the committee provides guidance to undertake the activities of this vital resource and constantly engages with other stake holders in keeping the domain contemporary.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

191.77

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**4.2.4.1 - Number of teachers and students using the library per day during the year**

49

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IMI Kolkata campus has a state-of-the-art IT infrastructure. To ensure a safe delivery IMI Kolkata has a well-defined IT Policy which governs the uses of IT infrastructure at the institute. Also, to ensure that the IT infrastructure is safe from cyber-attacks IMI Kolkata has in place a cyber security policy as per AICTE which governs the access to the net.

The campus offers 24/7 high-speed internet access at speeds of 1 Gbps and 200 Mbps. Two servers running VMware, a Cisco Wi-Fi AP with WLC, Cisco network switches, four multifunction LaserJet network printers, and three (3) Bloomberg terminals set up in the library for teacher and student use make up the campus datacenter.

All classrooms come with an audio-visual system, multimedia projector, and podium. Paloalto Firewall with Redundancy protects the network, while Faclon Crowdstrike secures endpoints.

The Institute makes substantial use of online learning and training (OLT) for record keeping, evaluation, and course delivery. Additionally, it is utilized for record-keeping, monitoring, reporting, assessment, course material delivery, and student final outcomes (grades). In order to maintain system transparency, the Institute also uses its official portal for all administrative tasks, including leave requests and attendance tracking.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
398	95

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)**1322.51**

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The administration department maintains the infrastructure and facility through Compliance parameters, Comprehensive AMCs, Annual upkeep of equipment and structures, daily upkeep of premises in terms of housekeeping and BMS (building maintenance service) operations and periodic audits.

- Compliance parameters- Building Insurance & Fire NOC.
- Comprehensive AMCs- Computers, printers & servers, campus network, campus Wi-Fi, and CCTV systems, AHU & Air conditioners, Elevators, Gym equipment, pest control.
- Annual upkeep of equipment and Structures-Pits and Bore Wells, STP & WTP.
- Periodic Audits-Energy Audit and Green Audit.

In-house cleaners and technicians maintain the electrical system, hygiene system and cleanliness of the premises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the**

Government during the year	
1	
File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File
5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year	
10	
File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File
5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	A. All of the above
File Description	Documents
Link to Institutional website	https://imik.edu.in/imik-bharat-blockchain-network
Details of capability development and schemes	View File
Any additional information	View File
5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year	
211	

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

182

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

5

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

187

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

21

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Activity Council (SAC) at IMIK is a cornerstone of holistic student development. Aligned with AICTE directives, SAC is committed to creating a supportive campus environment, fostering student confidence, and inculcating a strong sense of social responsibility.

By organizing events like the Management Fest and coordinating with various clubs, SAC provides a platform for students to explore their talents, develop leadership skills, and contribute to campus life. Working on the crucial dimensions of Engagement, Innovation, and Impact, the council plays a critical role in ensuring a level playing field for all students, facilitating their smooth transition into campus life, and cultivating a sense of belonging.

SAC's emphasis on social sensitization is evident in its support for domain-specific clubs. The council prioritizes the quality and impact of activities, focusing on engagement, innovation, and social relevance. Regular reporting mechanisms ensure transparency and accountability in all initiatives.

Moreover, SAC's involvement in academic and administrative bodies empowers students to actively participate in decision-making processes. This collaborative approach enhances campus governance and ensures student welfare is prioritized. By striking a balance between academics and co-curricular activities, SAC empowers students to become well-rounded individuals, prepared to make meaningful contributions to society.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

18

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

At IMI Kolkata, we have a deep association with our Alumni and they share a sense of pride and ownership towards their alma mater. Our alumni contribute significantly in the growth of the Institute and its student success. There is a five-fold contribution of Alumni at IMI Kolkata. Alumni Mock Interviews Program: This program is designed to simulate the real job interviews, offering students an opportunity to refine their interview skills and have constructive feedback. Alumni Driven Placement Support: When a company visits IMIK for summer internship and final placement, we invite a few alumni to speak to students and what to expect and how they can better prepare for the interview process. Guest Lectures & Workshops: IMI Kolkata engages its Alumni in Guest lectures, workshops and summits frequently. Entrepreneurship & Innovation: At IMIK, we have quite a few alumni who are pursuing entrepreneurship and we involve them in practical courses such as local business accelerators, where students work with their business and contribute to improve the bottom line of their business. Alumni Engagement in Admissions: Our Alumni contribute in a big-way to help us conduct the admission interviews, where they are involved as panellists both physically and virtually.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

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 an effective leadership in tune with the

vision and mission of the Institution

Vision: To be a premier management school with global outlook for achieving excellence in knowledge creation and dissemination.

Mission: To develop responsible, globally aware, socially sensitive, value driven, articulate leaders with critical thinking skills, having an entrepreneurial and innovative mindset.

The IMI Kolkata governing body comprises eminent academicians and top industry leaders who provide valuable guidance to realize the goals of the institution. Shared governance is valued in IMI Kolkata. Participatory management practices, both bottom-up and top-down approaches are used for effective decision making. The institute's governing structure consists of Steering Committee of the Board and the Directors Council along with the internal committees to facilitate stakeholders' involvement in the strategic planning process and operations. These Boards and Committees uphold the mission of the institute as the guiding principle in all decision matters. The sub-committees approve policies, financial budgets and infrastructure projects for all IMIs. Faculty committees are empowered to take independent decisions relating to their areas of operations. The Internal Quality Assurance Cell (IQAC) plays a catalytic role. Suggestions given by the committee members are effectively implemented by the concerned departments and the action taken report is presented in the subsequent meetings to meet the quality benchmarks.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://imik.edu.in/vision-n-mission/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Institutional Governance Structure IMI Kolkata has a Board of Governors comprising the Chairman RP-Sanjiv Goenka Group, Senior executives from the Group Companies and Industry and ex-

Government officials, Director General IMI Delhi and Director IMI Bhubaneswar. The Sub-Committees of the Board of Governors are: 1. Steering Committee 2. Directors Council All Board sub-committees are common to all three IMIs and all meetings of these sub-committees are attended by the Directors of IMI Kolkata, IMI Bhubaneswar and the Director General of IMI. The sub-committees approve policies, financial budgets and infrastructure projects for all IMIs. All policies pertaining to faculty incentives, research, admission process, etc. are common for all IMIs. Decision-making at IMI Kolkata is participative and decentralized taking place through various committees comprising faculty and staff members. These decisions are independently taken without any centralised intervention.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	https://imik.edu.in/board-of-governors/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Strategic Planning at IMIK is carried out by the Strategic Planning Committee (SPC), which is comprising faculty members, student, alumni members, and a member secretary. The committee is responsible for developing, monitoring, and reviewing the strategic plan for IMIK.

To achieve the Strategic Initiatives, a mindset change with respect to the following is needed:

- Benchmarking targets with market competition (instead of our past historical performance)
- Moving with speed (so that competition does not leave us behind)
- Attaining success (as compared to trying for success)

One of the activities of the Strategic Plan was 'Achieve Global/Indian Accreditations and Increase Indian Rankings'. IMI Kolkata has received global accreditations like AMBA and membership of AACSB and EFMD, with accreditation in process. Also, we have received accreditation of NAAC till 2029, with AICTE approval being renewed annually. Besides we have also received the AIU equivalence for our PGDM programme. We have been ranked by QS Global MBA as 42nd in Asia and we have also been ranked by NIRF 2024 as 56 in the business management category.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The decision-making in IMI Kolkata is done through the Board of Governors, Director, Deans, various Committees and Sub-Committees. The Committee Chairpersons organize meetings where decisions are taken in consultation with faculty members. The member secretary of each committee prepares the Minutes of the Meeting which is thereafter circulated among all employees. For Academic and research matters, the Deans in consultation with managers and support staff execute programs and research-related activities. The Head administration and HR deploy day-to-day admin as well as recruitment and appointment activities. Financial decisions are made, and routine activities are conducted by the CFO in consultation with manager. Various activity heads and managers execute routine activities with the help of support staff.

Besides, the Institute has the following well-defined policies which are reviewed and updated at regular intervals. These policies include the following: 1.IMI Kolkata Service Rules 2.Faculty Recruitment Policy 3.Faculty Performance Policy 4.Faculty Promotion Policy 5.Research Grant Policy 6.Travel

Policy 7.Sabbatical, Transfer and Deputation Policy 8.Staff Promotion Policy 9.Policy Revisions 10.IT Equipment Policy 11.Laptop Best Practices 12.Relocation Allowance Policy 13.PGDM Students Handbook 14.FPM Students Handbook

File Description	Documents
Paste link to Organogram on the institution webpage	https://drive.google.com/drive/folders/10C_bWfowBXyY5mNeoAfrl8GKaXZMjluo
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- **Welfare Measures**

1. Group Medical Coverage up to 5 lakhs which covers self & family Term Insurance is also available which ranges from 25 lakhs to 1.5 Crore. IMI Kolkata has a tie-up with Kothari Medical Hospital for hospitalization and OPD benefits. A health check-up camp, and cancer awareness program were organized on campus for employees.

2. Provident Fund, Gratuity and LTA facility available for all

employees.

- Career Progression for Faculties -

1. Annual Appraisal in practice.

2. Well-defined Promotion policy

3. Well defined Research Grant Policy-Financial support to attend National & International Conferences and Research Grants

4. Skill Development Facilities - MDP & FDPs

- Career Progression for Staff-

1. Annual appraisal through Performance Management System (PMS) by using BBSC (Balanced Business Scorecard).

2. Free Access to the Coursera portal for skill development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

8

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

5

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institute is registered under the West Bengal Societies Registrations Act, 1961. The Financials comprising the Balance Sheet, Income & expenditure account, Receipts and payments account and the significant accounting policies are audited by the statutory auditors in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. The auditors have provided a true and fair view of the financial position and of its financial performance for the financial year 2023-24 which are in accordance with the accounting principles used and generally accepted in India. Internal audit is carried out at intervals to build a robust health of the policies, procedures, and internal control of the organization.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

400

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

IMI Kolkata is a private self-supported institute. The main sources of revenue are from program fees and executive education which are deployed to enhance student outcomes, knowledge ecosystem, generate global awareness and contribute to social and environmental impact. The financial planning process at IMI Kolkata ensures that the strategic priorities have adequate financial resource allocation for effective outcomes.

The funds - revenue from fee and other sources are utilized for the following:

Particulars

Utilization

Revenue - Direct and indirect income

Running the operations of the institute - both operating expenditure & capital expenditure

Grants received from group companies

The funds are mobilized for the infrastructural growth of the institute thereby providing state of the art facilities to students

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Stakeholders' Feedback & Analysis:

Based on the timely suggestions of IQAC IMIK fine-tuned its system of capturing feedback from different stakeholders, its analysis, and preparing the Actions Taken Reports by the respective departments.

Strengthening the Executive / Management Development Programme (EDP/MDP):

The institute has distinct strategies to enhance the Executive / Management Development Programme (EDP/MDP) of the institute such as conducting customised programmes with public and private sector organisations in the domains of finance, data analytics etc [Annexure]. The IQAC led interactions with experts enhanced its scope further, over the years. There has been a year-on-year growth in the number of programs conducted and participants. The programs are curated after completing a comprehensive needs assessment to tailor the curriculum to the specific skills and knowledge gaps of the participants to ensure the design and delivery meet the learners' needs based on industry trends and best practices. Participant feedback is sought to identify areas for improvement. The testimony of the success of these programs lies in the fact that IMIK has conducted several repeat programs. The institute has also

introduced several new programs to meet current industry needs for technical and management skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms: Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC (within a maximum of 200 words each).

IMI Kolkata regularly reviews its teaching learning process structures and methodologies based on the feedback from recruiters, students, faculty members and alumni. The results of the feedback are shared in the IQAC meeting and changes are deliberated to address the gaps/changes suggested in the feedback.

1. IMI Kolkata offers two experiential learning courses in Term II and III called Local Business Accelerator (LBA), where the focus is exposing students while learning and helping local businesses in their growth. The second course is New Venture Development (NVD). To improve student engagement and immersion in the courses the duration of the stint was increased from one day per week to one week per month during both the terms. This system is implemented based on the feedback received from the industry partners involved in LBA and NVD programmes. The proposal of evaluating the leadership skills was discussed in the academic council meeting and the IQAC.

2. Recognising the need of holistic development, Capstone / Business Project covering multiple disciplines has been introduced in the curriculum in trimester V and VI. It provides the students with an opportunity to integrate and apply the knowledge and skills acquired throughout the PGDM program.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.imik.edu.in/IQAC/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

The topic of gender equity is included in the Human Resource Management course, along with HR electives such as Recruitment and Selection and Strategic Human Resource Management. These courses sensitize students to the importance of gender equity and how corporations are implementing Diversity, Equality, and Inclusion (DEI) in the workplace.

The institute also established a Women's Club in August 2023. The club has organized events such as the International Women's Day Celebration and guest lectures to raise awareness among students about Diversity, Equality, and Inclusion.

At IMI Kolkata, we prioritize the health and well-being of our female students. To support menstrual hygiene, we have installed sanitary pad vending machines in the girls' hostel wings. This facility ensures convenient, quick, and discreet access to essential hygiene products, promoting a comfortable and worry-free campus experience. Additionally, our Girls' Common Room serves as a dedicated space for relaxation, personal time, and informal gatherings. It is designed to offer privacy and comfort, ensuring that our female students feel supported during their time on campus. We are committed to providing an inclusive and comfortable environment for all our students at IMI Kolkata.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

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

C. Any 2 of the above

File Description	Documents
Geotagged 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 a maximum of 200 words)

Solid Waste Management: IMIK has tied up with Kolkata Municipal Corporation for waste management. Every day KMC collects dry and wet waste from campus segregated through green and blue dustbins, pre-weighed and logged in log books.

Liquid Waste Management: Wastewater is treated through the STP plant. The Institution promotes water conservation measures to reduce overall liquid waste generation. Initiatives such as the installation of water-efficient fixtures, rainwater and

awareness campaigns on responsible water use are implemented to encourage sustainable practices.

E-Waste Management: Designated collection drives are established on campus for the safe disposal of e-waste. The Institution has collaborated with certified e-waste recycling agencies for responsible recycling or disposal of e-waste. IMIK conducts awareness campaigns and educational programs to educate the campus community about the hazards of improper e-waste disposal and the importance of recycling. These initiatives encourage individuals to dispose of their electronic devices responsibly and promote recycling options.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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
Geotagged 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

B. Any 3 of the above

4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged 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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with

C. Any 2 of the above

disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

IMIK experienced the thrill of celebrations through a series of events for tolerance, harmony, and sensitizing to value our rights and duties as a citizen. Students of diverse origins converge to celebrate different cultural events throughout the year and participate in altruistic initiatives to extend a helping hand to the marginalized. An amalgamation of social norms, values and traditions, knowledge, technology, food, language, and arts. Cultural Day is celebrated every year on February 21 to primarily celebrate the International Mother Language Day. It is observed to spread awareness about the importance of linguistic, cultural diversity, and multilingualism. Students celebrate the linguistic diversity by performing songs and reciting poems in their own mother language. Students, Faculty and Administrative Members also dress up in ethnic wear depicting their culture. Students also showcase dance and musical rendition from their respective states. On Independence day each year students hold cultural programme where in they showcase via skit the need of Communal Harmony, Sacrifices of our freedom fighters, youth responsibilities to name a few. They also celebrate the day showcasing dance performances and musical rendition in line with the theme of Independence Day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:	
<p>IMI Kolkata celebrates Independence Day and Republic Day by inviting all the students, faculty and staff along with their families. Events are also conducted to mark the significance of both the days and sensitize students on their duties and rights as the citizens of the country. On both the occasions speeches are delivered by the Director, Deans, Chief of Administration and Chief of the Security. The students are made aware of the historical backdrop of the events along with paying homage to the freedom fighters who made enormous sacrifices to help the country gain freedom. Students are urged to integrate the fundamental rights not only in their personal lives but also in their future roles. Students are encouraged to value the freedom as well as make a promise to prioritize the wellbeing of India and contribute to the development of the country. All employees were sensitized about their constitutional obligations and encouraged to exercise their voting rights in the general election.</p>	
File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File
7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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	B. Any 3 of the above

other staff Annual awareness programmes on the Code of Conduct are organized

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 programmes, 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

IMI Kolkata organizes national and international commemorative days. Following commemorative days were celebrated with great enthusiasm and vigour- IMI Kolkata organizes national and international commemorative days. Following commemorative days were celebrated with great enthusiasm and vigour-

Teachers Day Celebration

World Environment Day

International Yoga Day

Independence Day

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Building a vibrant and congenial research ecosystem: IMI Kolkata fosters a congenial research ecosystem by providing access to academic journals, databases, and software. Faculty members are encouraged to participate in conferences and in-house research seminar sessions to facilitate multidisciplinary research as envisaged by NEP. The institute encourages the faculty to pursue FDPs, research grants, and consulting projects and provides financial incentives for quality publications. Last year, the institute witnessed a rapid increase in the per-capita research publications in reputed journals recognised by NIRF.

Engagement with Business Community: IMI Kolkata's strong connections with the industry enable it to make curriculum-level changes by incorporating the knowledge and skills in the courses required to make the students placement-ready. The students get industry exposure through corporate guest lectures and panel discussions, an opportunity to work on live projects and get mentored by industry leaders. IMIK offers executive programmes for leading national and global organizations/industries in Fintech, Cybersecurity, Data Science, AI, etc. IMIK also collaborates with the National HRD Network and Bharat Blockchain Network (with the support of AICTE). The local business accelerator course, which is IMIK's key entrepreneurship initiative, works in collaboration with MSMEs and startups.

File Description	Documents
Best practices in the Institutional website	https://imik.edu.in/imik-bharat-blockchain-network/ https://imik.edu.in/entre-for-innovation-entrepreneurship-imik-cie/ https://imik.edu.in/research/journal-publications/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- Entrepreneurship course of IMIK: Local Business Accelerator (LBA), and New Venture Development (NVD)**

In line with the National Innovation and Start-up Policy by the MHRD, GoI in 2019, IMIK has drafted its own Start-up Policy for Students and Faculty to motivate entrepreneurial activities. The Institute has formed its Innovation Council (IIC) and Entrepreneurship club (E-Cell). Some of the faculty members have undergone the innovation ambassador training conducted by MoE's Innovation Cell & AICTE and are taking up activities as prescribed. IMI Kolkata has introduced two innovative courses under entrepreneurship development with two components: LBA and NVD.

<https://imik.edu.in/workshops/entrepreneurship-program-inauguration/>

Centre for Innovation & Entrepreneurship (IMI-K CIE) - IMIK

1. Bharat Blockchain Network

IMI Kolkata is the first institute in the eastern region to become an Academic Partner of the prestigious Bharat Blockchain Network (BBN) powered by Information Data Systems (IDS) and supported by AICTE, in the first phase. BBN is India's nationwide Hybrid Blockchain Network visioned to create the world's largest Academic Blockchain Consortium. The Bharat Blockchain Yatra is a confluence of 25+ events across 18 states, initiated by IDS in collaboration with the AICTE. The Yatra aims empower blockchain enthusiasts, industry leaders, policymakers, academia, and start-ups. IMI Kolkata became the first management institute in the IDS BBN Educational Metaverse (Polyversity).

<https://imik.edu.in/imik-bharat-blockchain-network/>

File Description	Documents
Appropriate link in the institutional website	https://imik.edu.in/research/journal-publications/ https://imik.edu.in/centre-for-innovation-entrepreneurship-imi-k-cie/
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Besides actions on student-centric curriculum development, IMIK has well-defined plans to strengthen its societal impact and

distinctiveness. IMI Kolkata's Unnat Bharat Abhiyan team organized events on Financial Literacy & Setting up Small Businesses in Rural Areas in Baruipur, West Bengal that brought together women self-help groups from nearby villages, including homemakers and small business owners from varied backgrounds. In the long term, the IMIK aspires to work closely with the local businesses to carry out sessions on village community development with an emphasis on building alternative income sources.

As a Mentor-of-Change for Atal Tinkering Lab, an initiative of Niti Aayog, GOI, IMIK will continue to foster innovation and creativity among high school learners. Under AICTE's Margdarshan Initiative which is a facilitative mechanism to foster and augment support ecosystem in the Institutes IMIK was selected as the mentor institute, and IMIK rolled out several critical interventions to its credit. IMIK plans to conduct workshops as per the requirements of the MBI for the holistic development of the Mentee Beneficiary Institute.

Among other plans IMIK's emphasis on offering online MBA program, strengthening collaborative research and expanding network through IMIK's Blockchain and other centres, organizing international conferences of repute, are worth mentioning.