YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   Happy valley Business School

- Name of the Head of the institution   Dr. T Bina

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   9894142404

- Mobile no   9894142404

- Registered e-mail   bina.hvbs@gmail.com

- Alternate e-mail   bina@happyvalley.in

- Address   Velandhavalam Main Road, Veerappanur, Pichanur Post,

- City/Town   Coimbatore

- State/UT   Tamil Nadu

- Pin Code   641105

2.Institutional status

- Affiliated /Constituent   Affilated

- Type of Institution   Co-education

- Location   Rural

- Financial Status **Self-financing**

- Name of the Affiliating University **Anna University, Chennai**

- Name of the IQAC Coordinator **Santhosh Raja R**

- Phone No. **9894013541**

- Alternate phone No. **9894013541**

- Mobile **9894013541**

- IQAC e-mail address **santhosh@happyvalley.in**

- Alternate Email address **santhoshraja.hvbs@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) N/A

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.happyvalley.in/_files/ugd/a55293_1e16e1aaa0804280bf1c0c921451d0e4.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Nil	**A+**	**3.29**	**2023**	**10/03/2023**	**09/03/2028**

6.Date of Establishment of IQAC **07/10/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC View File

9.No. of IQAC meetings held during the year   `2`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

`Development of Quality Benchmarks (Outcome Based Education): IQAC assists in the development of quality benchmarks, parameters, and assessment tools to measure and monitor the quality of education, research, and other institutional activities. Internal Reviews and Audits: IQAC conducts internal reviews and audits to assess the effectiveness of various processes within the institution. It helps identify areas that require immediate attention and improvement. Faculty and Staff Development: IQAC promotes faculty and staff development programs to enhance their teaching and research capabilities. This includes organizing workshops, seminars, and training sessions Research and Innovation: IQAC encourages research and innovation within the institution by providing support and resources for research projects, publication, and patent filing. Quality Improvement Initiatives: IQAC identifies areas of improvement and suggests measures to enhance the quality of education and services. This includes recommendations for curriculum delivery, faculty development, infrastructure improvement, and research promotion`

12.Plan of action chalked out by the IQAC in 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
Development of Quality Benchmarks (Outcome Based Education):	Course outcome for all the courses is measured once after the External Exams get completed. Program Outcomes also measured after completing the course with a well-built OBE module created in-house.
Faculty and Staff Development	Various Faculty Development programs, Workshop has been organised in campus and also faculties are encouraged to attend in other eminent institutions
Conduct internal academic & Administrative audit	Internal academic & Administrative audit has been conducted during the end of Academic Year
Quality Improvement Initiatives:	All courses follow a lecture plan and all faculty prepare a course-file for their respective subjects and does a presentation Infront of the senior professors to gain their insights and to improvise the delivery.

13. Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Council	01/11/2023

14. Whether institutional data submitted to AISHE

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Governing Council	01/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	13/12/2022

15.Multidisciplinary / interdisciplinary

MBA degree, the program itself is interdisciplinary in nature. Students with a bachelor's degree from any stream are eligible to pursue an MBA degree. MBA as a branch of knowledge is still evolving and developed with an interdisciplinary approach. Commerce, Economics, Psychology, Sociology, Anthropology, statistics, Mathematics, Operations Research, and International Trade are very much an integral part of the MBA discipline.

16.Academic bank of credits (ABC):

Happy Valley Business School is an affiliated institution and not a degree-awarding institution. So, this facility is not applied to this institution

17.Skill development:

As part of the program, a list of managerial skills is imparted to the students. Accounting, Communication, Interpersonal effectiveness, decision making, negotiation, persuasion, and computing skills to work on statistical software, spreadsheets, tally with ERP, Business analytics, intelligence and situation analysis and judgment, project financing, entrepreneurship, etc are some of the skills enhanced during the program.

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

Culture plays an important role in business. One who is not having sound knowledge of the business environment prevailing within a country may not perform effectively in his profession or business. Indian ethos and values are taught with care for all. Professional ethics and cultural moorings bring a lot of responsibility to the functioning of a business run by a thorough professional. Languages are given importance and the campus is multilingual in nature as the students are from more than one state

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

Anna university regulation 2017 itself for the MBA program introduced this concept of Outcome-Based Education. Regulation 2021 is also framed by keeping an outcome-based education approach in mind. Program Educational Objectives (PEOs), Program Outcomes (POs), and Course Outcomes (COs) are all clearly mentioned and aligned in the regulation document itself. Normally PEOs and POs are mapped as part of designing the program. Subsequently, POs are taken care of by COs of individual

courses offered. Finally, to have clarity PEOs, POs and COs are
explained to faculty members by the principal during the
faculty meetings. All the course materials are prepared
and delivered with the objective of attaining outcomes

20.Distance education/online education:

Happy Valley Business School encourages students and faculty
members to pursue a few extra courses offered through MOOC on
national and international platforms like SWAYAM, Coursera, etc.
Happy Valley Business School has tied up with Coursera to
facilitate the students and faculty members to pursue their
program of choice. Indeed, it is considered to be a boon for
learners as courses are offered in interdisciplinary
and related areas.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**38**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**240**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**84**

File Description	Documents
Data Template	View File

2.3	**118**

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**15**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**12**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**5**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**241.24**
4.3 Total number of computers on campus for academic purposes	**60**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is affiliated with Anna University, Chennai and hence the syllabus and curriculum are stipulated by the university.

The 2021 PG Regulation brought in Outcome Based Education and the syllabi have 14 professional core courses, 31 functional elective courses, 24 sectoral elective courses, and 4 Employability Enhancement courses (EEC). To qualify for a degree, a student should earn 86 credits.

Academic Delivery

The academic calendar is sent by the University and the timetable is developed with the number of credits for each course and the required number of hours per week. Subject allocation is done based on the expertise of the faculty members.

A comprehensive course file comprising lesson plans, PowerPoint presentations, activity handouts, and resources required for the proper conduct of the course is created. COPO mapping is done by the faculty member for his respective course. The course file has to be approved by the principal to be put into action. The course file is maintained as a part of the Knowledge management system.

The principal continuously monitors and supports the faculty members with timely suggestions for effectively delivering the subjects through lectures, case analyses, role plays, management games, industrial visits, and practicums.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Happy Valley Business School is affiliated to Anna University, Chennai. For all affiliated institutions, the semester wise academic calendar is given by the university.

Which specifies the start and end date of a semester, the working Saturdays and Sundays, and the schedule for internal examinations. Affiliated institutions find it easy to develop their lecture plan once they receive the academic calendar from the university. The academic calendar helps schedule the required number of lecture

hours, case studies, activities, outreach programs, guest lectures, industrial visits, internal assessments, etc and they are seamlessly conducted.

Adherence to the university calendar

There is no possibility for an affiliated institution to deviate from the dates given by the university. The dates are scheduled and internal tests are conducted, as mark entry in the web portal will be done on specified dates as decided by the university. Any deviation by the institution would affect the academic performance of the student and the university may initiate action on the institution for insubordination.

Freedom within boundaries

The university offers flexibility for the conduct of practical examinations and Dates selected have to be intimated to the university and once approved, the external examiners are appointed by the university.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.happyvalley.in/_files/ugd/a552 93_1e16e1aaa0804280bf1c0c921451d0e4.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

1

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

152

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

What is needed today more than anything else is moral leadership founded on courage, intellectual integrity, and a sense of values. Since education is a powerful instrument of social change it is also a powerful tool to cultivate values in an individual. Therefore, as an institution, there is a greater responsibility to impart learning along with values.

The university curriculum integrates the above in its various courses.

The course "Economic Analysis for Business" in the first semester deals with sustainable economic growth and economic cost of growth. The issue highlighted is the Social Cost borne by society due to pollution arising due to production. Issues relating to discrimination, due to price gender, race, etc are areas of gender where the students are sensitized.

The course "International Business", emphasis teaches students on the importance of maintaining ethics in international operations.

In the course "Strategic Management", chapters on Corporate Governance and Social Responsibility help students get a view of ethical issues in the business.

The Yoga Club of Happy Valley conducts Mindfulness and Heartfulness programs to instill the five facets of observing, describing, acting with awareness, non-judging, and non-reactivity to inner experience

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

234

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://www.happyvalley.in/feedbackform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.happyvalley.in/feedbackform

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

120

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

32

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The admitted students are a mix of students who are bright and average students. To acclimatize them to the new environment, the students are assigned a mentor.

Who track the performance of the students based on their degree marks and the feedback obtained by the course faculty. After the first assessment test, students are divided into slow learners and bright students.

Students who score less than 50 marks are identified as those needing support. Support is given through extra sessions and handholding by members etc.,

Bright students are those who are in the Top 10 in the class after assessment. They are advised to participate in professional society activities and take up MOOC courses and are attached to corporate mentors. Mentors guide them in exploring careers, setting goals, and developing contacts.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
240	**15**

File Description	Documents
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 activities to enhance learning experiences. They are as follows:`

`Collaborative Learning: Students are made to give group presentations on academic and general topics, after consultation with faculty members. The resourceful library, Delnet facility, hotspots, etc, provide seamless interaction with students and faculty members even after regular college hours.`

`1. Flip Classroom activities: Where students are sent to various business organizations, with specific objectives to understand the nuances of business.`

`2. Industrial visits: Domestic and International visits help students to have exposure to business in a global setting & to observe cross-cultural differences in conducting a business.`

`3. A Day with HR: helps the students to learn the HR practices followed in a business organization and to have a holistic view of human capital in the business.`

`4. Coffee Pot Meeting: In 5-star hotels viz: - Taj Vivanta / Radisson Blu / The Residency, Coimbatore exposes the student to acclimatize himself to ambiance, business protocols, and meeting learning from CEOs / CXOs`

`5. Business simulation games are conducted with 'Board Games' which simulate real-life business situations. It helps students strategize, interact, decide, execute, and adjust to the game outcomes.`

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

`Digitally empowered classrooms Improve the teaching methodology`

and learning experience.

The required infrastructure to adopt ICT is available in the institution. All classrooms are fully air-conditioned, fitted with smart boards LCD projectors, and with an internet connection. The possibility of using online activities, videos, and games has been enhanced due to the digital tools available.

Google classrooms are used to exchange notes, submit assignments, and share any important information.

A leased line with a capacity of 100 MBPS and a hotspot is sufficient to ensure that the faculty members and students receive uninterrupted 24x7 internet connectivity through Wi-Fi which allows them to complete their work.

The institution has a media creation room, to enable recording videos for after-class preparation learning.

The Institution has a Google Workspace for Education Licenses, which gives access to the faculty members to use Google Forms, Google Docs, Google Slides, Google Sheets, Google Meet, Google Classroom, Google Sites, Google Dashboard, Google Drive, etc...

The School has Microsoft Power Automate (10,000 Licenses). Unlimited Office 365 licenses, and unlimited Power BI licenses give access to Word, Excel, PowerPoint, One Note, Teams, Assignment, etc.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

124

File Description	Documents
Any additional information	[View File]()
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]()

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has a transparent and robust evaluation process. The institution has an exam cell that functions with the objectives of creating transparency + smooth conduct of internal examination

There are two continuous assessment tests every semester and the institution adheres to the examination schedule of the Affiliating University.

The Exam cell sends circulars regarding the exam schedule and the Internal Assessment Test to all the faculty members and they are asked to prepare the Question paper and Question paper Scheme as per the Outcome-based education requirement, which is scrutinized by the IQAC coordinator.

The exam cell posts a circular regarding the Internal Assessment Schedule on the Notice board 5 days prior to the exam date.

The exam cell prepares the Invigilation schedule disseminates the SOP, for the Exams, and makes necessary arrangements for conducting the exam.

After the evaluation & distribution of answer scripts, the subject teacher explains the areas of difficulty, and common mistakes committed.

The marks will thereafter be uploaded in the web-based ERP.

• Finally, the Internal Assessment Test marks are uploaded in the affiliating university COE Portal as per the requirements

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The exam cell is the institution that comprises of a senior faculty and non-teaching staff members conduct the internal-external exam.

After the continuous assessment test papers are distributed among students after evaluation if the students have any discrepancies in the marks awarded, the student can check with the subject faculty and get it immediately rectified, and if not convinced could take it up with the principal.

Any grievances related to university question papers like 'out of syllabus', 'repeated questions', 'improper split of marks', 'marks missed', or 'wrong question number' during semester exams are addressed to the center superintendent, and the same report to the university immediately through the University representative

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results

If the re-counting/re-evaluation results are not unsatisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by two subject experts. Results will be announced before the commencement of the University Examination and the fees will be refunded to the students if he/she clears the paper

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

PROGRAMME EDUCATIONAL OBJECTIVES (PEOs) :

MBA program curriculum is designed to prepare the postgraduate students

· To have a thorough understanding of the core aspects of the business.

· To provide the learners with the management tools to identify, analyze and create business

· opportunities as well as solve business problems.

· To prepare them to have a holistic approach towards management functions.

· To inspire and make them practice ethical standards in business.

PROGRAMME OUTCOMES (POs):

On successful completion of the program,

1. Ability to apply the business acumen gained in practice.

2. Ability to understand and solve managerial issues.

3. Ability to communicate and negotiate effectively, to achieve organizational and

individual goals.

4. Ability to understand one's own ability to set achievable targets and complete them.

5. Ability to fulfill social outreach

6. Ability to take up challenging assignments

The soft Copy of the syllabus, Course outcomes, Program Outcomes, and Program Educational outcomes are made available on the institution's website.

Hard Copy of syllabi and Learning Outcomes are available for ready reference to the teachers and students

Workshops are also been conducted to develop the Programme's Educational Objectives and Learning outcomes at the institutional level

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Happy Valley Business School adheres to the program outcomes and course outcomes prescribed by Anna University. A combination of direct and indirect methods is used to achieve program outcomes. Aspects of pedagogy, class activities, and assessments help to achieve the course outcomes.

DIRECT ASSESSMENT:

Direct assessment of the attainment of program outcomes is done by evaluating the performance of students in Continuous Internal Assessment (CIA) and End semester examination for theory courses. Course outcome for a course is calculated on the basis of students' performance in CIA and end semester examination. 20% weightage is given to go to be 20:80 internal assessment and 80% weightage is given to the university examination.

INDIRECT ASSESSMENT:

feedback survey for POs/PEOs:

An online feedback survey for the passing out batch will be conducted for POs/PEOs attainment.

Course Outcomes

The assessment tools used to gather the data for the evaluation of a course outcome are student's performance in Continuous Internal Assessment tests, Model examinations, and University examinations.

An end-semester examination will be conducted by the university & after evaluation of the answer scripts, the university will publish the results. The grades are calculated taking into account the total of internal & external marks.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

117

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	**Nil**

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://www.happyvalley.in/_files/ugd/a55293_5ff6ce05c4434474897ca ccbd488ce66.pdf](https://www.happyvalley.in/_files/ugd/a55293_5ff6ce05c4434474897caccbd488ce66.pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Knowledge acquisition, retention, reproduction, and application

should result in outcomes that are innovative and good enough to solve problems. These are the expectations too of students coming out of the portals of an institution providing higher education.

Companies have moved from being a "learning organization" to an ideating organization". Taking the Road less traveled is what our institution strives for.

The Entrepreneurship Cell(ED Cell) functions with the objectives to:

• Impart entrepreneurial education/skills amongst students through various training programs

• Arrange vibrant interaction with organizations promoting the cause of entrepreneurship.

• Motivate and mentor students to develop their own startups

The institution has an MoU / Membership with

• Yi, Coimbatore

• Laghu Udyog Bharathi(LUB), Coimbatore

• BNI, Coimbatore Chapter

Laghu Udyog Bharathi (LUB), the trade body of MSMEs helps our students with internships and is a constant source of knowledge dissemination about new products, new markets, and new customers. They actively conduct and participate in programs on business innovation on the campus and in their premises.

BNI members of the Coimbatore chapter give opportunities to our students for one-to-one meetings.

The School also promotes the incubation of ideas and has given seed capital to in-house start-ups

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Happy Valley Business School is known for its activities conducted beyond the classroom which benefits both the student community and the society. The Institution has devised methods for holistic development and solving social and environmental issues. Rotaract Club of Happy Valley, Young Indians, Women Empowerment Cell, and Entrepreneurship Development Cell have contributed a lot in addressing societal issues in the neighbouring areas. Volunteering in these projects helped students to develop moral values, ethics, and social responsibility.

The following are the list of activities organized in the neighbouring

• Blood Donation Camp

• Health Check Up Camps

• Life Skill Training for Government School Kids in the Neighbourhood

• Awareness of using Digital Platforms

• Educating Street Vendors on scaling up their business

• Orphanage Visit

- **Good Touch and Bad Touch to Secondary School Students**

- **"Go Green Happy Valley"-Tree Plantation in the Neighbourhood**

- **Yoga for Human Well Being**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

12

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

120

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<u>View File</u>
Any additional information	<u>View File</u>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

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 equipment etc.

Infrastructure plays an important role in imparting knowledge. The academic environment could be made more conducive to learning with adequate infrastructure. The school has excellent infrastructure facilities classified into academic, non-academic, support, and other facilities.

Infrastructure at Happy Valley Business School includes classrooms, a library, an auditorium, a cafeteria, hostels for men and women, a sports facility, toilets, and congregation facilities. Of the 6 classrooms, 4 are gallery-type classrooms, fitted with LED projectors, Wi-fi enabled, airconditioned, and ergo-dynamically furnished. All classrooms are illuminated with LED lighting and the floor area of each classroom is 1050 sqft, whereas the requirement is only 660 sqft as per norms.

1. Syndicate rooms

2. Computer Centre

3. Library

SUPPORT FACILITIES

1. Auditorium

2.Amphi theatre

3.Hostel

4.Cafeteria

5.Wi-fi enabled campus

OTHER FACILITIES

The following facilities are also available for the students and faculty members.

- **Gymnasium**
- **Outbound Training Facility**
- **Basketball court**
- **ATM facility**
- **24 hours security**
- **RO drinking water in all buildings**
- **Toilet facilities in all buildings**
- **Walking corridors paved with floor tiles**
- **Car and bike parking**
- **Two generators for power back-up**
- **Green campus with 300+trees**
- **Water harvesting facilities**

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, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Happy Valley Green Campus is planned with the holistic development of students in mind. The true index of a business School is in developing corporate leaders. Such leaders evolve only when all-round inputs are available to them. To support the flowering of minds, Happy Valley has certain facilities for students.

Sports & Games

Happy Valley Business School has facilities to conduct outdoor games like basketball, volleyball, throwball, badminton, and table tennis.

The indoor games that students play are carrom board, chess, and board games. To learn with a difference, the institution has outbound management games like Australian Walk, AcidRiver, Free Fall, etc where learning happens along with fun.

In-house outbound obstacle course

The institution has its own flagship facility called I-CAN, to conduct obstacle courses.Every student who undergoes this course discovers certain inner qualities and hidden talents in themselves. Leadership qualities, decision-making, team building, responsible behavior, coordination, etc are very well displayed during this course.

Gymnasium

A multi-purpose gym with all facilities is available for students. The gym houses equipment like a treadmill, elliptical trainer, power gym, bench press, stationary bike, rower, dumbells, etc.

Cultural activities centre

Yoga centre

Yoga programs are conducted by well-qualified yoga trainers. Programs on heartfulness, personality engineering, inner engineering, etc are conducted by trained experts

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

69.40

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The library is fully automated through Campus ILIB -Version 4.5.0(Computerized Academic Management Processing and Expert System Information Library) software that is installed to accommodate the activities of a library.

Library automation reduces the time for cataloging, circulation, and acquisitions. It also helps the student community in the effective use of the library with quick retrieval of resources.

It consists of the following modules:

Bar-coding: In an automated environment every document should be unique and searchable. It is done through barcoding. Barcoding facilitates the searching, circulation, and systematic shelving of

the concerned document. After entering all the details regarding the documents into the database, barcodes are printed on adhesive labels according to the accession number of the document. User ID card contains bar-coded library - reference number of the student and staff.

Circulation Control: The user has to bring the ID card to the library at the time of issue, return, renewal, and reservation of resources.

Master Module:

The master module consists of a user master, book master, journal master, CD's entry master, back volume master, publisher master, vendor master, issue/return, and reports.

Report Management Module:

This module is designed to generate and print a large number of reports such as utilization reports, books issued and return reports, bibliography reports, and book reports categorized by accession number, author, subject, department, supplier and publisher, title, availability, etc. It also generates book-unique title reports etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.07

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

90

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Happy Valley Business School is the first Business School to have provided laptops to all the students since 2007 so they to be IT literate.

Projectors are installed in all the smart classrooms with a surround sound system with Wi-Fi/LAN connectivity.

The computer lab has 60 computers (Internet-ready, with i3 Processor, 128 GB SSD (latest), 4GB RAM speed -30computers) with Multi-functional High-speed network and Epson color printers with a scan & photocopy facility.

E-Tabs in the Library are used to access Kindle books Google Playbook and many other apps

Web cameras (Microsoft HD Cam, Logitec 1080HD cam), Canon Camera, and Sony Handycam are available for recording purposes studio room and video editing facility are available for staff members and students.

Software and subscriptions

Library is equipped with State-of-the-art software with OPAC, and remote access to a Google Workspace for Education Licenses

The institution has Microsoft Power Automate (10,000 Licenses). Unlimited Office 365 licenses, and unlimited Power BI licenses which give access to Word, Excel, PowerPoint, One Note, Teams, Assignment, etc.

Institution has a tie-up with Coursera and edX online platforms. Students and teachers are advised to take membership in NDLI, ATAL, E-Shodh Sindhu, and Shodhganga to improve their know-how using ICT.

Tally ERP 9, Tora, POM, SAP B1, Chart Nexus, and Sofa statistics (SPSS) are available in the lab.

Wi-Fi connectivity

Internet is powered by multiple connections - Readylink with 100Mbps (1:1) and 5 BSNL connections with last mile Fiber connectivity (1 connection with upto 300 MBPS, 3 connections with upto 100 MBPS, and 1 connection 60 MBPS).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

25.47

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The maintenance of physical, academic, and support facilities is carried out under the supervision of the estate manager.

Classrooms:

Preventive maintenance is carried out at the end of each semester to ensure that the air-conditioners, chairs, tables, lights,

fixtures, and all electronic equipment in the classrooms are ready for use when the students come in the next semester.

Library

A librarian with supporting staff has been appointed to maintain the library. They focus on the availability and utilization of library resources. At the end of the academic year, stock verification is done and submitted.

Computer Laboratory

Any teacher who wishes to use the lab for practical purposes or if conducting short-term courses should inform the lab in charge after getting prior permission from the principal. The students who wish to use the lab should write their details at the gate register before entry into the lab.

Physical stock verification is carried out to verify working/nonworking/missing equipment etc...Preventive maintenance and performance monitoring are carried out to maintain and upgrade the laboratory with necessary equipment to cope with changes in the syllabus.

Sports Facilities and Gym

The estate manager looks after the sports facilities and the gym. Any faulty equipment is brought to the notice of the estate manager and he in turn submits a proposal for maintenance and rectification to the principal

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 benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

118

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.happyvalley.in/skilldevelopment
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

61

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students have active representation on academic and administrative bodies and committees of the Institution.

Class Committee: The class committee comprises student members representing both bright and weak students, along with faculty members handling the courses, HOD, and the Principal. The Class Committee provides feedback on all aspects of the program and various courses. Class Committee meetings are held twice a semester.

Rotaract Club: This club is formed to meet the social needs of the community. Students take on various roles as a part of the Rotaract club and conduct a lot of events.

Yi Club: The Yi Club of Happy Valley is run by students- 19-member team that takes charge of different verticals.

Cultural and Sports Committees: The Fine Arts club comprises members who have committees separately for cultural activities and sports. They help in planning and executing all events in the institution.

Hostel Administration Committee: The institution gives autonomy to the students to manage the hostel affairs, especially food management. The committee which has representatives from both men and women, from Tamilnadu and Kerala, decides the menu and ensures that all students are happy with the food. Ad hoc committees are formed for special occasions and events that happen throughout the year. Students are chosen in rotation so that all get an equal chance of management.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

6

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Happy Valley Business School Alumni Association was initiated in the year 2009. The alumni committee meets once a year.

One of the main purposes of Happy Valley Business School Alumni Association is to support a network of former and present students.

Alumni Association objectives are as follows:

Ø Alumni Members act as mentors for the students.

Ø The association strengthens alumni, by providing opportunities for cooperation and communication, and career development.

Ø To support the pursuit of academic excellence at the institution.

Ø To share the intellectual, cultural, career, and professional experiences not just with the present students but also among themselves.

Happy Valley Business School Alumni Association members serve its institution by being members of the curriculum designing board, arranging internships and placements, and knowledge sharing as speakers during alumni lecture series. Lifelong learning happens at Happy Valley Business School Alumni Association because of the access to the Happy Valley Library's physical resources, along with online resources such as e-magazines, budget reviews, and

corporate reports. The Alumni Association releases a newsletter once a year to showcase the achievements of Alumni Members.

The Institution recognizes Best Alumni Members as Pride of Happy Valley during Alumni Meetings.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

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 and in tune with the vision and mission of the institution

The true index for the prosperity of the country is not only measured by its Gross National Product (GNP) but also by Gross National Happiness (GNH). This would be impossible without creating a knowledge community.

With this in mind, the vision was formulated as 'To achieve excellence in providing quality education for creating a knowledge community.'

The unanimity of the above thoughts led to crystallizing the mission statements as below.

The institution continuously strives to foster excellence in students through:

Helping them learn the Science of management in classrooms & reinforcing concepts through experiential learning, coupled with learning the art of management through corporate interactions.

Exposure to cross-cultural environments.

Unwavering focus on merit with ethics.

Nature of Governance:

The institution follows a democratic and participatory mode of governance with

all stakeholders participating actively in its administration. The Governing Body delegates authority to the CEO and Principal who, in turn, share it with the Head of the Department and other faculty members.

Any requirements for reorienting activities to align with the mission and vision are obtained from all the stakeholders through periodic meetings and feedback from the IQAC. Industry inputs are also collected periodically.

· Creating a healthy and safe academic environment for students and teachers.

· Networking for industry-institute interaction.

· Creating Centres of excellence

· Being a model institution par excellence.

The above policies were framed based on the inputs given during deliberations in meetings conducted for this purpose involving stakeholders of the institution

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The governance of the college is participative and decentralized with operational authority.

The CEO and Director of the institution are given authority to oversee the academic schedule and ensure the smooth functioning of the B-school.

Faculty members are a part of the Governing Council and other committees of the institution. The department is made based on functional areas and is headed by senior professors. Various committees for different academic and non-academic activities function with autonomy with prior approval from the Director of the institution.

The library has a qualified librarian, who decides the schedule for the issue of books, purchase of books, communication with booksellers and publishers, arranging book display, stacking, and seating arrangements with consent and prior approval from the HoD and the Director of the institution.

The Hostel committee comprises of representatives from boys and girls. The Deputy Warden under the chairmanship of the Director takes care of the needs of the students in the canteen and the hostel.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has strategic plans for the following,

• Funded projects from Government

• Creating and implementation of MoU's

• Establishing collaborations

• Research & Consultancy

• Accreditation of the program

• Obtaining autonomous status

• Infrastructure augmentation

• Library enrichment

- **Sports and fitness facilities**

- **Outbound training program**

- **Centre of excellence**

- **Nodal center for management and faculty development.**

- **Expansion of programs in business studies and related disciplines**

- **Faculty and student exchange programmes**

- **Continuous improvement in quality placements**

- **Developing an innovation ecosystem and creating more entrepreneurs**

- **Institutional Social Responsibility**

One of the desirable outcomes of the strategic plan was collaborating with institutions for MoUs.

The institution signed MoUs not only with inter-state educational institutions but also with corporates and Laghu Udyog Bharthi(LUB) a Pan India association for MSME. This resulted in students getting access to more than 50000 MSME's. It also helped in bringing entrepreneurs to the campus for interactions, Management Development Programmes, and assisting students in internships and placements.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

Happy Valley Business School was established in 2007 and the institution has been functioning under the directions of the Board of trustees, Governing council, CEO, and Principal

GOVERNING COUNCIL:

The Governing Council has a judicious mix of members from academic and corporate. The Management entrusted the Governing Council members to guide the academic head and her members.

Functions and Responsibilities

· The council members are responsible for the supervision and general administration of the institution.

They help in planning the financial budgets for every year and They ensure the strategic alignment of the functioning of the institution with that of the vision and mission formulated.

· To initiate all the developmental activities, monitor the progress, and report to the Superiors.

· Develop and support a high degree of student morale through curricular and extracurricular activities.

Head of the department

· The role of the Head of the Department is to provide strong academic leadership.

· Be responsible for the preparation of timetables, class lists and schedules, and supervision schedules and be responsible for their functioning.

· Maintain the general discipline of the students and staff of the Department.

IQAC

· Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.

· Arrangement for feedback responses from students, parents, and other stakeholders on quality-related institutional processes

· Dissemination of information on the various quality parameters of higher education

· Organization of inter and intra-institutional workshops,

seminars on quality-related themes, and promotion of quality circles

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.happyvalley.in/academics
Upload any additional information	View File

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)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- Employee Provident Fund for teaching and non-teaching staff.
- 100% Registration fee, traveling allowance for attending career enrichment programs.
- 5 Days medical leave with a salary per annum.
- Personal loans, festival advances, and salary advances from the management are available for teaching and non-teaching employees in case of emergencies.
- Management sponsored recreational tours for the staff and their family members.
- Twenty days on duty for participation in Faculty Development programs, research activities, and University assignments like paper valuation, external invigilation, and external experts for Vivavoce.

- ○ **Opportunities for International Exposure**
- ○ **Twelve days of casual leave**
- ○ **Maternity leave.**
- ○ **20 days of summer vacation and 10 days of winter vacation leave.**
- ○ **Canteen facilities and ATM facility in hostel premises.**
- ○ **Group health and accident insurance.**
- ○ **Free transport facility.**
- ○ **24x7 wi-fi facility**
- ○ **Staff residential quarters**
- ○ **24 hours power backup**
- ○ **Blazers, Uniform shirts, and t-shirts distributed every year to the faculty members**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

5

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 programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal is done once a year. Key Result Areas (KRA's) are used as a tool to measure performance. KRAs are customized according to the role and designation of faculty members. The KRAs serve as a guide to faculty members in ensuring

excellence in academic delivery.

The key result areas identified for appraisal are:

- Quality of coursework
- University results
- Student's end semester feedback
- Article publications
- Special lectures (internal and external)
- Organizing both internal and external programs
- Administrative work

The principal and Head of the Department analyze the performance of faculty members based on the above criteria.

The salient features of the performance appraisal system are as follows:

Teaching Staff

1. The performance of each faculty member is assessed according to the Annual Self Assessment Appraisal form.

2. The filled appraisal form is checked and verified by the Head of the Department, followed by the IQAC coordinator and the Director.

3. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

4. Promotions are based on the score.

Non-Teaching

Non-teaching staff are also assessed through annual confidential reports and annual performance appraisals. The various parameters for staff members are assessed under different categories i.e. character and habits, abilities, capacity to do hard work, discipline, reliability, and relations/cooperation with superiors, colleagues, students, and the public.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Happy Valley Business School is run by Happy Valley Charitable Trust, a registered trust established in 2006. The trust has only a single institution – Happy Valley Business School. The Institution has an established mechanism for conducting internal and external audits of the financial transactions every year to ensure financial compliance.

Since its inception, every year the financial accounts are audited by a qualified chartered accountant, and income tax returns are duly filed with the income tax department.

Happy Valley Business School is a self-financing institution and gets no grants from the state or central government. The annual income of the institution depends on the number of students admitted during that particular academic year.

Before the commencement of every financial year, the principal submits a proposal on budget allocation, to the management. The tentative budget is prepared for the regular expenditure on items like salary, transportation costs, electricity bill, building maintenance, consumables for internal exams, approval fees to AICTE, affiliation fees to Anna University, Chennai, library expenditure, faculty and student development, promotional activities, insurance, fuel, etc.

The expenses will be monitored by the accounts department as per the budget allocated by the management and submitted to the CEO periodically.

Investment in assets like buildings, equipment, fittings, and facilities are also prepared for the entire year for the appropriation of available funds towards various requirements

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Since its inception in 2007, Happy Valley Business School has been a self-financing institution and hence has to generate its own resources to meet the expenditure on various items Mobilization of funds

The funds are mobilized from the tuition fees, hostel fees, and other fees. The income from such sources varies from year to year depending on the admissions. As an institution located in a Tier 2 city, the scope for generating funds through other sources like research, consultancy, etc is limited. For almost all the MoU partners, any consulting work carried out is obligatory in nature. In spite of this disadvantage, the institution explores alternative ways to generate funds through research and consultancy, which has begun to see results.

Optimum Utilization of funds

The CEO monitors the utilization of funds for both recurring and non-recurring expenses such as salary, electricity, consumables,

maintenance, etc. Salary for teaching and non-teaching staff is one of the major items of expenditure. Staff and student welfare expenditure is given priority. Library and computer center are areas which require constant attention and financial support. Quotations are sought from suppliers for the purchase of books, journals, equipment, computers, etc. The quotations are scrutinized based on parameters of brand, quality, and price before the decision is made. Care is taken to see that the expenditure lies within the estimated budget.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of HVBS carries out activities that comprehend all aspects of the Institute's functioning. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the overall performance of the Institution.

The IQAC mainly focuses on:

- Realizing the Mission and Vision of the institution.
- Defining the POs institutionalizing the quality policies
- Documenting the quality-assuring strategies
- Continuous improvement in the strategies after thoroughly assessing the attainment.
- Redefining the new goals and observing the attainment level
- The IQAC at Happy Valley Business School was constituted on 10.07.2017. Since then, the IQAC cell has been focusing to develop on the following objectives:
- To ensure continuous improvement in the entire operations of the institution.
- To improve the quality of teaching and research by organizing various faculty development programs from time to time.
- To provide inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

- - **To emphasize the importance of Outcome Based Education.**
- - **To promote measures for driving institutional functioning towards quality enhancement and institutionalization of best practices.**
- - **The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels. The Institute's IQAC regularly meets every three months.**

The two examples of practices institutionalized as a result of IQAC initiatives are as follows:

E-Governance Implementation

Implementation of Outcome Based Education

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

After establishing the IQAC in the institution, the committee started working towards quality education and inculcating quality culture among the students and staff. The IQAC has also contributed towards institutionalizing quality assurance strategies and developed various processes as follows:

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic calendar is prepared in advance adhering to the Anna University academic calendar, displayed and circulated in the Institute, and strictly followed.

Implementation of Outcome-based learning education in each program.

Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MoUs, etc.

To implement and enhance the use of ICT tools to strengthen the teaching-learning process IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcome

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.happyvalley.in/_files/ugd/a55293_c187c7f12cfe474db5b220beb3db6423.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Happy Valley Business School aims to create a safe and violence-free educational atmosphere for all, irrespective of diversity in gender, caste, class, ethnicity, language, race disability. It advocates a zero-tolerance policy against sexual harassment.

From having 3 % of women students in the first year of inception in 2007 to 40% of women students in the current batch

Both inside class and outside the class, women students are treated with respect and the male students are sensitized to the women students in their class by lectures during the orientation.

The following facilities are available for women students in the institution:

Safety and Security

The girls are housed in hostels which has a lady warden who is available 24x7, these hostels have cameras fitted in all strategic locations and have security guards posted at the entrance of the hostels apart from security men at the main entrance.

Counselling

The women students are attached to mentors who act as counselors to solve students' problems. There is a sexual harassment cell to look into issues arising if any.

Common Rooms

Common rooms are available for the girl students. They can rest in case they feel unwell and is also used as a reading room Guest houses are provided exclusively for male and female students.

Women empowerment Cell

The institution has a women empowerment cell- Adya which conducts programmes on women empowerment. The girls in turn meet women entrepreneurs and empower them to think big and scale up their business

File Description	Documents
Annual gender sensitization action plan	https://a552932a-6312-475e-8b72-175abac81fdd.usrfiles.com/ugd/a55293_68336ca4292f44d3be5426b19bb44349.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://a552932a-6312-475e-8b72-175abac81fdd.usrfiles.com/ugd/a55293_79cbd069a67b4d4bb04771c3c798bc50.pdf

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

A. 4 or All of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste management systems are in place at Happy Valley Business School

Bio-degradable wastes include waste food from, canteen waste toilets etc. Canteen waste like unused/cut vegetable waste, food waste collected in bins, and wastewater from washing vesselsis used in the biogas plant available at the canteen. Bio-gas is used for cooking food and the bio-waste is used for plants.

Liquid Waste Management

The waste from the toilets is collected in septic tanks where soil is separated from brown water. The brown water, thus collected, after passing through a series of tanks and natural sand filters is used for irrigating the trees in the campus. Periodically, the soil from the septic tank is taken away by the panchayat waste

management vehicles.

Non-biodegradable wastes

Bins are placed in locations that aid easy disposal by those wishing to dump plastics, tins and glasses. There is no bio-medical waste, other than sanitary napkins used by the students in the lady's hostel. To manage this waste, sanitary napkin incinerator machines are used to manage and maintain health and hygiene.

The institution produces less paper waste. Paper wastes from academic blocks, libraries, administrative offices, hostels, etc., are disposed of through vendors.

Happy Valley is a green campus. Trees shed huge quantities of leaves on the pathways and other open areas. These dry leaves are collected to develop bio-waste compost.

E-Waste

E-waste disposal does not happen within the campus. All discarded computers, laptops, equipment, printers, and electric bulbs are given to e-waste collectors

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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
Geo tagged 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:

A. Any 4 or All 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
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives 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

A. Any 4 or all of the above

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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Happy Valley Business School stands for unity and inclusiveness. Since its inception in 2007, the students admitted are from Tamilnadu and the neighbouring state of Kerala.

The institution believes in the equality of all cultures and

traditions as is evident from the fact that students belonging to different castes, religions, and regions study without any discrimination. Though the institution has students from diverse backgrounds it does not have any intolerance toward cultural, regional, linguistic, communal, socio-economic, and other diversities. The students and faculty members co-exist in harmony.

The initiatives to promote harmony are :

Festivals like Onam, Pongal, Diwali, Christmas, and Ramzan are celebrated with equal zest and all students enjoy the festivities and partake in activities.

A Food Carnival is conducted once a year. This brings out not only the culinary skills, but also tolerance, acceptability to different food tastes, and oneness to work as a team.

Extension activities are conducted as a part of the Rotaract Club of Happy Valley so as to provide a holistic education for all students. A government school is adopted and the children are taught English by the students of Happy Valley.

Women Empowerment Club, Adya" with the help of students empowers women by helping women entrepreneurs to scale up.

Blood donation camps have been regularly conducted as a part of Yi activity, where students and faculty members donate blood voluntarily.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

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

Happy Valley Business School sincerely believes that education should enlighten individuals. Duty of students is to first be empowered and then empower those around them, thereby creating a

knowledgecommunity.

All citizens should be law abiding citizens and practice ethical ways of living. Students in the first week inthe institution , during the induction period are oriented on values, rights and duties.

Voting Campaign

During public elections, students reach out to the neighbouring community and create awarenessthat voting builds a healthier nation & strengthens democracy.

Swatch Bharath Abhyan

Awareness of keeping the environment clean was done by our students with campaigns. They visited thenearby villages to create Swachh Bharat Awareness and had discussions on problems confronting them ifthe surrounding is not neat.

Child Safety Campaigns

Student volunteers of the Yi chapter of Happy Valley frequently carry out child safety programmes toamplify voices to help address issues of violence, abuse and exploitation. The campaign called "Masoom"aims at protecting children from sexual abuse and our students visit nearby government schools to interactwith the students. They are trained to train children about good and bad touch.

Life skill training for School kids

"Catch them Young" is the philosophy behind this programme. Student volunteers visit schools and teachthem morals, values and benefits of hardwork through games and stories.

Flood relief for the needy

When the neighbouring state of Kerala suffered due to floods, our faculty members and students with thesupport of the management distributed blankets, emergency medicines, toiletries, dress materials etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.happyvalley.in/_files/ugd/1937 1f_856ab032d56f430f96cf4d61ad2d9223.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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   4. Annual awareness programmes on Code of Conduct are organized   A. All 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 programs 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

Happy Valley Business School celebrates all events which are celebrated locally, nationally, andinternationally. Students get motivated and become more responsible by organizing and celebrating suchevents and festivals. Some of the important days of celebrations are listed below:

- **International yoga day.**
- **Teachers' day.**
- **International Women's Day.**

- **Diwali.**
- **Pongal.**
- **Onam**
- **Christmas**
- **New Year**
- **Independence**
- **Republic Day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title : Social Laboratory Model – Experiential learning through serving the local business community.

Objective : The main objective of this practice is to serve the local business community. Coimbatore district of TamilNadu is well known for micro enterprises, MSMEs and large listed corporates. This gives ample opportunity for students to interact with industry at various levels to learn management practices and to test what they have learnt from the local micro enterprises. 'Social Laboratory model is yielding great results from the time it was initiated.

Best Practice 2:

Title: Promoters of Gross National Happiness..

Objective :

- **The main objective of this practice is to create corporate leaders who can bring down the negative externalities, cut down social cost and deliver more value. Education without value is dangerous and an incomplete mission.**

- **To promote prosperity of the society by creating wealth and spreading happiness.**
- **To groom each and every student who moves out of the Happy Valley portal to be a messenger of happiness and generator of wealth. Happy Valley is a place for flowering of minds aimed at creating knowledge community. Merit with ethics is our way forward.**

File Description	Documents
Best practices in the Institutional website	https://www.happyvalley.in/_files/ugd/a55293_4ecca476361c4c468fbdb4a977ac4763.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

As businesses are driven more by external forces, classrooms can't always capture the complexity of the professional workplace and business world. Happy Valley Business School has always been engaged in Immersive experiential learning a.k.a Action Learning, whereby students "learn by doing". In place of repetitive learning, experiential learning involves actively using skills of critical thinking, problem solving, decision-making and by reflecting on their experience

Happy Valley Business School follows the Kolb's cycle of learning. A student moves through a spiral of immediate experience, that leads to observations and reflections on the experience that he goes through outside the four walls of the classroom. These are linked to theories already learnt in the classrooms and a new or altered understanding of the concept emerges.

The students are engaged in the process of immersive learning through the activities mentioned below:

Concrete Experience

- **Internships- Real time and paid**

- Global immersion through visits and lectures
- Industrial Visits
- Business Labs for marketing, finance and behavioural science
- ICAN – In house outbound leadership games

Reflective Observation

- Meet the CEO
- Social impact Extension Activities
- Networking opportunities with entrepreneurs and MoU partners
- Community initiatives

Abstract Conceptualizations

- Illustrative and Critical Instance Case discussions
- Personality Re engineering bootcamps
- Design Thinking and Creativity workshops
- Business and Management Simulation games
- John Mullins- Business Road Test workshop
- Career focussed short term courses

Active Experimentation

- Real Time market survey projects
- Investment Practicums
- Flip class room activities
- Coffee pot meetings with CEO's

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is affiliated with Anna University, Chennai and hence the syllabus and curriculum are stipulated by the university.

The 2021 PG Regulation brought in Outcome Based Education and the syllabi have 14 professional core courses, 31 functional elective courses, 24 sectoral elective courses, and 4 Employability Enhancement courses (EEC). To qualify for a degree, a student should earn 86 credits.

Academic Delivery

The academic calendar is sent by the University and the timetable is developed with the number of credits for each course and the required number of hours per week. Subject allocation is done based on the expertise of the faculty members.

A comprehensive course file comprising lesson plans, PowerPoint presentations, activity handouts, and resources required for the proper conduct of the course is created. COPO mapping is done by the faculty member for his respective course. The course file has to be approved by the principal to be put into action. The course file is maintained as a part of the Knowledge management system.

The principal continuously monitors and supports the faculty members with timely suggestions for effectively delivering the subjects through lectures, case analyses, role plays, management games, industrial visits, and practicums.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Happy Valley Business School is affiliated to Anna University, Chennai. For all affiliated institutions, the semester wise academic calendar is given by the university.

Which specifies the start and end date of a semester, the working Saturdays and Sundays, and the schedule for internal examinations. Affiliated institutions find it easy to develop their lecture plan once they receive the academic calendar from the university. The academic calendar helps schedule the required number of lecture hours, case studies, activities, outreach programs, guest lectures, industrial visits, internal assessments, etc and they are seamlessly conducted.

Adherence to the university calendar

There is no possibility for an affiliated institution to deviate from the dates given by the university. The dates are scheduled and internal tests are conducted, as mark entry in the web portal will be done on specified dates as decided by the university. Any deviation by the institution would affect the academic performance of the student and the university may initiate action on the institution for insubordination.

Freedom within boundaries

The university offers flexibility for the conduct of practical examinations and Dates selected have to be intimated to the university and once approved, the external examiners are appointed by the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.happyvalley.in/_files/ugd/a55 293_1e16e1aaa0804280bf1c0c921451d0e4.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

1

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template)	<u>View File</u>

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

152

File Description	Documents
Any additional information	<u>View File</u>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

What is needed today more than anything else is moral leadership founded on courage, intellectual integrity, and a sense of values. Since education is a powerful instrument of social change it is also a powerful tool to cultivate values in an individual. Therefore, as an institution, there is a greater responsibility to impart learning along with values.

The university curriculum integrates the above in its various courses.

The course "Economic Analysis for Business" in the first semester deals with sustainable economic growth and economic cost of growth. The issue highlighted is the Social Cost borne by society due to pollution arising due to production. Issues relating to discrimination, due to price gender, race, etc are areas of gender where the students are sensitized.

The course "International Business", emphasis teaches students on the importance of maintaining ethics in international operations.

In the course "Strategic Management", chapters on Corporate Governance and Social Responsibility help students get a view of ethical issues in the business.

The Yoga Club of Happy Valley conducts Mindfulness and Heartfulness programs to instill the five facets of observing, describing, acting with awareness, non-judging, and non-reactivity to inner experience

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

234

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.happyvalley.in/feedbackform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.happyvalley.in/feedbackform

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

120

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

32

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The admitted students are a mix of students who are bright and average students. To acclimatize them to the new environment, the students are assigned a mentor.

Who track the performance of the students based on their degree marks and the feedback obtained by the course faculty. After the first assessment test, students are divided into slow learners and bright students.

Students who score less than 50 marks are identified as those needing support. Support is given through extra sessions and handholding by members etc.,

Bright students are those who are in the Top 10 in the class after assessment. They are advised to participate in professional society activities and take up MOOC courses and are attached to corporate mentors. Mentors guide them in exploring careers, setting goals, and developing contacts.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
240	**15**

File Description	Documents
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 activities to enhance learning experiences. They are as follows:

Collaborative Learning: Students are made to give group presentations on academic and general topics, after consultation with faculty members. The resourceful library, Delnet facility, hotspots, etc, provide seamless interaction with students and faculty members even after regular college hours.

1. Flip Classroom activities: Where students are sent to various business organizations, with specific objectives to understand the nuances of business.

2. Industrial visits: Domestic and International visits help students to have exposure to business in a global setting & to observe cross-cultural differences in conducting a business.

3. A Day with HR: helps the students to learn the HR practices followed in a business organization and to have a holistic view of human capital in the business.

4. Coffee Pot Meeting: In 5-star hotels viz: - Taj Vivanta / Radisson Blu / The Residency, Coimbatore exposes the student to acclimatize himself to ambiance, business protocols, and

meeting learning from CEOs / CXOs

5. Business simulation games are conducted with 'Board Games' which simulate real-life business situations. It helps students strategize, interact, decide, execute, and adjust to the game outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Digitally empowered classrooms Improve the teaching methodology and learning experience.

The required infrastructure to adopt ICT is available in the institution. All classrooms are fully air-conditioned, fitted with smart boards LCD projectors, and with an internet connection. The possibility of using online activities, videos, and games has been enhanced due to the digital tools available.

Google classrooms are used to exchange notes, submit assignments, and share any important information.

A leased line with a capacity of 100 MBPS and a hotspot is sufficient to ensure that the faculty members and students receive uninterrupted 24x7 internet connectivity through Wi-Fi which allows them to complete their work.

The institution has a media creation room, to enable recording videos for after-class preparation learning.

The Institution has a Google Workspace for Education Licenses, which gives access to the faculty members to use Google Forms, Google Docs, Google Slides, Google Sheets, Google Meet, Google Classroom, Google Sites, Google Dashboard, Google Drive, etc...

The School has Microsoft Power Automate (10,000 Licenses). Unlimited Office 365 licenses, and unlimited Power BI licenses give access to Word, Excel, PowerPoint, One Note, Teams, Assignment, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

124

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution has a transparent and robust evaluation process. The institution has an exam cell that functions with the objectives of creating transparency + smooth conduct of internal examination

There are two continuous assessment tests every semester and the institution adheres to the examination schedule of the Affiliating University.

The Exam cell sends circulars regarding the exam schedule and the Internal Assessment Test to all the faculty members and they are asked to prepare the Question paper and Question paper Scheme as per the Outcome-based education requirement, which is scrutinized by the IQAC coordinator.

The exam cell posts a circular regarding the Internal

Assessment Schedule on the Notice board 5 days prior to the exam date.

The exam cell prepares the Invigilation schedule disseminates the SOP, for the Exams, and makes necessary arrangements for conducting the exam.

After the evaluation & distribution of answer scripts, the subject teacher explains the areas of difficulty, and common mistakes committed.

The marks will thereafter be uploaded in the web-based ERP.

· Finally, the Internal Assessment Test marks are uploaded in the affiliating university COE Portal as per the requirements

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The exam cell is the institution that comprises of a senior faculty and non-teaching staff members conduct the internal-external exam.

After the continuous assessment test papers are distributed among students after evaluation if the students have any discrepancies in the marks awarded, the student can check with the subject faculty and get it immediately rectified, and if not convinced could take it up with the principal.

Any grievances related to university question papers like 'out of syllabus', 'repeated questions', 'improper split of marks', 'marks missed', or 'wrong question number' during semester exams are addressed to the center superintendent, and the same report to the university immediately through the University representative

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results

If the re-counting/re-evaluation results are not unsatisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by two subject experts. Results will be announced before the commencement of the University Examination and the fees will be refunded to the students if he/she clears the paper

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

PROGRAMME EDUCATIONAL OBJECTIVES (PEOs) :

MBA program curriculum is designed to prepare the postgraduate students

· To have a thorough understanding of the core aspects of the business.

· To provide the learners with the management tools to identify, analyze and create business

· opportunities as well as solve business problems.

· To prepare them to have a holistic approach towards management functions.

· To inspire and make them practice ethical standards in business.

PROGRAMME OUTCOMES (POs):

On successful completion of the program,

1. Ability to apply the business acumen gained in practice.

2. Ability to understand and solve managerial issues.

3. Ability to communicate and negotiate effectively, to achieve organizational and

individual goals.

4. Ability to understand one's own ability to set achievable targets and complete them.

5. Ability to fulfill social outreach

6. Ability to take up challenging assignments

The soft Copy of the syllabus, Course outcomes, Program Outcomes, and Program Educational outcomes are made available on the institution's website.

Hard Copy of syllabi and Learning Outcomes are available for ready reference to the teachers and students

Workshops are also been conducted to develop the Programme's Educational Objectives and Learning outcomes at the institutional level

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Happy Valley Business School adheres to the program outcomes and course outcomes prescribed by Anna University. A combination of direct and indirect methods is used to achieve program outcomes. Aspects of pedagogy, class activities, and assessments help to achieve the course outcomes.

DIRECT ASSESSMENT:

Direct assessment of the attainment of program outcomes is done by evaluating the performance of students in Continuous Internal Assessment (CIA) and End semester examination for theory courses. Course outcome for a course is calculated on the basis of students' performance in CIA and end semester examination. 20% weightage is given to go to be 20:80 internal assessment and 80% weightage is given to the university examination.

INDIRECT ASSESSMENT:

feedback survey for POs/PEOs:

An online feedback survey for the passing out batch will be conducted for POs/PEOs attainment.

Course Outcomes

The assessment tools used to gather the data for the evaluation of a course outcome are student's performance in Continuous Internal Assessment tests, Model examinations, and University examinations.

An end-semester examination will be conducted by the university & after evaluation of the answer scripts, the university will publish the results. The grades are calculated taking into account the total of internal & external marks.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

117

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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://www.happyvalley.in/_files/ugd/a55293_5ff6ce05c4434474897caccbd488ce66.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Knowledge acquisition, retention, reproduction, and application should result in outcomes that are innovative and good enough to solve problems. These are the expectations too of students coming out of the portals of an institution providing higher education.

Companies have moved from being a "learning organization" to an ideating organization". Taking the Road less traveled is what our institution strives for.

The Entrepreneurship Cell(ED Cell) functions with the objectives to:

· Impart entrepreneurial education/skills amongst students through various training programs

- **Arrange vibrant interaction with organizations promoting the cause of entrepreneurship.**

- **Motivate and mentor students to develop their own startups**

The institution has an MoU / Membership with

- **Yi, Coimbatore**

- **Laghu Udyog Bharathi(LUB), Coimbatore**

- **BNI, Coimbatore Chapter**

Laghu Udyog Bharathi (LUB), the trade body of MSMEs helps our students with internships and is a constant source of knowledge dissemination about new products, new markets, and new customers. They actively conduct and participate in programs on business innovation on the campus and in their premises.

BNI members of the Coimbatore chapter give opportunities to our students for one-to-one meetings.

The School also promotes the incubation of ideas and has given seed capital to in-house start-ups

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Happy Valley Business School is known for its activities conducted beyond the classroom which benefits both the student community and the society. The Institution has devised methods for holistic development and solving social and environmental issues. Rotaract Club of Happy Valley, Young Indians, Women Empowerment Cell, and Entrepreneurship Development Cell have contributed a lot in addressing societal issues in the neighbouring areas. Volunteering in these projects helped students to develop moral values, ethics, and social responsibility.

The following are the list of activities organized in the neighbouring

• Blood Donation Camp

• Health Check Up Camps

• Life Skill Training for Government School Kids in the Neighbourhood

• Awareness of using Digital Platforms

• Educating Street Vendors on scaling up their business

• Orphanage Visit

• Good Touch and Bad Touch to Secondary School Students

• "Go Green Happy Valley"-Tree Plantation in the Neighbourhood

- **Yoga for Human Well Being**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

12

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

120

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 equipment etc.

Infrastructure plays an important role in imparting knowledge. The academic environment could be made more conducive to learning with adequate infrastructure. The school has excellent infrastructure facilities classified into academic, non-academic, support, and other facilities.

Infrastructure at Happy Valley Business School includes classrooms, a library, an auditorium, a cafeteria, hostels for men and women, a sports facility, toilets, and congregation facilities. Of the 6 classrooms, 4 are gallery-type classrooms, fitted with LED projectors, Wi-fi enabled, airconditioned, and ergo-dynamically furnished. All classrooms are illuminated with LED lighting and the floor area of each classroom is 1050 sqft, whereas the requirement is only 660 sqft as per norms.

1. Syndicate rooms

2. Computer Centre

3. Library

SUPPORT FACILITIES

1. Auditorium

2.Amphi theatre

3.Hostel

4.Cafeteria

5.Wi-fi enabled campus

OTHER FACILITIES

The following facilities are also available for the students and faculty members.

- **Gymnasium**
- **Outbound Training Facility**
- **Basketball court**
- **ATM facility**
- **24 hours security**
- **RO drinking water in all buildings**
- **Toilet facilities in all buildings**
- **Walking corridors paved with floor tiles**
- **Car and bike parking**
- **Two generators for power back-up**
- **Green campus with 300+trees**
- **Water harvesting facilities**

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, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Happy Valley Green Campus is planned with the holistic development of students in mind. The true index of a business School is in developing corporate leaders. Such leaders evolve only when all-round inputs are available to them. To support the flowering of minds, Happy Valley has certain facilities for students.

Sports & Games

Happy Valley Business School has facilities to conduct outdoor games like basketball, volleyball, throwball, badminton, and table tennis.

The indoor games that students play are carrom board, chess, and board games. To learn with a difference, the institution has outbound management games like Australian Walk, AcidRiver, Free Fall, etc where learning happens along with fun.

In-house outbound obstacle course

The institution has its own flagship facility called I-CAN, to conduct obstacle courses.Every student who undergoes this course discovers certain inner qualities and hidden talents in themselves. Leadership qualities, decision-making, team building, responsible behavior, coordination, etc are very well displayed during this course.

Gymnasium

A multi-purpose gym with all facilities is available for students. The gym houses equipment like a treadmill, elliptical trainer, power gym, bench press, stationary bike, rower, dumbells, etc.

Cultural activities centre

Yoga centre

Yoga programs are conducted by well-qualified yoga trainers. Programs on heartfulness, personality engineering, inner engineering, etc are conducted by trained experts

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

69.40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library is fully automated through Campus ILIB -Version 4.5.0(Computerized Academic Management Processing and Expert System Information Library) software that is installed to accommodate the activities of a library.

Library automation reduces the time for cataloging, circulation, and acquisitions. It also helps the student community in the effective use of the library with quick retrieval of resources.

It consists of the following modules:

Bar-coding: In an automated environment every document should be unique and searchable. It is done through barcoding.

Barcoding facilitates the searching, circulation, and systematic shelving of the concerned document. After entering all the details regarding the documents into the database, barcodes are printed on adhesive labels according to the accession number of the document. User ID card contains bar-coded library - reference number of the student and staff.

Circulation Control: The user has to bring the ID card to the library at the time of issue, return, renewal, and reservation of resources.

Master Module:

The master module consists of a user master, book master, journal master, CD's entry master, back volume master, publisher master, vendor master, issue/return, and reports.

Report Management Module:

This module is designed to generate and print a large number of reports such as utilization reports, books issued and return reports, bibliography reports, and book reports categorized by accession number, author, subject, department, supplier and publisher, title, availability, etc. It also generates book-unique title reports etc.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.07

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

90

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Happy Valley Business School is the first Business School to have provided laptops to all the students since 2007 so they to be IT literate.

Projectors are installed in all the smart classrooms with a

surround sound system with Wi-Fi/LAN connectivity.

The computer lab has 60 computers (Internet-ready, with i3 Processor, 128 GB SSD (latest), 4GB RAM speed -30computers) with Multi-functional High-speed network and Epson color printers with a scan & photocopy facility.

E-Tabs in the Library are used to access Kindle books Google Playbook and many other apps

Web cameras (Microsoft HD Cam, Logitec 1080HD cam), Canon Camera, and Sony Handycam are available for recording purposes studio room and video editing facility are available for staff members and students.

Software and subscriptions

Library is equipped with State-of-the-art software with OPAC, and remote access to a Google Workspace for Education Licenses

The institution has Microsoft Power Automate (10,000 Licenses). Unlimited Office 365 licenses, and unlimited Power BI licenses which give access to Word, Excel, PowerPoint, One Note, Teams, Assignment, etc.

Institution has a tie-up with Coursera and edX online platforms. Students and teachers are advised to take membership in NDLI, ATAL, E-Shodh Sindhu, and Shodhganga to improve their know-how using ICT.

Tally ERP 9, Tora, POM, SAP B1, Chart Nexus, and Sofa statistics (SPSS) are available in the lab.

Wi-Fi connectivity

Internet is powered by multiple connections - Readylink with 100Mbps (1:1) and 5 BSNL connections with last mile Fiber connectivity (1 connection with upto 300 MBPS, 3 connections with upto 100 MBPS, and 1 connection 60 MBPS).

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

25.47

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The maintenance of physical, academic, and support facilities is carried out under the supervision of the estate manager.

Classrooms:

Preventive maintenance is carried out at the end of each semester to ensure that the air-conditioners, chairs, tables, lights, fixtures, and all electronic equipment in the classrooms are ready for use when the students come in the next semester.

Library

A librarian with supporting staff has been appointed to maintain the library. They focus on the availability and utilization of library resources. At the end of the academic year, stock verification is done and submitted.

Computer Laboratory

Any teacher who wishes to use the lab for practical purposes or if conducting short-term courses should inform the lab in charge after getting prior permission from the principal. The students who wish to use the lab should write their details at the gate register before entry into the lab.

Physical stock verification is carried out to verify working/nonworking/missing equipment etc...Preventive maintenance and performance monitoring are carried out to maintain and upgrade the laboratory with necessary equipment to cope with changes in the syllabus.

Sports Facilities and Gym

The estate manager looks after the sports facilities and the gym. Any faulty equipment is brought to the notice of the estate manager and he in turn submits a proposal for maintenance and rectification to the principal

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

118

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://www.happyvalley.in/skilldevelopment
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

185

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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

61

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	[View File](#)
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students have active representation on academic and administrative bodies and committees of the Institution.

Class Committee: The class committee comprises student members representing both bright and weak students, along with faculty members handling the courses, HOD, and the Principal. The Class Committee provides feedback on all aspects of the program and various courses. Class Committee meetings are held twice a semester.

Rotaract Club: This club is formed to meet the social needs of the community. Students take on various roles as a part of the Rotaract club and conduct a lot of events.

Yi Club: The Yi Club of Happy Valley is run by students-19-member team that takes charge of different verticals.

Cultural and Sports Committees: The Fine Arts club comprises members who have committees separately for cultural activities and sports. They help in planning and executing all events in the institution.

Hostel Administration Committee: The institution gives autonomy to the students to manage the hostel affairs, especially food management. The committee which has representatives from both men and women, from Tamilnadu and Kerala, decides the menu and ensures that all students are happy with the food. Ad hoc committees are formed for special occasions and events that happen throughout the year. Students are chosen in rotation so that all get an equal chance of management.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

6

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Happy Valley Business School Alumni Association was initiated in the year 2009. The alumni committee meets once a year.

One of the main purposes of Happy Valley Business School Alumni Association is to support a network of former and present students.

Alumni Association objectives are as follows:

Ø Alumni Members act as mentors for the students.

Ø The association strengthens alumni, by providing opportunities for cooperation and communication, and career development.

Ø To support the pursuit of academic excellence at the institution.

Ø To share the intellectual, cultural, career, and professional experiences not just with the present students but also among themselves.

Happy Valley Business School Alumni Association members serve its institution by being members of the curriculum designing board, arranging internships and placements, and knowledge sharing as speakers during alumni lecture series. Lifelong learning happens at Happy Valley Business School Alumni Association because of the access to the Happy Valley Library's

physical resources, along with online resources such as e-magazines, budget reviews, and corporate reports. The Alumni Association releases a newsletter once a year to showcase the achievements of Alumni Members.

The Institution recognizes Best Alumni Members as Pride of Happy Valley during Alumni Meetings.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) | E. <1Lakhs |

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 and in tune with the vision and mission of the institution

The true index for the prosperity of the country is not only measured by its Gross National Product (GNP) but also by Gross National Happiness (GNH). This would be impossible without creating a knowledge community.

With this in mind, the vision was formulated as 'To achieve excellence in providing quality education for creating a knowledge community.'

The unanimity of the above thoughts led to crystallizing the mission statements as below.

The institution continuously strives to foster excellence in students through:

Helping them learn the Science of management in classrooms & reinforcing concepts through experiential learning, coupled with learning the art of management through corporate

interactions.

Exposure to cross-cultural environments.

Unwavering focus on merit with ethics.

Nature of Governance:

The institution follows a democratic and participatory mode of governance with

all stakeholders participating actively in its administration. The Governing Body delegates authority to the CEO and Principal who, in turn, share it with the Head of the Department and other faculty members.

Any requirements for reorienting activities to align with the mission and vision are obtained from all the stakeholders through periodic meetings and feedback from the IQAC. Industry inputs are also collected periodically.

• Creating a healthy and safe academic environment for students and teachers.

• Networking for industry-institute interaction.

• Creating Centres of excellence

• Being a model institution par excellence.

The above policies were framed based on the inputs given during deliberations in meetings conducted for this purpose involving stakeholders of the institution

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The governance of the college is participative and decentralized with operational authority.

The CEO and Director of the institution are given authority to oversee the academic schedule and ensure the smooth functioning of the B-school.

Faculty members are a part of the Governing Council and other committees of the institution. The department is made based on functional areas and is headed by senior professors. Various committees for different academic and non-academic activities function with autonomy with prior approval from the Director of the institution.

The library has a qualified librarian, who decides the schedule for the issue of books, purchase of books, communication with booksellers and publishers, arranging book display, stacking, and seating arrangements with consent and prior approval from the HoD and the Director of the institution.

The Hostel committee comprises of representatives from boys and girls. The Deputy Warden under the chairmanship of the Director takes care of the needs of the students in the canteen and the hostel.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has strategic plans for the following,

· Funded projects from Government

· Creating and implementation of MoU's

· Establishing collaborations

· Research & Consultancy

· Accreditation of the program

· Obtaining autonomous status

- **Infrastructure augmentation**

- **Library enrichment**

- **Sports and fitness facilities**

- **Outbound training program**

- **Centre of excellence**

- **Nodal center for management and faculty development.**

- **Expansion of programs in business studies and related disciplines**

- **Faculty and student exchange programmes**

- **Continuous improvement in quality placements**

- **Developing an innovation ecosystem and creating more entrepreneurs**

- **Institutional Social Responsibility**

One of the desirable outcomes of the strategic plan was collaborating with institutions for MoUs.

The institution signed MoUs not only with inter-state educational institutions but also with corporates and Laghu Udyog Bharthi(LUB) a Pan India association for MSME. This resulted in students getting access to more than 50000 MSME's. It also helped in bringing entrepreneurs to the campus for interactions, Management Development Programmes, and assisting students in internships and placements.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from

policies, administrative setup, appointment and service rules, procedures, etc.

Happy Valley Business School was established in 2007 and the institution has been functioning under the directions of the Board of trustees, Governing council, CEO, and Principal

GOVERNING COUNCIL:

The Governing Council has a judicious mix of members from academic and corporate. The Management entrusted the Governing Council members to guide the academic head and her members.

Functions and Responsibilities

· The council members are responsible for the supervision and general administration of the institution.

They help in planning the financial budgets for every year and They ensure the strategic alignment of the functioning of the institution with that of the vision and mission formulated.

· To initiate all the developmental activities, monitor the progress, and report to the Superiors.

· Develop and support a high degree of student morale through curricular and extracurricular activities.

Head of the department

· The role of the Head of the Department is to provide strong academic leadership.

· Be responsible for the preparation of timetables, class lists and schedules, and supervision schedules and be responsible for their functioning.

· Maintain the general discipline of the students and staff of the Department.

IQAC

· Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.

· Arrangement for feedback responses from students, parents,

and other stakeholders on quality-related institutional processes

· Dissemination of information on the various quality parameters of higher education

· Organization of inter and intra-institutional workshops, seminars on quality-related themes, and promotion of quality circles

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.happyvalley.in/academics
Upload any additional information	View File

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)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- ○ **Employee Provident Fund for teaching and non-teaching staff.**
- ○ **100% Registration fee, traveling allowance for attending career enrichment programs.**
- ○ **5 Days medical leave with a salary per annum.**
- ○ **Personal loans, festival advances, and salary advances**

> from the management are available for teaching and non-teaching employees in case of emergencies.
> - Management sponsored recreational tours for the staff and their family members.
> - Twenty days on duty for participation in Faculty Development programs, research activities, and University assignments like paper valuation, external invigilation, and external experts for Vivavoce.
> - Opportunities for International Exposure
> - Twelve days of casual leave
> - Maternity leave.
> - 20 days of summer vacation and 10 days of winter vacation leave.
> - Canteen facilities and ATM facility in hostel premises.
> - Group health and accident insurance.
> - Free transport facility.
> - 24x7 wi-fi facility
> - Staff residential quarters
> - 24 hours power backup
> - Blazers, Uniform shirts, and t-shirts distributed every year to the faculty members

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

5

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 programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal is done once a year. Key Result Areas (KRA's) are used as a tool to measure performance. KRAs are customized according to the role and designation of faculty members. The KRAs serve as a guide to faculty members in ensuring excellence in academic delivery.

The key result areas identified for appraisal are:

- Quality of coursework
- University results
- Student's end semester feedback
- Article publications
- Special lectures (internal and external)
- Organizing both internal and external programs
- Administrative work

The principal and Head of the Department analyze the performance of faculty members based on the above criteria.

The salient features of the performance appraisal system are as follows:

Teaching Staff

1. The performance of each faculty member is assessed according to the Annual Self Assessment Appraisal form.

2. The filled appraisal form is checked and verified by the Head of the Department, followed by the IQAC coordinator and

the Director.

3. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

4. Promotions are based on the score.

Non-Teaching

Non-teaching staff are also assessed through annual confidential reports and annual performance appraisals. The various parameters for staff members are assessed under different categories i.e. character and habits, abilities, capacity to do hard work, discipline, reliability, and relations/cooperation with superiors, colleagues, students, and the public.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Happy Valley Business School is run by Happy Valley Charitable Trust, a registered trust established in 2006. The trust has only a single institution – Happy Valley Business School. The Institution has an established mechanism for conducting internal and external audits of the financial transactions every year to ensure financial compliance.

Since its inception, every year the financial accounts are audited by a qualified chartered accountant, and income tax returns are duly filed with the income tax department.

Happy Valley Business School is a self-financing institution

and gets no grants from the state or central government. The annual income of the institution depends on the number of students admitted during that particular academic year.

Before the commencement of every financial year, the principal submits a proposal on budget allocation, to the management. The tentative budget is prepared for the regular expenditure on items like salary, transportation costs, electricity bill, building maintenance, consumables for internal exams, approval fees to AICTE, affiliation fees to Anna University, Chennai, library expenditure, faculty and student development, promotional activities, insurance, fuel, etc.

The expenses will be monitored by the accounts department as per the budget allocated by the management and submitted to the CEO periodically.

Investment in assets like buildings, equipment, fittings, and facilities are also prepared for the entire year for the appropriation of available funds towards various requirements

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Since its inception in 2007, Happy Valley Business School has been a self-financing institution and hence has to generate its own resources to meet the expenditure on various items Mobilization of funds

The funds are mobilized from the tuition fees, hostel fees, and other fees. The income from such sources varies from year to year depending on the admissions. As an institution located in a Tier 2 city, the scope for generating funds through other sources like research, consultancy, etc is limited. For almost all the MoU partners, any consulting work carried out is obligatory in nature. In spite of this disadvantage, the institution explores alternative ways to generate funds through research and consultancy, which has begun to see results.

Optimum Utilization of funds

The CEO monitors the utilization of funds for both recurring and non-recurring expenses such as salary, electricity, consumables, maintenance, etc. Salary for teaching and non-teaching staff is one of the major items of expenditure. Staff and student welfare expenditure is given priority. Library and computer center are areas which require constant attention and financial support. Quotations are sought from suppliers for the purchase of books, journals, equipment, computers, etc. The quotations are scrutinized based on parameters of brand, quality, and price before the decision is made. Care is taken to see that the expenditure lies within the estimated budget.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of HVBS carries out activities that comprehend all aspects of the Institute's functioning. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the

overall performance of the Institution.

The IQAC mainly focuses on:

- Realizing the Mission and Vision of the institution.
- Defining the POs institutionalizing the quality policies
- Documenting the quality-assuring strategies
- Continuous improvement in the strategies after thoroughly assessing the attainment.
- Redefining the new goals and observing the attainment level
- The IQAC at Happy Valley Business School was constituted on 10.07.2017. Since then, the IQAC cell has been focusing to develop on the following objectives:
- To ensure continuous improvement in the entire operations of the institution.
- To improve the quality of teaching and research by organizing various faculty development programs from time to time.
- To provide inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.
- To emphasize the importance of Outcome Based Education.
- To promote measures for driving institutional functioning towards quality enhancement and institutionalization of best practices.
- The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels. The Institute's IQAC regularly meets every three months.

The two examples of practices institutionalized as a result of IQAC initiatives are as follows:

E-Governance Implementation

Implementation of Outcome Based Education

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

After establishing the IQAC in the institution, the committee started working towards quality education and inculcating quality culture among the students and staff. The IQAC has also contributed towards institutionalizing quality assurance strategies and developed various processes as follows:

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic calendar is prepared in advance adhering to the Anna University academic calendar, displayed and circulated in the Institute, and strictly followed.

Implementation of Outcome-based learning education in each program.

Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MoUs, etc.

To implement and enhance the use of ICT tools to strengthen the teaching-learning process IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcome

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.happyvalley.in/_files/ugd/a55293_c187c7f12cfe474db5b220beb3db6423.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Happy Valley Business School aims to create a safe and violence-free educational atmosphere for all, irrespective of diversity in gender, caste, class, ethnicity, language, race disability. It advocates a zero-tolerance policy against sexual harassment.

From having 3 % of women students in the first year of inception in 2007 to 40% of women students in the current batch

Both inside class and outside the class, women students are treated with respect and the male students are sensitized to the women students in their class by lectures during the orientation.

The following facilities are available for women students in the institution:

Safety and Security

The girls are housed in hostels which has a lady warden who is available 24x7, these hostels have cameras fitted in all strategic locations and have security guards posted at the entrance of the hostels apart from security men at the main entrance.

Counselling

The women students are attached to mentors who act as counselors to solve students' problems. There is a sexual harassment cell to look into issues arising if any.

Common Rooms

Common rooms are available for the girl students. They can rest in case they feel unwell and is also used as a reading room Guest houses are provided exclusively for male and female students.

Women empowerment Cell

The institution has a women empowerment cell- Adya which conducts programmes on women empowerment. The girls in turn meet women entrepreneurs and empower them to think big and scale up their business

File Description	Documents
Annual gender sensitization action plan	https://a552932a-6312-475e-8b72-175abac81fdd.usrfiles.com/ugd/a55293_68336ca4292f44d3be5426b19bb44349.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://a552932a-6312-475e-8b72-175abac81fdd.usrfiles.com/ugd/a55293_79cbd069a67b4d4bb04771c3c798bc50.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid

waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste management systems are in place at Happy Valley Business School

Bio-degradable wastes include waste food from, canteen waste toilets etc. Canteen waste like unused/cut vegetable waste, food waste collected in bins, and wastewater from washing vesselsis used in the biogas plant available at the canteen. Bio-gas is used for cooking food and the bio-waste is used for plants.

Liquid Waste Management

The waste from the toilets is collected in septic tanks where soil is separated from brown water. The brown water, thus collected, after passing through a series of tanks and natural sand filters is used for irrigating the trees in the campus. Periodically, the soil from the septic tank is taken away by the panchayat waste management vehicles.

Non-biodegradable wastes

Bins are placed in locations that aid easy disposal by those wishing to dump plastics, tins and glasses. There is no bio-medical waste, other than sanitary napkins used by the students in the lady's hostel. To manage this waste, sanitary napkin incinerator machines are used to manage and maintain health and hygiene.

The institution produces less paper waste. Paper wastes from academic blocks, libraries, administrative offices, hostels, etc., are disposed of through vendors.

Happy Valley is a green campus. Trees shed huge quantities of leaves on the pathways and other open areas. These dry leaves are collected to develop bio-waste compost.

E-Waste

E-waste disposal does not happen within the campus. All discarded computers, laptops, equipment, printers, and electric bulbs are given to e-waste collectors

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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
Geo tagged 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
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives 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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Happy Valley Business School stands for unity and inclusiveness. Since its inception in 2007, the students admitted are from Tamilnadu and the neighbouring state of Kerala.

The institution believes in the equality of all cultures and traditions as is evident from the fact that students belonging to different castes, religions, and regions study without any discrimination. Though the institution has students from diverse backgrounds it does not have any intolerance toward cultural, regional, linguistic, communal, socio-economic, and other diversities. The students and faculty members co-exist in harmony.

The initiatives to promote harmony are :

Festivals like Onam, Pongal, Diwali, Christmas, and Ramzan are celebrated with equal zest and all students enjoy the festivities and partake in activities.

A Food Carnival is conducted once a year. This brings out not only the culinary skills, but also tolerance, acceptability to different food tastes, and oneness to work as a team.

Extension activities are conducted as a part of the Rotaract Club of Happy Valley so as to provide a holistic education for all students. A government school is adopted and the children are taught English by the students of Happy Valley.

Women Empowerment Club, Adya" with the help of students empowers women by helping women entrepreneurs to scale up.

Blood donation camps have been regularly conducted as a part of Yi activity, where students and faculty members donate blood voluntarily.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

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

Happy Valley Business School sincerely believes that education should enlighten individuals. Duty of students is to first be empowered and then empower those around them, thereby creating a knowledgecommunity.

All citizens should be law abiding citizens and practice ethical ways of living. Students in the first week inthe institution , during the induction period are oriented on values, rights and duties.

Voting Campaign

During public elections, students reach out to the neighbouring community and create awarenessthat voting builds a healthier nation & strengthens democracy.

Swatch Bharath Abhyan

Awareness of keeping the environment clean was done by our students with campaigns. They visited thenearby villages to create Swachh Bharat Awareness and had discussions on problems confronting them ifthe surrounding is not neat.

Child Safety Campaigns

Student volunteers of the Yi chapter of Happy Valley frequently carry out child safety programmes toamplify voices to help address issues of violence, abuse and exploitation. The campaign called "Masoom"aims at protecting children from sexual abuse and our students visit nearby government schools to interactwith the students. They are trained to train children about good and bad touch.

Life skill training for School kids

"Catch them Young" is the philosophy behind this programme. Student volunteers visit schools and teachthem morals, values and benefits of hardwork through games and stories.

Flood relief for the needy

When the neighbouring state of Kerala suffered due to floods, our faculty members and students with thesupport of the management distributed blankets, emergency medicines, toiletries, dress materials etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.happyvalley.in/_files/ugd/193 71f_856ab032d56f430f96cf4d61ad2d9223.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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 4. Annual awareness programmes on Code of Conduct are organized	**A. All 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 programs 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

Happy Valley Business School celebrates all events which are celebrated locally, nationally, andinternationally. Students get motivated and become more responsible by organizing and celebrating suchevents and festivals. Some of the important days of celebrations are listed below:

- International yoga day.
- Teachers' day.
- International Women's Day.
- Diwali.
- Pongal.
- Onam
- Christmas
- New Year
- Independence
- Republic Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Title : Social Laboratory Model – Experiential learning through serving the local business community.

Objective : The main objective of this practice is to serve the local business community. Coimbatore district of TamilNadu is well known for micro enterprises, MSMEs and large listed corporates. This gives ample opportunity for students to interact with industry at various levels to learn management practices and to test what they have learnt from the local micro enterprises. 'Social Laboratory model is yielding great results from the time it was initiated.

Best Practice 2:

Title: Promoters of Gross National Happiness..

Objective :

- **The main objective of this practice is to create corporate leaders who can bring down the negative externalities, cut down social cost and deliver more value. Education without value is dangerous and an incomplete mission.**
- **To promote prosperity of the society by creating wealth and spreading happiness.**
- **To groom each and every student who moves out of the Happy Valley portal to be a messenger of happiness and generator of wealth. Happy Valley is a place for flowering of minds aimed at creating knowledge community. Merit with ethics is our way forward.**

File Description	Documents
Best practices in the Institutional website	https://www.happyvalley.in/_files/ugd/a55293_4ecca476361c4c468fbdb4a977ac4763.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

As businesses are driven more by external forces, classrooms can't always capture the complexity of the professional workplace and business world. Happy Valley Business School has always been engaged in Immersive experiential learning a.k.a Action Learning, whereby students "learn by doing". In place of repetitive learning, experiential learning involves actively using skills of critical thinking, problem solving, decision-making and by reflecting on their experience

Happy Valley Business School follows the Kolb's cycle of learning. A student moves through a spiral of immediate experience, that leads to observations and reflections on the experience that he goes through outside the four walls of the classroom. These are linked to theories already learnt in the classrooms and a new or altered understanding of the concept emerges.

The students are engaged in the process of immersive learning through the activities mentioned below:

Concrete Experience

- Internships- Real time and paid
- Global immersion through visits and lectures
- Industrial Visits
- Business Labs for marketing, finance and behavioural science
- ICAN – In house outbound leadership games

Reflective Observation

- Meet the CEO
- Social impact Extension Activities
- Networking opportunities with entrepreneurs and MoU partners
- Community initiatives

Abstract Conceptualizations

- Illustrative and Critical Instance Case discussions
- Personality Re engineering bootcamps
- Design Thinking and Creativity workshops
- Business and Management Simulation games

- **John Mullins- Business Road Test workshop**
- **Career focussed short term courses**

Active Experimentation

- **Real Time market survey projects**
- **Investment Practicums**
- **Flip class room activities**
- **Coffee pot meetings with CEO's**

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Our objective for the upcoming academic year is to strengthen Happy Valley Business Schools' position as a leading institution in business education by focusing on innovation, student success, faculty development, and community engagement

- **To create an enabling environment for holistic development of Students, Faculty and Support Staff**
- **To initiate more scholarships to reward the students for various achievements**
- **To enhance faculty research productivity and impact through strategic initiatives, collaborative opportunities, resource allocation, and professional development.**
- **To give additional thrust to Campus Placements Initiatives**
- **To continuously Innovate, Introduce new courses and remain relevant to the changing needs of the stakeholders**
- **To Create an world class Eco System for Innovation**
- **To Identify Talent among students for various sports & cultural activities**
- **To foster and strengthen relationship of Alumni with the Institution**
- **Invest in cutting-edge technology to enhance teaching and learning experiences.**
- **Provide training for faculty to effectively utilize technology in their instruction.**
- **Strengthen partnerships with local businesses and organizations for mutually beneficial collaborations.**

- **Offer workshops, seminars, and networking events to connect students, faculty, and professionals.**
- **To prepare NAAC SSR for 2nd Cycle of Accreditation**