



YEARLY STATUS REPORT - 2021-2022

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	9657725091
• 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 Kumar Sharma				
• Phone No.	02066831922				
• Alternate phone No.	02066831897				
• Mobile	9657725082				
• 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/NAAC.html				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.07	2018	02/11/2018	01/11/2023
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	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Focus on Faculty Development - Faculty members were encouraged to participate in FDPs organized at the Institute Level and Outside. Arranged 15 days of FDP "Train the Trainer" in April 2022, Encouraged Finance Faculty members to join Finance Modeling and Bloomberg Trainings, etc.</p>		
<p>2. Arranged Workshops and Seminars such as Research Methodology Workshop, Marketing Seminar, HR Workshop, Opaque (OSCM) Seminar, Business Analytics Seminar, Start-Up, and Innovation, etc.</p>		
<p>3. Women's Empowerment was highlighted by arranging Rangoli Competition, celebrating Women's Day (Nari Shakti), and sharing experiences by women of repute.</p>		
<p>4. In order to improve the performance of the students, Remedial Classes (for all subjects), Two Bridge Courses (Accounts and Economics), Student Grooming Training for Placement (GTT, Feul, Rubicon, etc), and two industrial visits were arranged.</p>		
<p>5. Social connection was stressed through visits to an Old Age Home, a Blind School, etc. In order to inculcate Environment care, Tree Plantation was undertaken.</p>		
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 and Approved continuation of SPPU Affiliation of SIMCA Research Centre
Bridge Course to cover syllabus missed due to online delivery	Designed and conducted Bridge Courses
Industry Visits initiated after pandemic	Two Industry Visits were arranged for the students.
Organizing Seminar and FDPs	Two Operations, One Marketing, HR & bThree FDPs were organized
Digital Library set-up and update	Did the set-up. Connected to NDLI

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

Name	Date of meeting(s)
STES IQAC COMMITTEE	11/05/2022

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
YES	27/01/2022

15. Multidisciplinary / interdisciplinary
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As per our affiliating University, the new syllabi are designed in accordance with the needs of the NEP 2020.

Institute already undertakes STEM-oriented courses such as 6 Sigma, TQM, Project Management, Python, Manufacturing Planning, Supply Chain and Logistics, etc. for its students from MBA and MCA.

Using Institutional Social Responsibility (ISR) activities students are exposed to the issues and concerns for the Environment and Society.

Students are being encouraged to undertake field projects in the

surroundings of the institute to help uplift the under-developed people with management applications.

The university syllabus of the MBA program permits students to undertake courses from the MCA program with the provision of Credit Transfer.

16.Academic bank of credits (ABC):

Effective Batch 2021 of MBA and MCA, Institute has ensured that all students enroll for ABC as was specified by our affiliating University.

Provisions are available in the MBA Program syllabus for Horizontal or Lateral Credit Transfer:

- Credit Transfer shall be permitted between the MBA and the MCA program of SPPU for the equivalent number of credits.
- List of such courses eligible for Horizontal or Lateral Credit Transfer between the MBA and the MCA program of SPPU shall be announced by the BOS/Faculty.

Provisions are available in the MBA Program syllabus for Block Credit Transfer:

- Permitted for all national and international professional certifications related to the MBA program's PEOs and POs.

17.Skill development:

Institute has already included following Skill Development Courses and Trainings:

- Human Rights
- Cyber Security
- Job Qualification Certificate Tests such as TCS, First Naukri
- Soft Skill Trainings such as Fuel, GTT, and Rubicon.
- Commodity Market Awareness Workshop from MCX
- Digital Marketing
- Excel

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

The following Courses, Actions, and Activities, just to name a few, are undertaken to help students to capture and understand the

essence of the Knowledge being imparted.

- Indian Ethos and Business Ethics
- Use of Local Language in First Year
- Use of Examples from Indian History
- Use of Books and Video Cases such as Dev Dutta Patnaik
- Cultural festivals celebrated in the institute

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

The revised MBA and MCA Curriculum builds on the implementation of the Choice Based Credit System (CBCS) and Grading System initiated in the AY 2013. The curriculum takes the MBA and MCA programs to the next level in terms of implementing Outcome Based Education along with the Choice Based Credit System (CBCS) and Grading System.

Outcome-Based Education (OBE) Approach: Outcomes are about performance

- a) There must be a performer - the student (learner), not only the teacher
- b) There must be something performable (thus demonstrable or assessable) to perform
- c) The focus is on the performance, not the activity or task to be performed

This is measured with respect to:

1. Programme Educational Objectives (PEOs):
2. Graduate Attributes (GAs):
3. Programme Outcomes (POs):
4. Programme-Specific Outcomes (PSOs):
5. Learning Outcomes:
6. Course Outcomes (COs):
7. Teaching and Learning Activities (TLAs):
8. Outcome-Based Assessment (OBA):

20.Distance education/online education:

Students are encouraged to pursue ONLINE Courses from any reputed Institutions or MOOC portals such as SWAYAM, NPTEL, COURSERA, etc.

Following are the Guidelines available as per MBA Curriculum for Credit Transfer for MOOCs:

1. Learners are encouraged to opt for MOOCs (Massive Online Open Courses) through SWAYAM, NPTEL, EdX, Coursera, Udemy, etc..
2. Priority shall be given to the Courses available on the SWAYAM

platform.

3. Not more than 20% of the total credits (22 Credits) shall be earned through the MOOCs.

4. Not more than 20% of the credits per semester (6 credits) per semester shall be earned through MOOCs.

5. Since MOOC is a guided self-study course 40 - 45 hours of work shall be equivalent to one credit. The faculty shall oversee the progress of the learner as well as evaluate the learner for 50 marks / 2 credits.

6. Students shall apply to the Director / Head of the Department / other designated competent academic authority of the institute in advance and seek permission for seeking credit transfer for the proposed MOOCs, he/she wishes to pursue.

Professional Certification Programmes:

Learners may opt for Professional Certification Programmes offered by National, International organizations, Apex bodies, Chambers of Commerce, Professional certifying bodies, and E-learning companies of repute. The indicative list is provided below -

- i. Business English Certificate (Cambridge) / IELTS / TOEFL Certification
- ii. Foreign Language Certification Equivalent to A1/A2 or above
- iii. Google / Microsoft / Oracle / Sun Certification
- iv. NSE / BSE / NISM Certification
- v. SAP Financial Accounting (FI) / Controlling (CO) / Sales and Distribution (SD) / Production Planning (PP)
- / Materials Management (MM) / Quality Management (QM) / Human Capital Management (HCM) /
- CRM Certification
- vi. Six Sigma Certification
- vii. ISO Certification (as an auditor)
- viii. Tally ERP Certification
- ix. NLP Certification

Extended Profile

1.Programme

1.1 251

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

File Description	Documents
Data Template	View File

2.Student2.1 **779**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **442**

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

File Description	Documents
Data Template	View File

2.3 **307**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **38**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **41**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	251
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	779
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	442
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	307
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	38
File Description	Documents
Data Template	View File

3.2	41
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	102.90
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	200
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The 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.

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 other activities, is identified, discussed, and 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	View File
Link for Additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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.

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 Participations.

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	View File
Link for Additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

2

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

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

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

6

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

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

691

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Institute in the COVID-19 scenario, took 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.	View File

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

8

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

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

513

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
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	
779	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

442

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Slow learners and advanced learners are identified based on the student's level of comprehension, 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 improvement 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 a computer facility and internet for the online material, extends its timings, and provides an atmosphere for conducive learning to both slow and advanced learners.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

Number of Students	Number of Teachers
779	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute focuses on Student-centered learning, which incorporates experimental, participative, and problem-solving methodologies to enhance the learning process. Curriculum planning and assessment are designed to support this approach, and teachers craft instruction and apply technology to best serve each student's learning journey.

Experiential learning:

The Institute offers project-based learning, hands-on learning, and industry internships for students to gain practical exposure to theoretical knowledge. It also has well-equipped computer labs with internet facilities. Students are taken to the lab by faculty members to receive real-time information on subjects like C, C++, VB, Java, .Net, PHP, Python, SQL, etc. On completion of the projects, the faculty awards suitable marks/grades.

Participative learning:

Students are encouraged to participate in Poster competitions, in programming contests, Hackathons, MCQs, management fests, and other activities to foster creative thinking.

Problem-Solving Methodologies:

The Institute encourages case-based learning by incorporating Case study solving as a part of every subject. Students are encouraged to participate in case study competitions and participate in National and International conferences/seminars. As part of the subject "Research Methodology", each student must submit a research project.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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

Institute uses Information and Communication Technology (ICT) to support, enhance, and optimize the delivery of education. It is essential for students and teachers to learn and acquire the latest trends and technologies to engage students in long-term learning. ICT 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. WhatsApp
9. You Tube
10. Wi-Fi Wireless Network

11. Internet**12. Computers**

All the classrooms and Labs are equipped with projectors and computers. Online classes are conducted through Microsoft teams. Recording of video lectures is made available to students for long-term learning and future referencing. E-mails and whats-app are used for communicating with students. Teachers uploads notes and assignments on google drive or Microsoft teams. Faculties use PowerPoint presentations to make the student understand concepts in an easy way. Digital library resources like NDL are used by faculties. MOOC platforms like NPTEL, SAP, Udemy, etc are used by ICT faculties. The Institute campus is connected through wi-fi and LAN. Expert talks and various competitions are regularly organized for students like group discussions, Quiz competitions,s and many more through online platforms.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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**

38

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

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

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

19

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

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

2.4.3.1 - Total experience of full-time teachers

346.11

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

Institute follows all the norms of SPPU for conducting the Internal Assessment. List of assessment, detailed internal assessment schedule and Internal assessment pattern is prepared as per the guidelines of university and shared with the students during the induction & initial sessions by individual course teachers and displayed on 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 improvements are discussed accordingly. The final cumulative marks for all internal subject wise evaluation are displayed on the notice board. End term examinations is conducted at end of semester to help the students achieve good results in University Examinations.

Internal assessment is conducted through variety of evaluations to improve students' learning. The few evaluations conducted throughout the semester are Class test, Assignments, MCQs, Presentation, Subject Specific quiz, Case Study. 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 may have additional evaluations, which are embedded with class room sessions.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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

Institute to deal with internal examination related grievances adopts transparent and efficient mechanism in two ways A) at institute level and at University level

1. The institute appoints an internal examination coordinator who plans and executes all exams in line with the academic calendar of institute.
2. Notifications and schedules are displayed prominently on the

college notice boards to communicate information related to internal examination to students.

3. Performance of the students in examination and project reviews is displayed on notice board.
4. After evaluation of answer sheets are distributed to the students in the class for queries if any. They may raise their grievances orally regarding the marks awarded to them with the concerned faculty. Students are free to approach their mentor, or the teacher-in-charge for redressal.
5. In rare cases if discrepancies are noticed in the marks awarded to students by teachers then corrective actions are taken. These corrective actions are normally re-evaluation, re-checking of answer sheets.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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 in 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	No File Uploaded
Paste link for Additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload COs for all Programmes (exemplars from Glossary)	View File

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

MBA & MCA are the Programs run by Institute, these are two-year programs & the curriculum for these programs is provided by the university along with POs and COs.

The POs are evaluated based on students' placement, students' startups, and students' performance in various competitive examinations.

Attainment of these POs and COs is based on continuous evaluations, mentoring of students, making MOUs with corporate's, and creating indigenous environments for innovation, incubation, incubation & research.

Institute has a MENTOR MENTEE club where students are personally assigned to their Guardian faculty for their career guidelines. STP Sessions & even Commutations labs help in skills achievement. Sinhgad Institutes has various Organised sessions for all institutes on STP Training and various additional advanced training for their students.

Course Outcomes:

Institute is planned for different Exams structure, Internal concurrent evaluation structures and MIDTERMS, Competitions, Entrepreneurship Incubation Cells, and Mentor-Mentee clubs for personal Counselling sessions for their students. Institute methodologies help students to gain Exams. Generic & Domain Knowledge, Problem Solving & Innovation, Critical Thinking, Effective Communication, Leadership and Teamwork, Global Orientation and Cross, Entrepreneurship, Environment and Sustainability, Social Responsiveness and Ethics, and Lifelong Learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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

307

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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/NAAC.html>

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)

00

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)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

5

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
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 actively

involve 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 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. Workshops are 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 entrepreneurs in framing the product design.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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

7

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

3.3 - Research Publications and Awards

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

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

10

File Description	Documents
URL to the research page on HEI website	http://cms.sinhgad.edu/sinhgad_management_institutes/simca_mca/phd-research-center.aspx
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

10

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

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

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

1

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

3.4 - Extension Activities

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

Covid Centre & vaccination drive has helped in fighting the pandemic & strengthened the immunity system. Fit India Movement and Swaccha Bharat Abhiyan have made a positive impact on health awareness and personal hygiene. Poster Making Competition has fostered creativity & spirit of innovation. International Yoga Day was celebrated to balance physical and mental health. 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. Visit to Old age home was a fulfilling experience valuable lessons of humanity were learned

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

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

3

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

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

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

7

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

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

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

1161

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

3.5 - Collaboration

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

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

6

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

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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

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 to 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 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 of the Institute. There are syndicate rooms to facilitate group discussions, a language lab for soft skills development, and two reading halls in the library. Each faculty member is given an independent cabin with cupboards and individual computers for their use.

Institute also conducts certificate courses, co-curricular

activities, parent-teacher meetings, etc.

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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. Sports equipment like carom, chess boards, cricket kits, and cultural equipment like synthesizers are available for the student's use. Free Medical Facilities for students, Medical healthcare facility is available on the campus in the form of a Rural Health Centre. The medical facilities and medicines are given free of cost to the students, and staff. Specialized doctors are made available on weekly basis. Also, a medical store is available on the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

102.9

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- 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	View File
Paste link for Additional Information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.02	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
80	

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

4.3.2 - Number of Computers

200

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

4.3.3 - Bandwidth of internet connection in

B. 30 - 50MBPS

the Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****0.23**

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 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 the electrification of the campus is

being monitored and taken care of by the Electrical Engineer and his team.

- System Administrator and technical assistant are appointed to ensure the upkeep of all laboratories and computers in the institute.
- Housekeeping jobs like cleaning, and sweeping the corridors and classrooms are maintained by the peons of the college.
- The library collection is continually updated as per the collection and development policy of the library. 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	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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

577

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

65

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

1875

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

174

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

3

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

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

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

408

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

5.3 - Student Participation and Activities

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

one) during the year

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

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	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)	View File

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

Taking cognizance of the important role of students in different academic and administrative activities, students are nominated as members of various committees. SIMCA started a separate Student Activity Centre. This provides an excellent opportunity and awareness to every student. By this SIMCA ensures the overall development of the student as above with appropriate standards. Student members represent the various issues and present their ideas at the respective committee meetings. Their suggestions are given due importance in arriving at decisions. The involvement of students in these creates a better understanding between the administration and students.

Academic Bodies Student chapters of various bodies like - The Sports and Cultural Committee, Class Monitoring Committee, Library Committee, College Academic Committee, and Student Placement committee.

Administrative Bodies like - The anti-ragging committee, and Women Grievance Redressal Committee.

SIMCA has begun to form a student council where in there will be Student representatives from MBA/MCA, under the name of SIMCA Student's Committee (SSC), who actively take part in

administrative work of the institute by means of developing effective communication between students and the institute administration.

The new student representatives are elected unanimously among the MBA/MCA students.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

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

65

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

Our Alumnus contributes to the Institute and its students in terms of non-financial support activities such as;

Alumni-Student Interaction: SIMCA organizes alumni interaction programs with existing students, which helps students to keep connected with the alumni, mentoring students in terms of choosing

the job profile, preparing for interviews, the importance of campus life while entering corporate life, preparation required for corporate life, how participation in college activities help student's emotional wellness and better prepare them for the real world, general awareness about the world outside, etc.

Social Initiatives:

The association supports various social awareness initiatives taken up by SIMCA with the support and involvement of alumni and existing students, as a duty towards society.

Alumni Participation in Placement: Our Alumni, which are placed in different national and multinational organizations at different positions, helps institute summer placement as well as final placement.

Alumni Participation in Admission: Our Alumni, also helps us in our admission process by referring our institute to their relatives, and friends.

Alumni as Faculty: Some of the alumni are serving in SIMCA as faculty members and are also a part of the placement team to teach/ guide our students.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	C. 3 Lakhs - 4Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

SIMCA follows its vision and mission to serve better for students. The governance matches the vision and the mission. Our vision and 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 make 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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

Every activity of the institute involves decentralization of authorities and participation at all levels. An example of this process is the organization and conduct of Sports Karandak at STES. The Sinhgad Sports Karandak started in 2007 is an

intercollegiate event conducted in January month every year. It is a Mega Event of 21 sports including international students, managed by the principals/directors. The Chairperson and Secretary of this event initiate the Championship. The event is planned and executed by the Sports Director and Joint Director. Participation from national and international students in various sports competitions like cricket, volleyball, football, table tennis, chess, badminton, swimming, athletics, and Kabaddi. Different institutes are allocated responsibilities for different sports. Competitions are planned and implemented at various campuses with committee members conducting structured meetings under the guidance of the Managing Body. At the institute level Sports coordinator receives guidelines from the coordinating committee. Team Managers and Student Committees are formed at the institute level for the smooth conduct of team participation in all sports.

- Secretary, Sinhgad Sports Club & Cultural Centre, Chairman, Sinhgad Sports Club & Cultural Centre
- Sports Director and Joint Director
- Sports Director and Joint Director
- Faculty Sports Coordinator
- Team Captain Student

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy to improve Placement Activities:

Considering the large number of students pursuing various courses from all Sinhgad Institutes, a Central Placement Cell (CPC) has been constituted. Each institute has TPO & Students Coordinators. This has resulted in maximizing resources of Placement providing ample opportunities for students and logistic convenience to the corporate world. Placement services are provided not only in employment but also their employability through well-planned and organized training and personality development.

Objectives

- Ø To manage placement communication from Centralized Placement Cell.
- Ø To provide ample opportunities to MCA and MBA Students and to achieve 100% placements pan India.
- Ø Training in Aptitude tests, group discussions, and preparing for Technical and HR interviews through professional trainers.
- Ø To promote career counseling by organizing guest speakers from various Industries.
- Ø Industry - Institute tie-up for Campus recruitment.

Process

- Ø CPC interaction with the company for job opportunities.
- Ø Company intimation to CPC for Job Profile and numbers.
- Ø CPC communication to institute TPO.
- Ø TPO communication to students of the institute for registration.
- Ø Counseling and difficulty-solving at the institute level.
- Ø Registration from students communicated to CPC.
- Ø CPC schedules selection rounds as per company instructions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
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:

The director is responsible for the enhancement of the overall growth of the institute as per the University's standards.

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 (Service Rule) 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 the evaluation of the staff members and promotions are given as per the policy of STES.

Grievance Redressal Mechanism:

Institute has Grievance Redressal Cell at the institute to address

the ragging and sexual harassment issues.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Link to Organogram of the institution webpage	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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

- Residential Quarters within the 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 attending conferences/workshops/FDPs/Research publications.
- 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 in 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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

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

00

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)	View File

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

4

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

18

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

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

The objective of faculty appraisal is to assist faculties in their professional development, to carry out their duties efficiently, provide judgment to support promotions, demotions, transfers, confirmation, or termination, and provide feedback to staff about their behavior, attitudes, skills or subject expertise, identify ways of improving faculty knowledge, skills, attitudes and ultimately performance.

The process of appraisal would be scheduled toward 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 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

The appraisal form consists of four parts covering Student Centric activities, Professional Development and Academic Contribution, Research Contribution, and Assessment by the Director.

For evaluating the performance of a professor more emphasis is

given to research contribution whereas, for an assistant professor, more emphasis is given to student-centric activities.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Institute conducts transparent internal and external financial audits periodically. Internal financial audit by a committee of accountants of STES along with the institute's accounts department.

The STES finance department keeps a tap on the institute's accounting/reporting. Every institute's Director keeps a check on daily financial transactions and their reporting. K.S. Mali and Company of Chartered Accountants audit accounts every Financial Year. The financial statements are prepared for compliance set by regulatory bodies like AICTE and Fee Regulating Authority. The audit examines revenues generated from fees/grants/donations, etc. as 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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

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

00

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

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

Institute has a well-defined procedure to monitor effective and efficient resource mobilization and utilization of resources for infrastructure, development, and the 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 was received from the university to organize National/State seminars.
- Funds are received from 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. An 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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) is established in the 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 the pandemic;
- Ensuring credible assessment and evaluation processes;

1. IQAC develops 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, and conferences on quality-related themes;
5. To conduct periodic academic and administrative audits and its follow-up;
6. To prepare and submit the Annual Quality Assurance Report (AQAR) as per the guidelines and parameters of NAAC.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

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 the pandemic 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. Brainstorming 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. The 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 the objectives of attaining internationalized resources such as Instructors and instruction material.

File Description	Documents
Paste link for additional information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

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 was 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 includes 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 a staff room, canteen, washroom, sick room, yoga room, etc for ladies' faculty and girls common room for female students.
5. Gender Awareness programs like Women's Day, poster and rangoli-making competition for "Women empowerment", and Organizing the "NARISASHAKTIKARAN" Program on the Occasion of Navaratri and World Mental Health Day.
6. Security cameras are installed for the safety and security of everyone on and around the campus.

File Description	Documents
Annual gender sensitization action plan	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html
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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html

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. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The Institution takes initiative for 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, scrap materials is separated from others. Organic wastes like the left over 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 dispose them at regular intervals. The electronic devices have varying proportions of glass and metals. Hence the disposal helps in consequent recycling of separated streams of aluminium, 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. They are also used for the production of new electronics. However, no hazardous chemical waste is generated in the College Campus. All these ensures that the College takes care of the waste generated regularly by reducing the waste and make an effort for its re-use and re-cycle. The laboratory wastes are also disposed taking proper measures. The biodegradable waste products are collected and disposed to the municipality collection, whereas, the chemicals are diluted with water with proper care before disposal.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	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	View File
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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

Every year our student volunteers are involved in creating awareness of the importance of cleanliness in different parts of Pune. This year due covid-19 outbreak cleaning of own house at the individual level is done. As a part of the Green initiative saplings were planted at the place of residence by our student volunteers. 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. Health surveys and Vaccination awareness of around 200 families were carried out by our college director.

SIMCA also conducted various events like Savitribai Phule Jayanti, Jijabai Jayanti, National Youth Day, Chhatrapati Shivaji Maharaj Jayanti, Marathi Bhasha Diwas, and many more.

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

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

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 donation drives, 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 are also compulsory courses as part of their curriculum.

The students also being responsible citizens take many community services and provide services to mankind and society. The students have taken up many cleanliness drives both inside the campus and

in 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	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html#
Any other relevant information	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html#

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

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 announcement is made before conducting these events. 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. Prasad, sweets, and free lunch is provided to all the students, faculties, and staff. The respective budget is appropriated for each activity and the bills/vouchers are accounted for and audited properly.

Students take an active part in organizing the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted with full honors and the national anthem is sung by all the attendees. In addition, students celebrate Fresher's Welcome and Farewell party under the guidance and supervision of faculty and staff.

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)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

To bridge the gap between academics and the employability of MBA students, STES has designed a 'Student Training Program'. This is a 4-semester course designed with a focus on placement preparation and the overall development of the students. The modules covered in the course are communication, English language, excel, GD, PI and resume writing. In-house faculty members are trained to conduct the training and evaluation is done on pre-designed

criteria. Tie-ups with professional agencies like GTT, Rubicon, TCS, and FUEL are also a part of the curriculum delivery.

To ensure practical training in preparing a business plan and entrepreneurial experience, SIMCA conducts a 'One-day Selling' event for MBA and MCA students. With a fixed investment common for all, students are required to prepare a business plan for a one-day selling activity. Most of the students conduct this on the institute campus premise. However select students may also conduct their business outside the campus, with the necessary permissions. After the selling activity, the students are required to make a presentation on their business plan the Profits. Awards are given based on the best business conducted. Students enjoy the event which has stalls of food, games, and utility products.

File Description	Documents
Best practices in the Institutional website	http://www.sinhgad.edu/SinhgadManagementInstitutes/SIMCA/NAAC.html#
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Social Media Visibility

Social media has changed both the way in which Institutes interact with their students and the way in which events and activities get promoted. Institute is attempting to utilize social media to reach existing students, get new ones, and build or maintain credibility and reputation. More importantly, Institutes need to measure their visibility in the most popular social media relative to that of other Institutes. SIMCA is distinctly positioned in social media and seems to currently have a concerted strategy for engaging its stakeholders in a particular social media. SIMCA is handling multiple social media accounts like Facebook, Twitter, Youtube, Instagram, blog, WhatsApp, telegram, etc. to reach multiple students and deliver the best quality of education among students. Institute has also posted various event details on various social media accounts to reach the maximum number of students and get maximum participation.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Institute Intends to improvise and improve actions on the following:

- Preparing for NEP 2020 Implementation.
- Bridge Courses for aligning students learning base with existing curriculum requirements.
- Sensitize students on Environmental Issues through activities such as Rain Water Harvesting, Tree Plantation, e-Waste Management, etc.
- Enhance Research Centre Activity through Workshops on Research Methodology, Coursework for Ph.D. students, etc.
- Conduct Webinar / Seminar / Workshop on Current Issues.
- ISR (Institutional Social Responsibility) activities through community connect - Visiting Old Age Homes, Orphanage, Blind Schools, Blood Donation, Adopting Village for Development, Raising Funds for the Needy, etc.
- Conduct Skill Development Programmes, Career Guidance, etc.
- Grants from funding agencies like AICTE/DST/CSIR/UGC etc.
- Incorporate Project-Based Learning (PBL) Problem-Based Learning (PBL).
- Motivate the faculty member to write a proposal for fetching research grants.
- Reformation in "Alumni cell", to increase the active participation of alumni.
- Increase utilization of e-resources and NPTEL video lectures.
- Registration as PhD Guide of faculty Members.