



N. L. Dalmia[®]
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Internal Quality Assurance Cell (IQAC)

Annual Action Taken Report for the Academic Year (2019-20)

Sr. No.	Date of the Meeting	Action Areas	Action Taken
1	06/07/2019	Student Support and Progression	Mentors were allotted to the students. Students have also attended various extra-curricular events, case study competitions, students have also presented Research papers.
2	06/07/2019	Revised Student Handbook for AY 2019-20	A revised manual was prepared for the new batch of 2019-20 students of PGDM students. The student handbook shared the vision and mission of the institute, policies of the institutes, do's and don'ts, ethics, morals and value system of the institute, introduction to various committees such as disciplinary, anti-ragging, unfair means etc. Strict prohibition against any form of ragging or racism or any kind of professional misconduct.
3	06/07/2019	Tie up for Certificate Course in Data.	Tie up was done with Coursera, an online platform, which offers thousand plus Certificate courses. Because of this tie up, the students of N. L. Dalmia Institute of Management Studies and Research don't have to pay any fees for the courses offered by Coursera.
4	06/07/2019	To discuss the innovative processes adopted by the institution in Teaching, Learning and Evaluation	The Institute adopted following pedagogies, Break out rooms, Online Quizzes, webinars, Simulation software, peer learning using virtual resources, live projects for experimental learning.
5	06/07/2019	Take students to Industrial Visits and	In the A.Y. 2019-20, five Industrial Visits were conducted for the students of Finance, Marketing and HR. The students were taken to

		enhance their practical exposure	Bank of India, South Indian Bank, Sundaram Factory, Bloomberg LP, Mumbai, Bombay Stock Exchange. The students gained practical knowledge with the help of the Industrial Visits.
6	06/07/2019	Implementation of ERP System.	The Institute is setting up ERP system. The ERP system has various modules such as Attendance, Examination, Assignments, Placements, Accreditation, Feedback, Inventory Management, Visitor Management, Session Plans etc.
7	06/07/2019	To organize Staff Development Programs	Staff development programs were organized to enhance the Skills of Non-Teaching Staff. Below mentioned Staff Development Programs were organized. <ul style="list-style-type: none"> a. POSH Act Awareness, b. Excel Training, c. Seminar on Investing in Capital Markets d. ERP Trainings were conducted e. Zoom training was conducted for the faculties
8	08/11/2019	Preparation of Course Completion and Review Report	At the end of the course, the faculty prepares a report stating the attainment of course outcomes and improvements required in pedagogy, course contents based on CO attainment. Improvements required are discussed with HOD for further action to be taken.
9	08/11/2019	Learning Management System	The Institute has implemented a Learning Management System (LMS) for Students where the Faculty can give assignments and collect feedback. Our digital library has done Library Automation (ILMS – Integrated Library Management System) with Libsuite, Koha and DSpace. Our Library has enhanced by Institutional membership with: <ul style="list-style-type: none"> • American Information Resource Centre (AIRC) • National Digital Library (NDL) Developing Libraries Network (DELNET)

10	11/2019	ISO Audit reports of all departments	Internal ISO it was conducted and observations were shared with the respective departments for further improvements in their functioning.
11	08/11/2019	Faculty Development Programs	For the development of faculties, we organize the weekly faculty seminars. Besides this, NLDIMSR also encourages faculty members to attend FDPs, Workshops, Conferences/Seminar organized by various national/ international bodies, institutions/universities.
12	08/11/2019	NBA SAR Submission	NBA SAR was prepared and submitted to NBA in December, 2019
13	02/02/2020	Status of Research and Consultancy projects	The consultancy project of Future Group is completed. Faculties are encouraged to work on more consultancy and research projects.
14	02/02/2020	Review of feedback from stakeholders	Feedback are taken from various stakeholders and Analysis are done and submitted to the management for their review and further actions.
15	13/05/2020	Implementation of Online platform using Zoom for teaching learning and administrative activities.	Licenses are taken for Zoom platform and Microsoft Office 365 to conduct online lectures. Faculties are also given trainings to use these online platforms.
16	13/05/2020	Implementation of Computer based examination.	The ERP system is customized as per the Institutes requirements and the examinations are conducted on ERP platform.
17	13/05/2020	Events/ activities for A.Y.2020-21	Due to uncertainty of the pandemic, it was decided that instead of cancelling the events, we will continue to conduct the events on Zoom platform.

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