

**JSPM's Jayawant Institute of Management Studies,
Tathawade Pune.**

Best Practice -1

1. Title of the Practice:

GATEWAY TO JIMS

2. Objectives of the Practice:

In today's Scenario Management course has attained prestigious stature and it is growing by leaps and bounds. Jayawant Institute of Management Institute, a leading institute providing MBA & MCA courses in Pune, focuses on quality admission for right candidates. The reason being to promote the principle of UNESCO's "Education For All" and there by attracting deserving candidates..

The objectives are:

1. To create awareness about the course, time-bound admission procedures and other related formalities among the aspirants of the course.
2. To provide proper, unbiased counseling and support throughout the process of admission to all eligible candidates for these courses.
3. To guide the candidates in availing various schemes of the government and other competent authority.

3. The Context:

The institute understands its responsibility to create awareness about the nuance of admission and encourage the eligible candidates to opt for the same. The institute is practicing this for many years and each year updates the process as per the requirement. Through this process, the institute ensures that the students get counseling and continuous guidance, as the opportunity of taking admission once missed within a specified date and time can lead to dissatisfaction amongst student and parent. This practice has helped the institute in attracting deserving candidates and the students who get benefited from various government schemes.

4. The Practice

JIMS has a standard, systematic and well planned “Admission procedure” to help the candidates through following steps:

Information gathering:

The raw data about aspiring candidates are collected through various resources like Peer references, Job fair and workshop organized at JIMS, Mentoring graduation students for admission, “Horizon” an ISR Activity for graduation colleges, Google analytics, My business etc.

Identify aspirants

The raw data is analyzed based on eligibility criteria as per DTE guidelines to identify eligible aspirants and they are been informed.

Create course awareness

Initiatives to create awareness about Course, CET, Online Admission procedure, various government schemes, etc are taken through the following:

College Website, Newspaper, JSPM Help desk, Personal counseling, “Career Mantra”- an advertisement about different courses at JSPM on television, Displaying hoarding and digital boards across PUNE city, Collaboration with local websites, conducting various activities for the neighborhood, Tie up with other colleges in the rural area etc.

Training all stakeholders

The institute provides training to office staff, front desk counselors and other related stakeholders about different government schemes, eligibility criteria, admission procedure etc to ensure proper guidance and support.

Information about the admission process

The admission process is explained to the candidate through Facilitation Centre (JIMS is a DTE authorized FC) a separate window in college website, online CET help, etc.

Counseling

The candidates and their parents including rural areas, financially weaker sections are counseled related to Course, Career opportunities, Scholarships, Placement, Value addition, CET process, Financial Aids, etc. to help them in deciding about the course.

Support

We at JIMS emphasize on continuous communication regarding time-bound admission information to students using various mediums like email, SMS, Whatsapp, etc..

Resolving queries and concerns

JIMS acts as a liaison between the Government and Society to focus for resolving candidates' queries and concerns.

Aiding in the admission process

Candidates are given assistance during CET form filling through sample word document form to avoid mistakes in subsequent procedures.

5. Context of Higher Education

This practice helps the institute to contribute in nation-building by encouraging the students to opt for post-graduation management courses. "Inclusiveness" is one of the core values of JIMS, our process enables the students, especially from rural areas and economically weaker sections, to avail the benefits of higher education. Higher Education is the key to overall development of the nation and JIMS through this process, try by participating in the principle of "Education For All".

6. Limitations:

When we approach some students especially the girls from rural background their parents resist admission due to various factors like age, financial conditions, culture, society, etc.

Few students were not comfortable with the online process and payment system which was a major challenge for completing the admission procedure.

Due to the unavailability of the proper networks, it was difficult to communicate with the students for continuous updates.

7. Evidence of Success:

The success of this practice can be evident through the following:

- We recognize appreciate and celebrate student diversity as a strength and we have received students from varied backgrounds through this process.
- Through the continuous communication and proper guidance, we have convinced many parents of girl students and hence we have a good percentage of girls in our course.
- We provide unbiased guidance and hence we endorse trust among aspirants who in turn give peer reference regardless of the fact that they may or may not take admission.
- All the eligible students of JIMS avail the benefits of various schemes of Government and other Competent authorities through the guidance and support of our well-trained staff members.
- The students and their parents appreciate the efforts of the institute throughout the process which is evidenced through feedback from students, parents meet etc.

8. Problems Encountered and Resources Required

Problem encountered:

Newly introduced admission procedures, online uploading of documents, time bound activities, etc.

Resources used:

- Well equipped computer laboratories
- Well Trained staff members
- In-house scanners and printers for uploading of documents.

Best Practice -2

1) Title of the Practice:- Research FDP's by in house faculties

2) Goal:-

Educational research is important because of contributing knowledge development, practical improvement, and policy information. Therefore, educators can use those research findings to improve their competences and teaching and learning process.

Scientific research helps faculties as well as students to develop critical reasoning skills. Such skills are helpful for any field of higher education but are particularly helpful for business management students. Research helps enhance teachers teaching pedagogy, teaching content as well as classroom teaching.

Objectives:

1. To enhance the research culture amongst the faculties in the institute.
2. To utilize the Research knowledge of in house PhD faculties
3. To use current and updated knowledge through research for effective classroom teaching

3. The Context:-

Institute is having 7 senior and doctorate faculties and 8 faculties are pursuing PhD. So to utilize the in house faculties research knowledge for the PhD pursuing faculties, as well to promote consistent research activities at institute level, Research cell of institute conducting continuous Research FDP's based on research aptitude and Statistical analysis.

This activity motivates the faculties to contribute in academic research by publishing quality research papers in reputed and listed journals. The main purpose of the research FDP's is to get deep into the topic so that something helpful can churn out, which can be helpful for everybody and used in that particular niche sector.

4. The Practice:-

Institute is having Research Cell as one of the academic pillar. Objective behind this cell is to inculcate the research aptitude amongst the faculty and students as well as create research environment in the institute. Considering these objectives, research cell have scheduled various research activities like FDP'S on writing research proposal, writing quality Research Papers, Sampling Techniques, Data Analysis using Statistical Software, Historical and qualitative research etc.

Topics of the FDP's are allocated among the PhD faculties on the basis of their expertise. These FDP's are conducted on regular basis.

FDP's schedule:-

- How to prepare research proposal / synopsis?
- Research paper writing
- Sampling Design
- Data analysis using MS EXCEL
- Introduction to Qualitative research methods
- Research in Behavioural Finance
- Historical Research

5. Evidence of Success :-

- Continuous research FDP's helped the faculties in many ways like faculties have published their quality research article/paper in listed journals. Interdisciplinary research papers were published by the faculties.
- In this academic year three of the existing faculties have cleared the PhD entrance and done their registration under Savitribai Phule Pune University. These FDPs were found very useful to those faculties in clearing the entrance exams, selecting research topic and preparing research proposal.
- In-depth discussion was held with each research scholar's PhD topic and problem statement were framed accordingly. Objectives and scope were decided through brain storming and extensive discussion. Sources of literature review were identified through these research FDP's.
- Faculties of MBA and MCA have started survey based research projects for MBA and MCA dissertation.

6. Problems Encountered and Resources Required:-

These FDP's were conducted in the current academic year. During these FDP's gathering all the faculties at the same time without affecting the day to day lectures was a challenge in front of Research cell.

As well as inculcate the Statistical aptitude among the faculties from non technical background was a challenge.

Resources used:

- Experienced, Trained and PhD holder teaching staff
- Well equipped computer laboratories
- Digital Library
- Research Journals and Magazines, Reference books on research available in the Library
- In-house scanners and printers for uploading and Printing of documents.