

Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION
Name of the head of the Institution	ANAMIKA SINGH
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-66831897
Mobile no.	9823440067
Registered Email	director_mba_simca@sinhgad.edu
Alternate Email	director_mca_simca@sinhgad.edu
Address	Near Navale Hospital, Opp. Bank of Maharashtra, Narhe
City/Town	PUNE

State/UT	Maharashtra																		
Pincode	411041																		
2. Institutional Status																			
Autonomous Status (Provide date of Conformant of Autonomous Status)	01-Jan-1900																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	private																		
Name of the IQAC co-ordinator/Director	PRADEEP SHITOLE																		
Phone no/Alternate Phone no.	02066831907																		
Mobile no.	9225653740																		
Registered Email	iqac_simca@sinhgad.edu																		
Alternate Email	shitolepradeep@sinhgad.edu																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>A</td> <td>3.07</td> <td>2018</td> <td>02-Nov-2018</td> <td>01-Nov-2023</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	A	3.07	2018	02-Nov-2018	01-Nov-2023
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	A	3.07	2018	02-Nov-2018	01-Nov-2023														
6. Date of Establishment of IQAC	10-Aug-2017																		
7. Internal Quality Assurance System																			

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Fourth International Conference on Innovations in It and Management (4-ICI2TM-2019)	14-Feb-2019 3	48
National Conference	20-Feb-2019 2	55
State Level Seminar	27-Feb-2019 2	70
Ph.D. Course Work for the faculty of Commerce and Management	10-Jun-2019 10	42

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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MBA	QIP National Conference	Savitribai Phule Pune University, Pune	2019 2	200000
MCA	QIP - International Conference	Savitribai Phule Pune University, Pune	2019 3	300000
MBA	QIP - State Level Seminar	Savitribai Phule Pune University, Pune	2019 2	100000
Faculty	UGC- BCUD Minor Project	Savitribai Phule Pune University, Pune	2019 1	250000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
International Conference, National Conference, State level Seminar, Tree Plantation, Industrial visits had organized having more than 100 students	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
To organize the meetings with all stake holders	Two meetings with all members of IQAC, Four meetings with Teaching, and one meeting with nonteaching was organized.
To develop E-content on course curriculum.	Videos lectures based University syllabus using various teaching methods like Multimedia Learning Techniques, Web based teaching and Elearning (NPTEL) were followed by the Faculty.
To ensure improvement in Student Training Program and related activities.	STP Contents were modified and Training to newly added faculty is given.
To promote the R & D activities institute level.	Research groups in every department are formed and work was initialized.
To Establish Innovation and Incubation Cell.	Innovation and Incubation cell is activated; MOU with Savitribai Phule University, Pune is signed.
To Promote Environmental awareness programme.	Tree plantation is done.
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
STES IQAC COMMITTEE	30-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	08-Mar-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	GENERAL MANAGEMENT	02/07/2018
MCA	COMPUTER APPLICATIONS	02/07/2018

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
STP Cycle	01/08/2018	110

Information Security	02/07/2018	110
Human Rights	02/07/2018	110
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Summer Internship Projects	258
MBA	Dissertation	259
MCA	Internship Projects	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Institute has well-established Feedback Mechanism on the Curricular Aspects taken from different stakeholders like students, faculty, alumni, employers and parents. Institute analyses the collated information from the various stakeholders. The analysis is done in a scientific way through the use of Surveys. The inclusion of teachers and other education stakeholders made the process participatory and enriching. Furthermore, this feedback is also part of the process in order to ensure that participants' experience and recommendations are taken into consideration for the future enhancement of the MBA/MCA Programme syllabus/curriculum. A Report is prepared every year of the Feedback taken from different education stakeholders for the Design and Review of MBA/MCA Programme Syllabus. The Report for the Academic Year 2018-19 is attached/ enclosed herewith. The Report is divided into FOUR parts viz. Introduction, Process, Feedback and Recommendation. Students feedback is obtained on Relevance of the topics to the subject, Emphasis on fundamentals, Coverage of novel and advanced topics, Overall remark on the syllabus, and Exposure to Softwares in practical subjects. Teachers give their feedback on Relevance of the topics to the subject, Emphasis on fundamentals, Coverage of novel and advanced topics, Availability of information resources, Industrial applicability of concepts, and Overall remark on the syllabus. Employers are asked to point out gaps if any from industry view-point. Alumni need to give feedback on Relevance of the topics to the subject, Coverage of novel and advanced topics, Applicability of syllabus in a job, Overall remark on the syllabus. Parents are asked whether the current syllabus is able to help their wards in their employability and career goals. The suggestions and expectations from all these stakeholders are collated and are shared with IQAC, Director and respective members of BOS (Board of Study) of the Savitribai Phule Pune University for further action. At University level, all these are reviewed and considered while revising syllabus every three years. However, at Institute</p>

level, the issues are reviewed during the IQAC meetings and/or with Director depending upon the nature and suitability of the suggestion/expectation so as to look for the possibility of implementation at earliest. The general suggestions/expectations noticed from stakeholders are such as: 1. The syllabus needs to be updated as per the industry requirements. 2. Advanced Technology related courses need to be introduced such as New web development technologies like R programming, Data Science, AI (Artificial Intelligence), Blockchain, Angular, IoT etc. for MCA Programme. 3. Syllabus and contents may be evolved according to the new avenues arising due to Digital Economy such as Knowledge Management, Digital Marketing, Business Data Analytics and Business Intelligence may be included for MBA Programme. 4. Some weightage may also be considered for Self - Paced Learning (SPL) and Professional Certification Programmes such as MOOC (Massive Open Online Courses) from NPTEL, SWAYAM and other reputed agencies. 5. Keep only those Specializations/Tracks that have relevance to the current needs and demand.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	GENERAL MANAGEMENT	600	650	399
MCA	COMPUTER APPLICATION	420	217	151
PhD or DPhil	MANAGEMENT AND IT	12	47	12

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	0	550	0	48	48

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
48	48	35	20	20	35

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students are admitted through the Common Entrance Test (CET) resulting in a diverse blend of college, students

from exceptional academic backgrounds, socioeconomic strata and vernacular language orientations so as to cater to this diversity. The organization has instituted the exercise of creating a pupil profile which gives an perception into the range and talents of the students. A psychometric check at the start of the first semester offers qualitative suggestions to the capabilities and interest of the scholars. This statistics is shared with the class coordinators and college that allows you to facilitate better personal and academic interaction. private interplay within the mentor mentee application, informal college boards for sharing school room interplay of college students and identifying susceptible or superior newbies, mechanism of non-stop assessment of the students through various internal reviews and quit term examinations are used to assess, plan and conduct numerous programs to facilitate mastering of vulnerable students and motivate advanced newbies to carry out higher. Techniques adopted for advanced learner: 1) Encouragement to enrol in value added packages like HR

Analytics, virtual advertising, financial modelling, Six Sigma. 2) Possibilities to participate in intra and intercollegiate management competitions, task competitions, entrepreneurship workshops and several employer fests/event on managerial and technical skills. 3) Participation in Smart India Hackathon 2016 organized through HRD government of India. 4) Possibilities to take part in conferences, seminars, paper presentation competitions and publish their work 5) Meritorious students are provided for excellence in educational, extracurricular and co-curricular sports at the yearly prize distribution ceremony. Medals, certificates and a special prize in the shape of valuable books specifically chosen preserving the interest and abilities of every person awardee are distributed. 6) Special interest is given with the aid of all of the college for grooming the students during Academic classes and sports. 7) Special attention from Placement factor of view thru STP. Strategies adopted for Slow Learner: 1) Unique counselling of such college students is performed at some point of Mentor mentee conferences. 2) Issue smart counselling is accomplished via respective teachers 3) If required, possibilities are given to reappear for inner evaluation to enhance skill set and marks. 4) Remedial training and self-getting to know sessions are arranged past operating schedule. 5) Unique interest is given by using internal mission publications at some stage in the assignment internship program for the holistic development of gradual inexperienced persons and the enhancement of employability competencies. The center objective behind this is to growth the chances of pre-placement possibilities. 6) Appropriate counselling is carried out and education is given to assist such students to get placed in enterprise. 7) Gradual learners are clubbed with the development newcomers for all the sports taking place in and outdoor the institute to increase the participative method. 8) English reading writing and comprehension classes are offered to students who come from vernacular backgrounds. 9) Bridge course for familiarization of basic concepts of accounting.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
550	48	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
51	48	3	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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MBA	MBA	I And III	13/12/2018	24/01/2019
MBA	MBA	II And IV	14/05/2019	24/06/2019
MCA	MCA	I, III And V	18/12/2018	24/01/2018
MCA	MCA	II, IV And VI	20/05/2019	24/06/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	0	00

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	MBA	399	388	97.24
MCA	MCA	MCA	151	145	96.02
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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Minor Projects	730	UGC-BCUD, Savitribai Phule Pune University	2.5	1.25
Students Research Projects (Other than compulsory by the University)	180	MIT (MIT Hackathon 2019)	0.5	0.5
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on IPR	MCA, MBA	10/08/2018
Seminar on Cyber Security and Ethical Hacking	MCA, MBA	16/10/2018
Seminar on IPR and Patents	MCA, MBA	14/02/2019
Need of IPR in Context of Social Media and Cyber crime	MCA, MBA	22/01/2019
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
MIT Hackathon Tehno Con Lakshya	Dhruval Tadiwala, Rahul Kuchadiya, Mayur Rana, Vinayak Lakhotiya, Snehlata	MIT - World Peace University: School of Management (PG)	09/03/2019	IT Project : Complicated
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Innovation, Incubation and Linkage	Start-up and Innovation Cell	Savitribai Phule Pune University, Pune	MAGMARKD Pvt Ltd	Website development	11/09/2018
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
MCA	3
MBA	3

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	MCA	1	5.7
International	MCA	1	3.0
International	MBA	17	5.8
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MCA	1
MBA	1
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	16	4	5
Presented papers	3	10	0	0

Resource persons	0	0	0	0
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
00	00	00	0
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
00	00	00	0	0
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One day Entrepreneurship Activity Stand for Kerala Campaign	SIMCA, Narhe	3	80
free eye check up camp in association with one of Indias most enduring and trusted opticians, Lawrence Mayo	Lawrence Mayo, Mr. Pramod Vedpathak	3	240
Blood Donation Camp in association with S.K.N.M.C.G. Hospital	S.K.N.M.C.G. Hospital	3	40
Video Making Competition on "Save Mother India"	SIMCA, Narhe	1	100
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Poster Making Competition on "Women Empowerment"	SIMCA, Narhe	"Women Empowerment"	5	15
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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Fourth International Conference on Innovations in It and Management (4-ICI2TM-2019)	48	Savitribai Phule Pune University , Pune	3
National Conference	55	Savitribai Phule Pune University , Pune	3
State Level Seminar	70	Savitribai Phule Pune University , Pune	2
Ph.D. Course Work for the faculty of Commerce and Management	42	Sinhgad Institute of Management and Computer Application (SIMCA) : Research Centre	10
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MOU	Whitesnow Software Consultancy Pvt. Ltd.	STES, SIMCA	15/02/2019	31/12/2019	90
MOU	All India Council for Technical Education and Fourth Ambit	STES, SIMCA	17/10/2018	17/10/2019	400
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IIT Bombay Spoken Tutorial Project	02/07/2018	Online training and certification	342
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.41	1.39

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SLIM21	Fully	2.6.8.29	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30503	9433375	10	2250	30513	9435625
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-
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		is developed	content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	347	5	5	1	1	2	3	35	0
Added	0	0	0	0	0	0	0	0	0
Total	347	5	5	1	1	2	3	35	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

35 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
18	17.48	199.4	197.31

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

? Maintenance and utilization of Campus Infrastructure: The Estate office of the campus is taking care of the effective maintenance and utilization of the campus infrastructure. It takes care of the following tasks. • The civil work maintenance is taken care by a Civil Engineer. The Civil Engineer and his team are responsible for the upkeep of the building structure and ensure its fitness for use. Constant maintenance works are taken up round the year under the guidance of Civil Engineer. • Electrical Maintenance is taken care by an Electrical Engineer appointed for the purpose. The Electrical Engineer and his team monitor the campus electrical and their replacement throughout the year. • A Power Substation for electrification of the campus is being monitored and taken care by the Electrical Engineer and his team. • A System Administrator and technical assistant are appointed to ensure the upkeep of all laboratories and computers in the institute. • Housekeeping jobs like cleaning, sweeping the corridors and classrooms is maintained by the peons of the college. ? Library: Library collection is continually updated as per the collection and development policy of library. The new books, journals and magazines are continuously added as per the need and requirement of the syllabus of SPPU. ? Sports Facilities: The Institute has a sports complex which includes gymnasium hall, badminton, basketball court, volley ball ground etc. The maintenance of all these grounds

is well taken care by ground staff under the guidance of the estate office. Cleaning of all these grounds are done on daily basis. Water is sprayed on all these grounds through sprinkler irrigation system. ? Computers: The computers and other ICT equipments are well taken care by the technical team. The technical team is taking care of all the hardware and software of the institute. They are continuously working on updating the configuration of the computers, hardware and software as and when needed. ? Class rooms: The class rooms of the institute are well maintained cleaned by administrative staff. The ICT facilities are regularly updated by the technical team. The curtains of the windows are washed and cleaned frequently. ? Free Medical Facilities for students, staff: Medical health-care facility is available in the campus in the form of Rural Health Centre. The medical facilities and medicines are given free of cost to the students, staff. Specialized doctors are made available on weekly basis. Also medical store is available in the campus. ? Fire Audit of the Institute Building : To carry out a systematic and critical appraisal of all potential fire hazards involving premises of institute , the campus estate office conducts fire audit of the institute building twice a year. For that purpose fire officer has been appointed at the each campus level of the society. At institute level the responsibility is allocated to fire officer of the institute.

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STUDENT SCHOLARSHIP	342	21902492
Financial Support from Other Sources			
a) National	00	0	0
b) International	00	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill development	23/01/2019	684	Mr. Kamal Singh (CEO, Zanberry)
Remedial Coaching	20/07/2018	258	In house faculty
Language lab	29/08/2018	106	Business Communication Lab By Prof. Kavita Kamath
Bridge courses	27/08/2018	106	In house Faculties
Yoga	21/06/2018	54	Yoga Guru
Personal Counselling Mentoring	01/01/2019	106	All Faculty

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	career counselling offered by the institution	0	288	0	132

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
137	266	113	53	167	57

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	0	0	0	0	0

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	National	50

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Sports	National	2	4	00	Ashish Puralkar, Ruchita Bhalla, Shubham Surve, Nikita Salvi, Aparna Pat wardhan, Harshad Mane
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Taking cognizance of important role of students in different academic and administrative activities, students are nominated as members of various committees. SIMCA started separate Student Activity Centre. In addition to the Student Activity Centre the co-curricular activities also take an equally important role. This provides an excellent opportunity and awareness to every student. By this SIMCA ensures the overall development of the student as above with appropriate standards. Student members represent the various issues and present their ideas at the respective committee meetings. Their suggestions are given due importance in arriving at decisions. The involvement of students in these creates better understanding between the administration and students. Academic Bodies Student chapters of various bodies like - Sports and Cultural Committee, Class Monitoring Committee, Library Committee, College Academic Committee. Administrative Bodies like - Anti ragging committee, Women Grievance Redress Committee etc. SIMCA has begun to form student's council where in there will be Student's representatives from MBA/MCA 1st, 2nd and 3rd year, under the name of SIMCA Student's Committee (SSC), who actively take part in administrative work of the institute by means of developing effective communication between students and the institute administration. Members of SIMCA Student's Council 1. Faculty Coordinator 2. Activity Coordinator Faculty 3. Student Representative members The new student representatives are elected unanimously among the MBA/MCA first year students, while the second and third year representatives are continued from first year representatives group. The SSC comprise of 6 student members (2 each from first, second and third year (1 girl 1 boy) selected based on following criteria: 1. Good communication skills (verbal and written) 2. Planning Organizational skills 3. Problem solving Reasoning skills 4. Interpersonal skills 5. Ability to give constructive suggestions and appropriate solutions Role Responsibilities of the SSC members: 1. Organizing and participating in the meetings along with the faculty members from the council, at least once in a month preferably 2. To work as a conduit between students and college administrators. 3. To serve as liaison in bringing any issues/suggestions/feedback to the administration at meetings. 4. To relay key messages from the administration to the students (College also forward such important messages through formed whats app group as well as through official email). 5. To suggest, develop and implement solutions to problems related to

campus life. 6. To collaborate with students to coordinate events to enhance students communication. Role Responsibilities of Institute: 1. Understanding the issues raised by the student representatives related to students and providing the necessary solutions and getting feedback from the representative members about the resolution of issues. 2. Active participation of students and the representatives for organizing and conducting the activities at institute, campus level and providing the necessary support. Every year various activities are carried out under Student Activity centre, some are - Induction, Fresher's party, Teachers day, Blood Donation Camp, Technical fests and Sinhgad Karandak (Annual event of STES Group)

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institute has registered alumni association. Date / year of foundation: 18/10/2010 and Registration number is Maha.2185/2010/Pune. Growing strength of Alumni is contributing to the betterment of SIMCA as well its Students in terms of non-financial support activities. Our Alumnus contributes to the Institute and its students in terms of Strengthening Alumni Association: The Alumni Association of SIMCA organizes various activities and events including 'Alumni Meet'-, SIMCA alumni association facilitates get-togethers, outings with family friends, organizes student alumni Interaction sessions, publishes Alumni Newsletter, maintains the database of alumni etc. Alumni Student Interaction: The connection between the alumni and the students is one of the major goals of the Alumni Association formed at SIMCA. SIMCA organizes a frequent alumni interaction programs with existing students, which helps students to keep the connect with the alumni, mentoring of students in terms of choosing the job profile, preparing for interview, importance of campus life while entering in corporate life, preparation required for corporate life, and how participation in college activities help student's emotional wellness and better prepare them for the real world, general awareness about the world outside and many more. This activity helps in inviting alumni to visit the campus, interact with the students, share and guide the students. Social Initiatives: Beyond the regular frame of work of the Alumni Association activities, the Association has been taking up various social initiatives related to the alumni and the society at large. The association supports various social awareness initiatives taken up by SIMCA with the support and involvement of alumni and existing students, as a duty towards the society. Alumni Participation in Placement: Our Alumni, which are placed in different national and multinational organizations at different positions, helps institute for summer placement as well as final placement. Alumni directly contacts our placement cell, organizes interviews and selects our students. To Sum-up • Alumni have their communication network on WhatsApp, Facebook groups. Alumni post their articles on various topics, their achievements, advancements and career opportunities. • Alumni always help the institute for the summer internship as well as final Placements of students. • Alumni visit the Institute for sharing their valuable experiences with juniors. • They guide the institute students in their industry oriented project work. • Alumni help the institute for identifying and making available the Guest lecturers for the academic and industry oriented development of the students.

5.4.2 – No. of registered Alumni:

3631

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The SIMCA Alumni Association conducted the Annual Alumni Meet 2019 on Friday, 17th May, 2019. Rendezvous - Alumni Meet 2019 was organized for alumni's of SIMCA, SSBS, and SITS. It was open to all alumni from the first batch onwards. The alumni meet is conducted every year in order to reconnect with the Alumni and celebrate their success and various achievements. Over 200 alumni's attended this Alumni meet. The main objective of the Alumni Meet was:

- To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
- To act as a bridge between professionals for interaction on new developments in different areas.
- To keep a roster of all Alumni of college and their pertinent data.
- To encourage, foster and promote close relations among the alumni themselves.
- To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni.

Alumni Meetings held for various objectives like Syllabus updation, Industry Seminars etc The Alumni Association of Sinhgad Institute of Management and Computer Application (SIMCA), achieves these objectives by staging an Alumni Meet every year through communications, interaction in various ways namely alumni meet, mock interviews, guest lectures, and many more.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Hostel Night-out form -Leave management - The Narhe campus houses hostels for girl and boy students for all the three colleges located on the campus. The hostel administration functions independently and is governed by the rules and regulations laid down by the campus office guided by the parent body i.e. STES. The girl students apply for night out leave either for visiting their local guardians or to go home in the preparatory break or vacations. The girls were found to indulge in wrong practices on some occasions to obtain leave giving rise to issues related to their safety and security .The hostel authorities found it difficult to check with each institution the genuineness of the request for leave. So they designed a form which would require the signature of the Heads of the institution and stamp of the institution for sanction of leave. This was a good step, however it posed its own set of issues for the institution. There were instances when the Director was not available due to some engagements outside the institution or due to his preoccupation with work related issues. The students were inconvenienced as they had to wait for long hours or make frequent trips from their classes to check the Directors' availability for verification and signature. The students conveyed this difficulty to their class coordinators and the Director decided to incorporate a system in order to resolve the issue and affect smooth sanctioning of leave. The Director called an informal meeting of all the Class coordinators, head of the first year program and HOD's. After appraising the faculty of the issue it was decided by mutual consent that the Director would transfer this responsibility to a faculty member .Since this matter of leave was more relevant to students of the first year program, it was decided to authorize the first year Program Head to sanction the leave and give the college seal. However to avoid any other related issues cropping up, the student would first have to get the approval of his or her class coordinator, who would verify the details mentioned by the students and then recommend for leave. The Program head would then sanction the leave on the basis of the recommendation. In case of special cases the Director would still remain the final sanctioning authority. In case both the class coordinator and Program head were unavailable on a particular day, only senior faculty were authorized to verify (check with

the parents or guardian through telephonic call) and sanction leave from the hostel and a record of such cases to be maintained by the concerned faculty. Alumni Participation in Placement: Our Alumni, which are placed in different national and multinational organizations at different positions, helps institute for summer placement as well as final placement. Alumni directly contacts our placement cell, organizes interviews and selects our students. • Alumni have their communication network on Whatsapp, Facebook groups. Alumni post their articles on various topics, their achievements, advancements and career opportunities.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	<p>The Sinhgad Technical Education Society is one of the renowned technical educational Group in Pune (India), and it has gained its name in the field of education, by implementing their plans and policies effectively and efficiently through the participative type of the governance.</p> <p>The Institute has Leave policy, Maternity Leave policy, Medical Leave Policy, Group Insurance Scheme, Free medical treatment, Provident Fund Scheme Vacation is given as per the norms to the staff, Additional increment is given if the Faculty member gets Ph.D. awarded ,Residential facility for staff, Teacher feedback policy, performance appraisal is taken annually, Holidays are given as per university calendar.</p>
Admission of Students	<p>Institute admits the students through Centralized Admission Process (CAP) by strictly following the statutory reservation policies set by All India Council for Technical Education (AICTE) and Maharashtra State Government and Directorate of Technical Education (DTE). Eligibility Criteria for MBA MCA Students: Academic Year - 2018-19</p> <ol style="list-style-type: none"> 1. Candidates must have a bachelor's degree from a recognized university (Appearing candidates also eligible) 2. Candidate should have secured minimum 50 marks in graduation level (45 in case of reserved category students) 3. Candidates must have valid MH-MBA-CET / C-MAT / CAT scorecard or any other entrance recognized by AICTE. <p>Candidates securing a position in the merit list are eligible to participate</p>

in the counselling procedure. Stages under counselling involves filling of application form, document verification, seat allotment, preference filling and reporting to college for confirmation of seat.

Industry Interaction / Collaboration

The institute is enhancing the quality of education through guest lectures by eminent speakers through industry interactions. To increase career options for all the students by broadening career path to include association with alumni and industry interaction. Alumni Student Interaction: The connection between the alumni and the students is one of the major goals of the Alumni Association formed at SIMCA. SIMCA has organized alumni interaction programs with existing students, which helps students to keep the connect with the alumni, mentoring of students in terms of choosing the job profile, preparing for interview, importance of campus life while entering in corporate life, preparation required for corporate life, and how participation in college activities help student's emotional wellness and better prepare them for the real world, general awareness about the world outside and many more. This activity helps in inviting alumni to visit the campus, interact with the students, share and guide the students.

Curriculum Development

Institute is affiliated to SPPU and follows the curriculum provided by SPPU. The institute follows a well-documented structured process to plan and execute activities for effective implementation of the curriculum delivery. CO attainment is judged based on various mechanisms like Mid-term examination, End-term examination, Mock test, Guest lectures, presentations, assignments etc. The Institute encourages faculty to actively participate in the syllabus discussion meetings conducted by Board of Studies (BoS) at university level. The faculty members participates and organizes various workshops, Faculty Development Programs (FDP) and Short Term Training Programs(STTPs) to understand the breadth and depth of the subject for effective delivery of the curriculum. The Institute organizes the Debate competition, Group discussions, various

management games, and management movie sessions, Harvard Business Article Discussion, Yoga day etc. The institute has signed up MOU with various National and Multinational companies. Institute offers certification courses which are designed in association with IIT Bombay i.e. JAVA, C and CPP, PHP and My SQL etc. The institute has organized value added courses which are Digital Marketing, HR analytics and Advanced Excel, Linux OS, Introduction to website development and launch. The Governing Education Management System (GEMS) facilitates students for e-learning. The institute has organized blood donation camp, Eye check up camp, Women's Day Celebration, Tree Plantation for the awareness of the students to improve their point of view towards social causes, through which the students acquire moral and ethical values. Yearly Feedback on the curriculum is taken from different stake holders like students, faculty, alumni, and industry.

Teaching and Learning

Institute admit the students through Centralized Admission Process (CAP) by strictly following the statutory reservation policies set by All India Council for Technical Education (AICTE) and Maharashtra State Government and Directorate of Technical Education (DTE). The teaching learning process adopted is student centric. Every student is taken care in all respects by adopting Mentor-Mentee program. As per the guidelines of the university examination the institute follows continuous evaluation process transparently and conducts the examinations at different levels. Then based on the evaluation results of these examinations along with feedback from mentor mentee program, students are categorized in advanced learners and slow learners. For slow learner students remedial classes are regularly conducted to improve their skills and performance. The student staff ratio is always maintained as per the norms of AICTE. The Faculty selections are done by affiliating University. The students are also encouraged for their creativity and conducts various competition to prepare posters, present papers and attend seminars or conferences. The college encourages

faculty to organize and attend FDP programs, workshops, seminars and conferences etc.

Examination and Evaluation

Internal evaluation reforms: The internal evaluation is designed to recognize the capability and talent of a student. All evaluation reforms of the University are adopted and effectively implemented as per the guidelines issued by the authority from time to time. Following initiatives are taken by the Institute for the improvement of internal evaluation process. University reforms are aligned with institute's evaluation criteria such as Attendance, Case Study, Class Test, MCQ's, Presentation, Group Discussion, Written Home Assignment, Group Project, Mid-Term Exam and End-Term Exam Concurrent evaluation process as per the requirement of SPPU is adopted and all the evaluations are conducted throughout the semester as per the set academic plan. Internal Evaluation results are displayed regularly. University evaluation reforms: The CEO and Examination Committee schedules and executes the evaluation process with strict monitoring on regular basis. Internal squad comprising of senior faculty members oversees the smooth conduction of University theory examination. CCTV cameras are deployed at selected locations to monitor the online examinations.

Research and Development

In order to promote a climate for academic excellence with openness to learning, research and development of professional skills, the Institute has started a Research Centre since 2013. The Research Centre offers PhD programmes in IT and Management. The faculty members are supported with financial assistance, writing proposals and liaison with the research institutes of eminence. Institute regularly organize and attend programs related to the research. Research contribution is considered in the career advancement scheme, and appropriate study leaves are awarded for the further research. Adequate provisions are made in the annual budget of the institute. The institute conducts International Conference, Research oriented workshops and

seminars on filing patents. BCUD of SPPU supports research activities of the institute by providing research grants in addition to the provision of seed money in the annual budget of the institute. Faculty members to write and publish the papers in the UGC approved journals of high impact factor and International Conference Proceeding.

Faculty members are involved in interdisciplinary projects. Some faculty members have received awards and recognitions for their research at national as well as International level. The Institute has organised number of collaborative activities for research, faculty exchange, student exchange during the year such as Ph.D. Course Work for the faculty of Commerce and Management, State Level Seminar, National Conference, Fourth International Conference on Innovations in IT and Management (4-ICI2TM-2019) .

Library, ICT and Physical Infrastructure / Instrumentation

The institution has good state of art infrastructure to meet the educational requirements of students according to the norms strictly provided by the SPPU AICTE. The Institution Facilities includes Classrooms, Tutorial rooms, Seminar Hall, Computer Centre, Library and Reading Room, Digital library, Language lab, The Classrooms are well equipped with white board and LCD projection facilities with good ambiance with 60 seating capacity. The Tutorial rooms are equipped with a round table, white board and a seating capacity of 30 students and LCD projectors. The institute has four Seminar halls with varying seating capacity as 250, 150, 125 and 50 capacities of students with LCD projectors, public addressing system, and white board. Computer labs are well equipped with latest configuration desktops and software's as well as LCD projectors. The institute's library has good collection of Text books -30593 Volumes Titles - 6097, CDs - 184, E-books which includes Reference books, journals, technical magazines, digital library newspapers etc. The Library offers reprographic, internet and Wi-Fi facilities the library is automated with SLIM 21 software and author-wise/title wise search is facilitated through OPAC. Reading room has a seating arrangement for 180 students

along with drinking water and wash room facilities. The management has taken all the care in building a campus with all the amenities. 24x7 Wi-Fi facility is available for the students in the institute as well as hostel. Generators are installed for complete power back up.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	<p>Budgeting and optimum utilization of finance as well as mobilization of resources are the key issues handled by the Management. There are established procedures and processes for planning and allocation of financial resources which leads to effective efficient use of financial resources. The Budget Process which is an inclusive and collaborative process is as follows: Departmental Budget Templates are circulated to collect the Budget Requirements for the forthcoming year. The respective HODs of the departments then submit the requirements in the Standardized format which are consolidated. The various heads of the budget include the department capital requirements, staff cost based on the manpower plan, student faculty related expenses, event expenses, research development, administrative expenses including lab consumables, repairs maintenance other infrastructure related expenses, etc. The utilization of the current year approved budget along with the budget projected for the forthcoming year is presented to the Finance Committee after discussions in the Executive Committee. After the approval of the finance committee, it is also approved by the Governing Council.</p>
Planning and Development	<p>Tally ERP-9 was started in the year 2004-05 PAYWHIZ FOR SALARY TAXES started in the year 2008-09 GEMS ERP SOFTWARE has been started in the year 2013-14, prior to that manual system was there. APEX S/W Pvt. Ltd 9 started in the year 2017-18 ZOOM SOFTWARE FOR COLLECTION OF FEES software started in the year 2017-18.</p>
Administration	<p>The institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by The</p>

Director, LMC members faculty members, keeping in mind the vision of the Hon. President of the STES. Sinhgad Institute of Management and Computer Application (SIMCA) was established in 2004. SIMCA shapes the personality of an individual and makes an individual competent to face the industry pressures. This is done methodically in SIMCA. SIMCA is engaged in Multi-faceted training program structure following the University syllabus and going beyond the syllabus to shape the personality of the student. For academic excellence, SIMCA has a retinue of dedicated, devoted and determined teaching faculties, who encourage empower students to do their best. The curriculum embraces both the vertical (industry specific) and horizontal (functional discipline specific) specialization streams. It focuses on the practice of oriented-learning thus creating knowledge-base through experience.

Student Admission and Support

The Institute provides financial assistance, scholarships, free ships and insurance to the deserving students, as per the government norms. The institute arranges special coaching for competitive examinations and soft skills. The institute has the "Mentoring System" where a mentor is allotted for every 15 students. He/ She shall monitor all the aspects of the students regarding attendance, performance, discipline and maintain regular touch with parents. Institute conducts several extracurricular, co-curricular activities and sports for the overall development of the students, throughout the year. The Training Placement (TP) cell of the institute provides career guidance and organizes campus recruitment drives for the students and provides overall grooming of students for placement. Development of entrepreneurial skills is encouraged in the students through Entrepreneurship Development Cell (EDC). The institute has a well-established registered alumni association. The institute has a separate grievance mechanism to address the issues like sexual and ragging issues through separate committees. The conducive environment of the institute highly favors in reducing dropouts and

improving the pass percentage. The institute promotes students to participate in various sports and cultural activities along with technical activities to ensure overall growth of the students. Student's participation and feedback through students council is considered while developing such activities. The students have good representation in various committees of published material. On average of more than 50-60 of the enrolled students are getting placed through on/off campus drives

Examination

Continuous evaluation and analysis of the attainment of course outcomes is done by means of solving assignments , Midterm examination, end term examination ,MCQs , presentations etc. CO attainment is judged based on various mechanisms like Mid-term examination, End-term Examination, Mock test. As per the guidelines of the university examination the institute follows continuous evaluation process transparently and conducts the examinations at different levels. Then based on the evaluation results of these examinations along with feedback from mentor men-tee program.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	MBA AND MCA	conference/ workshop	NA	12250

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	One day FDP on Advanced Excel	One day FDP on Advanced Excel	04/04/2019	04/04/2019	6	2

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
MHRD's Short term Faculty Development Programme of one week duration on "Research Methodology in Science and Technology (Computer Application)" at Savitribai Phule Pune University	2	14/01/2019	20/01/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
28	25	18

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Rigorous Internal Audit is conducted every year in order to verify compliance with respect to rules, regulations and standard operating procedures. Institute Budget is sanctioned twice a year, which gives directions as far as utilization of financial resources are concerned. Incomes and expenditures proofs are maintained in legitimate formats, in case of off the budget expenditures prior permission is taken from appropriate authorities. The Tally, a financial software, is used for maintain all the quantitative financial records. The GEMS, internally developed ERP system, is used for maintaining employee records. Biometric attendance is recorded and verified against the payment of salaries. Internal Auditor visits the branch every year and investigates all the records, with proofs, before submitting the final report to the management. Till date institute has maintained its record of not receiving any query about mobilization of financial resources or concern over SOPs. Dates of Internal Audit conducted for last five years are given as below - 1.27th June 2013 - for A.Y. 2012-13 2.6th May 2015 - for A.Y. 2013-15 3.7th February 2017 - for A.Y. 2015-16 4.12th October 2017 - for A.Y. 2016-17 External Audit is conducted every year in order to verify legal compliance. External Auditor scrutinizes all the financial statements, to see that all the Accounting Standards are followed properly. Till date institute has maintained its record of not

receiving any query from the auditor. External Auditor's report include -
 1. Balance Sheet 2. Income and Expenditure Account 3. Different Income and Expenditure Schedules 4. Notes forming the part of the accounts Dates of External Audit conducted for last five years are given as below - 1. 5th June 2013 - for A.Y. 2012-13 2. 10th June 2014 - for A.Y. 2013-14 3. 23rd June 2015 - for A.Y. 2014-15 4. 12th July 2016 - for A.Y. 2015-16 5. 14th September 2017 - for A.Y. 2015-16

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

Name of the non government funding agencies / individuals	Funds/ Grants received in Rs.	Purpose
Conference, Workshop and Seminar	347111	Seminar
View File		

6.4.3 – Total corpus fund generated

70933

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Sinhgad Technical Education Society
Administrative	No	Nil	Yes	Sinhgad Technical Education Society

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Blood Donation Camp 2. Eye Checkup Camp 3. Womens Day Celebration
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6.5.3 – Development programmes for support staff (at least three)

1. TDS Compliance 2. Tally Training 3. GST Training And Challenges to accounts master in tally 4. GST Training And accounts finalization FY 2017-2018

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. "One Day Entrepreneurship Activity Stand For Kerala Campaign" 2. Tree Plantation CSR Activity 3. Industrial MOU'S ? Core Code IT Solutions Pvt Ltd. ? Krishana Tool Room ? Lawrence Mayo(India) Pvt Ltd ? Nissar Transformers Pvt. Limited ? Defacto Vertias Certification Private Ltd ? Whitesnow Software Consultancy Pvt. Ltd ? AICTE And Fourth Ambit
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	International Conference	24/10/2018	14/02/2019	15/02/2019	48

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day Celebration	08/03/2019	08/03/2019	160	72
Poster Making Competition	08/03/2019	08/03/2019	45	25
Video Making Competition	03/10/2018	03/10/2018	32	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
00

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	Yes	0
Ramp/Rails	Yes	5
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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2018	1	1	14/08/2018	1	Financial literacy and awareness in adopted village-Gorhe (Budruk)	Social Responsibility and inclusive development	24
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Code of conduct handbook	02/07/2018	The aim of this document is to set out a framework for codes of practice for ethical conduct in this institute. In line with the commitment of Sinhgad Technical Education Society to enhance the quality provision of education, with the support of various governing bodies and institutions this set of model codes of conduct for the three internal groups of actors in higher education institutions has been developed. The three internal groups of actors are as follows: governors/managers, academic staff, and students. This document is designed with an aim to bring Ethics, Transparency and Integrity in policies and practices.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Poster making competition based on themes like social and technical, child labour, Indian Army and protection of personal information etc.	27/07/2018	27/07/2018	42

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solid Waste Management 2. Liquid Waste Management 3. e-Waste Management 4. Green Landscaping with trees and plants 5. No vehicle day

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the practice: 1. Placement and practical oriented training Objective Campus placements at the best B school in India and in the life of any student / graduate are very defining moments that students look up to and prepare themselves thoroughly to score high and well but as well as to impress their potential future employers. It is the one time that students get a precise chance to make that practical application of their technical and employable soundness to the representatives of the corporate management of the particular industry they opted for or chose in the first place. The main objective is to enhance the employability of the students by providing sufficient practical exposure, soft skills and career guidance to the students. The academic standards are raised and all efforts are made to enhance the acceptability of the students by the software industry and to bridge the gap between academia and industry. Separate Placement and Training cell is established to dedicatedly work to accomplish the goal. The Context Placement opportunities for management (M.B.A.) graduates from good schools have gone up. The number of HR conclaves organised round the year by most colleges (though for placement purposes) is an indicator of the increasing popularity of HR. The placement teams have power to decide on placement activities, maintaining relations and communication with companies. An MBA programme with good innovative learning will play a major role in how much your students could rise in their career. Industry interface, involvement in leadership activities and excellent quality faculty at the B-school are also very crucial. The Practice Institute believes in building a strong foundation by strengthening the core teaching and thereby making the fundamental concepts very clear. The students are analyzed for their weakness in the context of placement. Institute have proven policies to identify and enhance the capabilities of slow learners and further enhance the strength of fast learners. Continuous evaluation and analysis of the attainment of course outcomes is done by means of solving assignments , Midterm examination, end term examination, MCQs , presentations etc. Well-designed practical assignments help students in achieving the practice required by industry in each programming subject. Students are given training, workshops, lectures from industry of new technologies and encourage them to attain certifications to bridge the academic industry gap and enhance placements. Aptitude tests, Group discussions, mock interviews, soft skill training and grooming sessions are conducted to make them confident in facing interviews. Evidence of Success- Problems encountered and resources required • Lack of counselling • Conventional classroom approach • More focus on theoretical concepts by students • Increase in the number of management colleges • Decreasing placement opportunities in recent times • Students with rural background do not possess communication skills. So they face difficulties. Career portal services can be utilized by the colleges to improve the placements. Universities may conduct Job Fests by inviting various companies to one place to help the students of the affiliated colleges. Best Practice 2. GEMS ERP for managing Academics Objective The implementation of GEMS ERP has been very beneficial and it is helping our institute to improve the various crucial and mundane operations, thus making them manageable and more transparent. It's the time and efficiency factor that places the software ahead of the traditional methods. The purpose and need of the GEMS ERP software are to offer a helpful hand to the faculty and management in the way that many

crucial functions of the institute can be made under a single roof. Several reputed colleges and universities have deployed ERP solutions with success. The investment that is made on such software allows many benefits in the long run. The Context ERP in education is not a new concept ERPs were in full-fledged use in major corporations in some of the biggest industries, to ease the management process. With the development of technology and widespread demand for computing, concepts have led to the increasing popularity of ERP solutions in other industries like educational institutes. The Practice Institute uses GEMS, the State-of-the-art software solution for small and big educational institutes. Evidence of success GEMS help to govern, communicate, manage, organize, monitor, measure, report and analyze all of your day-to-day academic operations. It is extremely fast and easy to use. Less paper work and can access and use from anywhere. Some important modules are given below. Academics Gems help to manage all academic related stuff like academic plan, online test, lecture schedule etc. The detailed are given in the below screenshot Personal Management This module handles weekly plan, leave management, feedback, salary details etc Problems encountered and resources required Sometimes the technical glitches may occur but sorted out by our technicians

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1. Harvard Business Review article discussion This activity involves the discussion (presentation) of a Harvard Business Review article by the faculty for the students. The Harvard Business Review (HBR) is a general management magazine published by Harvard Business Publishing, a wholly owned subsidiary of Harvard University. It is essentially a reach source of contemporary management related research, knowledge and content. These articles are generally authored by leading academicians, researchers and corporate leaders across the world and delve into subject areas like leadership development, organizational change, marketing, branding, strategy, and topics related to impact of digital and social media on business world Etc. This session is focused on educating the students on various concepts through practical knowledge and equipping them with the know-how about latest developments and practices in the world of management and business. 2. Management movie sessions- This activity is organised and executed by Prof. Prashant Chaudhary, every year. During the screening of the film Prof. Chaudhary explained various scenes and sequences, in the context of business, management and negotiation. He explains how corporate business organisations operate and execute various decisions and the major factors that essentially affect those. He also explains the importance of ethical business practices and how it is crucial for the success of any organisation, in the long term. 3. Student Research - Academic Excellence with Focus on Research and development The academic programmes which the institution offers are well in tune with the institution's goals and objectives as outlined in the vision and mission statements. There is also a judicious selection of curricular and co-curricular activities, which are designed to foster the all-round development of the students. Given below are some of the ways in which the academic programmes reflect the mission of the institution: Institute Distinctiveness: 1. In order to promote a climate for academic excellence with openness to learning, research and development of professional skills, the Institute has started a Research Centre since 2017. The Research Centre offers PhD programmes in Management including various streams like 1. Computer Management 2. HR Management 3. Knowledge management 4. Production Management 5.

Marketing management 2. Strengthening Research Aptitude among students- Students are encouraged to publish research articles. The research centre helps them in this endeavour. The selected research papers of students are published in national and International Journal. The students are also motivated and guided by their mentors to participate in National and International conferences/seminars. Institute organizes national, International conferences, workshops regularly. 4. "Intellectual Capital Enhancement" through Faculty Development Objective: This institution level practice is essentially aimed at motivating and encouraging the faculty members to engage with research related activities. This includes attending and participating in national and international research conferences, Faculty Development Programmes (FDP), workshops, seminars and kaleidoscope Etc. These kinds of faculty engagement into research oriented activities enhance their knowledge, enrich the content, and improve the teaching skills. This eventually helps them to keep themselves update with all the latest developments in the world of business and management. The Context: Today we can see

Provide the weblink of the institution

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html>

8.Future Plans of Actions for Next Academic Year

To ensure 100 utilization of lecture timings. To prepare and publish yearly academic calendar before the beginning of the academic year. To make the subjects more interesting. To support students. (meritorious and academically weak) To keep guardians updated about their wards' performance. To address student grievances. To enhance collaborative research among the departments and to take initiative for inter-institutional collaboration To conduct greater numbers of seminars and workshops of National and International importance at our campus. To ensure fair access to and affordability of academic programs for various sections of society. To enhance outreach programs for the members of the backward community. To enhance the number of smart class rooms in the academic departments. To provide infrastructure comparable to standards. To introduce fully e-based system for different administrative processes like, admission, result publication, etc. To strengthen the liaison among the stakeholders like, students, teachers, parents, employers etc. To fulfill our social obligations. To arrange special programs for teaching/non-teaching staff. To protect the environment. To strengthen industry linkages. To strengthen National and International linkages. To strengthen alumni participation.