



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
UNIQUE INSTITUTE OF MANAGEMENT**

**Pune
411046**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	UNIQUE INSTITUTE OF MANAGEMENT Pune Maharashtra
2.Year of Establishment	2009
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	-
Departments/Centres:	1
Programmes/Course offered:	1
Permanent Faculty Members:	10
Permanent Support Staff:	8
Students:	197
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none">1. A self financed college exclusively for MBA Course.2. Students of economically weaker sections are taken care of.3. Growth in short span of time as far as admissions is concerned.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 30-07-2018 Visit Date To : 31-07-2018
6.Composition of Peer Team which undertook the on site visit:	
Chairman:	Sat Parkash
Member Co - ordinator:	Vijaya Deshmukh
Member:	Tharsis Joseph
NAAC Co - ordinator:	Dr. Devender S Kawday

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The college Unique Institute of Management is located in Pune and has reasonably good infrastructure. The institute provides education to the students from various social backgrounds. The institute is affiliated to Savitribai Phule Pune University and follows curriculum of the University. Institute is running MBA program with Marketing Management (MKT), Financial Management (FIN), Information Technology Management (IT), Operations Management (OPE), Human Resources Management (HR), International Business Management (IB), Supply Chain Management (SCM), Rural & Agribusiness Management (RABM), Family Business Management (FBM), Technology Management (TM), Banking and Insurance Management (BIM), Healthcare Management (HM), Entrepreneurship Development (ED), Services Management (SM), Retail Management (RM), Digital Media & Communication Marketing (MC), Tourism and Hospitality Management (THM), Defence Management (DM) specialization. At present, the Institute is not offering all specializations to the students due to paucity of specialized faculty. The institute also offers short term certificate programs of 10 days like Share market trading, communication skills and digital marketing. The Institute for its continuous growth and development of itself as well as of its students need to collect feedback about curriculum & its implementation from students, teachers, employers and alumni on regular basis. Necessary steps are to be taken to overcome such deficits.

The institute offers choice based credit system which needs to be further strengthened. The MBA Program includes courses covering relevant cross cutting issues such as gender equality, environment and sustainability, Human values and ethics. Unique Institute collects feedback from students, alumni, staff and employer regularly, which must be more structural and formal.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

UIM admission process is well-administered and transparent. It follows all the norms of concerned regulatory authorities such as All India Council for Technical Education (AICTE), Directorate of Technical Education (DTE) and Savitribai Phule Pune University. Student centric method which is based on participative learning, experiential learning and problem solving methodologies are also used to some extent for enhancing learning experiences. All faculties should adopt innovative pedagogy to make learner-centric education more effective. E- learning resources and ICT like e-books, e-Journal, videos, PPT's, etc should also be used extensively. For various issues related to academic and stress of students, Mentor- Mentee program is initiated by the institute. The institute needs to appoint eligible and proficient teaching faculty. Only two faculty members are holding Ph.D. The continuous internal evaluation is practiced where institute adheres to all the evaluation reforms of the University. The mechanism for internal assessment process is transparent. The assessment parameters for entire internal evaluation schedule are shared with the students before the commencement of each semester. The Examination Committee handles all the grievances and solves it transparently and efficiently. Unique Institute of Management established in the year 2009 with the intake of 60 and admissions of 59. Later till 2015-16 the admissions were approximately 50% of the intake. Currently the intake has increased to 120 with the admissions of 120. At this Institute, approximately 28% admissions are socially challenged class. The admissions are governed by Govt. of Maharashtra; hence the students enrolling with this Institute are from diverse background. Institute has ICT Facilities such as Internet Connection, Wi-Fi, LAN, LCD Projectors etc. Case Study, role play, corporate related field study, project reports and support activities are visible but need to be further strengthened at Unique Institute. Mentor Mentee Program must be implemented at larger level to

support the students for their regular challenges. The internal evaluation should be strictly based on continuous assessment such as assignments, internal examination and attendance of the student. The Academic Calendar is prepared in the beginning of the semester and the same is communicated to the students in the beginning of the Semester. The Course teacher prepares teaching plan and course notes and the execution is being monitored by Director, which must be displayed on the Institute website. The Institute may develop a separate academic portal for this purpose. The Institute is not following student-teacher ratio and cadre ratio as per UGC/AICTE norms.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

Faculties and students need to be motivated to undertake research projects, summer internship project to utilize their knowledge for organization's and society's interest. The institute should apply for grants proposal to various funding agencies to organize state, national and international level conferences/seminars/symposium/workshops. For the academic and non academic achievements institute should offer incentives to motivate them to extend their efforts for future achievements. UIM must apply for INFLIBNET and DELNET membership of the Library for latest e-books and e-journals to alter knowledge of faculty members and students with recent development in management field. The Faculties must motivate to publish their research papers in various conference proceedings, quality research journals notified by UGC. FDPs must be conducted on regular basis. UIM have signed MOU's with various organizations for summer internship project, on the job training, for field visit. More Quality MOUs need to be signed. Recently, Unique Institute has got an opportunity to carry out a field research for a real estate sector. Institute conducts University sponsored Seminars and Workshops to support in the Research orientation amongst faculty members. Recently, Unique Institute conducted National Seminar on "Brexit-Opportunities and Challenges" in the month of January which was sponsored by SPPU. Faculty at UIM is having very less teaching and research experience and hence there are only four Research Publications. The Institute must start its own research journal and newsletter to compete itself with Best Management Institutes.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The institute has spacious classrooms, IT lab, seminar hall and library with reading room facility, ventilation. The Institute needs to add more tutorial rooms, discussion rooms, incubation room, and smart class rooms with modern teaching aids. Institute must provide more indoor game facilities in the girls and boys common room. Library has latest books, journals, magazines, e-journals. Students are provided newspapers and magazines for day to day updates. The open access system in library enables the student to choose and select the books. Reading room is attached with library. The seating capacity of the reading room needs to be enhanced. The Library needs to add good collection of quality books and quality journals.

IT lab of UIM has computer lab with 40 computers supported with LAN connections. Computer configuration needs to be updated on regular basis as per the requirement of the curriculum. Internet at a speed of 2 mbps provides access for internet browsing requirements. Wi-Fi facility is available in the institute.

The Institute has stand alone building earmarked for MBA Program. However, the institute needs more space for its further expansion. The computer centre and library is located on first floor with proper entry registers. The classrooms of Unique Institute are having enough seating arrangements for students. Three classrooms have prefixed LCD Projectors with Audio Visual support.

Proper seating arrangements for staff are required. The administrative section needs systematic rearrangement and strong room required in exam cell.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The Institute provides necessary information and support about various scholarship schemes to the students and assists them for benefiting the facilities provided by the Government. In order to enhance the skills of students various capability enhancement and development schemes need to be implemented. Remedial coaching is provided for slow learners. Campus placements are visible but proper placement cell is not active. For timely redressal of student grievances including sexual harassment and ragging cases, the committees have been set up by the institute for smooth functioning. Institute organizes annual gathering “Unique Utsav” which offers a platform for cultural activities, sports, etc. Alumni Cell of the institute need to be registered and active for better placement of the students.

The Institute has a student council which is selected in the beginning of the Semester. During the Induction Program, roles and responsibilities of student council are communicated to the students. The interested students enroll themselves with the class coordinator; the final selection of Student Council is made by Director. The Institute’s training and placement cell need to be established and linked with student council. The institute should invite reputed academicians and industrialists to undertake various training sessions to support their placement activities. Training sessions must be based on the requirements such as Mock Interviews, Group Discussions, and panel discussions on Career Management. Alumni Association of UIM is not registered.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

Conceptualization of the Institute should be strictly taken place in accordance with the vision and mission of the Institute. Major Decision Making Bodies are Governing Body, the Director and various Committees. Decentralization of Decision Making should be done at every level. Human Resource Management is under Director with clear service rules, job descriptions. Objective of the Institute is to provide quality education in management to the students from various parts of the society, to make them academically and technically competent. The Institute should promote culture of participative management at various levels. Institute must focus on concentrated Strategic Plan which should be more specific, action-oriented medium or long-term vision plan for making progress towards a set of institutional goals. Various committees are formed for effective functioning of the institute. Faculty Empowerment Strategies include Faculty Development Programs, Induction and Orientation Programs must be a regular feature and supported by the institute. The Director is the administrative Head of the institute. Institute has established various committees to coordinate curricular, co-curricular & extracurricular matters for maintenance and upkeep of the infrastructure, facilities

and equipment. The institution has effective welfare measures for teaching and non-teaching staff. Observation may be an important tool in appraisal for teaching as well as non-teaching staff.

Development and Deployment of Plan is in place and needs to be further strengthened

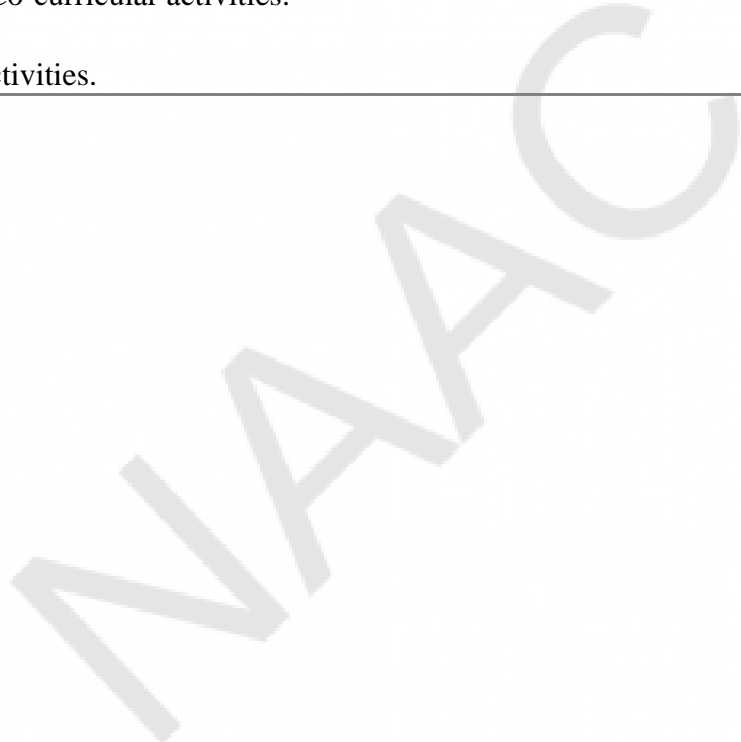
Eco-friendly campus.

Skill-based Education through Certification Programs to a small extent

Extensive promotion of ICT enabled usage in Academic and Administrative dealings.

Organizing contemporary Co-curricular activities.

Ethical value based CSR activities.



Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

Unique institute should focus more meticulously on building global leaders and contribute for betterment of the youth in particular and of society in general. The ultra modern state of the art facilities at the campus need to be provided for unique learning experience to the students. The mission and vision of Unique Institute of Management is expressed in all related parameters in consideration with institutional values where equal opportunities should be given to all the genders considering gender sensitivity and gender equity. UIM ensures environment conscious and take steps in preserving it by implementing eco-friendly methods. Lift and proper

ramp facility must be installed/provided in the building/premises for disabled students. UIM take care of fundamental duties towards the pride in nation etc reflecting in its statements of core and human values. UIM must enhance its activities which shows its duties towards social and local community and takes step towards engagement of the community thus keeping in mind the vision and mission of the institute

Best Practices:

Unique Institute Of Management have many best practices and further need to change its teaching pedagogy for creating a world class contemporary educational environment thus enabling individuals to develop their potential so as to transform as global leaders as well as committed, dynamic and ethical professionals of tomorrow. The best practices are already in place and need further strengthened : Mentor- Mentee has been established where the platform is given for both to Mentor and Mentee for enhancement of the skills and performance, increased self-esteem, confidence. Internships: Students are provided with work experience in a professional setting aimed to expand their academic, professional, and personal learning and exposed students to contemporary tools and technologies.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Institutional Strength

Affiliated to Savitribai Phule Pune University, approved by AICTE New Delhi and recognized by DTE and Govt. of Maharashtra.

Good Infrastructure Focused institutional leadership.

Integrated ecosystem comprising of academics, placements, students' development.

Academic performance of UIM students is consistently higher than the previous academic years

Partnership with Industry through MOUs.

Institutional Weakness

Limited academic flexibility in the current framework as affiliated to SPPU.

Limited alumni engagement.

Teacher-student ratio and Teacher cadre ratio is not as per norms

Experienced and qualified faculty is not recruited by the institute.

Research base of the institute is poor.

Institutional Opportunity

Scope for research, training & consultancy needs of the Industry.

Leveraging the alumni pool for UIM brand establishment.

Addressing emergent talent needs of the digital, knowledge, service & manufacturing economy.

Institutional Challenge

Achieving academic excellence while catering to a diverse student profile.

Meeting rising student expectations and aspirations.

Establishing global linkages.

Attracting Foreign Students

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- A strong alumni network needs to be created through registered alumni network.
- More industry, need based and job oriented UG and PG programmes of management be started.
- An add-on and enrichment course along with value addition to the methodology of teaching and learning process is suggested.
- For better communication skills and computer literacy among the students through ultra modern labs and increased use of ICT in teaching learning and evaluation process must be adopted.
- Establishing Language Laboratory, innovation and active incubation centre is also suggested to encourage students participation, better employment and for entrepreneurship.
- Perspective planning and strategy development of the college is recommended strongly.
- Self appraisal of the teachers has to be evaluated properly and remedial measures be taken as per UGC guidelines. They should be encouraged and supported for taking research to enhance their career and competence.
- Forming an effective registered alumni association, training and placement cell is also suggested to facilitate quality campus interviews and placement opportunities for students.
- Hostel and transport facilities should be provided for boys and girls students.
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I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	Sat Parkash	Chairman	
2	Vijaya Deshmukh	Member Co - ordinator	
3	Tharsis Joseph	Member	
4	Dr. Devender S Kawday	NAAC Co - ordinator	

Place

Date

NAAC