SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Goal-setting, Academic excellence, Holistic personal development, and an ardent desire to be the best in the corporate world will create the Business Leaders of tomorrow. Sinhgad Institute of Management & Computer Application (SIMCA) provides this very platform for students to launch their careers in the corporate world. Sinhgad Technical Education Society (STES) was established in the year 1993 under the dynamic leadership of Prof. M.N. Navale, Founder President. The sole objective of the society is to provide quality education in the fields of Management, Computer Applications, Engineering, Medical, Dental, Pharmacy, Architecture, Commerce, Law, Science, Hospitality Management, Nursing, and School Education. The Institute is recognized by the All India Council for Technical Education (AICTE) New Delhi and the Directorate of Technical Education (DTE) Government of Maharashtra. It is affiliated to Savitribai Phule Pune University (SPPU), Pune. Sinhgad Institute of Management and Computer Application (SIMCA) was established in 2004. MBA Education shapes the personality of an individual making him/her competent to deal with the managerial role of decision-making, people management, and technical expertise concerning the domains of Computer Applications, Marketing, Finance, HR, Operations, and Business Analytics. This is done methodically in SIMCA. SIMCA is following the Pune University syllabus. The choice-based syllabus allows and motivates students to take up MOOCs from Swayam and various other platforms for which SIMCA makes additional efforts to inform and facilitate the students thereby preparing the students for current and future industrial challenges. With more than 50% of faculty members having a Doctorate and all the non-doctorate faculty registered for doctoral work, the institute attempts to encourage personal development, and having a research center in the institute also encourages research. Thereby academic excellence is the most important value of the institute which is supported by faculty and staff and inculcated in the students. Empowering the students to encourage them to be a part of the educational system of the institute is extremely encouraging in orienting the teaching to the dynamic and personalized skill needs of the students.

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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Established Research Center which offers Ph.D. programs in seven major streams of IT & Management.

Excellent Research and Development activities and a good number of papers published by faculty and students.

UGC approved Journal with impact factor 5.4.

Excellent infrastructure with well-equipped laboratories, CCTV, Wi-Fi enabled campus, and fully automated library with ample collection of books and journals, well-equipped faculty cabins and classrooms.

Campus well equipped with ample space for student activities and sports in the campus, hostels and staff quarters, mess and canteen, and security.

Supportive management with a progressive vision.

Parental care of the students through the Teacher Ward Group.

Strong Alumni-Institute relationship.

Promotion of e-learning, life skills, employability skills, and entrepreneur skills across the campus.

The institution provides welfare measures to staff and students.

Transparency in staff recruitment is based purely on merit.

Plethora of opportunities in curricular/co-curricular activities and sports.

Free Medical Facility is available to the staff, faculty, and students in the sister concern General Hospital cum Medical College.

Various extension activities for society.

Established a Student Council for student participation in the planning of student activities.

Established Rotaract Club for the creation of social awareness and networking.

Institutional Weakness

Consultancy and industry linkage needs to be strengthened.

Applied Research has to be strengthened.

Lack of international students and faculty.

Do not have the liberty to make changes in curriculum as the institute is an affiliated college.

Institutional Opportunity

Could become an excellent center for interdisciplinary and applied research.

Scope for Collaboration with Foreign Universities, research organizations, and corporates.

Enhancement/encouragement for Entrepreneurship among Students.

Ample scope for providing consultancy services.

Keeping pace with the latest developments and developing students into a global workforce.

Improvement of Faculty and student exchange programs with National and International Institutes.

Increasing faculty patents and copyrights.

Developing autonomous short-term programs by faculty members on skill enhancement, on various online platforms like Swayam and Moodle

Institutional Challenge

Attracting foreign students and students from other states.

Ensuring quality in the self-financing sector.

Exploring avenues for internationalization.

Resource mobilization from various agencies.

Ensuring a dynamic curriculum that acclimatizes the students with new technologies to adapt to globally changing industrial scenarios.

With NEP, administrative work in educational institutes is increasing but the staff of the institutes is not trained to handle it.

The admissions schedule is under the control of the Directorate of Technical Education hence beyond the control of the institute.

Keeping pace with the compliance of regulatory bodies of education.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

SIMCA is a premier institute affiliated with Savitribai Phule Pune University (SPPU). The institute follows the curriculum designed by the respective Board of Studies in consultation with various stakeholders. The Program Education Objectives (PEOs) and Course Outcomes (COs) are prepared by the University and faculty for the effective delivery of the respective courses. The curriculum is based on a Choice Based Credit System (CBCS) and the students are given a choice to choose elective subjects. The academic calendar is strictly followed by the institute, which is prepared based on the academic calendar of SPPU. Class timetables, syllabus completion reports, attendance records, weekly compliance reports, submissions of assignments and activity reports are used to monitor delivery of syllabus and beyond syllabus. Continuous assessment happens through tests, assignments, VIVA, group discussions, case study discussions and workshops for technical subjects like Excel.

The institute has representation in the Board of Studies, Academic Council, or Senate of SPPU. Many faculty members are involved in setting question papers and holding the portfolio of the Subject Chairman for PG courses. The institute encourages the faculty to attend FDP, refresher courses during vacation, and organizes programs like Knowledge sharing sessions for effectively implementing the curriculum and improving teaching practices.

Along with the conventional teaching practice of whiteboard with LCD, PPT, and other course materials are also included for better comprehension of the content of courses. Additionally, different online platforms such as NPTEL, MOOC, Coursera, and Swayam are provided to the students. The institute encourages the students to enroll and complete different online certificate/add-on courses. Students take up project work and practical work for understanding hte practical and industrial applicability of the curricular study. Several topics related to Professional Ethics, Gender, Human Values, Environment, and Sustainability are embedded into the Curriculum. The institute organizes blood donation camps and orphanages visits. Feedback is taken from all the stakeholders for better improvements.

The institute has a well-equipped central library and digital library for online access to international/national journals and several online academic resources.

Teaching-learning and Evaluation

The institute follows a totally transparent centralised admission process of the Directorate of Technical Education (DTE). The guidelines are provided for colleges and institutes affiliated with state universities of the same. The institute follows this centralized admission process for MBA and MCA.

The Institute has qualified and experienced faculty members and follows a teaching–learning process as per instructions given by SPPU. The teaching-learning process is continuously refined through feedback from stakeholders. The institute encourages students to progress by exploring their creativity through numerous platforms and provides academic support as per the requirements of the students. Every student is taken care of in all respects by adopting the Mentor-Mentee program. Lerner centric methods are used by faculty members like group discussions, presentations, practical asssignments in labs and group projects. Faculty members are required to prepare course files every semester to ensure recent knowledge adn research inclusion in the teaching learning process. Assignments are designed in such a way that the gap between the theory and practical aspects of the subject are bridged. As per the guidelines of the university, the institute follows a continuous evaluation process transparently and conducts the examinations concurrently. Then based on the evaluation results of these examinations along with feedback from mentor mentee program, students are categorized as advanced learners and

slow learners. For slow learners, students remedial classes are regularly conducted to improve their skills and performance. The student-staff ratio is always maintained as per the norms of AICTE. The Institute has qualified and experienced faculty members. The Faculty selections are done as per the guidelines of SPPU. The institute encourages faculty to organize and attend FDP programs, workshops, seminars conferences, etc.

Research, Innovations and Extension

The Institution provides a conducive environment for the promotion of Innovation and Incubation. Students are encouraged to be actively involved in the application of Technology for societal needs. National Conferences, International Conferences, Research workshops, seminars, and guest sessions on Technology, Entrepreneurship, and various theme-based competitions are organized. The sole objective is to facilitate students to convert their Ideas into Innovations and are encouraged to gain hands-on experience & better Industrial Exposure. Institute has recognized the 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. Various patents and copyrights granted to the Institute, and faculty members are an indication of the immersive research and innovation culture. The 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. The list of startups by SIMCA alumni is testimony to the efforts taken to nurture entrepreneurship among Students

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. Theme-based 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 have helped in nurturing creating, and imbibing values like gender equality generating 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 in which valuable lessons of humanity were learned.

Infrastructure and Learning Resources

The institution has a well-maintained state-of-the-art infrastructure to meet the educational requirements of students according to the norms strictly provided by the SPPU & AICTE. The Institution has facilities that include Classrooms, Tutorial rooms, a Seminar Hall, a Computer Centre, a Library, a Reading Room, a Digital library, and a Language lab, The Classrooms are well equipped with whiteboard and LCD projection facilities with good ambiance with 60 seating capacity. The Tutorial rooms are equipped with a round table, whiteboard, and a seating capacity of 30 students and LCD projectors. The institute has four Seminar halls with varying seating capacities of 250, 150, 125, and 50 capacity of students with LCD projectors, a public addressing system, and a whiteboard each. Computer labs are well equipped with the latest configuration desktops and software as well as LCD projectors.

All these facilities are designed to be barrier-free and easily accessible by all. Emergency exits and fire fighting systems are provided in the institute. The Institute is fully equipped with 282 high-end computers, projectors, printers, and multimedia equipment comprising six computer labs and a computer center. The institute is equipped with a server room having a centralized firewall and a server rack. WiFi-enabled campus with a bandwidth of more than 50 Mbps.

The institute's library has a good collection of Textbooks 30,752 and Volumes & Titles 6210. E-books which include Reference books, journals, technical magazines, digital libraries; newspapers, etc. The Library offers reprographic, internet and Wi-Fi facilities.

The reading room has a seating arrangement for 180 students along with drinking water and washroom facilities. The management has taken all the care in building a campus with all the amenities. 24x7 Wi-Fi facility is available for the students in the institute as well as the hostel. Generators are installed for complete power backup.

Student Support and Progression

The institute provides Student Support by providing financial assistance through scholarships, free ships, and insurance to deserving students, as per the government norms. The institute facilitates students' holistic development and progression through facilitating mechanisms like guidance cell, counseling cell, placement cells, grievance redressal cell, student council cell, etc. The institute conducts various workshops, specialization-wise seminars, and guest sessions for the student's holistic development. The provision for value-added courses is made specialization-wise.

The institute facilitates Student Progression by providing placement training programs to the students. The Training & Placement (T&P) cell of the institute provides career guidance, counseling to needy students, and organizes campus recruitment drives for the students, and provides overall grooming of students for placement.

The institute promotes Student participation in various activities like social activities, and cultural activities. The institute encourages students' participation in social activities under CSR (Corporate Social Responsibilities), in cultural activities under the NEON event, in sports activities OLYMPUS event, and management-oriented activities under the SPECTRUM event. The students' participation in these activities facilitates, and develops their various skills and competencies and fosters holistic development.

The institute has strong alumni connections through the registered Alumni association since 2010.

An active Alumni Association contributes in both financial and non-financial ways. The alumni often guide the students and share their experiences in academics (by orienting and teaching them through alumni talk) or employment (by training them for their recruitment in the corporate world or making them aware of the career options in their field). The alumni provide mentoring to the students in terms of choosing job profiles, preparing for interviews, the importance of campus life while entering corporate life, preparation for corporate life, general awareness about the world outside, etc.

Governance, Leadership and Management

The Institute works under the aegis of Sinhgad Technical Education Society (STES). The institute level governance is guided by the centralised governing body of STES. Also the administrative and academic compliance are as per the norms of DTE, AICTE and Savitribai Phule Pune University. Rules and regulations in terms of service, educational practices and financial management are well designed and regularly updated. The Head of the Institution is responsible for strategic development and decision-making. Institute-level committees, faculty coordinators and student representative help to groom institutional development as well as student development in a collaborative effort. The head of the institution, IQAC, faculty members, and all other stakeholders collaborate effectively to achieve the vision and mission of the institute. Faculty and staff appraisals and promotions happen as per well established policies. Faculty members are supported to take up development programs within and externally. Financial support is extended towards the same. E-governance has been successfully introduced in administration, finance and accounts, student admission and support, and examination areas. The institute conducts both internal and external financial audits regularly and transparently. It has effective mechanisms and strategies for the mobilization of funds and the optimal utilization of resources. The institute organizes Various activities such as FDPs, Conferences, seminars, workshops, Technical events, Sinhgad NEON, Sports activities Olympus events, Alumni Meet, etc, which are held with the coordination of the Head of the institute, Faculty members, and student coordinators. The Institute has executed IQAC through the Academic Monitoring Committee of STES. Contribution from external members along with recommendations from IQAC members is considered to decide an action plan for improving the academic and administrative environment.

Institutional Values and Best Practices

The institute has taken the initiative to address gender equity and conduct awareness campaigns. The campaigns are conducted through guest sessions, poster competitions, and cultural activities that are effective for altering attitudes towards gender norms. The Institute has displayed anti-ragging posters at all vulnerable places with complaint boxes. The students are encouraged to participate in competitions like programming contests, technical quizzes, etc. The institute has a recognized research Centre which has been affiliated with SPPU, Pune since 2013. Research cell provides infrastructural support for the promotion of research. The institute follows all the guidelines laid by SPPU to organize the research proposal submission, finalization of research titles, allocate guides, and monitor the progress of PhD research scholars. The institute tries to inculcate research attitudes and culture among the students to participate and present the papers at conferences. The institute organizes International and National Conferences. Renowned authors present their papers at conferences. The institute is enhancing the quality of education through guest lectures by eminent speakers through industry interactions as well as inculcating passion in students and faculty members towards the pursuit of research.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION
Address	S.No. 49/1, Off Westerly Bye Pass, Pune - Bangalore Expressway, Narhe, Pune 411041 (Maharashtra)
City	Pune
State	Maharashtra
Pin	411041
Website	https://simca.sinhgad.edu/

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Vijaya Puranik	020-66831897	9822081437	-	director_mba_simca@sinhgad.edu
IQAC / CIQA coordinator	Sudesh Kumar Sharma	020-66831896	9657725082	-	sudesh.sharma.simca@sinhgad.edu

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	15-05-2023	12	EoA
AICTE	View Document	15-05-2023	12	EoA
AICTE	View Document	15-05-2023	12	EoA
AICTE	View Document	15-05-2023	12	EoA

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus					
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**	
Main campus area	S.No. 49/1, Off Westerly Bye Pass, Pune - Bangalore Expressway, Narhe, Pune 411041 (Maharashtra)	Rural	2	6788	

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
PG	MBA,Management,	24	Graduation	English	240	235
PG	MCA,Computer,	24	Graduation	English	120	120
Doctoral (Ph.D)	PhD or DPhil ,Research,	72	Post Graduation	English	17	15

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	4				8				24			
Recruited	2	1	0	3	1	0	0	1	9	10	0	19
Yet to Recruit	1				7				5			
Sanctioned by the Management/Society or Other Authorized Bodies	1				7				12			
Recruited	0	0	0	0	1	0	0	1	5	6	0	11
Yet to Recruit	1				6				1			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				40
Recruited	21	19	0	40
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				6
Recruited	6	0	0	6
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	1	0	2	0	0	4	5	0	14
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	10	11	0	21
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	4	0	0	4

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		**From the State Where College is Located**	**From Other States of India**	**NRI Students**	**Foreign Students**	**Total**
PG	Male	206	12	0	0	218
	Female	133	6	0	0	139
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	8	0	0	0	8
	Female	7	0	0	0	7
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	17	21	19	17
	Female	14	12	16	5
	Others	0	0	0	0
ST	Male	13	5	12	2
	Female	1	5	3	2
	Others	0	0	0	0
OBC	Male	24	34	24	20
	Female	17	11	19	9
	Others	0	0	0	0
General	Male	175	152	143	121
	Female	71	86	56	56
	Others	0	0	0	0
Others	Male	52	47	47	16
	Female	24	31	14	9
	Others	0	0	0	0
Total		408	404	353	257

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	As per our affiliating University, the new syllabus is designed in accordance with the National Education Policy 2020. Institute undertakes STEM-oriented courses in addition to the syllabus, such as 6 Sigma, TQM, Project Management, Python, Manufacturing Planning, Supply Chain and Logistics for the students of MBA and MCA program. The provision for cross specialization and dual specialization is available in the syllabus for the students eg. a finance student may opt for Marketing or HR subjects by opting out of any one internal subject. For holistic development of the students , the institute is identifying value added courses and facilitating the enrolment as per individual interest and overall development of the

	student . Students are exposed to the issues and concerns for the Environment and Society through various activities like Visit to nearby blind school and blood donation camps. Students are being encouraged to undertake field projects with management applications, of interdisciplinary orientation. The university syllabus of the MBA program permits students to undertake courses from the MCA program with the provision of Credit Transfer.
2. Academic bank of credits (ABC):	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. • Students are Permitted for all national and international professional certifications related to the MBA program's PEOs and POs.
3. 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, Rubicon. • Commodity Market Awareness Workshop from MCX The institute has designed a one of a kind program which is called as a Student Training Program (STP) STP program .This program has received Copy right certification. The program focuses on practical orientation of the students towards enhancing their communication skills, interview skills, group discussion skills and reading and writing skills.
4. 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
5. 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):
6. Distance education/online education:	Students are encouraged to pursue ONLINE Courses from any reputed Institutions or MOOC portals such as SWAYAM, NPTEL, COURSERA and EXCEL R. 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. 2. Priority shall be given to the Courses available on 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 the 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, E-learning companies of repute. 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

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. The ELC has been constituted in 2022 as per guidelines. Following is the Composition of an Executive Committee of ELC. 01Nodal Officer as Prof Durga Bansode with two students from MBA and two Students from MCA.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. Students' coordinators and coordinating faculty members are appointed by the Institute and the ELCs are functional. The ELCs are representative in character. Representatives of each class of MCA and MBA Programs are part of ELC. The Director herself heads an Executive Committee of ELC.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The ELC members meet monthly to engage in a closed or open group session of thematic discussions on issues related to elections, rights, democracies/non-democracies electoral system, and its processes.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	To increase awareness about voting, the Institute organized "Chunav Pathshala". In this program, the students learn the importance of voting and mock tests on ballot machines.

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Being a post-graduate institute, the students who are admitted are generally in the age group of 22 and above. The students are expected to be a registered voter. Despite this, ELC engages (actively) in promoting awareness of the 'Right to Vote' among students, faculty members, and the community at large. Organizes activities like outreach programs and in-campus programs with targeted groups to create voting awareness.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
789	778	608	467	536

File Description	Document
Institutional data in prescribed format	[View Document]

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 84

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
35	35	36	44	45

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
146.62	81.99	138.66	77.32	216.71

File Description	Document
Upload Supporting Document	[View Document]

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Sinhgad Institute of Management & Computer Application (SIMCA) Campus, Narhe, Affiliated to Savitribai Phule Pune University (SPPU) and approved by AICTE, New Delhi, has the mechanism for well-planned curriculum delivery and documentation. Effective curriculum delivery is ensured through a transparent process as given below.

- **Before the commencement of the semester, the Director conducts meetings with the Academic Head to finalize the academic calendar considering various events.**

- **The institutional academic calendar is based on the university academic calendar, with a balanced distribution of curricular, co-curricular, and extra-curricular activities.**

- **At the beginning of every semester, the choice of subjects is taken from every faculty. Based on the expertise and experience of the faculty, the academic head allocates the subjects.**

- **Timetables are prepared for each class by a Timetable committee.**

- **The subject teachers prepare a comprehensive objective-driven teaching plan along with effective teaching material; course files, laboratory manuals, etc. for effective delivery of the subject.**

- **A unique 'Train the Trainers' program is conducted domain-wise by sharing subject teaching techniques, etc. This program helps both the teachers teaching the subject for the first time and the experienced teachers.**

- **Case Mapping and case study conduction workshops are conducted for all management institutes of STES where cases are discussed and finalized for each specialization. Teacher training is also conducted by senior faculty members for teaching & discussing the cases in the classroom.**

- **Periodic review of the teaching-learning process by the Academic Heads is taken in the form of syllabus completion reports. Extra lectures may be scheduled if required, based on this review.**

- **The curriculum is enriched with a value-added program, Student Training Programme, technical activities, project-based learning, and industry-institute interaction for the holistic development of student**

- **Whenever the university implements a new or revised syllabus, faculty members actively participate in syllabus discussion/implementation workshops conducted at different institutes at the university level to understand the teaching-learning process of the subject completely.**

- **The institute encourages the faculty and students to register and get certified for different online courses offered under the aegis of IIM, SWAYAM/ NPTEL, Coursera, EDX, and others.**

Continuous Internal Evaluation (CIE) as per Academic Calendar.

- **Class tests and prelim examinations are conducted as per the academic calendar.**

- **Internal examination results, assignments, continuous evaluation sheets, and syllabus coverage are available to every subject teacher.**

- **To enable the students to promptly follow all academic activities, a teacher-guardian scheme is in place which is monitored closely for achieving overall academic performance.**

- **All evaluations are finally compiled into a term work evaluation sheet so that the students get the marks they deserve based on their academic performance for the semester.**

- **IQAC comprises faculty members from all departments who monitor the activities mentioned in the academic calendar and submit reports.**

In case of any last-minute deviations in the given academic schedule by the university due to unforeseen circumstances, the institution adopts the revised schedule.

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 36

File Description	Document
List of students and the attendance sheet for the above mentioned programs	**View Document**
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	**View Document**
Institutional data in the prescribed format	**View Document**
Evidence of course completion, like course completion certificate etc. Apart from the above:	**View Document**

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 65.8

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
440	419	530	317	385

File Description	Document
Upload supporting document	**View Document**
Institutional data in the prescribed format	**View Document**

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Savitribai Phule Pune University (SPPU) has mentioned various courses in the curriculum subject to

cross-cutting issues. The institute integrates crosscutting issues relevant to Professional Ethics, Gender, Human values, Environment, and Sustainability into the curriculum to sensitize the students.

Professional Ethics:

The institute integrates professional ethics issues through regular or elective courses designed by the University such as Professional Ethics and Human Values, Professional Practice: Law and Ethics, Information and Cyber Security, and Project Work among the students and faculty members. In addition to this, Professional ethics are inculcated through expert lectures and workshops by eminent personalities related to Intellectual Property Rights (IPR), Research paper writing, etc.

Gender Equity:

The curriculum consists of courses on Democracy, Elections, and Good Governance to address the issue of gender equity. All the theory, practical, and project sessions of the curriculum are conducted without any gender discrimination. An equal opportunity is given to all the students to participate in events of co-curricular and extra-curricular activities without any gender bias. The Institute makes concerted efforts to create a congenial environment free from gender discrimination through mutual respect.

Human values:

The institute integrates the Human Values curriculum subject of Human Rights Education. Many students and faculty members have completed the Universal Human Values course conducted by AICTE. The first-year induction program is planned by considering concepts of Universal Human Values. The Students of First Year PG during the Induction Program address some cross-cutting issues like Human Values and Professional Ethics. In this program, the young students are being also educated to be a part of the Electoral Literacy Club (ELC).

The efforts are taken by the institute to make students sensitive towards social issues through activities such as visits to historical places, Blood donation camps, tree plantations, and pollution awareness camps. A voting awareness program is conducted to make students aware of voting rights and help them to enroll themselves in the voters' list.

Environment and Sustainability:

The curriculum includes various courses that address environmental issues like concern for the Environment, awareness of hazards for the environment, etc. In the first year of the MBA program mandatory audit courses are included in both semesters on 'Environmental Studies' (based on the AICTE mandatory guideline). In addition to this, mandatory audit courses at 2nd, 3rd, and 4th Semester levels connected with land, air, and water, with awareness of sustainable development have been incorporated by the university in all programs.

File Description	Document
Upload Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 63.62

1.3.2.1 **Number of students undertaking project work/field work / internships** Response: 502	

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 78.09

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
359	358	322	256	134

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
360	360	360	330	420

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 73.22

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
159	162	161	119	69

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
180	180	180	165	210

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 22.54

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The Institute focuses deeply on Student-Centered Learning which moves students from passive receivers of information to active participants in their discovery process. It incorporates experiential, participative, and problem-solving methodologies to enhance the learning process. So the curriculum planning and assessment methods are designed to support student student-centric approach. In the classroom, teachers craft instruction and apply technology in a way that best serves each student's learning journey. The institute provides ICT-enabled infrastructure like classrooms and computer labs enabled with projectors, computers, whiteboards, and internet facilities which facilitate content delivery effectively and improve learning outcomes and student engagement.

Experiential learning:

Experiential learning helps students in applying their knowledge and conceptual understanding to real-world problems or authentic situations where the instructor directs and facilitates learning. This is achieved through,

- **Mini Projects:** Here students are assigned minor projects under expert faculty members based on the latest technologies. This enables the students to blend both theory and practical.

- **Practical/Laboratory Work:** The hands-on experience is given to the students on various technologies included in the syllabus through the use of various IDEs, tools, and online platforms.

- **Industry Internships:** Students work on live projects in a company to get professional expertise and industry exposure.

- **Industry Interaction:** Students get exposure to industry knowledge and the latest trends through expert talks.

- **Alumni Interaction:** The activity helps to share knowledge and build strong relationships between the students and alumni.

- **Industrial Visit:** Industry working culture can be observed and studied to understand the flow of project/service development and management, and professional etiquette.

- **Add-on Courses and Training Program:** Students get hands-on experience and expertise by learning various courses on various platforms like IIT Bombay, Coursera, Udemy, NPTEL, Infosys Springboard, TCS-ION, Rubicon, FEUL, GTT, ExcelR, etc.

- **One-Day Selling Activities:** To enhance the business talent of students.

Participative learning:

Participative learning helps to keep the classroom environment conducive to make learners feel free to

share their ideas, and experiences and form a healthy discussion. This is achieved through,

- **Event Participation:** Student participation in various Programming Contests, Hackathons, Case Study Presentations, CSI activities, Poster Making, Project competitions, Research Conferences, etc. arranged by Institute, Industry, and Govt. to nurture creative thinking.

- **Quiz Competition:** These are conducted as a part of each subject to understand the subject in depth.

- **Debate:** Students participate in debates to discuss various topics.

- **Group Discussion:** Student's engagement in Group discussion to enhance team building.

- **Assignments:** Students learn, practice, and demonstrate their achieved learning goals.

Problem Solving Methodologies:

Students can gain and develop problem-solving skills through,

- **Case-Based Learning:** The Institute encourages case-based learning by incorporating Case study solving as a part of every subject.

- **Research-Based Learning:** The students are motivated and guided by the mentor to implement innovative ideas and participate in National and International conferences/seminars.

- **Presentations:** The students are encouraged to elaborate on course topics.

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 92.86

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
36	41	41	41	51

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 41.54

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
16	15	15	21	14

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is

time- bound and efficient

Response:

The Institute follows all the norms of SPPU (affiliating university) for conducting the Internal Assessment. The examination department conducts internal assessments effectively in line with the academic calendar. Assessment parameters and schedules are decided per the university's guidelines involving the Director, Academic Head, and IQAC head and shared with the students during the induction and displayed on the notice board. This helps the students to understand how their performance will be evaluated.

Internal Assessment is conducted through a variety of evaluation methods.

- The Exam Department conducts the examination at the mid term and end of each term. Timetable and seating arrangement is communicated with students in advance.

- The institute conducts mid-term and end-term exams to help the students understand the concepts of each subject. Course faculty sets the question paper by considering the weightage given in the syllabus and course outcomes using Bloom's Taxonomy. Answer sheets are evaluated as per the marking scheme of each question. Evaluated answer sheets are circulated among the students to address their doubts. Final marks are displayed on the notice board.

- Practical and Project are assessed by evaluating practical implementation and demonstration.

- Additional continuous assessment is done through Class Tests, Assignments, Presentations, Quizzes, Case Studies, Role Plays, and Group Discussions by course faculty. The schedule is informed to the students regularly by the course faculty.

External (University) Examination is conducted smoothly as per the timetable declared by SPPU (affiliating university). The CEO and Examination Committee executes the examination with strict monitoring regularly.

- University schedule is shared with the students and changes in the schedule (if any) are promptly communicated too.

- The seating arrangement is informed well in advance.

- Use of mobile phones is prohibited and carrying the Hall Ticket and Identity card is mandatory.

- Instructions related to the exam are shared with the students to encourage them to maintain punctuality and discipline in examination halls.

- An internal squad comprising senior faculty members oversees the smooth conduction of the

University theory examination. During the examination, if any student is found doing any malpractice, severe action is taken by the examination cell to reprimand this behavior.

- CCTV cameras are deployed at selected locations to monitor the online examinations.

Thus, the Examination department achieves complete transparency in conducting all formats of examinations.

Grievances Redressal System

- The Institute strictly follows the guidelines and rules issued by the affiliating university while conducting internal and external examinations.

- If any grievance(s), are related to internal examination, the student can approach personally or send mail to the course faculty, CEO, or Director of the institute who then promptly addresses the same.

- University notify for verification/reevaluation/photocopy of the answer sheet after the result declaration. If any grievance(s), students can apply for the same. The answer sheets are verified/photocopied/reevaluated as the case may be by the university.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Institute has a student-centric Outcome-Based Education system and well-defined program outcomes. The vision and mission of the institution emphasize promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. Programme Outcomes (PO) and Course Outcomes (CO) are defined by affiliating university Savitribai Phule Pune University (SPPU). While formulating POs, academic excellence, research potency, the scope of extension activities, human values, livelihood generation, and recent trends in the job markets are considered. The suggestions of the alumni and other stakeholders were also taken into account. The Programme Specific Outcomes (PSO) are designed by the concerned

Departments with their respective vision, mission, and scope of the program, which are as follows,

1. Students will exhibit knowledge of basic Computing and management.

2. Students will exhibit the ability to identify, formulate, solve, and implement solutions for computers and managerial problems.

3. Students will exhibit to design and conduct programming, analyze, and interpret programs through the simulated industrial environments.

4. Students will exhibit the ability to comprehend and solve multidisciplinary project-related problems through a systematic approach.

5. Students will familiarize themselves with modern computer applications and analysis using software and state-of-the-art equipment to analyze problems.

6. Students will demonstrate knowledge of values and professional ethics in their activities.

7. Students will be effective in verbal and non-verbal communication.

8. Students will develop an attitude of continuous learning.

9. Students will develop the confidence to face challenges in their careers.

COs and POs Awareness:

The institute believes in circulating the COs and POs to raise awareness among learners, faculty members, and other stakeholders. This helps to set expectations, to make connections across different elements within the course, and to give insight into what is the takeaway for each stakeholder at the end of the course and program.

- The institute conducts an Induction program at the commencement of every Academic Year. The Program Coordinator conducts Program orientation sessions to explain the overall structure of the program along with program outcomes.

- Similarly, Course faculties explain COs related to their courses in the Course overview sessions. During the execution of each semester, the Course Outcomes are discussed periodically in the classroom to create awareness among students.

- The students are enlightened with the CO and PO pattern through the College Website, Hand-outs, course files, and prominent places on the college campus.

File Description	Document
Upload Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

To measure the attainment of POs, PSOs, and COs, of MBA and MCA programmes and courses, the institute has developed the following mechanism:

Continuous Evaluation during Semester:

As institute practices CIE rigorously where the performance of each candidate is continuously assessed by the respective course faculty during sessions. Students' performance is evaluated throughout the semester using multiple evaluation criteria such as Mid-Term examination, End-Term Examination, Class Tests, Assignments, Presentations, Quizzes, Case Studies, Role Plays, and Group Discussions.

The institute conducts mid-term and end-term exams to help the students understand the theoretical concepts of each subject whereas Practical and Project examinations help to understand the practical implementation of the concepts. Course faculty evaluate student's performance in line with other criteria during the entire semester

End Semester Examination: At the end of every semester affiliated university conducts End Semester Examinations. The course outcomes are then evaluated based on the student's performance in internal and university examinations. It gives an understanding of the attainment of COs of the courses undertaken by the students during the academic year. It also helps in mapping attained COs with prescribed POs.

CO attainment Process: For each course, the following activities are done:

1. **Define CO along with Bloom's taxonomy level**

2. **Define the target level of attainment of CO.**

3. **Set the attainment level for each CO by analyzing previous data.**

4. **Assign assessment tools to each CO**

5. **Calculate CO attainment for direct assessment.**

6. **Calculate CO attainment for indirect assessment.**

7. **Calculate the final CO attainment value.**

CO Assessment Methods: CO assessment tools are categorized as Direct and Indirect Assessments.

1. **Direct Assessment:** Marks of various modes of Direct Assessment are considered in calculating CO attainment. It consists of two methods,

   1. **Internal assessments -** These cover Continuous assessment methods such as mid-term examinations, End-Term Examination, Class Tests, Assignments, Presentations, Quizzes, Case Studies, Role Plays, and Group Discussions.
   2. **External assessment -** University examination conducted at the end of each semester.

2. **Indirect Assessment -** Students assess themselves through course-end surveys.

Eventually, the ratio of direct assessment component and indirect assessment component based on the credit assigned to the course is calculated and used to derive CO attainment for each course.

PO attainment process - This consists of,

1. **Direct Assessment Component -** This component is calculated by considering the 80:20 ratio of the average PO attainment of all courses and placement percentage respectively.

2. **Indirect Assessment Component:** This component is calculated based on responses to the following surveys :

   1. **Students survey -** Exit survey taken by the students at the end of the course.
   2. **Employer's survey. -** Taken by the employer to gauge the industry preparedness of the student(s).
   3. **Alumni survey.-** Taken by alumni to share their feedback about the programme.

To calculate the level of individual PO attainment, 70% weightage is given to the Direct

Assessment component and 30% weightage to the Indirect Assessment component.

File Description	Document
Upload Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 90.41

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
300	336	210	209	283

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
382	363	215	211	309

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.43

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 21.28

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

2022-23	2021-22	2020-21	2019-20	2018-19
7.81	0	3.38	1.6	8.49

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The Institution provides a conducive environment for the promotion of Innovation and Incubation. Students are encouraged to actively be involved in the application of Technology for societal needs. National Conferences, International Conferences, Research workshops, seminars, and guest sessions on Technology, Entrepreneurship, and various theme-based competitions are organized. The sole objective is to facilitate students to convert their Ideas into Innovations are encourage them to gain hands-on experience & better Industrial Exposure. The institute has a recognized Research Center which offers an added advantage to the faculties, research scholars, and students to develop their ideas. Successful entrepreneurs guide budding entrepreneurs by sharing their knowledge and experience. Workshops are conducted on Intellectual Property Rights (IPRs) and IP management for startups. Various patents and copyrights granted to the Institute, and faculty members are an indication of the immersive research and innovation culture. The 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. The list of startups by SIMCA alumni is testimony to the efforts taken to nurture entrepreneurship among Students.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 50

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
21	11	9	3	6

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.18

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
27	6	14	38	14

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.38

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
36	8	14	38	20

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

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. Theme-based Poster Making Competitions have fostered creativity & spirit of innovation. International Yoga Day was celebrated to balance physical and mental health.

International Women's Day and Gender Inequality events have helped in nurturing creating, and imbibing values like gender equality generating 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 in which valuable lessons of humanity were learned

File Description	Document
Upload Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Through extension activities institute promotes and imbibes students with social justice and a sense of social responsibility. The active participation of students in social service activities allows them to understand the lifestyle and standard of living of the underprivileged

1)Director of the institute, Dr Vijaya Puranik received appreciation from Satya Shodhak Mahaila Vikas Mandal for conducting the Student development program for students of 8th to 10th standard at Tisgao Vidyalaya.

2) The institute has received the Maharashtra Haritsena Membership Certificate from the Forest Department of Maharashtra state.

3) Director, Dr Vijaya Puranik has received Educational Leadership Award 2023 from Linkedin.

4) Director, Dr Vijaya Puranik has received a certificate of recognition as Outstanding Leader in Higher Education at ELTS Innovation Education Summit 2022

5) Director, Dr Vijaya Puranik was invited as a member of the Panel discussion Implementation of NEP and Its Impact on Teachers in Higher Education at Pune Management Association, Pune

6) Director, Dr Vijaya Puranik has received a certificate of appreciation from the Higher Education and EDTECH conclave in 2022.

7) ADMS Awarded director, Dr Anamika Singh with the 'Women Leadership' in Education award

7) Dr Milind A Marathe, a Faculty member has received an appreciation letter for contributing to Step for Girl Child trust

8) The Covid Centre at STES Narhe campus & the free Covid vaccination drive have helped in fighting the pandemic & strengthened the immunity system of the citizens located in the locality of Narhe campus.

9) STES society has allotted the Raigad Boys Hostel and Savitri Girls Hostel for the Covid patient's arrangements during the Covid Pandemic in the Year 2020.

10) Dr. Marathe received the Best Paper award in the form of a trophy at the International Conference on Innovation in Information T and Management ICI2TM 2020.

11) Dr Yogesh Bhowte received a Best Paper award at the International Conference in Bangkok, Thailand.

12) A Blood Donation Camp was conducted in Association with Kashibai Navale Medical Hospital, Narhe

13) The Rotaract club of SIMCA Created a record for the longest freestyle Relay Marathon in India Book of Records in June 2023.

14) The Institute celebrated the 'Azadi Ka Amrit Mahotsav 'AKAM as per the directives of the Ministry of Culture and Tourism, Government of India on 15th August 2022 at SIMCA Narhe campus

15) Director, Dr Vijaya Puranik received appreciation for her contribution to the National Conference on Social Science and Management Studies at DYPIMS.

16) Director, Dr Vijaya Puranik conducted a session at NMV School in Pune on 'Leadership and Society Benefits

17) A visit to the Old age home was a fulfilling experience in which valuable lessons of humanity were learned

18)Dr Marathe was invited as a Research paper Evaluator for a conference on Entrepreneurship, Innovation, Technology, and Sustainable solutions for society at VIIT Baramati.

19) Dr Marathe was invited as a Session Chair for an International Conference on Ongoing Research in Management and IT

File Description	Document
Upload Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 54

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	11	12	5	9

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 65

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The STES Sinhgad Institute of Management & Computer Application campus in Narhe, Pune is beautifully landscaped, peaceful, and approved by AICTE and DTE. It is affiliated with Savitribai Phule Pune University and 'NAAC' Accredited with an 'A' Grade.

SIMCA has been operating from a well developed campus with physical facilities and infrastructure since its inception in 2004. As an educational institute, it provides good infrastructure, experienced staff, the Entrepreneurship Development Cell, a Research Centre, and a Library.

The institute consists of 19 classrooms that are roomy, bright, airy, and completely furnished. Each classroom accommodates seventy learners and is equipped with LCD projectors with internet connectivity for video conferencing, LCD screens, a podium, and whiteboards. Every floor of the building has boys' and girls' common rooms, and toilets.

The institution has well-furnished 6 computer labs with LCD projectors and 282 computers with internet connectivity. The labs have the relevant anti-virus protection. The language labs are for enhancing accent, voice modulation, and diction along with appropriate simple and complicated word structure.

The institute consists of 2 Air-conditioned Seminar Halls, one Seminar Room, and 2 Staff Rooms with cubicles and desktops with internet connectivity for teaching staff. In addition, the institute has a Director's Office, a non-teaching Staff Room having desktops with internet connectivity, and a conference room well-equipped with an LCD, A/C, internet access, and an audio-video recording system.

"The Institute library is where past, present, and future come together". Believing that every institute's heart is its library, the SIMCA library is very spacious and beautifully decorated to give the students a comfortable atmosphere. In the Library 30752 book copies, 6210 book titles, 23 National journals, 28 eBook CDs, and electronic journals are available—the library avail reading rooms with a 9 square meter area, and 280 student capacity. The library offers books on Computer and Management theory and practices, with the MCCIA, Individual membership NIPM, and NDL. Shodhganga, an open-source repository, is accessible.

The Institute uses a 50 MBPS dedicated Lease line internet connection to run its operations. The institute has all the necessary tools, including laptops, LCD projectors, scanners, printers, speakers, and software.

The institute is proud of its immaculately kept lawn, sports amenities, and gymkhana for indoor/outdoor games. The campus has separate boys' and girls' hostels with amenities such as a Mess, canteens, a stationery store, rooftop solar systems for hot water, Wi-Fi connectivity, Intercom, Biometrics, TV for news, visiting doctors, and CCTV for 24-hour security. Also, for any Medical Emergency, we have our own STES General Hospital less than 500 meters away.

The institution has a generator backup to supply power during an electric interruption. Institute staff and outside agencies are engaged in maintaining amenities, facilities, computers, and equipment. Sufficient funding has been put aside for maintaining the campus's infrastructure.

"Today's learners will lead tomorrow". Students learn in a friendly environment with a passion for achieving their objectives.

File Description	Document
Upload Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 0.94

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
5.24	0.17	0.12	0.22	0.46

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The library is automated using an integrated Library Management system (ILMS).Library has a subscription to e-resources. The Institute library is the knowledge hub of the Institute. The total area of the Library and Reading hall is 449 sqm. The seating capacity of the reading hall is 278 students with a water cooler, CCTV surveillance, and WiFi zone facility. The library is automated with **Koha** (version 22.11.04.) integrated library management software. The library has an enormous collection of books, journals, magazines, Newspapers, CDs, etc.

There is a total of 30752 books, 6210 titles, 23 National Journals, the Economic Times daily newspaper, and 28 CDs available in the library for the students and Faculty members. SIMCA library has a membership of the Jaykar Knowledge Resource Centre of Savitribai Phule Pune University and The British Council digital library. The Library has online open e-resources like DOAB, OASIS, and NDLI. The digital library facility provides students with digital access to various e-resources. It enables remote access to DELNET, JKRC, BCDL institutional membership, and NDLI for user benefit (there are 10,000+ e-books, e-journals and manuscripts, and rare - ebooks, etc.. study materials are available) through DELNET and NDLI.

The book issue- return system is implemented with a barcode facility. OPAC is available in the institute to browse the books available through **Koha** software. The open access system in the library enables the students to choose and select the books. The library also maintains an Accession Register for purchased book entries and daily user usage registers like Student and Faculty Book issue-return usage register, Reading Hall usage register, and digital library usage register. The library has well-qualified and experienced staff including Librarian, Assistant Librarian, and library clerk. Timing of the Library is extended to 10pm to facilitate students during examiantion schedule. There is a separate library for MBA and MCA.

Requisition for new books and journals is done on the basis of requirements extended to the librarian by the faculty members to ensure the avalability of relevant books to match the updtion of syllabi by the affiliated University.

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

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 like mobile, tablets, and laptops with them to campus. Educational campuses have major requirements for user access control and control over bandwidth consumption. Laying a complete network with different vendor solutions would be a very costly effort and difficult to manage with technical issues.

Education institutes require a cost-efficient comprehensive solution that offers all the advanced facilities and features in a single platform with a single point of contact for technical support. The campus has 100 MBPS of high-speed internet facility. The institute has a 24X7 WiFi facility on the college campus for the students and faculty members to avail of internet connection at any place in the college campus including hostels of up to 50MBPS. 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/downloading of web-based applications, besides helping them in preparing projects & seminars.

The campus has a dedicated internet line with a quarterly plan. Within the institute LAN network is available.

The network booster for mobile device connections is installed in the institute.

File Description	Document
Upload Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 2.8

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 282

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 22.63

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
39.19	6.78	39.24	10.77	53.64

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 79.04

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
591	600	506	411	404

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 91.54

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
781	775	596	398	359

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 66.95

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
195	274	93	138	165

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
296	308	202	207	279

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 1.41

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
1	2	1	1	1

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 12

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
3	3	0	2	4

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 36.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
67	40	19	30	28

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

To have continuous and formal interaction with the alumni, college decided to form a Past Students Association in the name of SIMCA Alumni Association in Oct 2010, registered as 'SIMCA ALUMNI- ASSOCIATION' vide Registration No. Maha/2185/2010/Pune Dated 18/10/2010.

The alumni always come back to the institution to contribute in various ways. They often guide the current students and share their experiences in academics (by orienting and teaching them) or employment (by training them for their recruitment in the corporate world or making them aware of the career options in their field).

The Objectives of the Alumni Association:

- To contribute t their Alma Mater.

- To build a bridge between college life and career life, to introduce the present students to the professional world and to make them proactive to face the challenges that may emerge in their career path.

- To provide job opportunities to final year students through references of professionals.

- To conduct orientation and training programs for students on various topics to enhance their skills.

- To create awareness among students about the scope of their subject in the professional world.

- To provide a platform for students to develop their qualities.

- To participate in social welfare activities for social accountability.

Alumni Contribution:

Alumni-Student Interaction: The connection between the alumni and the students is one of the major goals of the Alumni Association formed at SIMCA. SIMCA organizes alumni interactions with students, which helps to keep connected with alumni, mentoring students in terms of choosing job profiles, preparing for interviews, the importance of campus life while entering corporate life, preparation for corporate life, general awareness about the world outside, etc. This activity helps invite alumni to visit the campus, interact with the students, and share and guide the students. Alumni are also invited to judge the various competitions within the institute where they also guide the students.

The association supports various 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, who are placed in different national and multinational organizations at different positions, help institute for summer placement as well as final placement.
- **Alumni Participation in Admission:** Our Alumni, also help 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.
- **Alumni as Judges in various competitions:** Our Alumni, also serve as judges in various competitions conducted at SIMCA.
- **Alumni as a Speaker:** The powerful voices of alumni guide, motivate, and inspire the current batch of students. They share their experiences about the challenges of the world.
- **Alumni as a Panelist:** An Alumni Panel is a great way for prospective and current students to hear from a small group of postgraduates about their various stories: their decision to apply, their experiences on campus, and their reflections since postgraduation.

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

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 the approach that will meet the ever-increasing needs of the students.

Nature of Governance:

The institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by The Director, LMC members & faculty members, keeping in mind the vision of the Hon. President of the STES.

Sinhgad Institute of Management and Computer Application (SIMCA) was established in 2004. SIMCA shapes the personality of an individual and makes an individual competent to face industry pressures. This is done methodically in SIMCA. SIMCA is engaged in a Multi-faceted training program structure following the University syllabus and going beyond the syllabus to shape the personality of the student.

For academic excellence, SIMCA has a pool of dedicated, devoted, and determined teaching faculties, who encourage & empower students to do their best. The curriculum embraces both the vertical (industry-specific) and horizontal (functional discipline-specific) specialization streams. It focuses on the practice of oriented learning thus creating knowledge-base through experience.

The Management ensures that senior leadership positions of the College and all positions in the various statutory bodies are duly filled and that meetings are conducted at the stipulated intervals. The various statutory bodies, committees, clubs, and cells ensure that faculty members and student representatives are provided ample opportunities for grooming their leadership potential. The Management is unstinting in its efforts to reinforce a culture of excellence that is the hallmark of this prestigious institution

The IQAC coordinates all the quality-related activities by developing an organized methodology of documentation and internal communication, enhancing and integrating the various activities of the College, and ensuring the adoption and dissemination of good practices. The IQAC spearheads the conduct of the internal and external Academic Audit of the Departments, which promotes quality, accountability, and transparency.

Perspective Plan

- To ensure equal opportunities and representations for women in achieving academic excellence Developing the institute as a research and development centre in association with the industry.

- Build a culture of engagement and innovation with faculty, staff, and students using a platform of theory to practice focused on experimental learning.

- Organizing NEP-2020 Workshops / Faculty Development Programs.

- Crafting the institute for building on internal core competence, leadership, innovation, and data-driven mindset.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Institute follows the syllabus of Pune University. It is governed by the rules and policies of STES, UGC, AICTE, FRA, and DTE.

The rules related to

1. Leaves

2. Welfare

3. Fees

4. Payment modes

5. Faculty student ratio

6. Working hours

Are as per statutory norms. At the same time to increase the employability and orientation to NEP following initiatives are taken

1. Faculty development for technical expertise

2. Administrative staff development for technical expertise

3. Students Training Program

4. Facilitating Faculty for research

5. Value added course to students

6. STEM oriented value added courses like Six Sigma, Python, Project management offered to students

7. Choices for subjects given in the syllabus of the University are explored as per the need of the students and available expertise off the existing staff and industry experts available under various MOUs.

8. Students are encouraged to take up socially relevant projects under the Internship program of the Syllabus and also in subjects like Research Methodology and Marketing research

9. Students are facilitated to take up cross specialisations according to their individual interests and needs and as proposed in the syllabus These initiatives are implemented with the help of various committees and practices of the institute

1. Academic Monitoring committee

2. Library committee

3. Administrative committee – Admission, Finance, Government Scholarships

4. Students Council

6. Research Center

All the committees meet biannually to ensure the effective implementation of the policies and practices of the institute.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal

The institute has designed a Performance Appraisal Form for the faculties and staff members.

The form for teaching staff includes 4 parameters, based on which performance is evaluated:

1. Academic Performance

1.1 Teaching Learning and Evaluation related activities

1.2 Co-curricular, Extra Curricular and Extension Activities

1.3 Student Feedback

1.4 University Exam Results

1.5 Attendance of Students

2. Professional Development and Institutional Contribution Performance

2.1 Relevant Gradation of Knowledge / Professional Skills /Degree

2.2 Membership / Contribution in conducting activities of Professional bodies like AIMA, CSI, and ISTD.

2.3 Interaction with the outside world

2.4 Organization of Training Programme

2.5 Efforts towards revenue generation other than research grant

2.6 Institutional / STES level governance responsibilities assigned like Research Head/Committee Head/NBA / NAAC, etc.

2.7 Placement Support

3. Research Contribution performance

3.1 Research Publications

3.2 Article / Paper National/International level research papers

3.3 Research Paper published in conference proceedings etc.

3.4 Research Publications – Books, chapters, etc

3.5 Articles published in newspapers, magazines, etc.

3.6 Sponsored / Funded projects carried out

3.7 Consultancy projects carried out

3.8 Research Guidance

3.9 Involvement in student research activities

4. Assessment by the Director

4.1 Punctuality

4.2 Integrity and Character

4.3 Reliability

4.4 Relation with Stakeholders

4.5 Proficiency to shoulder Institute level responsibility

Non-Teaching Staff Performance Appraisal (includes 4 parameters)

1. Service Records

2. Interpersonal Relations

3. Initiative and co-operation

4. Quality of work

 Based on the self-appraisal and Director appraisals performance indicator is calculated and staff and faculties receive the desired appreciation.

Support for Career Progression

1. FDP are conducted by the Society for all faculty members with facilities of transport, food and stay done by the society with experts from each domain delivering training sessions.

2. Financial support is extended for attending conference, seminar, and workshops and apublishing research papers.

3. Increments are as per statutory regulations for promotions and progression in education.

4. Paid leaves are given for developmental initiatives

5. Faculty members are encouraged and facilitated to be trainers in teh corporate and National Training institutes of repute.

Welfare Measures

The Institute acknowledges its employees by providing a caring and supportive working environment that enables them to develop and optimize their full potential. Following is the list of welfare measures;

1.   Leaves as per statutory norms

2.   Healthy food service

3.   Festive and other Advances

4.   Compensatory holiday benefit

5.   Financial Advances for paying the fees of their children

6.   Provident Fund Welfare Facility

7.   Time relaxation and flexibility

8.   Ladies room

9.   Conduction of Conferences, FDP, and Workshops for Faculty enhancement

10.   Yearly Vacations

11.   Reasonable Teaching load

12.   Free ICT Infrastructure

13.   Easy access to medical treatment

14.   Healthy and hygienic work environment.

15.   Well maintained, cubical in the staff room.

16.   Staff quarters

17.   Annual Increments and Additional increments

18.   Nutritious Food supply

19.   Presence of 24-hour security.

20.   Gym and Indoor games facility

21.   Generator backup

File Description	Document
Upload Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 25.64

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
35	1	4	4	6

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 63.17

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
67	48	44	41	47

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
36	38	38	42	42

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	**View Document**
Institutional data in the prescribed format	**View Document**
Copy of the certificates of the program attended by teachers.	**View Document**
Annual reports highlighting the programmes undertaken by the teachers	**View Document**

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The Sinhgad Technical Education Society (STES) is the parent body of the Sinhgad Institute of Management & Computer Application (SIMCA). The institute has an Internal Legislative Auditing Team that conducts the internal audits. They ensure that the Mobilization of funds must be in the utmost useful manner for the benefit of the institute.

The institute receives funds from various sources such as Student College Fees, Government

Scholarships, Savitribai Phule Pune University Funds, AICTE/ UGC Funds & Institute Budget which is sanctioned twice a year from STES.

The institute conducts transparent internal and external financial audits periodically. The internal financial audit of the Institute is entrusted to a committee of 3 or 4 accountants working with the STES along with the institute's accounts department.

The copies of invoices, vouchers, and supporting documents related to the expenditure are maintained in the respective department, and the original documents are sent to the accounts department of the institute.

All the documents are verified by the accounting officer, and discrepancies if any, are brought to the attention of the institute Director for immediate rectification. The accounts department consolidates all the expenditures made in the financial year. The internal audit committee of the STES audits all of the account records periodically during the financial year. The records verified during the internal audit are cash book, bank statements, entries in tally software, vouchers, ledgers, inward and outward register, attendance muster, movement register, service book, and biometric attendance. Further, an internal audit is also carried out for all the grants received from SPPU, AICTE, and other external agencies. During the internal financial audit, auditors raise objections related to finance and stock-related reports, allowing the college to address and rectify the same. They also give necessary guidance for improvement in account maintenance.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC of SIMCA has been monitoring the quality of the teaching-learning process, structures, and methodologies of operations and learning outcomes at periodic intervals during quarterly meetings. The institute presents Annual Quality Assurance Reports (AQARs) to the IQAC and the various aspects of teaching-learning are discussed during those presentations.

Institutional reviews and implementation of teaching-learning reforms facilitated by the IQAC

SIMCA IQAC has 'III Tier Systems' based on its purpose.

At the end of every semester (Online student satisfaction survey) feedbacks on all the subjects are taken from the students for every semester. It is analyzed and evaluated on a scale of 5 and every teacher is asked to make necessary corrections. Further, teachers are counseled by the head of the department, the Principal, and the Director if necessary. The head of the institution also interacts with a few students in each class and takes feedback from the teachers about the effectiveness of their classes and the learning material provided.

Educational stakeholders like teachers, employers, students, and alumni feedback led to the redesign and review of the MBA and MCA syllabus. The inclusion of teachers and other education stakeholders made the process participatory and enriching. Furthermore, as a part of the process to ensure that participants' experience and recommendations are taken into consideration for the future enhancement of the MBA and MCA curriculum. After scientific analysis, the reports with recommendations were communicated with BOS.

Parent's feedback suggests an improvement in institutional quality. It mainly focuses on the various Security, Discipline, Quality of teaching, Extracurricular activities, Campus facilities, Examination system, Student amenities like transportation, Wi-Fi, power backup, library, etc.

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

1. **Sinhgad Institute of Management and Computer Application, Pune is a Co-educational institute, often abbreviated SIMCA, 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. **Committees are formed to ensure sensitization and awareness amongst all members of SIMCA regarding Gender inequality Anti Sexual Harassment ,Anti Ragging and Student Grievance. Coomittees formed for the same are always available to help by counseling the girl students.**

3. **Inclusive representation of women in all important Committees and other core Committees of the institute is ensured. The committes include women in decision-making positions who lead various activities of the institute.**

4. **Along with the above activities we also provide specific facilities for women like a staff room, canteen, washroom, sick room, yoga room, etc for ladies' faculty and girls' common room for female students. The institute also has a separate common room and restroom for girls (comprising Beds & mattresses), Indoor games, Chairs, Newspapers & magazines.**

5. **Gender Awareness programs like Women's Day, poster and rangoli-making competition for "Women empowerment", and "NARISASHAKTIKARAN" Program on the Occasion of Navaratri and World Mental Health Day are arranged by the institute.**

6. **Security cameras are installed for the safety and security of everyone on and around the institute and campus. Distinct Identity Cards are made for hosteliers, day scholars, and students availing of bus facilities.**

7. **Sanitary pads vending machines are installed on the campus for health, hygiene, and safety.**

8. **The Orientation Program is organized every year for fresh graduates to help them to cope with college life of responsible adults and to introduce them to a new higher education system.**

9. **To support students who are physically challenged or undergoing any physical ailment a ramp is being constructed at all the blocks.**

10. **A complaint box has been installed in all the possible areas for any issues for which students may fear disclosing their names.**

11. **24-hour Ambulance & medical facility is in case of emergency.**

12. **A counseling center is established in the Institute for resident and non–resident students. Activities are conducted for the Identification of strong leadership, and change-makers among women and girls and building their capacity to inculcate entrepreneurial attitude among young girls, scientists at the earliest so that they can be "job providers'' rather than "job seekers". Students are counseled on various aspects, Group counseling is advocated to make the student aware of newer strategies along with new behavioral practices. Goal-focused individual counseling to address the personal concerns of the students. The provision of opportunities and programs for girls are provided to be financially, mentally, and emotionally empowered to promote their growth as individuals in their own right through earn-and-learn schemes.**

13. **Various technical and non-technical competitions are conducted to encourage their artistic talents for creative thinking.**

File Description	Document
Upload Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

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.

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.

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 impanelled 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. 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. 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	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice 1 - Student Training Program

Objective:

To bridge the gap between academics and the employability of MBA and MCA 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 Objective of the Student Training Program is to train the students to meet the requirements of industries and make them employable. It aims to develop the students into complete professionals. It provides personality development, communication skills, resume preparation, aptitude tests, interview skills, and group discussion activities to the students. Tie-ups with professional agencies like GTT, Rubicon, TCS, and FUEL are also a part of the curriculum delivery.

Context:

Industries are always on the lookout for students who are vibrant, energetic, ready to accept challenges, attentive, fast learners, open to learning, and have good communication skills. There is a need to establish a vital link between students and prospective employers to facilitate the training of personality development, communication skills, resume preparation, aptitude tests, interview skills, and group discussion for the students as they begin their careers after the completion of their degree. The STP activities train to inculcate important interview skills such as dress code, confidence, creativity, and ability to react and respond, and handle stress.

1. Through different career counseling sessions, students can develop a problem-solving attitude that can help resolve their career queries.

2. According to various reports it is said that a student can learn a lot more through Communication skills therefore the student can enhance his communication skills.

3. Students can research on their own with the help of a counselor to explore new opportunities according to the latest trends.

The Practice:

The uniqueness of our STP is that it ensures the training of students from all perspectives. It puts a high emphasis on professional, technical, and nontechnical training, which will train the students to excel at interviews and recruitment processes. For this, STP we have designed the training modules to impart Soft Skills, Life Skills, and technical, logical, analytical, behavioral, and managerial skills to every student. Apart from the regular academics, each student is trained for more than 100 hours on varied skills. Soft Skill Training, Aptitude Skill Training, and Technical Skill Training are conducted for the students in a structured manner.

Evidence of Success:

We have witnessed a huge improvement in the personal and technical skills of the students after the successful completion of STP. Mainly our students stood different from others on the following distinguishable qualities as

- **Out of The Box Thinker**
- **Leadership Skills**
- **Effective Team Player**
- **High IQ Level**
- **Ability to Balance Work and Life**
- **Good Citizen**
- **Best Fitment for Various Roles Available in The Market**

Problems Encountered and Resources Required:

The following challenges emerged during the implementation of the STP in our institute.

- **Challenges:**

  - **Hiring competent faculty with updated soft skills and technical skills which are needed to train the students**

  - **Increasing industry involvement in SIMCA STP.**

  - **Competitive faculty ecosystem.**

  - **To make the skill-based training system more effective, suitable training needs to be provided to the faculty members.**

Best Practice 2 - Phd. Research Centre

Objective

Innovative methodology conceived by Sinhagd Institute of Management and Computer Application (SIMCA) for multidisciplinary research involving students and faculty addressing global challenges.

The generation of new knowledge is an essential outcome of a Higher Education Institution. SIMCA believes that 'Quality Education' and 'Research & Development' are mutually non-exclusive. A conducive research ambiance with enthusiastic researchers, seed grants, state-of-the-art research infrastructure, and access to premium online resources, and opportunities for collaboration is a prerequisite for research excellence. Intellectual exchanges with industry and academic peers across the globe empower researchers to take up challenging research questions.

The Context

SIMCA research center will be responsible for the all-around development and support from the initial stage to the Ph.D. Completion. It will undertake activities like brainstorming ideas, conceptualization, and research projects. Publications and partnering with International research teams to address some of the global challenges provide higher visibility, which in turn helps in improving global rankings and recognition. SIMCA helps in creating a research environment for faculty to carry out research and students to gain practical experience.

The Practice

Creation of research facilities: SIMCA has been continuously investing in creating and upgrading research infrastructure spanning across different domains and specializations SIMCA research centre was established in 2014 to carry out multidisciplinary research. To promote a climate for academic excellence with openness to learning, research, and development of professional skills, the Research Centre offers PhD programs in Management including various streams like Computer Management, HR Management, Knowledge management, Production Management, and Marketing management. The goal is to help students evolve their expertise with a multi-disciplinary approach to meet the challenges faced by the industry in innovative ways.

Conferences, Faculty Development Program (FPD) & Workshops, Ph.D. Course Work: International and National Conferences/ workshops are organized enabling faculty and students to exchange their ideas and network with research experts from reputed academic institutions and corporate. Research Seminars of Ph.D. scholars serve as motivators for undergraduate and postgraduate students. Research Methodology Workshop helps Ph.D. scholars understand the research and its types.

Evidence of success

SIMCA, with its team of unprecedented research guides and researchers from many areas, generates ideas for research and works towards the development of prototypes. The ideas will be funded by external parties/organizations. The research results will be used to fetch publications.

Problems Encountered and Resources Required

The following challenges emerged during the implementation of the strategies for the promotion of research.

- **Challenges**

  - **Engaging high-quality basic and translational research**

  - **Increasing the number of individual research project proposals**

  - **Increasing student involvement in research activities beyond academic hours**

  - **Trans-disciplinary approach to solving research problems.**

  - **Increasing industry involvement in the SIMCA research program**

  - **Competitive faculty ecosystem**

  - **Frequent manpower requirements to meet the deadline(s) for the project(s)**

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

All-inclusive Campus and Policies for Overall Development of Students

Sinhgad Institute of Management & Computer Application under the aegis of Sinhgad Technical Education Society (STES) is affiliated with Savitribai Phule Pune University. It is recognized as one of the renowned institutions, not only in Maharashtra but also in India. The college has been fetching admissions across the country. An all-inclusive campus and favorable policies for the overall development of students are the peculiarities of the college. All day-to-day facilities required for the students and faculty are available on campus and the details are as follows:

Academic Infrastructure

The Institute has all the facilities available for effective conduction of Lectures and Practicals through various laboratories and well-lit classrooms. State-of-the-art laboratories and ICT-enabled classrooms make Teaching Learning very effective and enjoyable for the students. The institute has a culture of maintaining cordial relations between students and faculty members. Disputes/difficulties if any, are immediately looked into and resolved. The Institute also encourages students to participate in extracurricular and co-curricular activities for the overall development of the students.

Apart from the overall academic infrastructure, the All Inclusive Campus makes the students' stay comfortable and enjoyable. Apart from Academic Infrastructure, other facilities as mentioned below, help the students throughout their academic journey on the campus.

Excellent Hostel Facility

Separate hostels for boys and girls are available. Hostels have full security guards with 24×7 availability and CCTV vigilance for the safety of students.

College Library

The institute has a Library for MBA & MCA students separately. The Library has a seating capacity of 278 students at a time.

Central Library

The institute has a unique Central Library with the facility of borrowing books from another domain area. Thus, MBA students working on interdisciplinary programs can borrow books from these libraries through their library cards without any hassles. The Library is open 24×7 for the students. The library facility is also made available to SIMCA alumni who are preparing for competitive examinations like UPSC, MPSC, and others.

Mess and Cafeteria

The Campus has 2 different institutes in an area of more than 10 Acres. Students have many food court options available within the campus.

Other Ancillary Facilities

The institute has all other ancillary facilities available on campus such as a Stationery Store, a Photocopy Centre, Wi-Fi, a Sports Ground, Two Seminar Hall, Gymnasium, etc. These facilities make the student's stay on campus comfortable and joyful.

Staff Quarters

The staff quarters are made available to staff members as per their availability. Many staff

members have been staying in these quarters for a long period of more than 10 years.

Special Efforts for Student Mentoring

The institute has a Mentor-Mentee Scheme in place, wherein a group of approximately 20 students is monitored by one faculty member. The Teacher's Guardian acts as the student's mentor and looks into their academic and personal difficulties if any.

Strong Training and Placement Cell

The institute has a well-established training and placement cell headed by the Placement Head, Training and Placement Officer, and Placement Assistant. Several MNCs and reputed companies visit the campus for recruitment. Thus companies having good repute at national and international levels are made available by the training and placement cell to the students for their internship and employability

MoUs With Industries

The institute has strong liaison with industries in the form of Memorandum of Understanding (MoU). Through these MoUs, students get a chance to work in industry on live projects through internships.

Management Games (Beer Game, Ball Game, and Goal Setting, Ring Game, etc.) and Management Movie Session, Case study Discussion:

The power of film as a tool for teaching management lessons essentially lies in the former's ability and credibility to forge an emotional connection with the students, which eventually enables them to internalize the various management concepts. Functional area-wise management games have been used in class to give practical approaches to the management students. The institute primarily focuses on planning and executing a well-planned and well-documented teaching-learning process thereby ensuring a well-structured knowledge delivery. Refresher courses are provided to faculties. Faculties are continuously involved in updating themselves and the majority of the faculties are involved in research.

The case study activity involves the discussion (presentation) of cases by the faculty for the students. This session is focused on educating the students on various concepts through practical knowledge and equipping them with the know-how about the latest developments and practices in the world of Management and business.

Strengthening Research Aptitude among students:

It is made compulsory for each student to submit a research paper as a part of the subject 'Research Methodology' The research papers of students are presented before the committee and the best papers are published in International & National Journal. The students are motivated and guided by the mentor to participate in National and International conferences/seminars. The institute organizes national and international conferences, and workshops regularly.

Co-Curricular and Extra-Curricular Activities

The Institute encourages the students to take part in Co-curricular and Extra-Curricular activities such as participation in various competitions organized by institutes of National importance like IITs and IIMs. Students are encouraged to participate in extra & co-curricular activities like Dance, Debate, and SIP Project competitions conducted by various groups, from University to Regional, State, and National Levels. The institute also encourages the students to participate in various sports competitions, from local to University, State, and National levels. The students of the institute have brought laurels in all the above-mentioned activities for the last many years thus making the institute one of the reputed institutes at state and national levels.

The students are also allowed to work on social issues and for the upliftment of society through various platforms like Rotaract Club, CSR Activities, Tree Plantation, etc. Participation in such activities helps for the overall development of the student helps them for placement, and higher education, and makes them ready to face all the challenges they come across during their professional life.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

SIMCA has observed, based on its own study of psychometric data of students, a drastically changing student profile. Achievement motivation, aptitude, trust, and conscientiousness are decreasing rapidly, social work orientation is increasing. In this light, a significant shift in pedagogy is expected to be taken up by the faculty members of the institute. The institute is exploring the area of educational technology, and AI-enabled design thinking and is in talks with various industrial partners who may help bring this about. The industry currently is changing from a nascent stage to a mature stage of Industry 5.O. However faculty training and bringing in the right amount of industry interaction to ensure employability, at the same time keeping in mind the student capabilities who are coming from all strata of the society is what the institute would like to have as its next very ambitious goal. In the light of the rapidly changing society and demography of India, social media, online learning, redefining and imbibing in the students the importance of GURU/Teacher, preparing the student for a VUCA world, all this has to be managed by the institute which SIMCA is doing by increasing rapidly the empowerment of students, use of online tools in teaching, industry collaborations, teacher training programs and a plan for increasing the training of the administrative staff as well to cater to the demands of NEP in terms of various educational data management.

Concluding Remarks :

SIMCA under the aegis of Sinhgad Technical Education Society is a private unaided institute however under the control of AICTE, dependent on UGC for admission schedule & allocation of students and following the curriculum and affiliated to Savitribai Phule Pune University. Being a part of an educational society with 90+ institutes and more than 40,000 students, activities and events are on a large scale which gives exposure and prepares students in the skills of coordination and leadership. Various institutional administrative departments work under the directions of the corporate office STES, AICTE guidelines, UGC guidelines, and SPPU guidelines. The choice-based credit system of the syllabus allows some amount of flexibility to orient the syllabus according to the available expertise in the institute and the needs of the enrolled students. With a lot of support from the Management of STES, faculty training programs are conducted regularly. Also, additional inputs are provided to the students with the help of MOUs with the industry at the institute and the society level. Certain activities are centralized like placement and faculty training, and procurement of certain goods and services. Certain others are decentralised like curriculum management and student training.

Understanding the demands of the dynamic and skill-oriented industry, society rapidly moving from socialism to capitalism in mindset, students who are coming from the generation of abundance, the exploding use of social media and online presence, and a faculty slowly maturing to the NEP demands, is currently the state of all institutes in India, so also at SIMCA. Leveraging our most important strengths of a wonderful and green campus, supportive management, and our city of Pune with its plethora of industries we have embarked on the journey of 'Exprovement' – Improvement but beyond our box/comfort/zone.