



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1. Name of the Institution

SINHGAD INSTITUTE OF MANAGEMENT &  
COMPUTER APPLICATION

- Name of the Head of the institution **DR. ANAMIKA SINGH**
- Designation **DIRECTOR**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **020-66831896 / 66831907**
- Mobile no **9823440067 / 9404286569**
- Registered e-mail **director\_mba\_simca@sinhgad.edu**
- Alternate e-mail **director\_mca\_simca@sinhgad.edu**
- Address **Survey No. 49/1, Off Westerly  
ByPass Pune-Bangalore Highway,  
Narhe, Pune.**
- City/Town **Pune**
- State/UT **Maharashtra**
- Pin Code **411041**

#### 2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **SAVITRIBAI PHULE PUNE UNIVERSITY, Pune**
- Name of the IQAC Coordinator **Dr. Sudesh Sharma**
- Phone No. **02066831922**
- Alternate phone No. **02066831897**
- Mobile **9881142852**
- IQAC e-mail address **iqac\_simca@sinhgad.edu**
- Alternate Email address **director\_mca\_simca@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 Web link: [http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/AcademicCalendarAY2020\\_21\\_MBA\\_MCA.pdf](http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/AcademicCalendarAY2020_21_MBA_MCA.pdf)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.07</b>	<b>2018</b>	<b>02/11/2018</b>	<b>01/11/2023</b>

**6. Date of Establishment of IQAC** **10/08/2017**

**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
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

**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**      **04**

- 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)**

1. Worked extensively towards academic excellence which resulted into better Placement of students in spite of Covid -19 pandemic situation. 2. More stress on organizing International Level FDPs. Organized International FDP on "New Paradigms in Learning Tools and Techniques for Teaching Learning". 3. Improvising Online Teaching Pedagogy in view of the pandemic situation. Focus on the slow learners for better results. 4. Stressed Institutional Social Connect through use of institutional infrastructure for Covid-19 Isolation Wards, Vaccination Centres in association with civic authorities. 5. Focused on imbibing value-based culture by celebration (doing related activities) on possibly all International, National, and State / Local Days of Importance.

**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
Continuation of SPPU Affiliation of SIMCA PhD Research Centre	Committee visited in January 2020 and Approved continuation of SPPU Affiliation of SIMCA Research Centre
Adopting ONLINE Platform for Sessions delivery to the students in view of Lockdown due to Pandemic situation.	Google Meet, Zoom and Microsoft Teams Platforms were evaluated and finally Microsoft Teams was adopted for conducting ONLINE classes w.e.f. April 2020.
Enhancing learning using Industry Visits.	In view of Pandemic restrictions, Virtual Industry Visits were arranged for the students.
Organizing International And National Level Conferences.	Organized International Conference on Innovations in Information Technology and Management (ICI2TM-2020) on Feb 6-7, 2020

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

- Name of the statutory body

Name	Date of meeting(s)
STES IQAC COMMITTEE	10/09/2021

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

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• Designation	<b>DIRECTOR</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>020-66831896 / 66831907</b>
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<b>9.No. of IQAC meetings held during the year</b>	04				

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
STES IQAC COMMITTEE	10/09/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
YES	27/01/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	



**17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1	382
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1	626
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	531
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	202
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>3.Academic</b>						
3.1 Number of full time teachers during the year		<b>37</b>				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>No File Uploaded</td> </tr> </tbody> </table>			File Description	Documents	Data Template	No File Uploaded
File Description	Documents					
Data Template	No File Uploaded					
3.2 Number of sanctioned posts during the year		<b>41</b>				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>			File Description	Documents	Data Template	<a href="#">View File</a>
File Description	Documents					
Data Template	<a href="#">View File</a>					
<b>4.Institution</b>						
4.1 Total number of Classrooms and Seminar halls		<b>15</b>				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		<b>137.95</b>				
4.3 Total number of computers on campus for academic purposes		<b>200</b>				
<b>Part B</b>						
<b>CURRICULAR ASPECTS</b>						
<b>1.1 - Curricular Planning and Implementation</b>						
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process						
<p>The Institute adheres to the periodically updated curriculum designed by the Savitribai Phule Pune University (SPPU) for MBA and MCA Programmes. The Institute meticulously develops action plans for the effective implementation of the curriculum. In view</p>						

of the COVID-19 Pandemic situation, all activities were done in a virtual mode using MS Teams predominantly.

The academic calendar is prepared involving the Head of the Institute, IQAC, and all faculty members at the beginning of the Academic Year.

Course allocation is done taking into account the choice and expertise of the faculties. The lecture schedule and evaluation are finalized as per University guidelines. The schedule for various sessions, activities, and events, such as seminars, STP activity, Industrial visits, Learning beyond syllabus through Industry expert sessions, Training demands, Celebration of various days, and such like other activities, is identified, discussed, and is then incorporated in the academic calendar by respective committees.

Class Time-Table is prepared, based on which faculties prepare their course files that include - Time-Tables, Syllabus, Teaching Plan, Teaching Notes, PPTs, MCQs, Resources, Assignments/Case Studies, Evaluation and Remedial action plan for slow learners.

Before commencing each academic semester, a review of available and required academic infrastructure and support is undertaken.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>

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

For holistic & personality development the newly admitted students institute organizes an Induction program to orient them of institute academic culture, curriculum norms, examination pattern, and code of conduct. In view of the COVID-19 Pandemic situation, all activities were done in a virtual mode using MS Teams predominantly.

The academic calendar is prepared involving the Head of the Institute, IQAC, and all faculty members at the beginning of the Academic Year. Continuous Internal Evaluation (CIE) parameters

finalized as per University guidelines. The CIE parameters are informed to the students at the beginning of the semester. Institute conducts its Mid Term Exam after 7 to 8 weeks (60% syllabus) of semester commencement and also the End Term Exam (Internals) after 13 to 14 weeks (100% syllabus). This year the CIE was undertaken through ONLINE Mode only.

Case Studies/assignments / Field Visits (avoided this time) are evaluated through Class Participation.

In-house examination results are analyzed for suitable necessary remedial measures. Extra sessions are conducted for weaker students and slow learners.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

06

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

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

336

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Institute in the COVID-19 scenario, took the effort to create awareness, imbibe and discuss the issues pertaining to Professional Ethics, Gender, Human Values, Environment, and Sustainability as incorporated in the University Curriculum.

Courses such as Human Rights, Introduction to Constitution, Intellectual Property Rights, Digital Business, Consumer Protection Act, Geopolitics & World Economic Systems, Business, Government & Society, International Business Environment, Knowledge Management, Cyber Laws, Introduction to Cyber Security, CSR & Sustainability, Indian Ethos & Business Ethics, Management of Non-Profit Organizations, Marketing to Emerging Markets & Bottom of the Pyramid, Rural & Agriculture Marketing, Current Trends & Best Practices in HRM, Strategic Management, etc. apprise students with these cross-cutting issues (Syllabus Copy attached).

Further, as part of SIP (Student's Induction Program) designed by AICTE, students are introduced to the Universal Human Values (UHV) that encompasses Gender Issues, concern for surroundings, and community engagement

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.	<a href="#">View File</a>

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

05

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
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	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

542

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>

## 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

626

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

310

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

Slow learners and advanced learners are identified based on students' level of comprehension, their IQ, and EQ. Remedial



classes for slow learners are continuously organized with faculty interaction with them. Teachers are attaining one-to-one attention in remedial classes to focus on the individual attainment of students. The teacher uses monitoring and mentoring to keep track of slow learners' progress. Along with teachers, some advanced learners are encouraged to mentor weak students and help them with their studies. Revision and counseling sessions are organized to improve in students. Advanced learners are encouraged to study Recommended Readings listed in each syllabus. They are encouraged to register for certification programs conducted by NPTEL and other sources. Online resources are made available to strengthen the knowledge base. Students are encouraged to participate in seminars, conferences, workshops, and hackathons to gain knowledge. The Faculty takes a keen interest while ordering books for the Central library and ascertains that the library collection of books caters to the needs of slow and advanced learners. The library also ensures accessibility to computer facilities and the internet for the online material, extends its timings, and provides the atmosphere for conducive learning to both slow and advanced learners.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
610	37

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

It is Student-centered learning moves students from passive receivers of information to active participants in their own discovery. It incorporates experimental, participative, and problem-solving methodologies to enhance learning.

Institute follows all norms of SPPU for conducting and improving students learning experiences.

MCQ's Labs and data banks prepare students for university online examinations. Webinars and guest lectures upgrade students' minds for career achievements.

**Experiential learning:**

Experiential learning upgrades their knowledge and conceptual understanding. This is achieved through

**Project-based learning:** minor projects based on the subject blend students both the theory and practical.

**Hands-on learning:** Computer labs with internet facilities connect worlds to learn. The Institute also has well-equipped computer labs with internet facilities, which provide them real-time information on subjects like C, C++, VB, Java, .Net, PHP, Python, SQL, etc.

**Industry Internships:** internships in industry and major project for six months gives practical exposure of the theoretical knowledge

**Participative learning:**

**Activity-Based:** Industry and Govt. MCQs are conducted to encourage students. Various management fests, project competitions to nurture creative thinking

**Problem Solving Methodologies:**

**Case-Based Learning** encourages case-based learning by incorporating Case studies.

**Research - mentor faculties** motivate students to participate in National and International conferences/seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

In today's competitive era, it is essential for the students as well teachers learn and acquire the knowledge of the latest trends and technologies. As off teachers are amalgamating the traditional ways of teaching with advanced technology to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute.

1. LCD Projector
2. Network Sharing
3. Google Drive
4. Microsoft PowerPoint
5. Google Class Room
6. ERP-Gems
7. Blogs
8. Whats App
9. YouTube
10. Wi-Fi Wireless Network
11. Internet
12. Computers

Classrooms and Labs are equipped with projectors and computers. For long-term knowledge retention videotaped lectures are made available in E-mails and what's app is used for communicating with students. Google drive, zoom, and Microsoft -teams. Powerpoint usage by Faculties facilitates easy learning. Digital library resources like NDL are used by faculties & students. Platforms like NPTEL, SAP, Udemy, MOOC are used by ICT faculties. The College campus is connected through wi-fi and LAN. Expert talks and various competitions are regularly organized for students like group discussion, Quiz competitions, and many more through online platforms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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****37**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year****37**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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****13**

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

322

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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.

Institute follows all the norms of SPPU for conducting the Internal Assessment. A list of assessments, a detailed internal assessment schedule, and an Internal assessment pattern is prepared as per the guidelines of the university and shared with the students during the induction & initial sessions by individual course teachers and displayed on the notice board. This helps the students understand the manner in which their performance will be evaluated. Results of each evaluation are displayed to the students and areas of improvement are discussed accordingly. The final cumulative marks for all internal subject-wise evaluations are displayed on the notice board. End-term examinations are conducted at end of the semester to help the students achieve good results in University Examinations. Internal assessment is conducted through a variety of evaluations to improve students' learning. The few evaluations conducted throughout the semester are Class tests, Assignments, MCQs, presentations, Subject-Specific quizzes, Case studies. Assessment is embedded in daily classroom activities, in which teachers use different assessment

tools to ascertain if students are improving their skills and knowledge, mastering the curriculum, and meeting industry standards. Assessments are conducted monthly; however Subject Specific assessments are embedded with classroom sessions.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The internal evaluation is designed to recognize the capability and talent of a student. The following initiatives are as follows:

- University reforms are aligned with the institute's evaluation criteria, and concurrent evaluation processes are conducted throughout the semester as per the academic plan, such as Attendance, Case Study, Class Test, MCQs, Presentation, Group Discussion, Home Assignment, Group Project, Mid-Term Exam and End-Term Exam.
- The continuous assessment provides feedback on the teaching-learning process. The feedback after being analyzed is passed on to the concerned student, displayed on the notice board for implementation and subsequent improvement.
- For student evaluation, a completely transparent system, evaluation criteria are set with common staff meetings and with approval of all experts with each subject.
- Internal subjects and projects are evaluated using the rules and regulations of the university.
- Institute has an examination cell for smooth conduction of internal examination. The students can see their respective answer books and discuss their queries with a concerned subject faculty members within a week of the conclusion of the test

University evaluation reforms:

- The CEO and Examination Committee schedules and executes the evaluation process with strict monitoring on regular basis.
- CCTV cameras are deployed at selected locations to monitor the online examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

The Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) are defined by the IQAC in line with the University syllabus.

Institute takes due care for informing POs and COs to all the faculty members & students. The same is available on the website.

- POs and COs are discussed with the students on the first day of the induction program.
- Faculty members adhere to POs & COs.
- Faculty members include COs of their respective courses in the teaching plan.
- Even faculty members discuss COs of respective subjects with students during classroom sessions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

To measure the attainment of POs, PSOs, and COs, the institute has developed a mechanism as follows:

Continuous evaluation during the semester:

As institute practices, CIE rigorously where the performance of each candidate is continuously assessed by the respective subject

teacher during sessions. These outcomes are also evaluated through various activities and subjects specific evaluations conducted by the subject teacher. The parameters for evaluation are Assignments, Case studies, Presentations. At the end of every semester, End semester examinations are also conducted. Apart from this, the level of attainment of COs is evaluated through students' performance during the entire semester by the subject teacher. By continuous evaluation during the semester, the students are made to study on daily basis & hence the real objective of the subject can be achieved.

**Evaluation at the end of the semester:**

Students' performance is evaluated throughout every semester through analysis of University examination (Mid-term, End-term, theory, online, and VIVA-VOCE) results. It gives an understanding of the attainment of COs of the courses undertaken by the students during the academic year. It also helps in mapping attained COs with prescribed POs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

202

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/2.6.3.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/2.6.3.pdf</a>



**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)**

<http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/2.7.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)**

**NIL**

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

**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**

**03**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**NIL**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
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

The Institution provides a conducive environment for the promotion of Innovation and Incubation. Students are encouraged to be actively involved in the application of Technology for societal needs. National Conferences, International Conferences, workshops, seminars, and guest lectures on Technology, Entrepreneurship, and various theme-based competitions are organized.

The sole objective is to facilitate students to convert their Ideas into Innovations. Students are encouraged to gain hands-on experience & better Industrial Exposure.

Institute has a recognized Research Center which offers an added advantage to the faculties, research scholars, and students to develop their ideas. Successful entrepreneurs guide budding entrepreneurs by sharing their knowledge and experience. The workshop is conducted on Intellectual Property Rights (IPRs) and IP management for startups. Institute has an active Innovation Council which meets and offers various programs on essential skills for entrepreneurs. A prototype design and Development workshop was conducted to help the engineering and technology entrepreneurs in framing the product design. Research paper Presentation

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

07

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

5

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)	<a href="#">View File</a>
Any additional information	No File Uploaded

**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**

12

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Covid Centre & vaccination drive has helped in fighting the pandemic & strengthened the immunity system. Fit India Movement and Swacch Bharat Abhiyan have made a positive impact on health awareness and personal hygiene Best out of Waste Competition helps students in effective utilization of resources. Poster Making Competition has fostered creativity & spirit of innovation. Remembering the freedom fighters-Martyr's Day was celebrated to develop patriotism. International Women's Day and Gender Inequality events help in creating gender equality awareness and developing Sensitization towards community issues, gender disparities, and the Role of women in organizations and society as a whole.

File Description	Documents
Paste link for additional information	<a href="https://www.facebook.com/simcasinhgad2004">https://www.facebook.com/simcasinhgad2004</a>
Upload any additional information	<a href="#">View File</a>

### 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

07

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

1072

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

06

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**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.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is censoriously linked to the mission of our Institute -"Committed to

produce competent managers to cater the needs of society by imparting skill-based education through an effective teaching-learning process" through technically advanced educational tools.

From the inception of the academic year, need assessment for up-gradation of the existing infrastructure which is carried out based on the suggestions from higher authorities, Institutional Head after reviewing course requirements, student computer ratio, budget constraints, working condition of the existing equipment and also students grievances. The requirements regarding classrooms, laboratories, infrastructure development, and other equipment are planned by the respective department and purchase department of the Institute.

The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extracurricular activities, parent-teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences, etc.

Institute provides huge collections of books in its central library. Also, there is a provision of having remote access to get e-books, e-journals, and e-Learning. Institute has well-equipped laboratories for the students to do practicals demonstrations which enhance the learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

#### **Sports Facilities:**

The Institute has a sports complex which includes a gymnasium hall, badminton, basketball court, volleyball ground, etc. The maintenance of all these grounds is well-taken care of by ground staff under the guidance of the estate office. Cleaning of all these grounds is done on daily basis. Water is sprayed on all these grounds through the sprinkler irrigation system.

#### **Computers:**

The computers and other ICT equipment are well-taken care of 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. The classrooms 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, a Medical health-care facility is available on campus in the form of a 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, a medical store is available on campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

25.85



File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

- Name of ILMS software - SLIM 21
- Nature of automation (fully or partially) - Fully
- Version - 2.6.8.29
- Year of Automation - 2010

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)****NIL**

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

**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****1**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

With the increasing demand for internet access in educational campuses due to evolving standards of education and flexibility offered by the Internet - universities, colleges, educational institutes, etc., are keenly stepping forward to set up secured and stable wired or Wi-Fi network campuses for their students. As per the current trend, most of the students like to carry 3-4 devices with them like mobile, tablets, laptops with them to campus. Educational campuses have major requirements of user access control, control over bandwidth consumption. Laying a complete network with different vendor solutions would be a very costly effort and difficult to manage while technical issues. Education institutes require a cost-efficient comprehensive solution that offers all the advanced facilities and features in a single platform with a single point of contact for technical

support. The campus is having 48 MBPS of high-speed internet facility. The institute has a 24X7 WiFi facility in the college campus for the student and faculty members to avail internet connection at any place in the college, & hostel. The connectivity through a fully networked campus with state-of-the-art IT infrastructure, computing resources, offers students the facilities of e-mail, net surfing, up/downloading of web-based applications, besides helping them in preparing projects & seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

16.6

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

**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 of by a Civil Engineer. The Civil Engineer and his team are responsible for the upkeep of the building structure and ensuring its fitness for use. Constant maintenance works are taken up around the year under the guidance of a Civil Engineer.
- Electrical Maintenance is taken care of 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 of by the Electrical Engineer and his team.
- System administrators and technical assistants are appointed to ensure the upkeep of all laboratories and computers in the institute.
- Housekeeping jobs like cleaning, sweeping the corridors and classrooms are maintained by the peons of the college. Library: The library collection is continually updated as per the collection and development policy of the library. The new books, journals, and magazines are continuously added as per the need and requirements of the syllabus of SPPU.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

467

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 441 539 506">File Description</th> <th data-bbox="539 441 1437 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 656">Link to Institutional website</td> <td data-bbox="539 506 1437 656"><a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a></td> </tr> <tr> <td data-bbox="86 656 539 721">Any additional information</td> <td data-bbox="539 656 1437 721"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 721 539 862">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="539 721 1437 862"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
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Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<p><b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b></p>									
<p><b>206</b></p>									
<p><b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b></p>									
<p><b>1293</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1247 539 1312">File Description</th> <th data-bbox="539 1247 1437 1312">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1312 539 1377">Any additional information</td> <td data-bbox="539 1312 1437 1377"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1377 539 1592">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="539 1377 1437 1592"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<p><b>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</b></p>	<p><b>A. All of the above</b></p>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

81

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

**NIL**

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

**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.**

**NIL**

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 are represented in various bodies, authorities at the university level as per Maharashtra Public University Act 2016. Taking cognizance of the important role of students in different**



academic and administrative activities, students are nominated as a member of various committees. SIMCA started a separate Student Activity Centre. It provides an excellent opportunity and awareness to everyone. 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 a better understanding between the administration and students.

Academic Bodies - Committees on Sports and Cultural, Class Committee, Library, College Academic.

Administrative Bodies like - Anti-ragging committee, Women Grievance Redressal Committee, etc. The new student representatives are elected unanimously among students.

Every year various activities are carried out under Student Activity center, some are - Induction, Fresher's party, Teachers day, Blood Donation Camp, Technical fests and Sinhgad Karandak(Annual event of STES Group)

File Description	Documents
Paste link for additional information	<a href="https://www.facebook.com/simcasinhgad2004">https://www.facebook.com/simcasinhgad2004</a>
Upload any additional information	No File Uploaded

**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**

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

The institute has a registered alumni association from 18/10/2010 no. Maha.2185/2010/Pune. The 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, Alumni Student Interaction, Social Initiatives, Alumni Participation in Admissions, etc.

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 contact our placement cell, organize interviews, and select our students.

The SIMCA Alumni Association conducted the Annual Alumni Meet. Rendezvous - Alumni Meet 2020 was organized for alumni. 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.

Alumni Meetings held for various objectives like Syllabus updating, 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.

File Description	Documents
Paste link for additional information	<a href="https://www.facebook.com/simcasinhgad2004">https://www.facebook.com/simcasinhgad2004</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**C. 3 Lakhs - 4Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **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

**SIMCA follows its vision and mission to serve betterment among the students. The governance matches the vision and the mission. Our vision and the mission are as follows:**

**Vision:**

**To shape professionals to be Thought Leaders in the world of business, by institutionalizing creativity and innovation in thought process and action and dissemination of relevant knowledge through structured learning systems.**

**Mission:**

**We realize that education is fundamental for the complete development of individuals. As a premier teaching institute, we endeavor to harness this inherent potential by meeting the growing needs of higher technical education. As we grow, we will expand into new technologies, methodologies, disciplines, resources, and even attitudes. To achieve this, SIMCA will ensure the highest quality of faculty, resources, and infrastructure. These will be structured with a focus on academic excellence and versatility in an approach that will meet the ever-increasing needs of the students.**

Institute is governed by the Sinhgad Technical Education Society. The leadership (Top management and Director) in collaboration with the local management committee makes sure that the policy statement and the action plans are aligned with the mission of the institute. The leadership is also involved in communicating and reviewing the policies/action plans.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

As a matter of decentralization and participative management 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 students apply for a night out leave either for visiting their local guardians or to go home in the preparatory break or vacations. The students were found to indulge in wrong practices on some occasions to obtain leave giving rise to issues related to their safety and security.

Director decided to incorporate a system in order to resolve the issue and affect smooth sanctioning of leave. Director further decided to transfer this responsibility to a faculty member, it was decided to authorize the course coordinator to sanction the leave and give the college seal. 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. In the case of special cases, the Director would still remain the final sanctioning authority.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

#### Strategy to improve Placement Activities:

To give maximum opportunities to our students pursuing various courses from all Sinhgad Institutes, a Central Placement Cell (CPC) has been constituted. The centralized Placement activity has resulted in maximizing the resources of Placement teams providing ample opportunities for students and logistic convenience to the corporate world.

The department is geared up to provide its quality services not only in employment to students during studies, but also their employability through well-planned and organized training and personality development programs and their development to face the corporate world.

#### Objectives

- To manage Centralized Placement activities of ALL Sinhgad Institutes.
- To provide ample opportunities to MCA and MBA Students and to achieve maximum placements with industries from all over India.
- Training in Aptitude tests, group discussions, and preparing for Technical and HR interviews through professional trainers.
- To promote career counseling by organizing guest speakers from various Industries.
- Industry - Institute tie-up arrangements for Campus recruitment.
- To promote the culture of Innovation & Start-up

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.facebook.com/simcasinhgad2004">https://www.facebook.com/simcasinhgad2004</a>
Upload any additional information	No File Uploaded

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.

Institute has established various bodies as per the regulatory authorities:

**GOVERNING BODY:**

It comprises of President, Secretary, VP(Admin), VP(HR), Management Representatives, etc.

**LMC:**

LMC is responsible to evaluate and monitor the progress of the institute and recommend improvement in higher standards of academic and administrative activities of the Institute.

**Director:**

Director is responsible for the enhancement of the overall growth of the institute as per Savitribai Phule Pune University's standard.

**Role of IQAC:**

IQAC aims in inculcating. Maintaining and developing a quality culture in the organization.

**Training and Placement:**

Institute has Central Placement Cell. The training and placement officer coordinates with the organizations and alumni for the placements of our students.

**Recruitment and Promotional Policies:**

Roster is centrally maintained by the STES and the requirements of faculty and staff are published in leading newspapers and on the institute's website. The selection of the eligible candidate is done as per the norms of regulatory authorities/bodies. The performance appraisal system at the institute is a tool for evaluation of the staff members and promotions are given as per the policy of STES.

#### Grievance Redressal Mechanism:

Institute has a Grievance Redressal Cell at the institute to address the ragging and sexual harassment issues.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

#### 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	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

#### 6.3 - Faculty Empowerment Strategies

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

Institute focuses on teaching and non-teaching staff along with students, by providing welfare measures.

- Residential Quarters on campus
- Free medical treatment

Employees can avail of medical treatment as required.

- Maternity leaves

As per the government's maternity rules, each lady employee who has completed two years of service entitles to maternity leave.

- Facilitating for attending conference/workshop/FDP's/Research publication.
- The reward for producing University Ranks
- Special Study Leave to pursue Higher Education
- Group Insurance.
- Employee Provident Fund (EPF):
- Cafeteria:

The college has a canteen/Store/Gymnasium on the campus.

- Gratuity:

The employees who have completed 5 years of tenure of services in the same organization receive gratuity after their discontinuation of service.

- Group Insurance Scheme (GIS):

Institute provides Group insurance which is supplemental coverage to better ensure the physical, mental, and financial health of insured members and their families.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

1

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

46

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The objective of faculty appraisal is to assist faculties in their professional development, to carry out their duties efficiently, provides judgment to support promotions, transfers, confirmation, etc. provides feedback to staff about their behavior, attitudes,

skills, or subject expertise, identify ways of improving faculty knowledge, skills, attitudes and ultimately performance.

Appraisal by Director on a one-to-one basis with the individual staff member. Corrective measures are advised for any deviation and Appreciation for good work is endowed with. Records are maintained for reference. Deserving persons are recommended for increments and promotions. The same is conveyed accordingly.

The process of appraisal would be scheduled towards the end of the academic year. This is to enable the faculty to reflect on their performance across the two semesters of the academic year. Additionally, the analysis would provide a pathway for the institution to take necessary measures to incentivize or bring in supportive processes to enhance the performance of the faculty.

The process of appraisal comprises of three parts:

1. Self-appraisal format to be filled by every faculty
2. Appraisal by Director: This would also involve a review of the self-appraisal documents submitted by the faculty.
3. Student Appraisal of teachers

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The finance department including the CA of Parent Trust (STES) keeps a tap on the institute's accounting/reporting. Every institute's Director keeps a check on daily financial transactions and their reporting. At the end of every Financial Year, accounts are audited by external auditing agency K.S. Mali and Company, Chartered Accountants, and the financial statements are prepared for compliances set by regulatory bodies like AICTE and Fee

Regulating Authority. The audit examines revenues generated from fees/grants/donations, etc. against the expenses incurred, assets/equipment purchased, provisions for depreciation, etc. The bank and fee reconciliation statements are checked with dues from Govt. of Maharashtra, i.e. MAHADBT. Utilization of grants received if any are verified and checked against criteria stipulated. Expenses incurred on infrastructure development/augmentation are verified against quotations invited and resolutions passed. Physical verification of assets declared is conducted. The audited Financial Statements thus form a part of the financial statements of the Parent Trust. These are further verified by statutory auditors of the Parent Trust. The financial statements are subject to scrutiny by the Charity Commissioner as also Income Tax Department.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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)

**NIL**

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)	<a href="#">View File</a>

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

Institute has a well-defined procedure to monitor effective and efficient resource mobilization and utilization of resources for infrastructure, development, and teaching-learning process. Management approves and guides as regards to financial transactions of the institute.

Funds are received by the institute in the following ways.

- Fee received from students during the admission process.
- Funds received from University for conducting university examinations like theory examinations, online tests, and project/dissertation viva.
- External examiners by SPPU are invited to conduct examinations.
- Partial funding received from university to organize National/State seminar.
- Funds are received from the individual firms for organizing events in the form of sponsorship.

The Institute has an effective audit mechanism to monitor the utilization of funds effectively and efficiently. Every transaction is supported by vouchers. All the collections are deposited in banks. The audit is done by a registered chartered accountant at the end of each financial year. The funds received from SPPU on account of the conduct of the examination semester-wise, are distributed amongst teaching and non-teaching staff involved in the examination process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 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

Internal Quality Assurance Cell (IQAC) is established at SIMCA for as a quality sustenance measure. IQAC works towards developing a system for consistent and catalytic action to improve the academic and administrative performance of the institute.

The objective is to promote measures for institutional functioning

towards quality enhancement through standardization of quality culture and adopting best practices.

**Strategies:**

- Ensuring timely, efficient, and progressive performance of academic, administrative, and financial units;
- Adoption of relevant and quality academic and research programs;
- Adopting best teaching and learning pedagogy during a pandemic;
- Ensuring credible assessment and evaluation processes;

**Functions:**

1. IQAC develop strategies for curriculum delivery, quality in teaching-learning and research;
2. To facilitate the creation of a learner-centric environment conducive to quality education and faculty development to adopt the required knowledge and technology.
3. To collect and analyze feedback from all stakeholders on quality-related institutional processes;
4. To organize and document international/national/state/university level workshops, seminars, conferences on quality related themes;
5. To conduct a periodically academic and administrative audit and its follow-up;
6. To prepare and submit the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

File Description	Documents
Paste link for additional information	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>
Upload any additional information	<a href="#">View File</a>

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

IQAC ensures that there is an incremental improvement in the teaching-learning activities every year. This year the focus was more on online teaching with effective use of ICT. Students from remote places were able to attend online lectures. Faculty members were encouraged and trained towards effective utilization of Learning Management systems like Google classroom/Microsoft Teams/Zoom. Conventional course assignments were converted into activities like presentations, posters, quizzes, etc. Students were encouraged to undertake various online courses for improving communication, interacting with faculty during classroom teaching & increase class participation. SIMCA connected its students to various international activities during pandemics like online digital marketing workshops by the London School of Digital Business, Alumni meetings, women empowerment programs, etc. To imbibe teamwork among students they were given mini-projects/presentations on various topics. Brain-storming sessions were conducted to enhance their critical thinking ability. To boost the Industry-Institute-Interaction expert sessions were organized. The student-staff ratio is always maintained as per AICTE. Mentor-Mentee program is adopted efficiently. Peer-to-peer learning is executed by pairing Fast learners with slow learners to create a friendly mutual learning environment. This andragogy of teaching helped us in achieving objectives of attaining internationalized resources such as Instructors and instruction material.

File Description	Documents
Paste link for additional information	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>
Upload any additional information	<a href="#">View File</a>

<b>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>	<b>C. Any 2 of the above</b>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/6.5.3.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/6.5.3.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

1. Sinhgad Institute of Management and Computer Application, Pune is a Co-educational institute, often abbreviated as a Co-ed institute, where students of both genders, male and female, study, learn and grow together. Every year our institute organizes and conducts various workshops for gender sensitization.
2. Committee formed towards ensuring sensitization and awareness amongst all members of the SIMCA regarding gender inequality and sexual harassment
3. Inclusive representation of women in all important Committees and other core Committees of the institute include women in decision-making positions who lead various activities of the institute.



4. Along with the above activities, we also provide specific facilities for women like staff room, canteen, washroom, sick room, yoga room, etc for ladies faculty and girls common room for female students.
5. Gender Neutral Spaces with the provision of gender-neutral hostels to promote a diverse and inclusive environment
6. Gender Awareness programs like Women’s Day, poster and rangoli making competition for “Women empowerment”, and NAV-DURGA (Total 9 ladies guest were invited for the inauguration ceremony from different backgrounds to share their views for the panel discussion, “HOW THEY HAVE MANAGED INTO THE PANDEMIC SITUATION) are conducted regularly.
7. Security cameras are installed for the safety and security of everyone in and around the campus.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.1.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.1.pdf</a>
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	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.1.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.1.pdf</a>

<b>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</b>	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Institution takes initiative in the management of wastes which is generated within its campus. Solid Waste Segregation is done by hand sorting. The dry waste which includes paper, cardboard, plastics, and scrap materials is separated from others. Organic wastes like the leftover food, peels, scrapings from fruits, etc are also collected in bins separately. They are handed over to the Waste Management Company, Vital Waste. For E-waste Management, the College segregates old computers, batteries, and wires and disposes at regular intervals. The electronic devices have varying proportions of glass and metals. Hence the disposal helps in the consequent recycling of separated streams of aluminum, copper, and circuit boards. As these are handed over to Vital Waste, they sort and separate the materials and prepare them for sale as usable raw materials. No hazardous chemical waste is generated on the College Campus. All of these ensure that the College takes care of the waste generated regularly by reducing the waste and making an effort for its reuse and recycling. The laboratory wastes are also disposed of by taking proper measures. The biodegradable waste products are collected and disposed through municipality collection, whereas, the chemicals are diluted carefully with water.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	No File Uploaded

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**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**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**A. Any 4 or all of the above**

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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

SIMCA makes serious endeavors to maintain an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities. The efforts are put to make the institute environment inclusive:

Student volunteers are involved in creating awareness of the importance of cleanliness in different parts of Pune. This year due to the pandemic, we focused on cleaning their own house. As a part of the Green, initiative saplings were planted in their hometown by student volunteers. To create public awareness about the ill effects of spitting, student volunteers prepared the posters on 30th April 2020. If someone is spitting in a public place, the person can potentially spread diseases. So, it is important to stop spitting and raise awareness among others to do the same. Spitting on footpaths, at bus stands, traffic signals and other public places hamper the city's aesthetics and cleanliness. It is everyone's responsibility to keep the city clean. As the whole globe is suffering due to a pandemic situation caused by a coronavirus, Covid-19 awareness by making flyers were made by our student volunteers. With this Mask making and distribution to nearby poor people was also done. Health survey

and Vaccination awareness of around 200 families were carried out by our college director.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

SIMCA PUNE regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. Some of the regularly conducted activities are Swachh Bharat Abhiyan, Fitness activities, Yoga and games, compulsory exposure for students to work with various impaneled NGOs, tree plantation, blood donations drives, and Awareness of Flag Code, etc. The supporting emails, office orders, and photos are placed. Further, being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. Their course curriculum compulsorily includes a course on Corporate Governance & Ethics and they have to participate in various social awareness programs which is also a compulsory course as part of their curriculum.

The students also being responsible citizens take many community services and provide services to mankind and society. The students undertake cleanliness drives both inside the campus and nearby villages considering it as a responsibility of every citizen. Every year Republic Day is Celebrated on 26th Jan by organizing activities highlighting the importance of the Indian Constitution. 'Independence Day' is also celebrated each year to highlight the struggle for freedom and the importance of the Indian constitution

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.9.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.1.9.pdf</a>
Any other relevant information	<a href="https://www.facebook.com/simcasinhgad2004">https://www.facebook.com/simcasinhgad2004</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

**SIMCA regularly celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, Saraswati Puja, Holi, Dipawali, International Yoga Day, Swachh Bharat Abhiyan Day, SIMCA Foundation Day, Vishwakarma Puja, etc. In addition, various other activities like Health Checkup camps, Eye Check-up camps, Covid vaccination drives are conducted for the welfare of students, faculties, and employees. A formal email and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees, and students who can form a team and manage the activities in a smooth way.**

**Students take an active part in organizing the Independence Day and Republic Day celebrations hoisting the national flag and reciting the national anthem with full honors. In addition, students celebrate Fresher's Welcome and Farewell party under the guidance and supervision of faculty and staff.**

Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or in virtual mode. SIMCA takes pride in organizing all the important national events irrespective of any bias towards caste, creed, or religion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

SIMCA believes in building a strong foundation by strengthening the core teaching and thereby making the fundamental concepts very clear. 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.

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 is 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.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.2.1.pdf">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/7.2.1.pdf</a>
Any other relevant information	<a href="http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html">http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html</a>

### 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

#### 1. Social Media Visibility

Institute is extensively utilizing social media to reach existing students, get new ones and build or maintain credibility and reputation. Institute is popular on social media relative to that other Institutes. SIMCA is distinctly positioned in social media and has a strategy for engaging its stakeholders in a particular social media. SIMCA handles multiple social media accounts like Facebook, Twitter, Youtube, Instagram, blog, WhatsApp, Telegram, etc. to reach multiple students to deliver the best quality of education to the students. Institute has also posted various event details on various social media accounts to reach maximum students and got maximum participation. Further details are visible in the following:

- <https://www.facebook.com/simcasinhgad2004>
- <https://www.linkedin.com/in/simcasinhgad>
- <https://instagram.com/simcasinhgad?igshid=YmMyMTA2M2Y=>

#### 2. Institution's Innovation Council (IIC)

Through IIC, the faculty and students source contemporary Innovation related research, knowledge, and content. This helps students in subject areas like leadership, Innovation, Start-up, entrepreneurship development, organizational change, marketing, branding, strategy, and topics related to the impact of digital and social media on the 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 the latest developments and practices in the world



of management and business.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Institute Intends to undertake actions with regard to the following:

- FDP on New Specialisations launched by SPPU.
- Undertake Bridge Courses for aligning students learning base with existing curriculum requirements.
- Sensitize students on Women's Empowerment (Nari Sashaktikaran) as part of the Nava Durga / Navratri Celebration.
- Sensitize students on Environmental Issues through activities such as Rain Water Harvesting, Tree Plantation, e-Waste Management, etc.
- Enhance Research Centre Activity through Workshop on Research Methodology, Coursework for Ph.D. students, etc.
- Conduct Webinar / Seminar / Workshop on Start-Up & Innovation, FINANALYTICS, Operations, Retail Marketing, Operations, Business Analytics, HR, Marketing, Digital India, Research Methodology, etc.
- Undertake ISR (Institutional Social Responsibility) activities through community connect - Visiting Old Age Homes, Orphanage, Blind School, Blood Donation, Adopting Village for Development, Raising Funds for the Needy, etc.
- Conduct Skill Development Programmes, Career Guidance, etc.
- Conduct mixed mode session considering situation of pandemic
- Undertake FDP - Train the Trainer - for enhancing the Teaching Skills of the faculty members.