



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		SURYADATTA INSTITUTE OF MANAGEMENT AND MASS COMMUNICATION (SIMMC)
• Name of the Head of the institution	Dr. Sanjay B. Chordiya	
• Designation	Director	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	02067901300	
• Mobile no	9881490036	
• Registered e-mail	simmc.naac@suryadatta.edu.in	
• Alternate e-mail	support@suryadatta.edu.in	
• Address	Survey No 321, Bavdhan Bk, Pune	
• City/Town	Pune	
• State/UT	Maharashtra	
• Pin Code	411021	
<b>2.Institutional status</b>		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Savitribai Phule Pune University (SPPU)</b>				
• Name of the IQAC Coordinator	<b>Dr. Shailesh Kasande</b>				
• Phone No.	<b>+919921111099</b>				
• Alternate phone No.	<b>02067901300</b>				
• Mobile	<b>7588943101</b>				
• IQAC e-mail address	<b>ceo@suryadatta.edu.in</b>				
• Alternate Email address	<b>dr.shailesh.kasande@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.simmc.org/iqac/introduction">http://www.simmc.org/iqac/introduction</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.simmc.org/images/pdf/A C 20-21 Term I- 1.07.20-31.12.20.pdf">https://www.simmc.org/images/pdf/A C 20-21 Term I- 1.07.20-31.12.20.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.06</b>	<b>2018</b>	<b>09/09/2018</b>	<b>08/09/2023</b>
<b>6.Date of Establishment of IQAC</b>			<b>06/07/2017</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1) Saturday Weekly Test		
2) Online/Virtual Internships		
3) Certification of Inside Sherpa		
4) Academic and Administrative Audit		
5) Cross functional learning of students		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
Adoption of G suit Eco-system	usage of google classroom & other tools by all faculty members
Emphasizing concurrent comprehensive assessment	Implementation of Saturday Test for all subjects
Developing Life Long learning attitude among students	More than 90% students completed variety of online certifications
Developing entrepreneur mindset & employability enhancement	Implementation of Bada Business Platform
Project based learning	141 students completed project on
Developing digital competencies among the learners	One month extensive digital literacy course
To create digital eco system for Alumni engagement	Subscription to Almashine portal and on boarding of Alumnus

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

**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	18/10/2021

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	12/02/2022

**15. Multidisciplinary / interdisciplinary**

The programme offers various functional areas (specializations) such as marketing, finance, HR, operations & supply chain, business analytics, rural & agri-business, international business, pharma & health care etc. To promote cross functional learning, students have opportunity to pursue major & minor specialization that is specialization in two areas. Additionally innovative teaching learning & assessment practices have been designed & adopted by the

institute. One such practice is mapping the course outcomes from multiple courses to a single mega project and thereafter assessing learning outcomes from multiple courses through this single mega project.

To promote integrated appreciation of management frameworks, tools & techniques AIMA (aima business simulation) activity is exhaustively used. Students are exposed to multidisciplinary aspects such as cyber security, mental health, physical & mental wellness, GST in 90 Mins, Understanding credit risk, basics of wealth management, basics of logistics fleet management & warehouse management, contract management for beginners, risk management in financial sector, fundamentals of digital marketing, tech enabled education industry academia collaboration gender equality.

#### **16.Academic bank of credits (ABC):**

Will be implementing the same as per guidelines by University.

Faculty members have been guided on the same

#### **17.Skill development:**

The program has 22 credits out of 110 which are exclusively assigned to skill oriented courses. These courses are included in the curriculum as GEUL, GEIL & SEIL. Few generic elective at university level such as project management are also focused on developing skills. In addition to the mandated requirement of affiliating university, the institute conducts skill oriented foundation courses such as elementary english, accounting, mathematics, statistics, economics, IT, MS word, MS powerpoint. More over important skills such as digital literacy, business analysis, communication skills, time management skills, presentation skills, research skills, various activities such as extensive literacy program, E-Expo, simulation activity are conducted. Essential business skills are picked up and given as project work.

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

1. Full mandatory 3 credit course on "Indian Ethos & business ethics" is delivered in SEM IV.

2. Currently the affiliating university has no provision of offering the MBA program in Indian languages. The institute will roll out MBA program in Indian languages as soon as affiliating university introduces such programs

<p>3. Common screening of week long theme based national webinar on Indian Knowledge system (IKS), language, arts &amp; culture held by AICTE in Aug 2021</p> <p>3. Learning through dialogue in which the faculty members contributed to the practice by having discussions and presentations on the following topics:</p> <ol style="list-style-type: none"> <li>1. Current challenges of humanity- Failure of capitalism</li> <li>2. Bhagvad Gita is the solution</li> <li>3. Innovedas and vedic leaders</li> <li>4. Karma Yoga work excellence</li> <li>5. Dhyan Yoga and powerful Mind</li> <li>6. Gyan vidya and leadership qualities</li> <li>7. Vedic model of excellence</li> <li>8. Karmic laws</li> <li>9. Banyan tree leadership</li> <li>10. Faith and Conviction</li> <li>11. Quality of people and Innovation</li> <li>12. Creativity and Innovation laws from Upanishads</li> </ol>
<p><b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b></p>
<p>MBA program 2019 pattern has adopted outcome based education. Accordingly program educational outcomes (PEOs), Program outcomes (POs), &amp; Course outcomes (COs) have been defined for all the courses. The concurrent assessment is implemented as per the requirement of outcome based education. The revised MBA curriculum 2019 builds on an implementation of CBCS &amp; grading system. Various mapping metrics such as PEO to mission, PO to PEO, CO to PO have been constructed by the institute.</p>
<p><b>20.Distance education/online education:</b></p>
<p>The institute is not permitted to offer distance education &amp; online education as per AICTE &amp; SPPU regulations</p>

## Extended Profile

### 1.Programme

1.1 162

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

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

## 2.Student

2.1 176

Number of students during the year

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

2.2 92

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

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

2.3 136

Number of outgoing/ final year students during the year

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

## 3.Academic

3.1 20

Number of full time teachers during the year

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

3.2 18

Number of sanctioned posts during the year

## Extended Profile

### 1.Programme

1.1	162
Number of courses offered by the institution across all programs during the year	

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

### 2.Student

2.1	176
Number of students during the year	

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

2.2	92
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Data Template	<a href="#">View File</a>

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Number of outgoing/ final year students during the year	

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

### 3.Academic

3.1	20
Number of full time teachers during the year	

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



3.2	18
Number of sanctioned posts during the year	

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

#### 4.Institution

4.1	15
Total number of Classrooms and Seminar halls	
4.2	267.34
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	90
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

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

The Institution runs Savitribai Phule Pune University (SPPU) affiliated MBA Programme. The MBA curriculum is designed and updated by the SPPU and its implementation is at institute level through The Program Planning & Monitoring Committee (PPMC). The Dean convenes the PPMC meetings twice a term to establish an integrated well documented system which ensures timely implementation, review & continuous improvement of academic programme, curriculum, instructions, assessments & evaluation system, student holistic development initiatives etc.

Inputs are sought from the SPPU academic calendar, examination calendar, previous term feedbacks from students, teachers, industry, course preference from teachers, MOM of advisory board meetings, MOM of PPMC meetings etc for preparation of academic calendar, elective course baskets to be offered, value added/ add on certification modules, course allocation, programme coordinator appointments, resource planning etc. The PPMC meetings address

aspects like student induction program, mentoring, Comprehensive Concurrent Evaluation (CCE) schemes, examination schedule, SIP / add-on projects, additional certifications, visiting faculty requirements, library-ICT-digital tools requirements, peer reviews, feedback schedule, employability enhancement programs, inputs beyond the curriculum, industry facing activities like industry visits, LIVE projects etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.simmc.org/academics/programs-overview-mba-college-in-pune">https://www.simmc.org/academics/programs-overview-mba-college-in-pune</a>

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

The affiliating university publishes the academic calendar for term I and II , indicating the commencement and conclusion of teaching, Viva Voce and Theory Examination dates and Result declaration dates. Taking these as a reference point and also looking at the CET cell schedule for admissions to 1st year, the schedule of Summer Internship Projects for second year students and the institutional list of holidays, the academic calendar is prepared by the Dean at the beginning of the academic year.

The institutional academic calendar provides details of the above items and also provides details of curricular,co-curricular,extra-curricularand extension activities. The Program Planning and Monitoring Committee (PPMC) meets twice a term to plan and review the curriculum delivery as per the academic calendar. Weekly timetables & teaching course plans are developed in sync with the academic calendar and guidelines laid in the curriculum.

Summative assessment is in the form of term end examination schedule and conducted by the University. The University announces the schedule for the examination form filling dates, exam time table etc. result declaration, etc. on its website. These are also uploaded on the institute's website.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

**A. All of the above**

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

## **1.2 - Academic Flexibility**

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

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

**1**

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

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

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

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

176

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

**1.3 - Curriculum Enrichment**

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

The issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics are linked with the PEOs, POs and Graduate Attributes of the MBA programme. A reflection of these aspects is found in the core and elective courses offered by the institute in the AY 2020-21-22.

Integration of Cross-cutting issues relevant to Gender: Several courses viz. Entrepreneurship Development (109), Business, Government & Society (211), Enterprise Analysis - Desk Research (114), Employee Relations and Labour Legislations (206HRM), Workforce Analytics (Course 219BA), Labour Welfare (217HRM),

Integration of Cross-cutting issues relevant to Environment and Sustainability: The course on "Enterprise Analysis - Desk Research" touches on environment conservation, the core course "Operations & Supply Chain Management" discusses environmental Issues in

**Operations and Supply Chain. Course on Strategic Management integrates Social & environmental sustainability, triple bottom line.**

**Integration of Cross-cutting issues relevant to Human Values: The audit courses viz. Human Rights I & II stress upon human values, human rights, gender equality, environment, societal welfare, tolerance, peace and harmony.**

**Integration of Cross-cutting issues relevant to Professional Ethics: A core course in semester IV 'Indian Ethos & Business Ethics' (402) is devoted to Indian Ethos and Values, Business Ethics, Ethical problems, Ethical decisions, Ethical principles, etc.**

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

**13**

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

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

76

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

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.simmc.org/igac/feedback">https://www.simmc.org/igac/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://www.simmc.org/igac/feedback">https://www.simmc.org/igac/feedback</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

### 2.1.1.1 - Number of students admitted during the year

176

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

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

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

92

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

## 2.2 - Catering to Student Diversity

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

**Process for Identifying Student Capability:** Various psychometric tests, domain knowledge tests, management games and group activities like debates, group discussions, extempore, creative skits based on universal human values, activities based on gender equality, sustainability are planned during the induction program to identify the strengths and weaknesses of the students. Faculty is assigned as mentors to students at the beginning of semester 1 of the MBA programme. Mentors engage in one to one conversations and goal setting and profiling exercises with the students. Above activities help to identify slow and fast learners.

#### Slow Learners

Special assistance & encouragement is provided for slow learners in the following manner:

1. Remedial sessions
2. Foundation courses
3. Activities like key concept presentation, scrap book

activity, skits on course concepts etc help slow learners for improvements.

#### 4. Mentor support

Advanced learners: Encouragement for growth is provided to advanced learners through All India Management Association-Business Simulation, Live projects, Extended projects, Bada Business Campus to Corporate program, Indian Institute of Management Bangalore program - Do Your Venture. Additional certifications like, London Academy of Professional Training, Ex-Billion Lab.

The wide variety of CCE caters to the special needs of slow & fast learners.

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

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

Number of Students	Number of Teachers
324	20

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

### 2.3 - Teaching- Learning Process

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

#### Experiential Learning:

1. The institute arranges for student's 2 months specialization wise internships.
2. "E-Expo" is organized for students to learn several theoretical concepts and frameworks such as Competitive Strategies, Market structures, business environments, business research, marketing mix, product and business



lifestyles, digital business ecosystem, impact of IT, social media, ecommerce, mobile commerce. people skills, organisational skills, leadership skills and decision-making skills, which are linked to courses such as Economics, Digital Business, Marketing Management, Financial Management, Organizational Behaviour, Enterprise Analysis for Desk Research, Entrepreneurship Development, Selling and Negotiation Skills Lab.

3. Video making & book review assignments
4. Stock Market simulation for exposure to stock trading

#### Participative Learning:

1. Institute has various Forums like Economics, Finance, Marketing etc. that conduct various activities focussed on a functional area. These forum activities include Plays, Skits, Management Games, Industry expert sessions, etc. These activities are planned and executed from start to end by students under the guidance of faculty members.

#### Problem Solving:

1. Management Games, Debate competitions & Group Discussion
2. Simulation games such as AIMA Bizlab provide experience of optimizing directly intended business outcomes.

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

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

The pandemic accelerated the adoption of the new age ICT tools by teachers & students. ICT enabled tools have been and are integral aspect of teaching - learning processes.

Following ICT tools are used for various aspects of teaching - learning, assessment and evaluation, mentoring & counselling, project guidance and evaluation.

1. G Suite: The key components of the Google ecosystem are taught to the students. The students use these in their day-to-day learning and communication with peers, teachers, mentors.
2. Teachers extensively use Google Classroom for every course and share notes, PowerPoint presentations, post video links, create and administer assignments, schedule submissions, provide feedback, etc.
3. Google Quiz / Forms are used by Faculty and Students for quizzes, mapping data and assignment completion status, event registrations, feedback, polling, etc.
4. Padlet, a collaborative platform is used for collaborative learning exercises, evaluations and add-on activities.
5. Mind mapping tool i.e. Wonder Share Mind Master, Kahoot, EdDraw, Google Alerts, OBS Studio, Story Board, MS Teams White Board, Mentimeter, Podcast, Spotify, Render Forest, Canva, Edmodo, Z library, Piktochart are the tools used by faculty members.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

20

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

## 2.4 - Teacher Profile and Quality

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

20

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

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

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

7

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

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

#### 2.4.3.1 - Total experience of full-time teachers

119

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

1. For every batch, during the induction program the program structure, core and elective courses, credits, CIE pattern, grading system, SGPA, CGPA, PEO, PO, PSO, CO, Blooms Taxonomy etc. is discussed with the students at length.
2. The Academic Calendar shared with the teachers and students indicates the tentative dates of CIE schedules.
3. The course teachers announce, in advance, the upcoming evaluations during their regular sessions, either through in-class announcements or through digital communication. The evaluation parameters and various assessments methods as per course outcomes (COs) are explained in detail during induction programme as well as in regular classroom sessions. Enough care is taken to ensure diversity of assessment methods to address variety of learning styles.
4. The students are made aware about the evaluation process (scores, rubrics, and submission dates).
5. For the institute level term end examination, wherever applicable, more than one teacher
6. In case of digital platform-based evaluations like MCQ tests, scores are released immediately to ensure transparency.
7. The course teachers also explain the policies about re-exam or score/ grade improvement, submission deadlines to the students in advance.
8. The above practices ensure transparency and robustness in terms of frequency and mode.
9. The evaluation of Online MCQ test were declared within 48 hours. Answer key was also released and answers were discussed in the class in subsequent next week of tests.

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

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

1. There exists a transparent, time-bound and efficient mechanism at the institute level and at the university level to deal with examination related grievances.

2. The institute has appointed a College Examination Officer(CEO)as per the directives of affiliating University. The CEO has the responsibility to address all examination and evaluation related grievances. The Examinations Committee is in place to plan and manage the examinations.
3. To ensure transparency in the evaluation process for CIEs, the answer sheet scripts are shared with the students and the question papers are discussed in the class by the course teacher. Students can approach teacher within one week to review their answer scripts and justifiable changes if any are carried out.
4. Most issues are resolved promptly. If there is any pending grievance which a concerned teacher is not able to resolve, then it is escalated to the Dean level. Generally, the grievance is resolved promptly.
5. If the query is not resolved at the dean's level then the student can apply to the examination committee to resolve the Grievance. The examination committee addresses &resolves such pending issue within eight working days.
6. In case of lack of unanimity, external experts are involved.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Faculty members were deputed for workshops on OBE organized by SPPU which imparted training on OBE, Blooms Taxonomy, mapping COs to POs, selection of teaching-learning methods appropriate to COs, rubrics,setting performance and attainment targets,PO and CO attainment calculations, etc.

Apart from those trainings, PO Cos are communicated through the following ways to the students and the faculty:

1. Curriculum copy is available on the institute website for students and teachers.
2. Additionally, PEOs, POs, PSOs are listed on the website.

3. Faculty members were made aware through a series of internal workshops.
4. Programme Planning & Monitoring Committee deliberates upon PO CO, CIE during PPMC meetings
5. The programme structure, PEOs, POs, PSOs, CIEs and all related aspects are presented elaborately to the students during the induction programme every semester.
6. Teacher explains COs in the initial session of the course & posts the same in Google classroom
7. COs are re-emphasized by the course teacher during ongoing teaching & during discussion & release of the Concurrent Internal Assessment (CIE).
8. The course exit surveys are based on the COs. Students fill the course exit survey at the end of each course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.simmc.org/component/k2/item/181-pos-psos">https://www.simmc.org/component/k2/item/181-pos-psos</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

**PO Attainment.**

CO attainment is measured at 2 levels

1. Direct Attainment (80% weightage)
2. Indirect Attainment (20% weightage) gets measured through the Course exit survey carried out at the end of each course.

CO attainment Performance targets are as below

1. Level 3- 70% of class attains 70% scores
2. Level 2- 60% of the class attains 70% scores
3. Level 1- 50% of the class attains 70% scores

CO attainment of Business Research Methodology Course-

CO

Direct Attainment

Direct Attainment

Indirect Attainment

Final Attainment

CCE Attainment (40%)

Weighted score

SPPU Exam (40%)

Weighted score

Course exit feedback (20%)

Weighted score

CO 1

3

1.2

2

0.8

3

0.6

2.6

CO 2

2

0.8

2

0.8	
2	
0.4	
2.0	
CO 3	
2	
0.8	
2	
0.8	
1	
0.2	
1.8	
CO 4	
1	
0.4	
2	
0.8	
1	
0.2	
1.4	
CO 5	
1	
0.4	



2
0.8
2
0.4
1.6
CO 6
3
1.2
2
0.8
2
0.4
2.4

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

### 2.6.3 - Pass percentage of Students during the year

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

136

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File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://www.simmc.org/igac/feedback>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

2

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

The Institute has developed an Eco-System for developing a culture of Innovation and Entrepreneurship through the following initiatives.

The Institute has established the Centre for Innovation, Incubation and Linkages in association with Savitribai Phule Pune University in order to promote various Innovation and start-ups. The cell facilitates sharpening novel ideas and innovations useful to the society at large and addresses challenges faced during product development and post commercialization. The cell conducted activities like 'Starting an Innovation and Start-Up', 'Orientation workshop', 'Awareness Programme', 'Generating new Business Ideas through the Innovation and Incubation Cell', 'i2e Competition' (Innovation to Enterprise Competition) and 'Startup Valuation and Funding'.

Suryadatta Innovation and Incubation Center of Excellence was

established in association with 'InnovationNext' to provide several opportunities to the students to collaboratively work with the industry for resolving their real-life challenges. This center has advanced tools viz. Technology App 4.0, 3D Idea Generator which aid students to innovate like a creative genius for innovations.

For the last 3 years, the Institute organizes Start-up Mela or Fest for motivating students towards startups and developing SMEs. It provides a platform for students for validating their business ideas, and showcasing their entrepreneurial talent.

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

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

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

16

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

### 3.3 - Research Publications and Awards

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

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

5

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

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

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

**5**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

**2**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

**Extension activities which contribute to mitigate the issues in the neighbourhood community at Bavdhan Pune are regularly organised.**

On Gandhi Jayanti, since the last 20 years, the Institute organizes a Blood Donation Camp in association with various Blood Banks. Due to COVID 19, it was not possible to arrange the same last year. However, the faculty members went to Jankalyan Rakta pedhi and donated blood for Social Cause and maintained this trend. Such camps imbibe human values and also create social impact in saving lives of people.

As a part of Edu-Socio connect initiative, Suryadatta's Bavdhan campus hosted a blood donation camp organized by Shri Ram Bangad and Bavdhan volunteers on 1st May 2021. Over 100 donors donated blood during this camp. The event saw the presence of staff members and faculty. Sanitation Pumps and 200 Corona Kits to blood donors under 'Mission Corona Eradication' were distributed.

8000 kilograms of the special hot hygienic fresh snacks - Misal was distributed to more than 40,000 people through 400 NGOs with the help of students, staff and the members of management as volunteers and through various social organizations in just four hours on 25th July 2021 creating a unique world record.

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

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

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

3

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

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

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

12

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

118

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

**3.5 - Collaboration**

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

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

44

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

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

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

5

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The physical and support facilities consist of the entire academic complex, the parking area, the canteen, security, solar panels, lifts, rain water harvesting facility, the firefighting system, generator, etc. The academic facilities consist of computer centre, library, language lab, seminar halls, auditorium and amphitheater besides the classrooms and tutorial rooms. Regular housekeeping is carried out on daily basis through support staff. Additionally there are maintenance contracts for garden, security, lift, etc. On call basis maintenance is done for electrical equipment, photocopying machine, generator, etc. The IT centre, network, peripheral devices, classroom LCDs, language labs, cctv cameras, smart boards, internet, telecom network, etc. is



maintained by the IT Centre staff. Additionally downtime back up is provided for the internet by the service provider. Lift, firefighting, gymnasium equipment, medical centre equipment, and other systems are maintained by the respective agencies. Building and equipment insurance is in place to take care of untoward incidents. Sports equipment is available at the sports centre and can be borrowed after following due process. There are multiple sport facilities to keep our students engaged and physically fit.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.simmc.org/infrastructure">http://www.simmc.org/infrastructure</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Institute encourages and promotes the sports activities for enhancing physical and mental fitness, inculcate spirit of sportsmanship, facilitate learning of management principles viz. leadership, team work, problem solving etc. Cultural activities act as a vehicle to ingrain a pride in local, state and national culture, attire, art, food and traditions.

#### Cultural activities

Following facilities are in place for Cultural activities:

1. Seminar Hall (132 sq mtrs.) which is well equipped with PA System and LCD projector, where large audiences can be housed, it is used to hold big events.
2. Additionally, a large Central Hub and space to create make-shift Open Air Stage is also available for utilization by student and faculty members for various events and activities.
- 3.

Sports, games (indoor, outdoor): The physical infrastructure meets the requirements for outdoor and indoor games, etc. Facilities for indoor games like Chess, Carrom, Badminton, Table Tennis, etc. are in place.

#### Gymnasium

The campus has a centralized well-equipped Gymnasium facility. Students and faculty of SIBMT have access to this facility and use the same.

#### Yoga

There is a Banshi Ratna Auditorium (132.77 sqmtrs.), which is used for yoga sessions and Zumba dance. The mats are also available for yoga.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.simmc.org/infrastructure">http://www.simmc.org/infrastructure</a>

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.simmc.org/infrastructure/">https://www.simmc.org/infrastructure/</a> <a href="https://www.simmc.org/igac/agar-links">https://www.simmc.org/igac/agar-links</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

2424282

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

## 4.2 - Library as a Learning Resource

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

Name of ILMS Software for Automation

SLIM 21

Current Version

3.8.0.31137

Year of Automation

2009

Status of Automation

Partially Automated, All books and students database created in SLIM 21 software.

Issue/Return transactions are being carried out through software.

Different Report generation facilities are available

All the books have been bar-coded generated through SLIM 21 software.

Bar-Coding

All the books are bar-coded generated through SLIM software.

Modules available in Software

Acquisition, Cataloguing, Serial Control, Circulation, Web OPAC

Number of Computers for OPAC Access in Digital Library

10

Services provided

Home Lending, Issue/Return within library, Book Bank Service ,  
OPAC, Open Access Resources, E-Journals, E-Books through DELNET  
Membership, News Paper, Reference Service, Feedback Service,  
Library Orientation, Book Exhibition,

Library membership

NDL and DELNET

ICT Equipments Available in Library

Bar-Code Scanner, Barcode Printer, Document Printer, Document  
Scanner, Reprography Machine, Server Machine, Computer Systems

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

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

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

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

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

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

**190280**

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

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

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

**1.27**

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

#### **4.3 - IT Infrastructure**

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

**Institute as IT facilities as per the AICTE norms. In addition to this Institute upgrades its IT facilities time-to-time. Institute strives to align with rapidly changing technology in terms of IT facilities and related environment .Institute's IT facilities are adequate and updated as per the need.**

The institute has 2 computer labs with 150 desktops and a servers. The two computer labs together admeasures about 257 sq mtrs.

The desktop configuration are:

- Intel Zeon CPUE31240 3.30 GHz RAM 8 GB, Hard Disk 500 GB, Monitor 18.5"
- i3 2.8 GHz RAM 4 GB, Hard Disk 500 GB, Monitor 18.5"

The server configuration is HP Server HPDL380G5 2.3 GHz, RAM 8 GB, Hard Disk 146 GB X 2. Institute has licensed system software such as Windows7 and Window10, further it also has licensed application software such as MSOffice2007, Auto Desk. Utilization of open source software is promoted as per All India Council of Technical Education (AICTE) policy. The Fortinet 200 firewall are installed.

The Institute's library is automated with System for Library Information Management (SLIM 21)Software (SLIM).

LibraryisprovidedwithINTEL Zeon CPU 2.53 GHz, RAM 12 GB and Hard Disk 500 GB systems for OPAQ

I

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.simmc.org/igac/aqar-links">https://www.simmc.org/igac/aqar-links</a>

#### 4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

**4518918**

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

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

**The institute has established systems and procedures for maintaining and utilizing physical, academic and support facilities.**

**The available infrastructure is utilized optimally in the following manner:**

- 1. The time tables for first and second year are designed in a way to facilitate optimum utilization of all available classrooms, tutorial rooms, reading room, computer labs, auditorium, and discussion rooms.**
- 2. Apart from regular classes, these rooms and common spaces are also used for activities related to Training and Placements, Mentoring and Grooming, Clubs, Forums, Seminars, Meets, Conferences and Workshops.**
- 3. The facilities are open for all students and faculty members**

on working days, during working hours. The timings are extended on a need basis.

4. Institute's infrastructure is used for various examinations such as Savitribai Phule Pune University Semester end examinations, and other entrance exams such as CA examinations.
5. Reprographic facilities (printing, photocopying and scanning) are provided on demand to the staff depending on the need. Students can seek printouts of select categories of documents from office staff. However, scanning is preferred to photocopying in view of conservation of paper.

The institute ensures that the available infrastructure is in line with its academic growth by complying with the AICTE norms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.simmc.org/infrastructure">https://www.simmc.org/infrastructure</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

176

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



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

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

34

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

149

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

176

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

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

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**88**

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

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

### 5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

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

## 5.3 - Student Participation and Activities

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

one) during the year

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

0

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

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

The Institute believes in holistic development of the students through academic, curricular, co-curricular and social activities. Student engagement, participation through various activities and development of leadership and other 21st century skills is a focus area of the institute. All the activities are led by students and mentored by faculty members.

The students also participate in organizing various extension activities in the local community, viz. Tree Plantation, SBlood Donation camp, food donation, Activities for NGOs, Health Check-up Camps which sensitize students towards social issues and inculcate a sense of social responsibility among them. Students also organize startup fests and alumni meets. Institute ensures student welfare activities like earn and learn.

Student council team of the institute actively encourages students to take part in activities. We have made a few activities mandatory for the students to develop their skill sets and make themselves ready for the industry. This council works as a platform for coordination between the students and the institutional structure and promotes a healthy atmosphere in the Institute.

Student council also makes sure that students of the institute take part in, seminars, online workshops, Industrial summit, Startup events, etc

The Institutes has formed various forums, Clubs and Cells with defined objectives.

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

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

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

2

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Alumni are the true brand ambassadors and a key stakeholder of the institute. They serve as a useful feedback source and also act as role models for current batches of students.

Institute has built up an online Almathines Alumni portal for all

the Alumnus of Suryadatta group of Institutes. Wherein students of various batches and streams are on-boarded. With built-in analytics, AlmaShines Alumni Portal allows you to track alumni behavior and plan your alumni engagement campaigns accordingly.

Alumni contribute to the institute by sharing their experience through expert sessions, workshops, etc. They act as jury and evaluators for various student activities, expos, cultural and sports activities, extension activities, etc.

The Institute organizes an annual alumni meet named 'Surya Milan' in the month of February. This is a platform for an informal interaction between the present and past students. Alumni with significant achievement are felicitated. In a way the institute expresses its appreciation towards its alumni. Faculty members also interact with alumni to understand the current industry trends and this helps in designing value added inputs.

File Description	Documents
Paste link for additional information	<a href="https://alumni.suryadatta.org/">https://alumni.suryadatta.org/</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Institute Vision Statement:**

**To nurture leaders and social change agents through holistic and**

transformative academic programmes aligned with national priorities and global needs.

**Institute Mission Statement:**

To facilitate the development of innovative, ethical, futuristic leaders, managers and entrepreneurs, rooted in Indian values and capable of harnessing change in a globalised, digital and competitive environment.

**Nature of Governance:**

The institution follows a participatory mode of governance. Some of the authorities such as monitoring, faculty identification, purchases with respect to academic infrastructure, organizing student centric events etc. are delegated to Director and Faculty members.

**Perspective plan for AY 2020-21 & 2021-22**

1. To start MCA program from AY 2021-22
2. To encourage faculty members to enroll for Ph. D. and seek recognition as Ph. D. guides
3. To establish full-fledged ERP system by A.Y. 2022-23
4. To seek accreditation from NBA in A.Y. 2023-24
5. To publish institute's peer reviewed & UGC Care listed research journal by AY 2024-25
6. To encourage faculty members to publish research papers in UGC CARE and Scopus indexed journals

**Participation of Teachers in Decision-Making Bodies:**

- Program Planning and Monitoring Committee
- Examinations Committee
- Library Committee
- Women Anti-Harassment Committee
- Internal Complaint Committee
- Grievance Redressal Committee
- Anti-Ragging Committee
- Reservation Committee
- Student Council

File Description	Documents
Paste link for additional information	<a href="#">Vision Mission Values   Suryadatta Institute of Management &amp; Mass Communication (SIMMC)</a>
Upload any additional information	<a href="#">View File</a>

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

Decentralization and Participative Management is a tenet of day to day functioning of the institute, which is reflected in various activities of the institute. The decentralization and participation of teaching and non-teaching staff are prominently visible in academic and administrative decisions.

The management of the institute decentralized powers and delegated authority to Director to take academic and operational decisions, who formulate the working procedures and assigns the responsibility to the faculty members. PPMC is formulated includes senior and junior faculty members to take decisions related to Teaching-Learning Activities,

#### CEGR

Centre for Education Growth and Research (CEGR) is the leading and only education think tank in India with an aim of providing a platform for exchange of dialogue among educationists, the media and policy makers and augments educational growth and research. Director of the institute as National Vice-President of CEGR.

#### Social Media

Social media presence is essential in today's digital era. All the faculty and staff are advised to ensure that they have social media presence on various platforms. Institute encourages faculty members to post content on social media / institute web site / intranet. Faculty members and non-teaching staff members are encouraged to create presence of institute activities on various platforms.



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

## 6.2 - Strategy Development and Deployment

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

SIMMC prepared the all-inclusive perspective plan for five years. The institute has the perspective plan for the academic years 2019 to 2024 is in place with the holistic approach considering the Vision and Mission of the institute. The perspective plans are prepared in view of changing higher education policy, local environment, socio-economic environment and the resources available.

Inputs from the NAAC peer team used to prepare current perspective plan for the academic years 2019 to 2024.

Some of the key elements of the perspective plans / strategic plans are given below:

1. Establishment of the PhD Research Centre in Management
2. Introducing the MCA programme
3. Ensure that more number of PhD faculty members are recruited
4. Inhouse faculty members also pursue the PhD programme
5. Inhouse faculty members seek recognition as Ph. D. guides
6. To encourage faculty members to publish research papers in UGC CARE and Scopus indexed journals
7. To seek accreditation from NBA in A.Y.2023-24

Successfully implementation of strategic plan:

1. Established PhD Research Centre in Management-2019-20
2. Introduced MCA programme- 2021-22
3. 7 faculty members are PhD qualified out of 20 faculty members
4. Most of the faculty members published their research publication in UGC Care listed journals

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.simmc.org/igac/aqar-links">https://www.simmc.org/igac/aqar-links</a>
Upload any additional information	No File Uploaded

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

Governing Body, College Development Committee IQAC, the academic and administrative wings, various statutory and functional committees are the part of organizational structure. GB is the apex body of the institute, responsible for policy formulation and approvals for budget estimates, faculty and staff recruitment, and initiates new programmes.

All appointments of the faculty are carried out as per the stipulated norms of apex regulatory body i.e. AICTE. The appointments are made as per SPPU norms and teachers' approvals are sought from the university.

GB conferred the overall authority to the Director, who is responsible for the overall affairs including academics and administrative functioning of the institute. Certain financial rights are given to the Director in terms of administrative and academic assets purchases.

Institute adheres the UGC appointment and service rules. The service rules followed in terms of appointment of teaching and non-teaching staff, contribution of provident fund, health service schemes, retirement from the services, workload / teaching load as per the cadre etc. the appointment rules are followed as per the guidelines of UGC in terms of qualification, pay fixation, experience, research and consultancy contribution etc.

Institute has a setup of functioning of all mandatory statutory bodies and academic functional committees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://www.simmc.org/igac/agar-links">https://www.simmc.org/igac/agar-links</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

SIMMC offers various welfare facilities to the teaching and non-teaching staff. All welfare facilities and schemes are approved in Governing Body Meeting time to time.

The following welfare measures for teaching and non-teaching staff:

1. All eligible employees have an EPF account with contributions from the employee as well as employer.
2. Gratuity scheme is applicable as per statutory provisions.
3. Institute provides group insurance to the faculty members.
4. Casual leaves and Medical Leave are provided.
5. Paid vacations are provided to eligible faculty members.
6. Employees are encouraged to pursue career progression by enrolling for part time diplomas.

7. Additional leaves are offered for completion of PhD work.
8. Study leave is offered for pursuing higher studies
9. Sabbatical leave is provided for industry interaction and projects with industry.
10. The Institute encourages faculty and staff members to participate in faculty development programs, staff development programs, seminars, workshops and conferences. On duty leave and/or reimbursement of expenses is provided for these activities.
11. The Institute regularly organizes faculty development programs, staff development programs, seminars, workshops and conferences for teaching and non-teaching staff members.
12. Financial waiver / concession / instalment facility is provided to wards of employees and their family members for paying the tuition fees of the academic programmes at any of the institutes of Suryadatta Group.

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

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

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

0

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

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

28

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

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

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

**28**

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

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

**The performance appraisal system in the institute is well defined separately for teaching and non-teaching staff. Initially self-appraisal form is filled in by individually and later it is discussed with the Director for the evaluation. The very purpose**

for this system is to keep the appraisals transparent and all-inclusive.

The performance appraisals are carried out at the end of every academic year. The conclusions drawn of every reviews of individuals are used to identify professional development needs, identify potential leaders, grant additional increments, ensure optimal utilization of teaching and non-teaching staff and to identify gaps in the manpower as an input to future recruitment.

#### For Teaching Staff:

Appraisal system considers the activities of teachers such as courses taught, innovations in teaching -learning and evaluation methods, contribution to curriculum design, preparation of resource material, contribution to CoCurricular activities, enrichment of campus life, student mentoring, research output, FDPs attended and organised, books published, research projects carried out, seminars, conferences, symposiums, workshops attended and organized, consultancy work, membership of professional bodies, personal achievements and future plans relating to career and potential contribution to the Institution. Student feedback about the faculty engaging the class is also integrated in the performance appraisal.

#### For Non-Teaching Staff:

Various performance appraisal parameters are considered for evaluation.

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

### 6.4 - Financial Management and Resource Mobilization

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

A standard professional procedure is followed wherein there is verification of claims and supporting vouchers and the same is validated against bank statements.

Audit report is prepared once the internal & external financial audit is completed. The auditing is done for students' fees payments, income and expenditure, purchases, payment transaction, maintenance payments verification with actual purchases against Purchase Order (P.O.). The Institute discourages cash payment and promotes cheque payment / online transactions. The financial records are certified i.e., income and expenditures, balance sheet and prepared notes to accounts are certified. All these mechanisms exhibit the transparency maintained in financial matters and adherence to financial discipline to avoid misappropriation of funds.

The audited statements and accounts are submitted to various statutory and regulatory authorities such as the Charity Commissioner for Maharashtra State, Pune, Income Tax Office, Pune. Audited statements and accounts are also submitted to AICTE, New Delhi during application for 'Extension of Approval', Fees Regulating Authority (FRA) of Government of Maharashtra for fees fixation. Monthly Returns to various other Government Offices viz. Professional Tax Returns, Provident Fund Returns, TDS returns are complied with. The examination accounts are audited and submitted to the Savitribai Phule Pune University (SPPU).

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

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

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

0

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

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

**Mobilization of funds:** SIMMC is self-financing, minority, unaided education institution. Major sources of institutional receipts are student fees, SPPU grants, non-fee-based revenue conduct of university examinations, interest on fixed deposits etc. The fee for MBA programme is regulated by Fee Regulatory Authority (FRA), Government of Maharashtra. Fee collection is monitored for optimal utilization. Several students are entitled for Samaj Kalyan Scholarships as per the affirmative action agenda of the Government of Maharashtra. The amount of scholarships & free-ships are received from State government from time-to-time. Optimal utilization of resources The revenue generated from fees collection is utilized for disbursement of salaries to the faculty members, visiting faculty, adjunct faculty and non-teaching staff. Funds are devoted to meet the requirements of library books, journals, internet lease line, infrastructure maintenance (includes academic support facilities), affiliation and accreditation fees, insurance of building and assets, student insurance, etc. The Institute makes adequate provision for various curricular, co-curricular, extra-curricular placement and extension activities as well as faculty and staff development. The affiliating university also issues funds for specific tasks such as examination work, eligibility verification etc. These funds are disbursed to the respective faculty & staff and the balance is credited to the institute's account.

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

#### 6.5 - Internal Quality Assurance System



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

**Academic & Administrative Audit (AAA):** AAA ascertains key procedures related to formulation, implementation and monitoring of academic calendars, timetables, CIE, remedial classes, course and programme outcomes, value added modules, Summer Internship Project guidance and monitoring, mentor-mentee meetings, etc. AAA involves checking of statutory compliances w.r.t AICTE, SPPU, FRA etc. AAA happens at the end of year and is presented by the Director to the externally appointed experts, who visit the institute and evaluate in the above-mentioned areas. Findings of AAA are discussed in the subsequent IQAC meeting and the suggestions are incorporated in the planning for the next semester. Enrichment of ICT infrastructure IQAC proactively encourages teachers to utilize ICT tools in classroom teaching, cocurricular, extracurricular activities, academic administration, mentoring, project guidance, stakeholder interaction, etc. Faculty and staff training programmes for usage of IT tools were initiated by IQAC. ICT tools such as DELNET and other e-resources are used in library. E- books of all courses were compiled and shared on Google Drive. Non-teaching staff were trained to use Google apps and Excel for collecting and managing student data. Session on email etiquettes as well as responsible usage of social media were conducted. Periodic review was taken during the IQAC meetings.

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

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

The regular review of teaching learning process, structures and methodologies of operations and learning outcomes during IQAC meetings has helped to reform and diversify teaching learning practices. This has helped to introduce an experimental mindset that promotes adoption of diverse and innovative pedagogy including students centered learning and self-learning methods.

The following two examples illustrate the teaching learning reforms which were facilitated by the IQAC

## 1. Inclusion of Harvard Business Case studies in Classroom teaching

During the IQAC meeting, it was discussed that for effective learning and drawing from the best practices of reputed B-schools case-study as a teaching pedagogy needs to be actively encourage. The objective was to enhance the quality of teaching through experiential learning and promote active participation and involvement of the learners. Cases are a time-tested medium to develop critical thinking skills, problem solving abilities, ability to select and apply the right management frameworks and develop decision making abilities.

The case-study method works on the principle of a group of people trying to solve a problem, where different opinions, different considerations and each person's perspective provides a different angle to the problem

To implement the case study method, an FDP on Harvard Business Publishing (HBP) case studies was organized on 27th June, 2019. It aimed at navigating the HBP education website, searching for materials, reviewing it, ordering process; inputs on using the case study as a pedagogical and assessment tool.

Cases were identified from Harvard Business Publishing and multiple copies were purchased. These cases along with the cases in various case study books and other books in the Library were used for teaching various courses.

### 1. Saturday Tests

During the 2020 Covid Pandemic lockdown there was no class room teaching and the entire delivery of lectures happened in an online mode. During an IQAC meeting, it was suggested that for getting a feedback of the lectures and topics being discussed, a test can be scheduled every week. With this in mind, the concept of Saturday tests was initiated. The test comprised of ten MCQ questions based on the week's teaching for all the courses. The MCQs were developed by the course faculty and integrated in one single google form. The form was released to students and was accessible for two hours. The test results were released immediately or on the upcoming Monday. The Saturday quizzes helped the students to revise the week's learning, assisted the teachers to test the level of understanding by generating MCQ questions based on Bloom's Taxonomy, to maintain the student-teacher connect and most importantly to inculcate discipline in students about regular

studies.

It turned out to be an engaging activity for students. The tests helped them to appear for final SPPU term end examination as the test covered all the topics. Overall, students gave a good feedback for the tests. The practice also improved the coordination and cooperation amongst faculties.

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

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

#### Introduction:

Gender equity is encouraged in SIMMC as an institutional

commitment. Majority of the faculty comprise of women.

Women achievers and leaders are invited for numerous programs.. Women achievers from different walks of life were conferred the Stree Shakti Rashtriya Puraskar at Rajbhavan, Mumbai, at the hands of the Hon'ble Governor.

Annual gender sensitization action plan:

The plan comprises of activities including Awareness and Sensitization initiatives, Mental and Physical wellbeing of women students, faculty & staff, celebration of International Women's day, honoring women role models & women achievers.

Security:

Professional security (including female security guards) is there on campus on a 24 by 7 basis, with CCTV cameras at strategic locations. Entry into the campus is restricted with visitor pass issued with to entrants.

Counseling:

Services of a qualified lady counselor are available to address physiological, emotional, social and stress issues of women students and faculty, staff. Students share their challenges with the Faculty mentor. These discussions are confidential.

Common rooms:

Separate common rooms for girls are available. Girls washrooms have sanitary napkin incinerator & dispenser. A well-equipped restroom with bedding, first aid box is available.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.simmc.org/igac/aqar-links">https://www.simmc.org/igac/aqar-links</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.simmc.org/igac/aqar-links">https://www.simmc.org/igac/aqar-links</a>

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above
File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <p>The institute follows the principle of reduce, restore, recycle and reuse so as to minimize waste generation and instills the same environment awareness amongst its students.</p> <p><b>Solidwastemanagement:</b> The major solid waste generated on campus is from tree droppings, water bottles, cups, paper, canteen.It is separated at source through separate dustbins for bio-degradable, plastic and e waste.</p> <p>The garbage bins placed at different locations (rooms, offices, library, washroom, and corridors)on campus are colour coded. Plastic use is discouraged on campus..</p> <p>Non-degradable waste is disposedoff through agencies (scrap dealers) for recycling.</p> <p><b>Liquidwastemanagement:</b> Liquid Waste generated from washrooms is discharged into the municipal sewage line. All the toilets and bathrooms waste water lines are securely connected to the drainage system to avoid stagnation.</p> <p><b>Biomedicalwaste:</b>Ladies washroom has incinerator for safe disposal of used sanitary napkins.Other biomedicalwaste is not created.</p> <p><b>E-wastemanagement:</b> Computers and related items and other electronic items, are discarded and scrapped in a systematic manner. They are intermittentlyhanded over to licensed recycler or sold to authorized agencies. E-waste bins are made available in the premises.</p>	

Student awareness is created with articles also displayed on notice boards.

Hazardous chemicals and radioactive waste management: Not applicable

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

#### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

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

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

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

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

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

The institute takes up several initiatives that inspire the student and faculty community to live in harmony with others irrespective of gender, language, region, religion and culture. Here every individual imbibes Indian values through an ecosystem that resonates with a mini-India living in peace and harmony and makes inclusivity as a way of life on the campus.

**Diversity:** Although the Institute is run by the Jain minority group, the management follows the Government of Maharashtra's guidelines for recruitment as well as admissions and students from other minorities are also given admission. The recruitment process of faculty members and staff is kept transparent.

**Religion:** The institute celebrates various days and festivals of international, national, regional and local significance & cutting across religion, colour, gender, language, caste etc. for e.g. Guru Nanak Jayanti and, Mahavir Jayanti were celebrated and on the occasion, social contributors were felicitated

**Cultural:** Co-curricular and extra-curricular activities, charities and workshops are held every year which help students in developing their personality, develop social, organizational, presentation, interpersonal and leadership skills.

Blood Donation Camps, scholarships for the needy, and similar policies reflect the inclusive philosophy of the institute and Suryadatta Education Foundation.



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Institute is conscious of the importance of value system amongst the students for their transformation into responsible citizens.

Many initiatives are taken up to create a favorable atmosphere to spread information on rights, values, responsibilities and duties of citizens. Posters are displayed at prominent places on the campus to focus on these aspects. Code of conducts are presented on the website and explained to students during induction program.

Constitution Day is celebrated, movies on ethics are shown to create awareness on values and ethics, activities are conducted on Fundamental Rights and Duties of citizens

Independence and republic day celebrations have guest speakers creating awareness about responsibility towards the nation and preservation of freedom.

Awareness about responsibilities as citizens is created by asking students to adhering to basic safety rules, wearing helmets, and so on. Teachers are kept updated (through AICTE Faculty Development Programmes on Universal Human Values) so that they can contribute as mentors to students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.simmc.org/igac/aqar-links">https://www.simmc.org/igac/aqar-links</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code**

**A. All of the above**

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institute, besides celebrating republic day and independence day, organizes other activities on nationally significant days and about leading personalities from all walks of life.

Some of the days celebrated this year were:

Book exhibition on the occasion of Dr. A.P.J. Abdul Kalam's birthday - VachanPrernaDiwas- on 15th October.

Constitution Day was celebrated by taking an online pledge. On 26th Nov 2021.

FIT INDIA FREEDOM RUN 2.0 to commemorate the 75th Independence Day - "Azadi Ka Amrit Mahotsav"- organized a Walkathon at Taljai Hills- on 28th August 2021

Donation of 1100 coconuts to 11 NGOs of Pune on the occasion of International Coconut Day -on 2nd September 2021.

Yoga Day was celebrated in a unique way by conducting 'KalaarogyamYogathon' which involved performing yoga continuously for 2 hours on the tune of patriotic songs. Tributes were paid to Yoga Maharshi Iyengar.

Youth Day is celebrated every year on the occasion of Vivekanand Jayanti. His thoughts are shared and his famous speech at Chicago is played.

On the occasion of Bharat RatnaDr. Ambedkar Jayanti, his role in development of our constitution and the social cause is remembered.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice 1

#### 1. TitleofthePractice

#### Saturday Quiz

#### 1. ObjectivesofthePractice

- Student performance and progression
- Mapped to lower order Course Outcomes like remembering
- Builds transparency
- Development of content

#### 1. TheContext

Helped bring discipline / regularity, an attempt to bring multiple courses together, Question Bank got developed and was given for practice test

#### 1. ThePractice

During the 2020 Covid Pandemic lockdown, Teaching Learning & Assessment were online. During an IQAC meeting, it was suggested that for getting a feedback of the lectures and topics being discussed, a test can be scheduled every week. With this in mind, the concept of Saturday tests was initiated. The test comprised of ten MCQ questions based on the week's teaching for all the courses. The Saturday quizzes helped the students to revise the week's learning, to maintain the student-teacher connect and to inculcate discipline in students about regular studies.

#### 1. Evidence of Success

It turned out to be an engaging activity for students. The tests helped them to appear for final SPPU term end examination as the test covered all the topics. Overall, students gave good feedback for the tests. The practice also improved the coordination and cooperation amongst faculties.

Students could see their progress because the marks were visible to them after the test.

#### 1. Problems Encountered and Resources Required

The faculty had to develop multiple choice questions for every topic covered during the week. The google platform that was used for the tests had to be programmed to make the tests available to students according to their choice of electives.

### Best Practice 2

#### 1. TitleofthePractice

Covid Projects

## 1. ObjectivesofthePractice

To allocate projects to the students in lieu of the summer internships. As per the directives of the Pune University, the students were expected to do desk research study the impact of Covid 19 on Industries.

### 1. TheContext

It was at a time when industries were closed, so students could not do projects in organizations. The University (SPPU) had given guidelines on desk research and asked Institutes to form the topics on that basis.

### 1. ThePractice

Exhaustive Topics bank was created on impact of covid on various industry sectors-Agri procurement & supply, Advertising, commercial vehicles, ceramic products, consumer durables, insurance, hospitality, logistics, paper and newsprint, to name a few. 236 such sectors were identified and projects assigned to students. Guidelines were given including additional parameters to be covered and related notes were also shared with the students.

### 1. Evidence of Success

The evaluation of the students was done through two rounds of viva conducted on the basis of the following:Actual work undertaken ,understanding of the business environment, Outcome of the project, Utility of the project and Basic analytical capabilities

### 1. Problems Encountered and Resources Required

Along with students, even faculty had to study the various industries before allocating the topics and an exhaustive list was prepared.Since it was in the first six months after the pandemic, not many industries had published information. So students had to derive inferences from press releases and other sources.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.simmc.org/igac/quality-initiatives">https://www.simmc.org/igac/quality-initiatives</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

#### Distinctiveness

##### Faculty Learning through dialogue:

SIMMC believes in the development of the teachers which impacts their teaching in class. It was felt that the Indianness aspect had to be inculcated in our teachings and for that this initiative took shape.

According to the National Education Policy 2020, education should be multidisciplinary/ interdisciplinary, rooted in Indian values.

Learning through dialogue is a participative activity in which the faculty members contributed to the practice by having discussions and presentations on the following topics:

1. Current challenges of humanity- Failure of capitalism
2. Bhagvad Gita is the solution
3. Innovedas and vedic leaders
4. Karma Yoga work excellence
5. Dhyan Yoga and powerful Mind
6. Gyan vidya and leadership qualities
7. Vedic model of excellence
8. Karmic laws
9. Banyan tree leadership
10. Faith and Conviction
11. Quality of people and Innovation
12. Creativity and Innovation laws from Upanishads

Opensource content on the above theme was compiled by the faculty members and presented by them on a monthly basis. The presentation was 45 minutes followed by question and answer. This activity

commenced on Gita Jayanti- 14th Dec 2020.

In the turbulent period of the pandemic, this activity helped to develop a sense of calmness.

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

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

1. To apply for RBNQA (Ram Krishna Bajaj National Quality Award)
2. To establish MCA program affiliated to University
3. To purchase CMI data base
4. To purchase SPSS statistics base & two additional modules software for Ph.D research center
5. To plan industry visit
6. To plan in house faculty development on "Tableau"
7. To To organize tree plantation, visit old age home
8. To plan donation drive
9. To get atleast two more faculty members recognized as Ph.D guides for research center
10. To bring on board new MOUs with the industry
- 11.To organize train the trainer sessions of AIMA Bizlab
12. To conduct Academic & Administrative audit with external experts