YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SINHGAD TECHNICAL EDUCATIONAL SOCIETY'S SINHGAD INSTITUTE OF MANAGEMENT
• Name of the Head of the institution	Dr. Daniel Penkar
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02024358360
• Mobile no	8550990120
• Registered e-mail	director_siom@sinhgad.edu
• Alternate e-mail	registrar.siom@sinhgad.edu
• Address	S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Rd., Pune
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411041
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**Savitribai Phule Pune University**
• Name of the IQAC Coordinator	**Dr. Sagar Pawar (MBA), Dr. Sunil Khilari (MCA)**
• Phone No.	**9850086767**
• Alternate phone No.	**02024358360**
• Mobile	**9850979655**
• IQAC e-mail address	**siom_naac@sinhgad.edu**
• Alternate Email address	**siom_naac@sinhgad.edu**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://siom.sinhgad.edu/media/534022/aqar%202020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://siom.sinhgad.edu/media/533871/mba_mcaacademiccalender2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.97**	**2018**	**02/11/2018**	**01/11/2023**

6.Date of Establishment of IQAC	**01/08/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
AICTE	**Grant for Organizing Conference**	**AICTE**	**2021-2022**	**400000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**2**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Incorporation of new pedagogical approaches like collaborative learning and project base learning using blended mode.

Focus aligning concurrent evaluation and assessment process as per blooms taxonomy. Also installing reforms and implementing mechanism for conduction of examination in blended mode.

Focus and student participation in state and national level competition like hackathon, toycathon, coding challenges.

Focus and general well being (physical and mental fitness) of all staff and students. Conducting events and activity as per the directives of government of India, MHRD MoE, AICTE, SPPU etc.

Focus of faculty development initiative institute has conducted national level approved faculty development program and other quality improvement programs.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Incorporation of new pedagogical approaches like collaborative and experiential learning, project and case based learning using blended modes of teaching and Learning.	The collaboration platforms like MS Teams, Google Classroom, and Zoom enabled increased student participation, higher levels of engagement and involvement, and learn to work in collaboration with team members on project problem statements and case scenarios by making use of the above platforms. The offline mode of teaching learning for academic year 2021-2022 was used for extended discussions and doubt clearing sessions, and revisions, before the commencement of the semester examination. This action resulted in the outcome of enhanced student preparation for examination and employment.
Strengthening and configuring the ICT Infrastructure and network for continuous instructional delivery with respect to curriculum coverage, trainings and workshops, online campus recruitment drives and conduction of the mid and end semester internal examinations.	ICT infrastructure enabled continuous and consistent impart of online lectures and practical sessions, conduction of training for increasing employ-ability of students, and placement of students in various organizations through online recruitment drives across the semesters. The ICT infrastructure and the online assessment platforms enabled examination conduction(theory and practical in a seamless manner)
The concurrent evaluation scheme was revisited to inculcate and implement Bloom's Taxonomy across all levels to nurture the problem solving and critical thinking skills in students.	The outcome was that assessments were designed in a manner that could conclude on the levels of learning in students across Knowledge, Comprehension, Application, Analysis, Synthesis and Evaluation.

Plan of action for increasing student participation across state and national level events; managerial, techno-managerial, technical, entrepreneurial, sports, cultural etc. Enrolment of students and faculty on SWAYAM MOOC portal for up-skilling and training	A substantive count of students participated in state and national level hackathons, toycathons, ideathons, coding challenges and competitions, Innovation, Design and Entrepreneurship (IDE) Bootcamps, Walkathons, Miniruns etc Enrolment of students on the portal
Plan for conduction of AICTE and SPPU approved quality improvement programs	Many conferences, workshops, seminars were arranged for faculty and students from management and computer application disciplines
Plan for conduction of activities for general well being of staff and students and creating awareness on cyber security and cyber crime , women safety, of our Indian knowledge system, diverse culture, universal human values and patriotism by running certain programs	Conduction of activities like International Yoga Day ,Fit India Movement- Azadi ka Amrit Mahotsav, Har Ghar Tiranga Nirbhay Kanya Abhiyan, to inculcate patriotic spirit,values,sound physical and mental health ,safety and security etc.
Plan on up-skilling and upgrading of faculty through AICTE/SPPU/ other relevant bodies approved faculty development programs. Promoting and planning for content development on various subjects for Mumbai University's Distance Learning Programs	Conduction of AICTE approved 14 Day Faculty Development Program on Machine Learning, Data Science and Deep Learning with Python
Plan for Innovation to Entrepreneurship initiatives under	Substantive number of Research Papers, Book Chapters, Application for research grants were initiated by the students and faculty of the institute.
To improve and develop soft skills among the students we have designed Student Training	STP helps students to develop various industry ready skills focusing from the basics to the

Program syllabus. This syllabus helps to motivate students to prepare themselves to face upcoming industrial challenges.	advanced levels of development such as Reading Skills, Speaking Skills, Writing Skills, General Awareness, General Aptitude, Computer Awareness, Group Discussion & Personal Interview, Test-Based Learning, Domain Knowledge (Test Based) & Mock Test / Interview.
Plan for student placement activities and make them industry ready. Special attention on student placement.	To make student industry ready we have provided training trough skilled industry trainers in the form of GTT Training, Rubicon training, Six Sigma training etc. Also we have made available certification platforms like TCS ION, First naukari specifically for Sinhgad Institute of Management Students.
Undertaking of rigorous training programs for the faculty members so as to ensure SIOM keeps on offering quality management education in all the fields of management experiencing dynamic changes.	To provide quality teaching we conducted various FDP i.e. 15 days FDP program for general growth and specialization expertise. Apart from that we have conducted FDP on COPO mappings.
To line up various career planning initiatives round the year for students by providing them formal exposure to skill sets and better placements To offer modern management skills within the students through imparting of certifications of international repute.	To Provide supportive skills for the career opportunities and placements we have taken certain collaborative activities with expert trainees such as Level 1 certification in German Language, Certification Course on Advance Excel, Six Sigma certification course etc.
Inculcating entrepreneurial skills in students by mean of collaborating with start-ups and entrepreneurs who can also offer their insight in entrepreneurship development.	To develop entrepreneurial skills in students we have formed Entrepreneurship Cell and under that we have organized entrepreneur conclave.
Increasing of financial literacy and creating awareness among	To improve financial literacy among the students, teaching non-

budding managers and the faculty members about the role of financial planning in routine life.	teaching staff, Parents and individuals we have conducted Webinar on how to manage our Personal Finance and different opportunities available in investments in collaboration with AMFI. Students also undergone with the training from BSE Experts on stock markets and mutual funds.

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

- Name of the statutory body

Name	Date of meeting(s)
Local Management Committee	**02/06/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	**06/01/2023**

15.Multidisciplinary / interdisciplinary

The Multidisciplinary in Management institution is the guiding vision of modern organizations and the appropriate thinking which requires modern approaches to organizational excellence and managing the quality. Management integrates the ideas and concepts taken from these disciplines and presents newer concepts which can be put into practice for managing the different aspects of business organizing. For that we provide total 9 different multidisciplinary specializations i.e. Marketing, Finance, HR, Operations, Business Analytics as Major Specialization & Pharma and healthcare management, International Business, Rural and Agriculture Business Management, Tourism & Hospitality MA as Minor specialization (as per SPPU syllabus) in MBA and providing different opportunities to learn technical knowledge through MCA Department.

Apart from these we are providing platform for research scholars through our research center. We are providing research ideas by conduction the research workshops for students, faculties as well as

or research scholars so they can understand the importance of the research. Research papers published on agriculture, health science.-PhD study from various domains like Chemistry, Medicine

Integrated Foundation Course in Music for SWAYAM proposal submitted to AICTE on Swar Tal Sadhana, Students are doing internship and projects are from various business and social science domains.

16.Academic bank of credits (ABC):

As per the Savitribai Phule Pune University (SPPU) evaluation and assessment method conducting internal and external examination and Viva. Blooms Taxonomy level wise questions paper pattern has been adopted.

17.Skill development:

Development of the management skills is significant for an organization since it builds the skills of the students and the employees so that they can become effective managers and can provide a significant payback to the Institute, to organizations and to society. As one of the well known institute we are providing the best guidance to students from expertise faculties to develop their personal skills and grow themselves in the finest way for the industry ready.

With institutes best practices i.e. Student Training Program we provide students different soft skill training to develop them for the industry ready. We also provide different certification i.e. Six Sigma Certification, Excel training, Foreign language training and Certification course etc. for skill development of the students.

Startup and entrepreneurship Skill Development Seminar Series conducted. Participated in Maharashtra State Skill University –Academic Program Launching event. Celebrated world youth skill day along with NITTTR Chandigarh, Innovation day, Science Day, Energy conservation day celebrated.

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

  Student software project internship – Cultural language-Marathi -Interface for village peoples'

Software project developed for Kumbhoj Grampanchayat on Covid-19 infected peoples of the village. Software App developed in Marathi Language and appreciation letter received from Sarpanch of Grampanchayat. Few MCA students are doing mini project in

multilingual platform for developing encyclopedia on multidisciplinary fields.

Faculty member published research paper in International journal on "A study of early development of Scientific use of Computers in India" where in Indian Knowledge System of "Sahankaracharya -Vedic Mathematics" ,"Aryabhatta - A sine tables","Mahavira -Mathematics of Zero","Bhaaskara -Standard Algebra in Sanskrit"

Few students are doing mini projects in multilingual platform on cultural language and doing certificate online mode.

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

Curriculum builds on the implementation of the Choice Based Credit System (CBCS) and Grading System. The curriculum takes the MBA and MCA programme to the next level in terms of implementing Outcome Based Education along with the Choice Based Credit System (CBCS) and Grading System. Every subject has programme Outcome (PO) and Course Outcome (CO) as per the Savitribai Phule Pune University (SPPU), As per All India Council for Technical Education (AICTE) and University Grants Commission (UGC).

20.Distance education/online education:

Blended mode of teaching learning process and platform adopted. During the year we have conducted all the sessions in hybrid mode. Also all students level activities and programs i.e. webinars we have conducted in online mode so every student should get benefited with the knowledge in pandemic conditions.

Microsoft Team and Bodhi tree (IIT Mumbai), Spokentutorial, NPTEL,Swayam platform,Google Meet, Microsoft teams, Zoom meetings is used for online education.

Extended Profile

1.Programme

1.1   **112**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1   **2074**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **420**

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

File Description	Documents
Data Template	View File

2.3   **1133**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **80**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **84**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**112**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2074**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**420**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1133**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**80**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**84**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**28**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**226,35,361**
4.3 Total number of computers on campus for academic purposes	**475**

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 tracks the revised curriculum of 2019 pattern (MBA) and 2020 pattern (MCA), prescribed by Savitribai Phule Pune University which insists on Grading system, using Outcome Based Education (OBE) approach and aims that the learner will possess manifold Programme Outcomes (PO) like Generic and Domain Knowledge, problem solving and innovation, Critical Thinking, Effective Communication, Leadership and Team work, Entrepreneurship etc. Faculty prepares course file which includes teaching plan, class notes, and study material. Faculty maintains the attendance records of class through student representative. Institute monitors regularity of lectures, syllabus coverage, student's academic progress and grievances if any. Corrective measures as remedial lectures, mock examinations, personal counseling and mentoring is done for all students. Institute takes students feedback every semester which is assessed by Director and conveyed to respective faculty for corrective measures. Guides for Internship Project is allocated at the beginning of the semester

who encourage students to take industry and research projects. For effective enrichment of curriculum and Employability Recruitment Preparatory, institute has a model like Placement and Training Sessions and Student Training Program (STP) which focuses on Presentations, Management quiz, Book reviews, Group Discussions, Case studies, Mock Interviews, Communication Skills, Personality Development, and Practical Simulation Exercises.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://siom.sinhgad.edu/media/534025/effectivecurriculumdeliverydocumentedprocess%20(1.1.1).pdf

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

Before each semester, university notifies an academic program which contains the date of commencement, last working day, internship schedule and date for semester-end examination.

Sinhgad Institute of Management follows the calendar issued by University (SPPU) very strictly and plans its activities including Continuous Internal Evaluation (CIE). CIE includes tests, assignments, quizzes, seminars, case-study, book review, Presentations etc. The institute prepares calendar which includes number of working days and holidays, CIE dates and institute's flagship programs, workshops, industrial visits, co-curricular and extra-curricular activities and guest lectures. Academic head closely supervise the completion of the syllabus and coverage of CIE as planned.

Faculty members prepare internal assessment question papers based on the Bloom's Taxonomy along with the scheme of evaluation, reviewed by the course coordinator and approved by the department Head. The internal assessment time table is prepared by the examination committee and is conducted as per the schedule.

The students are offered various elective courses and specializations. The institute involves industry personnel, alumni evaluating presentations, role plays, field-based assignments in related subjects which motivates students for pursuing different career avenues. Students are encouraged to write research papers

based on SIPswhich also prepares them for different competitions and publishing the same.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://siom.sinhgad.edu/media/533871/mba_mcaacademiccalender2021-22.pdf

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	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

02

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

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

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

33

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

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

760

File Description	Documents
Any additional information	<u>View File</u>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

1.3 - Curriculum Enrichment

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

Sinhgad Institute of Management (SIOM) firmly believes that cross cutting issues like professional ethics, gender, human values, environment, and sustainability are significant to make holistic growth of the students. Institute has given equal importance about professional ethics along with academics because knowingly and unknowingly students should not do wrong things. The Institute facilitates the students to exhibit professional ethics which encompasses personal and corporate standards of behavior expected by the profession. This philosophy will help the students to distinguish between ethical and unethical behavior and act with integrity.

The university has prescribed One Generic Core for management students relevant to human values and professional ethics in

second year -Indian Ethos and Business Ethics – 402.

Generic Electives University Level in MBA - I year are -Entrepreneurship Development – 109, Geopolitics & World Economic Systems – 208and in MBA - II year areCorporate Governance – 310andCSR & Sustainability – 408.

The Institute has set up an Entrepreneurship Development Cell(EDC) and Rural Entrepreneurship Development cell(RED-cell) under Mahatma Gandhi National Council of Rural Education (MGNCRE) to work on Rural Entrepreneurship and Business Plan preparation for the students. They conduct activities like Business plan competition, Business idea development, evaluating business plans and motivate students to participate in various inter-collegiate, inter-university and state-level entrepreneurship related events.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

07

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

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

1198

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://siom.sinhgad.edu/media/534028/feedbackactiontakenreport(1.4.1%20&%201.4.2).pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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	View File
URL for feedback report	http://siom.sinhgad.edu/media/534028/feedbackactiontakenreport(1.4.1%20&%201.4.2).pdf

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

944

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

433

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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

For Advanced Learners: Institute provides opportunities for advanced learners to augment their talent and meet learning needs by providing certification courses like Six Sigma and different NPTEL courses.

- **These students have participated in various entrepreneurship webinars organized by the institute.**
- **Different online employability courses like Six Sigma, Hackathon and other activities were conducted for these students.**
- **Online Guest lectures and webinars of distinguished industry experts and faculties from renowned institutes were organized.**
- **Special attention was given by all the faculties for grooming the students during Academic sessions and**

activities.

- Special coaching was provided through STP (Students Training Program) from Placement point of view.

Support for "slow learners":

- Offline as well as Online communication classes were arranged for the students who were weak in their English communication through STP.
- Special counseling of students is done during Mentor mentee program through their interactions. Subject wise counseling is done by respective teachers.
- Remedial classes and self-learning sessions are arranged for non-technical and non-commerce students beyond working schedule.
- Special attention is given by internal project guides during the summer internship program for the holistic development of slow learners and the enhancement of employability skills. The core objective behind this is to increase the chances of pre-placement and final placement opportunities.
- Appropriate counseling is done and training is given to support such students to get placed in industry.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

Number of Students	Number of Teachers
2074	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Institute offer Management Programs which uses Student centric method which is based on experiential learning, participative

learning and problem solving methodologies. This gives to the students appropriate Academic Industry interface, so that the students meet the exact requirements of the organization. Institute also takes interest in research and extension.

Experiential learning: Institute makes students to be personally responsible participant, cognitively to get knowledge, skills and attitudes in a learning situation characterized by a high level of active involvement. This is achieved through Project based Teaching which was conducted through subjects like Selling & Negotiation Skills Lab., Microsoft Excel Lab., Internet of Things etc. A full time eight weeks' summer internship program was provided to MBA students and six months' industrial project to MCA students to get the practical knowledge of industry.

Online & Offline Participative Learning:

·Participative Learning is done through regular classes, online lectures, webinars, induction program, guest sessions etc.

·Students Training program (STP) was undertaken to groom and prepare the students for good placements through Offline as well as Online mode. STP includes mock Interviews, group discussions, aptitude test etc.

Problem Solving Methodologies:

Case-Based Learning: Various Cases of different subjects are conducted by subject faculties for students. HBSP cases are used as resource material for the same.

Curiosity is generated by the faculty members through the online sessions so that students develop the ability to ask questions. Faculty members serve as catalysts in the process of enabling them to develop their cognitive ability.

File Description	Documents
Upload any additional information	View File
Link for additional information	NA

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

This year the sessions were conducted through offline and online mode considering the situation of pandemic of Covid 19.

• The online platform which was used for conducting the lectures was Microsoft Teams.

• All the academic related information, notes, PPTs, study material was shared through Email Ids and Whatsapp Groups of the students.

• Faculty members and students were encouraged to use ICT facilities for effective teaching-learning.

• Institute is enabled with sufficient internet bandwidth of 40 Mbps to cater the need of student learning.

• Sufficient numbers of computers were made available in the institute.

• Faculty members are using variety of approaches in their session plans, session activities and in concurrent evaluation like Google classroom, Google forms, Online quiz, online presentations etc.

• Institute has organized workshops and FDPs by experts to expose faculty to variety of teaching and training methods.

• Subjects were taught through IT enabled learning tools such as PPT, Video clippings, Audio system, Online resources, Google class rooms etc.

• Group & Team based e-learning methodologies were used by the faculties which includes Management games, Project Based Learning, Group Discussions, Case based teaching methodologies, Presentations etc.

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

17-08-2023 10:46:28

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

80

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

2.4 - Teacher Profile and Quality

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

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

23

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

317

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

2.5 - Evaluation Process and Reforms

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

- **The Institute follows all the norms of SPPU for conducting the internal assessment.**
- **Subject wise List of internal assessment was prepared as per the guidelines of university.**
- **A detailed internal assessment schedule is prepared and displayed on the WhatsApp group of the students.**
- **Teachers convey the internal assessment schedule with students during their regular lectures.**
- **All the evaluations were conducted through hybrid mode like multiple choice questions, quiz, assignments etc.**
- **Results of each evaluation were displayed to the students on their WhatsApp groups and areas of improvement was discussed accordingly.**
- **Mid-term internal examinations were conducted in mid of the semester and End term internal examination were conducted at the end of every semester to help the students to gain confidence and to achieve good results in their University Examinations.**

- Evaluation criteria is Subject specific and have variation in the weightages depending on the nature of subject and employability enhancement objectives.
- Internal assessment was embedded in daily classroom activities, in which teachers have used various assessment tools to ascertain that students were improving their skills, knowledge, mastering the curriculum and meeting industry requirements etc.
- Internal assessment was based on MCQs, subject specific Quiz, Subject Presentation, HBSP Case Study, Mid-term and end term examinations etc.

File Description	Documents
Any additional information	View File
Link for additional information	NA

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

Redressal of grievances at Institute level:

The Institute has its own grievance redressal cell. This cell analyses and offer solutions to the problems if any. The Institute has separate Internal Examination Committee which takes care of invigilation, smooth conduct of examination, assessment and internal grievances. Internal examination related grievances are addressed to quality of question papers, conduct of examination, evaluation of answer sheets etc.

This year due to pandemic of Covid 19, all the concerned subject faculties have done their MCQ based internal assessment through google forms. The paper was set as per the guidelines of the examination cell of the institute and SPPU. Then the online internal examination was conducted by the faculties themselves. After the examination the papers were evaluated by concerned subject faculties and then the marks were displayed on the WhatsApp group of the students. Hence the chances of discrimination and discrepancies were minimized.

Issue of Students who faces the difficulty while solving MCQs were discussed in the class. The grievances (if any) reported by students regarding their internal assessment were addressed and

changes in marks (if any) are incorporated in the database accordingly.

Redressal of grievances at university level:

There is a system and procedure in place at university level which takes care of the students and institute grievances with reference to evaluation. The institute facilitates the redressal of grievances related to university examinations through notices displayed on WhatsApp group of the students on regular basis and communication with university examination office as and when required.

File Description	Documents
Any additional information	View File
Link for additional information	NA

2.6 - Student Performance and Learning Outcomes

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

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

Institute takes due care for informing POs and COs to all the faculty members & students.

POs and COs are discussed with the students on first day of induction program. Faculty members of SIOM adhere to POs & Cos of SPPU.

Program Outcomes / Program Specific Outcomes of SIOM:

PO-1: Apply knowledge of management theories & practice to solve business problem

PO-2: Foster analytical & critical thinking abilities for data-based decision making

PO-3: Ability to develop value-based leadership ability

PO-4: Ability to understand, analyze & communicate global economic, legal & ethical concepts of business

PO-5: Ability to lead themselves & others in the achievement of organizational goals, contributing effectively to a

team environment

PSO – 1: Entrepreneurship Development Activities

PSO – 2: Research Guidance and Undertaking

Faculty members includes COs of their respective course in the teaching plan.

Faculty members discuss COs of respective subjects with students during class room sessions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://siom.sinhgad.edu/media/534025/effectivecurriculumdeliverydocumentedprocess%20 (1.1.1).pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

To measure the attainment of Pos and COs, institute has developed mechanism as follows.

Continuous evaluation during semester: As institute practices CIE rigorously where performance of each candidate is continuously assessed by the respective subject teacher during sessions. These outcomes are also evaluated through various activities and subject specific evaluation conducted by the subject teacher. At the end of every semester, End semester examinations are also conducted. Apart from this the level of attainment of COs is evaluated through students' performance during entire semester by subject teacher.

Evaluation at the end of semester: Students' performance is evaluated at the end of every semester through analysis of university examination (theory, online and Viva Voce) results. It gives understanding of attainment of COs of the courses undertaken by the students during the academic year. It also helps in mapping attained COs with prescribed POs.

As per current syllabus, the students are expected to attain the following program outcomes.

1. Generic and Domain Knowledge

2. Problem Solving & Innovation

3. Critical Thinking

4. Effective Communication

5. Leadership and Team Work

6. Global Orientation and Cross-Cultural Appreciation

7. Entrepreneurship

8. Environment and Sustainability

9. Social Responsiveness and Ethics

10. Life Long Learning

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[NA](#)

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

974

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	NA

2.7 - Student Satisfaction Survey

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

http://siom.sinhgad.edu/media/533874/2.7.1studentsatisfactionsurveyreport2021_22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

308600

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	https://www.aicte-india.org/

3.2 - Innovation Ecosystem

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

- **Sinhgad Institute of Management has its own Research Center. With the research Head and faculty members. One lab and a library are available to the research cell. And also available Institution Innovation Council (IIC), which received a star rating of 3.5 and a score of 72.75% from the Innovation Cell,Ministry of Education, Govt.of India.**
- **.IPR Cell for patent, copyright and trademark registration. The Government of India's Intellectual Property Right (IPR) Cell issued 12 copyrights for software code, two trademarks, and three patents published in IPR Gazette of Govt.of India**

- **FOSSEE-Club associated and recognized by IIT Bombay, start-ups cell. IIT Bombay has listed and certified the institution's FOSSE-Club for developing free and open source software.**

- **The institution has centers of national and international**

- recognition/repute with ARIIA participation and NIRF ranking under band performer institution.
- Research facilities are enhanced through research projects. Research initiatives help to improve research facilities. The institution maintains a formal code of ethics to prevent research misconduct and plagiarism. Research Projects for interdisciplinary and cross-disciplinary study are started.
- The institution has instituted research awards to encourage and support research among students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iic.mic.gov.in/institute/dashboard 2022-23

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

31

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

07

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

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

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

42

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

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

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

39

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Sinhgad Institute of Management has vibrant outreach and extension activities that are enhancing the lives of children, youth, adults

and families in the Pune City. Sinhgad Institute of Management uses innovative programs to reach to diverse audiences and assures holistic development of the community. Outreach and extension activities of Sinhgad Institute of Management is aim to organize, and implement opportunities for the associate agencies and students through several activities. Faculty members at Sinhgad Institute of Management provide leadership and support programs in association with several agencies in the field and empower students to reach their full potential working for the society. At Sinhgad Institute of Management, outreach and extension is categorized into the following areas:

1. Corporate Social Responsibility, Rural Entrepreneurship Development Cell(RED)
2. Blood Donation, BodhiTree-MOOCs
3. Digital India, ATAL Academy
4. Swachh Bharat, Career Katta-MKCL
5. Make in India, SWAYAM NPTEL,Spoken Tutorial from IIT Bombay
6. Yoga, FIT India, World Youth Skill Day, Azadi Ka Amrit Mahotsav
7. Financial Inclusion, Smart India Hackathon(SIH-2022)
8. Institution Innovation Council(IIC) ,MoE,Govt.of India
9. NISP and KAPILA programme
10. Incubation and pre-incubation activities

At Sinhgad Institute of Management, during last five years 8000 students have actively participated in various outreach and extension activities at institute level and outside.

File Description	Documents
Paste link for additional information	http://siom.sinhgad.edu/siom_mca/iqac.aspx
Upload any additional information	View File

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

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

25

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

82

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

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

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

6707

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

3.5 - Collaboration

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

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

189

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

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

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

12

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Sinhgad Institute of Management (SIOM) has the necessary infrastructure required for teaching and learning in line with the norms suggested by AICTE, DTE, and Savitribai Phule Pune

University.

Adequate facilities are available in terms of:

1. Class Rooms

2. Tutorial Rooms

3. Seminar Hall

4. Language Lab

5. Computer Labs

6. Computer Equipment

7. Server Room/Computer Center

8. Bloomberg/Digital Library/ Research Lab

9. Printers

10. Scanners

11. Photocopy Machine

12. Library

13. Syndicate Rooms

14. Faculty Cabin

15. Boys' Common room

16. Girls' Common room

17. Training & placement

18. Maintenance Room

19. House Keeping Room

20. Alumni cell

21. Student Activity Center

22. Students' Hostels with internet and Wi-Fi facilities for 24 Hrs.

23. Facilities for physically disabled students like wheelchair ramp and lift.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

The Sinhgad Institute of Management (SIOM) being part of STES Campus spread over more than 80 acres has access to adequate infrastructure that encourages students to participate in several extra-curricular activities. The details of the facilities for sports, outdoor and indoor games, cultural activities, yoga, health awareness and hygiene etc. available for students can be summarized as follows.

1. Playgrounds for Outdoor games such as Cricket, Football, Athletics, Hockey, etc.

2. Rooms for Indoor Games - Table Tennis, Carrom, Chess, etc.

3. Multi-purpose Open Air Theatre/Cultural Center.

4. Gymnasium.

5. Lawn Tennis Court.

6. Swimming Pool.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

226,35,361

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

4.2 - Library as a Learning Resource

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

The Sinhgad Institute of Management (SIOM) Library has fully automated &equipped with Integrated Library Management System (ILMS), GEMS ERP and Libsuite.

All relevant software are available in Educational Version. Since 2012-13 the SIOM Library started using GEMS ERP along with Libsuite.

About GEMS Educational ERP: GEMS ERP is a web-based application available in Educational Version. It has the following facilities.

1. Facility to view Issue and Return transaction details

2. Facility for Cataloging

3. Facility for Book Issue and Return using barcode system

4. Facility for Book Search (OPAC Search)

5. Facility for Member registration

6. Facility for reservation of books

7. Facility for sending email alerts to registered users

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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 **B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

113,000

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

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

243

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

SIOM has an excellent IT infrastructure. All Classrooms are equipped with PC and LCDs for supporting the teaching and learning Process. t Institute has computer labs for a practical understanding of the subject. These 7 labs are equipped with computers and projectors. SIOM has Bloomberg Lab with a separate dedicated IP address for students.

Summary of PCs –SIOM has computers with higher configurations for the teaching-learning process.

Summary of Servers -SIOM has servers with higher configurations for better functioning of computers.

Description of Internet facility - Internet facility is available through a 100 Mbps leased line from Tata

Communications. This is shared on all PCs on LAN and Wi-Fi network using a Linux based proxy server.

Description of Wi-Fi facility - SIOM building has Wi-Fi facility

which is available for staff and students.

Bandwidth: Shared with LAN (100 Mbps).

Equipment used: Cisco Aironet 1300 series hotspots.

Hotspot speed: 802.11b/g standard – providing 54 Mbps data rate

Up gradation of IT infrastructure – Siom upgrades the systems as per the requirement of the university syllabus.

Application Software list – Siom has various applications for the students and teachers to update advanced knowledge. The list is attached herewith.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

4.3.2 - Number of Computers

475

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)

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

528,4,818

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Institute has a separate Building Maintenance Committee. This committee monitors the maintenance of infrastructure and facilities. A periodic assessment is done for maintenance requirements. Depending upon the issues, and the urgency of the work, the committee takes its decision. A separate budget is allotted for this work. In addition to this, regular maintenance issues are communicated by staff, students, etc., and are attended to accordingly. The committee takes a quarterly review of all the maintenance work. It further includes functions like

Proper upkeep and maintenance of the buildings and maintenance of the surroundings, including the parking area

Carrying out minor repairs of furniture, electrical and sanitary fittings

Maintenance of the roads, water tanks, garden, and other services in the compound

Ensuring safety and security

equipment maintenance and Computer Maintenance, Overall Lab Maintenance

The Institute has a dedicated in-house technical staff to carry out the maintenance and ensure the working condition of the equipment and computer facilities of the institution. Every lab

has a lab attendant who looks after the computers in the respective computer lab. All other electrical and electronic equipments are maintained by the technical staff with the help of the dedicated Estate office employees.

Housekeeping Activities:- The Institute has a supervised housekeeping activity that ensures the cleaning activities throughout the day besides the planned hourly work. Institute has dedicated housekeeping staff for each floor, department and administration officials, etc. to ensure cleanliness and related work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

1438

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

institution / non- government agencies during the year

03

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://siom.sinhgad.edu/media/534452/soft%20skill,%20language,%20life%20skill,%20it%20activity-reports.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

2931

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

2931

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

688

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

525

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

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

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

01

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

5.3 - Student Participation and Activities

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

one) during the year

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

09

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

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

Sinhgad Student Council (SSC)

1. Sinhgad Student Council (SSC): It is an association with a perfect blend of clubs to produce competent students to face the newer challenges of today's globalized world through holistic development. This council provides a platform for students to support, share and excel in potential qualities. This association includes various clubs. SIOM Students are members of Management Club. It comprises of Finance, HR, Marketing, Oprations, Business analytics and ITetc.
2. It is an association with a perfect blend of clubs to produce competent students to face the newer challenges of today's globalized world through holistic development. This council provides a platform for students to support, share and excel in potential qualities. This association includes various clubs. SIOM Students are members of Management Club. It comprises of Finance, HR, Marketing and so on.
3. This association includes 14 main clubs & 32 sub clubs.
4. The Students' Development committee strives to bring out the best of the students by building their confidence and developing their leadership qualities through various Personality Development Programs and Soft Skill Development Workshops. Through these Development Programs and Workshops

the Committee also helps the students to face various competitive examinations and interviews.

5. The Committee also promotes mental health and well-being of the students by organizing yoga and meditation workshops and sessions.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

10

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

5.4 - Alumni Engagement

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

SIOMITE – Alumni Association of Sinhgad Institute of Management, an association of Sinhgad Institute of Management (SIOM) graduates, was formed and registered under Society Registration Act 1860, Maharashtra 1488/2003/Pune, on December 5, 2003. The purpose of the association is to foster a spirit of loyalty and to promote the general welfare of SIOM. SIOMITE exists to support in the fulfilment of the goals and to strengthen the ties between alumni, the community, and SIOM. The association plays an important role in helping to shape the future of our SIOM by

representing the views of its members and contributing to building an engaged and supportive alumni community appropriate to a world class B-School. Its influence and activities are pivotal in the development of both the alumni community and the experience of SIOM's students today. Alumni conduct lecture serise for students.An alumni relation is an important part of an institutions

advancement activities for many reasons - Alumni are often in the position to engage the expertise of the institution in their professional lives. "Our alumni are our ambassadors in national and international arena". Role and need of SIOMITE. The role of the Association has always been to keep alumni in touch with each other and with the College. It has achieved this aim by the individual efforts and initiatives of its elected officers, by organizing an annual meet and by sharing the experiences, guidance and helping in enhancing the employability skills on time-to-time basis.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

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

OUR VISION

SIOM is a synonym forcredibilityon aglobalscale where 'excellencein learning' is:

- Facilitated byholistic value-basedapproach,
- Guided bycompetentfaculty,

- **Backed byworld-classtechnology & infrastructure,**

Enriched byviable researchtonurturethe student into acultured business leader contributing aptly tosociety and lifeat large

OUR MISSION

We strive to achieve this by imbibing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society.

High quality educational programmes and healthy practices are being employedthrough various committees like IQAC, Minority and SC/ST Committee, RTI Committee, Grievance Redressal Committee (GRC), Internal Complaint Committee, Anti-Ragging Committee (ARC), Library Advisory Committee, Student Counseling Committee, Shrujan: Entrepreneur 'Start-Up' Cell, Publication Committee, Sinhgad Student Council (SSC) , Research Cell, IPR Cell, etc. for personality development and grooming the students from rural background and making them self-reliant. The Director forms various committees, of faculty or non-teaching staff for overall management of various tasks of the institute like, admission, academic coordination, conducting examinations, promotion of research activities, infrastructure-facilities development, appointment of staff, service recordsmaintenance, cheering cultural activities, inculcation of the spirit of national integrity and social responsibility.

SIOM not only works tirelessly in budding strong analytical skills, practical ingenuity, creativity, good communication skills, business and management knowledge, leadership, high ethical standards, professionalism, dynamism, agility, resilience, flexibility, but craftinggood citizens also.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

To achieve the desired academic performance, the leadership responsibilities are divided at central level and institutional level. Under the leadership of Directors, coordinators of various committees are delegated powers and responsibilities to handle specific task assigned to them.

1) Central level: From the central level task allocation is distributed to each institute in the terms of conducting National Conference, FDP and other events.

2) Institute Level: The senior staff members are appointed as conveners of various committees and are given full autonomy in decision making. Institute has performance appraisal system to appraise faculties based on their performance. Based on past academic performance and leadership skills, students are selected as class representatives. The management gives sufficient freedom to the Director, who functions as academic head of the institution in order to fulfill the vision and mission of the institution. To ensure transparency, academic responsibilities are fairly divided among all the staff members by creating independent clusters within the program. Various co-curricular and extra-curricular activities are conducted through student committees having a faculty-in-charge.

3) Department/Cluster Level: Every faculty is given complete freedom to identify their best potential by providing them equal opportunities. Responsibilities are assigned to the faculties according to their qualifications, skills, experience and temperament. They are always motivated and encouraged for enhancing their qualification along with skill updating. The next level of leadership comes with the coordinators of the different intra department activities like university examination, industry interaction, Training and Placement, final year projects.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum development:Several Curriculum Development workshops

are conducted, and the content of the curriculum and the plan of implementation is finalized by thestakeholders fromthe Institute, University, and Industry to ensure its adherence tothe businessrequirements.

Teaching and Learning:Hybridmodesare usedto disseminate knowledge to the students, and equip them withvarious nodes pedagogy and different uses of technology.

Examination and Evaluation:The Institute incorporates the CCE (Components of Concurrent Evaluation) and ESE (End Semester Evaluation) strategy for the internal assessment of students, in addition to the conventional SPP University semester exams.

Research and Development:The Institute has a fully functional Research and Development Centre that adheres to the standard practices and norms of SPPU.This cell and along with academic units of SIOM promote research and development through projects, publications, workshops, seminars, and conferences.

Library:The Institute hasPhysical and Digital library facilities and infrastructure, to nurturethe reading culture and the exploratory traits among stakeholders, facilitate access to e-resources, and efficient management of Library function through automation.

ICT Infrastructure and Support:A robust ICT infrastructure helps in the smooth functioning of academic, research, and administrative processes in SIOM.

Industry Collaboration:Industry collaboration addresses the training, employment, research opportunities and expositiontomarket trendsandSIOM has signedmultipleMOUs withseveral industries.

Innovation and Entrepreneurship:Innovation and entrepreneurial initiatives are planned and executed in accordance with MOE Institute Innovation Cell and SIOM is currently Governing Member of Maharashtra IIC Consortium.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	http://siom.sinhgad.edu/media/534031/strategicplananddeploymentdocument(6.2.1).pdf
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.

The Management of the institute is the highest decision-making body on all matters. The Director is assisted by the Academic-in-Charge, teaching, non-teaching staff, and general administration staff. The institute has an IQACthat plays an important role of monitoring the quality enhancement and sustenance.

Recruitment and Promotional policiesare as per the government and SPPU norms as well asthe Pay Commission is taken into consideration.

Minority and SC/ST Committee:The Institute has religiously formed a cell to solve their problems and any kind of discrimination or act that does not disturb their career.

RTI Committee:Our RTI committee collects, inspects and record documents and provide information wherever necessary.

Internal Complaint Committee:The committee organizes regular workshops and awareness programs pertaining to gender violence, sexual harassment, gender discrimination through a committee called "Committee for Prevention of Sexual Harassment at the Workplace."

Anti-Ragging Committee (ARC):Anti-Ragging Committee is formed for overseeing the implementation of the recommendations of the Anti-ragging Verdict.

Library Advisory Committee:In order to improve the library services to the teachers and students, the Library Advisory Committee is set up.

Student Counseling Committee:Every faculty member of the Institute

is a mentor to 20 students and takes care of their academic progress.

Entrepreneur 'Start-Up' Cell:Attempts to nurture the entrepreneurial skills of the students.

Publication Committee: Publication Committee:This committee consists of faculty and students, working on student magazines, and newsletters, to provide insights on technology, management, and general awareness and activities at SIOM.

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the institution webpage	http://siom.sinhgad.edu/media/533865/organizational%20chart.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Institution has takenfollowingwelfare measures for teaching and non- teaching staff

Teaching Non - teaching

Availability of campus clinic Availability of campus clinic

Availability of ambulance in campus Availability ambulance in campus

Personal accidental insurance policy Personal accidental insurance policy

Allotment of staff quarter Allotment of staff quarter

Group Insurance Group Insurance

Duty Leaves Duty Leaves

Provident Fund Provident Fund

Bank, ATM facility Free Parking

Bank, ATM facility Free Parking

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

07

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

7

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	<u>View File</u>
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

59

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

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

This includes personal information of staff members verified by academic monitoring committee and remarks of the director.

Part A, of the PAFconsists of experience, qualification, FDP, seminars, workshops, conferences, publications, research subject taught&developed, awards and recognition.

Part B, The Director assesses the faculty according to performance, quality, integrity, punctuality, fitness, and control over class, students' feedback and feedback of the other stakeholders.

The objective of the feedback is for the performanceassessment and development of the faculty. In case of poor performance, an action plan is developed and action taken report is made.Action Taken Reportis appraisedby the Director, being Head of Institute.

The idea, objective and policy for non teaching performance appraisal is the same what is done for teaching faculty. Both Reviewing and Reporting Officers accord points to the concerned, based on quality of accuracy, general intelligence, capacity, reliability, honesty, dependability, punctuality etc. and give a constructive feedback to the employee.

For Faculty Enrichment, various actions are taken like FDP conducted in Lonavala, interested facultydirected for IIM FDP Program, Workshop conducted on CO-PO Mapping, Seminar on TOFELL , faculties are encouraged to attend FDP's conducted by HRDC etc.

Faculty evaluation is also done by students, based on online feedback where they feel free to give their opinion and here again intention is to enhance student teacher relationship through improvisation as per their expectations.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

1) Statutory (External) audits: As a part of Society (as per provisions of Societies Registration Act) and a Trust (as per the provisions of Bombay Public Trusts Act), the accounts of the college are required to be audited by a Chartered Accountant. The last External Audit was done for the year ended on 31st March 2019.

2) Internal Audit: The accounting and auditing committee from central office of the society look after the internal audit and it is presented to the certified Chartered Accountant. The last

Internal Audit was done in 2019 and audit report was satisfactory. This practice is also intended as a major of checks and balances with a view to correct any short comings and to advice on proper practices. Whenever there are additional expenses over and above the budget proposals, special sanction is to be taken from the governing body.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

00

File Description	Documents
Annual statements of accounts	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

The institute has a highly effective system in place to track how well financial resources are being used. The financial budget for the following academic year is prepared after considering all possible costs and incomes.

Before the beginning of the academic year, every department prepares a budget based on the requirements. The financial requirements of each department are compiled and forwarded to the director's office. The director's office reviews the budget and forwards it to the Local Management Committee (LMC).

The LMC critically reviews the budget and gives its remarks and forwards it for approval to the Governing Body (GB). The budget is discussed in the GB and, after necessary modifications or corrections, the budget is approved.

List of documents:

1. Fee structure sanctioned by FRA

2. Budget of the institute

3. Budget sanctioned by LMC

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC is continuously improvisingand retaining the quality of educationand specially focuses on academics, training and employment, research and development, entrepreneurship, innovation and incubation, and simultaneously building a robust infrastructure. The IQAC meets everyfour monthsto plan, direct, implement, and evaluatevarious activities of the institution through a qualitative monitoring and feedback system to ensure that the practices designed are incorporated accordingly. Significant improvementshave been made by institutionalizing the following initiativesand implementing periodic reforms by the SIOM

IQAC cell.

1.RegularAcademicmonitoring and auditto ensure adherence to course and program outcomes

2.Conducting studentdevelopment programs throughtechnicaltraining,soft skills, andbehavioral training to nurture theirproblem-solving skills through in-training practice sessions

3.Continuous evaluation and assessment of students to ensure progression throughexaminations,openbooktests,project presentations,smallgroup activitiesthat constitute the best practices,

4.Offering international and domestic internship and employment opportunities to students through campus placement activities and job fairs.

5.Promoting facultydevelopment and up-gradation through various skill development programs in alignment with current market trends.

6.PromotingResearch and developmentamong students and faculty through joint research publications, projects and also hosting conferences and workshops through collaborations,

7.Innovation, Incubation, and Entrepreneurshipprograms, and workshops are conducted to nurture the students' entrepreneurial mindsets through Srujan and Udbhavna incubation centers at SIOM.

8.Digitization of the library for continued, consistent access to books and journals anytime, anywhere.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

At institute-level, IQAC is responsible for monitoring day to day

academic calendar and result analysis. To improvise the results, quality of teaching-learning is monitored, evaluated and retained at department level, institute level as well as management level.

Quality measures taken –

- Periodical online feedback from students.
- Evaluation of feedback and counseling of faculty by Director/AMC member
- Audit committee evaluates the course file of individual faculty which contain study material, assignments, question bank, previous question papers etc.

The institute has developed a manual which enlists some of the functional areas requiring vital contributions from the Class Coordinator (CC), Cluster Head (CH) and Subject Faculty (SF). This manual is considered as a point of reference for all teaching staff so as to understand their roles and function as a team for the holistic development of students.

The Director of the institute regularly conducts meetings with IQAC and faculty members. The Internal Quality Assurance Committee monthly reviews various academic activities and guides staff members accordingly. Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are:

Syllabus completion review is taken by IQAC in every semester from faculties. If the pace is not matching, then, remedial measures are suggested to the respective faculty by making necessary changes in the time table.

Feedback from the studentsare taken at the mid of every semester about the teaching methodologies used by the faculty. If the feedback demands change in teaching methodologies,accordingly implementation is done.

Academic Audit is conducted after the semester.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the   A. All of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	http://cms.sinhgad.edu/media/533913/annual activitiesreports20212022mba.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. The institute conducts regular gender equity promotion programs. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society.

Students apprised of the gender issues during the Orientation/Self Induction Program held for newly admitted students each year.

Sinhgad Institute of Management has taken several measures to enhance safety & security on campuses by constituting Internal Complaints Committee (ICC), installing CCTV cameras & by providing round the clock security. The women security guards are also available at Girls hostels.

Sinhgad Institute of Management is committed to creating and maintaining an environment which is free of all forms of gender violence, sexual harassment, and discrimination on the basis of

sex/gender. And for this, Institute has constituted a committee called "Prevention of Sexual Harassment Committee at the Workplace."

Sinhgad Institute of Management has ogranised programmes, seminars, workshops etc. on gender equity and sensitization is as follows.

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

Title of the Programme

- Nirbhay Kanya Abhiyan Event Report

1. Women's safety at work
2. Health and Hygiene
3. Gender Equality

- Women's Day 2022

- Men's Day 2021

File Description	Documents
Annual gender sensitization action plan	http://siom.sinhgad.edu/media/534037/annualgendersensitizationplan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://siom.sinhgad.edu/media/534493/specificfacilitiesprovidedforwomen7.1.1.pdf

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/

C. Any 2 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management: College does not produce any hazardous waste. However, some safety measures are always taken as regular practices. Solid waste generated due to plastic are separated out on a daily basis. Students andFaculty members have organized an activity of "Plastic-Free SIOM" frequently.

Liquid Waste Management: STES has purchased a sewage treatment plant worth Rs. 7, 84,966/- for the campus. All waste water-lines and drainage systems are connected to a Sewage Treatment Plant, having a capacity of treating 4 lac liter of water per day. Sewage Treatment Plant is used for liquid waste management. Organic Waste Converter (OWC-130) is an easy-to-use Decentralized Waste Management System having 50 kg waste batch size which is used to turn large amounts of organic waste into compost within 15 minutes.

E-Waste Management: Electronic components and electronic gadgets and accessories which cannot be used are often sold as scrap to vendors periodically at the central level. An e-waste collection drop box for collecting small-sized electronic waste has been stationed at several places in the central corridor of the main building. Students and staff deposit used e-waste into it.

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

7.1.4 - Water conservation facilities available   C. Any 2 of the above
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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

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	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony.

Sinhgad Institute of Management is concern about the safety of the women's and considering that socioeconomic we have conducted Nirbhay Kanya Abhiyan Event. Guest of the session was Ms. Suma Poduval. She initiated her session with introduction of women's safety at work and thereby detailed with topics which are Sexual harassment at work places, types of actions that constitute sexual harassment, related examples and law against sexual harassment in India.

On 27th February 2022, MARATHI BHASHA DIWAS ("????? ???? ???? ") was organised by SINHGAD INSTITUTE OF MANAGEMENT (SIOM), PUNE. According to SPPU norms. SIOM celebrated MARATHI BHASHA DIWAS in a grand manner by organising various speeches in Marathi Language.

Teacher's Day is celebrated in India every year on 5th September on occasion of birth anniversary of Dr. Sarvepalli Radhakrishnan, former President of the India and a visionary educator. This day is celebrated to appreciate different roles played by the teachers in the life of students. Sinhgad Instutute of Management (SIOM),

Sinhgad Institute of Management organized Blood Donation Camp on Thursday, 26th May 2022. It saw huge response from blood donors and witnessed highest ever record response of 101 blood donations.

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

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

Sinhgad Institute of Management (SIOM), PUNE celebrated Constitution Day on 26th November 2021, with great enthusiasm. India's Constitution was adopted on November 26, 1949, and came into force on January 26, 1950, marking the beginning of a new era in the history of India. This event was started at 11:30 AM. In the conference hall. Reading of Preamble to the Constitution of India was held by Dr. Daniel Penkar Director SIOM with all teaching and non teaching staff members of Sinhgad Institute of Management along with students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://siom.sinhgad.edu/media/533913/annualactivitiesreports20212022mba.pdf
Any other relevant information	http://siom.sinhgad.edu/media/533862/annual%20activities%20report%20-year-2021-22%20mca.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   **B. Any 3 of the above**

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

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

Institution celebrates / organizes belownational and international commemorative days, events and festivals.

1. **International Men's Day**
2. **International Women's Day**
3. **International Yoga Day**
4. **Sanwidhan Diwas**

5. Marathi Bhasha Diwas
6. Teachers Day
7. REPORT OF Marathi Bhasha Diwas
8. Shiv Swarajya Din

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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.

Student Training Program

STP is a holistic program that helps develop the student's overall personality and makes them industry-ready. It focuses on essential skills required for the interviews and placement. To improve and develop soft skills of the students institute has designed a STP syllabus. Every week 3 lectures are conducted for each of the 10 divisions. The sessions are taken through activities that make students more participative and teach essential skills. The students are given hands-on experience of the interview rounds through mock interviews which helps them to identify their preparatory areas.

SPOKEN TUTORAL –IIT Mumbai –R-Programming:

Spoken Tutorial is an initiative of MHRD, Govt. of India and a part of National Mission on Education through Information and Communication Technology (NMEICT), developed at IIT-Bombay.

BodhiTree, an open source platform developed at IIT Bombay

This initiative we have implemented at Sinhgad Institute of Management, Pune. Faculty members and students are suggested to register and use the platform. This has been migrated on www. inhgad.edu sub domain Bodhi tree BodhiTree combines the power of MOOCs with a Learning Management System (LMS).

Institution Innovation Council(IIC):

Ministry of Education (MoE), Govt. of India has established 'MoE's Innovation Cell (MIC)' to systematically foster the culture of Innovation amongst all Higher Education Institutions (HEIs).

Ariia Atal Ranking of Institutions on Innovation Achievements:

File Description	Documents
Best practices in the Institutional website	http://siom.sinhgad.edu/media/534458/best%20practices%20updated.pdf
Any other relevant information	http://siom.sinhgad.edu/media/534458/best%20practices%20updated.pdf

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

German Language Teaching

Sinhgad Institute of Management, Pune in collaboration with Yes Germany conducts German language classes for the students. The students are given an A1 level of certification at the end of the course. A1 is the basic level course in which students are introduced to the basics of language, grammar, sentence framing, and initial pronunciation.

Advance Excel

A Student training program on MS Advance Excel was conducted from 27th June 2022 to 29th June 2022 by Sinhgad Institute of Management Vadgaon Bk, Pune. On the first day, the session was conducted by the trainer wherein the students have been given a brief introduction to MS Advance Excel and provided information about how it is useful for them in future.

National Institutional Ranking Framework (NIRF)

Our institute SIOM participated in this initiatives from 2019 to 2021(since last 3 years). We have filed patent and published in

IPR gazette of Govt. of India, two trademarks received and 8 copyrights applied out of which 3 are a ready granted.

Student Startup Ideation Conclave-Inauguration Ceremony of "Udbhavana"

The event will provide a unique opportunity for start-ups to interact with leading industry experts and venture capitalists. It will also help them understand the nuances of starting and running a successful business.

SIOM Incubation Centre:

Entrepreneurs are regarded as national assets that should be cultivated, motivated and remunerated to the greatest possible extent. They can change the way we live and work.

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 tracks the revised curriculum of 2019 pattern (MBA) and 2020 pattern (MCA), prescribed by Savitribai Phule Pune University which insists on Grading system, using Outcome Based Education (OBE) approach and aims that the learner will possess manifold Programme Outcomes (PO) like Generic and Domain Knowledge, problem solving and innovation, Critical Thinking, Effective Communication, Leadership and Team work, Entrepreneurship etc. Faculty prepares course file which includes teaching plan, class notes, and study material. Faculty maintains the attendance records of class through student representative. Institute monitors regularity of lectures, syllabus coverage, student's academic progress and grievances if any. Corrective measures as remedial lectures, mock examinations, personal counseling and mentoring is done for all students. Institute takes students feedback every semester which is assessed by Director and conveyed to respective faculty for corrective measures. Guides for Internship Project is allocated at the beginning of the semester who encourage students to take industry and research projects. For effective enrichment of curriculum and Employability Recruitment Preparatory, institute has a model like Placement and Training Sessions and Student Training Program (STP) which focuses on Presentations, Management quiz, Book reviews, Group Discussions, Case studies, Mock Interviews, Communication Skills, Personality Development, and Practical Simulation Exercises.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	http://siom.sinhgad.edu/media/534025/effectivecurriculumdeliverydocumentedprocess%20(1.1.1).pdf

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

Before each semester, university notifies an academic program which contains the date of commencement, last working day, internship schedule and date for semester-end examination.

Sinhgad Institute of Management follows the calendar issued by University (SPPU) very strictly and plans its activities including Continuous Internal Evaluation (CIE). CIE includes tests, assignments, quizzes, seminars, case-study, book review, Presentations etc. The institute prepares calendar which includes number of working days and holidays, CIE dates and institute's flagship programs, workshops, industrial visits, co-curricular and extra-curricular activities and guest lectures. Academic head closely supervise the completion of the syllabus and coverage of CIE as planned.

Faculty members prepare internal assessment question papers based on the Bloom's Taxonomy along with the scheme of evaluation, reviewed by the course coordinator and approved by the department Head. The internal assessment time table is prepared by the examination committee and is conducted as per the schedule.

The students are offered various elective courses and specializations. The institute involves industry personnel, alumni evaluating presentations, role plays, field-based assignments in related subjects which motivates students for pursuing different career avenues. Students are encouraged to write research papers based on SIPswhich also prepares them for different competitions and publishing the same.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://siom.sinhgad.edu/media/533871/mba mcaacademiccalender2021-22.pdf

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	A. All of the above

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

02

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

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

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

33

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

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

number of students during the year

760

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Sinhgad Institute of Management (SIOM) firmly believes that cross cutting issues like professional ethics, gender, human values, environment, and sustainability are significant to make holistic growth of the students. Institute has given equal importance about professional ethics along with academics because knowingly and unknowingly students should not do wrong things. The Institute facilitates the students to exhibit professional ethics which encompasses personal and corporate standards of behavior expected by the profession. This philosophy will help the students to distinguish between ethical and unethical behavior and act with integrity.

The university has prescribed One Generic Core for management students relevant to human values and professional ethics in second year -Indian Ethos and Business Ethics – 402.

Generic Electives University Level in MBA - I year are -Entrepreneurship Development – 109, Geopolitics & World Economic Systems – 208and in MBA - II year areCorporate Governance – 310andCSR & Sustainability – 408.

The Institute has set up an Entrepreneurship Development Cell(EDC) and Rural Entrepreneurship Development cell(RED-cell) under Mahatma Gandhi National Council of Rural Education (MGNCRE) to work on Rural Entrepreneurship and Business Plan preparation for the students. They conduct activities like Business plan competition, Business idea development, evaluating business plans and motivate students to participate in various inter-collegiate, inter-university and state-level entrepreneurship related events.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

07

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

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

1198

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	A. All of the above

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://siom.sinhgad.edu/media/534028/feedbackactiontakenreport(1.4.1%20&%201.4.2).pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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	View File
URL for feedback report	http://siom.sinhgad.edu/media/534028/feedbackactiontakenreport(1.4.1%20&%201.4.2).pdf

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

944

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

433

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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

For Advanced Learners: Institute provides opportunities for advanced learners to augment their talent and meet learning needs by providing certification courses like Six Sigma and different NPTEL courses.

- **These students have participated in various entrepreneurship webinars organized by the institute.**
- **Different online employability courses like Six Sigma, Hackathon and other activities were conducted for these students.**
- **Online Guest lectures and webinars of distinguished industry experts and faculties from renowned institutes were organized.**
- **Special attention was given by all the faculties for grooming the students during Academic sessions and activities.**
- **Special coaching was provided through STP (Students Training Program) from Placement point of view.**

Support for "slow learners":

- **Offline as well as Online communication classes were arranged for the students who were weak in their English communication through STP.**
- **Special counseling of students is done during Mentor mentee program through their interactions. Subject wise counseling is done by respective teachers.**
- **Remedial classes and self-learning sessions are arranged for non-technical and non-commerce students beyond**

working schedule.
- Special attention is given by internal project guides during the summer internship program for the holistic development of slow learners and the enhancement of employability skills. The core objective behind this is to increase the chances of pre-placement and final placement opportunities.
- Appropriate counseling is done and training is given to support such students to get placed in industry.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

Number of Students	Number of Teachers
2074	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Institute offer Management Programs which uses Student centric method which is based on experiential learning, participative learning and problem solving methodologies. This gives to the students appropriate Academic Industry interface, so that the students meet the exact requirements of the organization. Institute also takes interest in research and extension.

Experiential learning: Institute makes students to be personally responsible participant, cognitively to get knowledge, skills and attitudes in a learning situation characterized by a high level of active involvement. This is achieved through Project based Teaching which was conducted through subjects like Selling & Negotiation Skills Lab., Microsoft Excel Lab., Internet of Things etc. A full time eight

weeks' summer internship program was provided to MBA students and six months' industrial project to MCA students to get the practical knowledge of industry.

Online & Offline Participative Learning:

·Participative Learning is done through regular classes, online lectures, webinars, induction program, guest sessions etc.

·Students Training program (STP) was undertaken to groom and prepare the students for good placements through Offline as well as Online mode. STP includes mock Interviews, group discussions, aptitude test etc.

Problem Solving Methodologies:

Case-Based Learning: Various Cases of different subjects are conducted by subject faculties for students. HBSP cases are used as resource material for the same.

Curiosity is generated by the faculty members through the online sessions so that students develop the ability to ask questions. Faculty members serve as catalysts in the process of enabling them to develop their cognitive ability.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NA](#)

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

This year the sessions were conducted through offline and online mode considering the situation of pandemic of Covid 19.

· The online platform which was used for conducting the lectures was Microsoft Teams.

· All the academic related information, notes, PPTs, study material was shared through Email Ids and Whatsapp Groups of

the students.

• Faculty members and students were encouraged to use ICT facilities for effective teaching-learning.

• Institute is enabled with sufficient internet bandwidth of 40 Mbps to cater the need of student learning.

• Sufficient numbers of computers were made available in the institute.

• Faculty members are using variety of approaches in their session plans, session activities and in concurrent evaluation like Google classroom, Google forms, Online quiz, online presentations etc.

• Institute has organized workshops and FDPs by experts to expose faculty to variety of teaching and training methods.

• Subjects were taught through IT enabled learning tools such as PPT, Video clippings, Audio system, Online resources, Google class rooms etc.

• Group & Team based e-learning methodologies were used by the faculties which includes Management games, Project Based Learning, Group Discussions, Case based teaching methodologies, Presentations etc.

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

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality

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

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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

23

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

317

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

2.5 - Evaluation Process and Reforms

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

- **The Institute follows all the norms of SPPU for conducting the internal assessment.**
- **Subject wise List of internal assessment was prepared as per the guidelines of university.**
- **A detailed internal assessment schedule is prepared and displayed on the WhatsApp group of the students.**
- **Teachers convey the internal assessment schedule with students during their regular lectures.**
- **All the evaluations were conducted through hybrid mode like multiple choice questions, quiz, assignments etc.**
- **Results of each evaluation were displayed to the students on their WhatsApp groups and areas of improvement was discussed accordingly.**
- **Mid-term internal examinations were conducted in mid of the semester and End term internal examination were conducted at the end of every semester to help the students to gain confidence and to achieve good results in their University Examinations.**
- **Evaluation criteria is Subject specific and have variation in the weightages depending on the nature of subject and employability enhancement objectives.**
- **Internal assessment was embedded in daily classroom activities, in which teachers have used various assessment tools to ascertain that students were improving their skills, knowledge, mastering the curriculum and meeting industry requirements etc.**
- **Internal assessment was based on MCQs, subject specific Quiz, Subject Presentation, HBSP Case Study, Mid-term and end term examinations etc.**

File Description	Documents
Any additional information	View File
Link for additional information	NA

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

Redressal of grievances at Institute level:

The Institute has its own grievance redressal cell. This cell analyses and offer solutions to the problems if any. The Institute has separate Internal Examination Committee which takes care of invigilation, smooth conduct of examination, assessment and internal grievances. Internal examination related grievances are addressed to quality of question papers, conduct of examination, evaluation of answer sheets etc.

This year due to pandemic of Covid 19, all the concerned subject faculties have done their MCQ based internal assessment through google forms. The paper was set as per the guidelines of the examination cell of the institute and SPPU. Then the online internal examination was conducted by the faculties themselves. After the examination the papers were evaluated by concerned subject faculties and then the marks were displayed on the WhatsApp group of the students. Hence the chances of discrimination and discrepancies were minimized.

Issue of Students who faces the difficulty while solving MCQs were discussed in the class. The grievances (if any) reported by students regarding their internal assessment were addressed and changes in marks (if any) are incorporated in the database accordingly.

Redressal of grievances at university level:

There is a system and procedure in place at university level which takes care the students and institute grievances with reference to evaluation. The institute facilitates the redressal of grievances related to university examinations through notices displayed on WhatsApp group of the students on regular basis and communication with university examination

office as and when required.

File Description	Documents
Any additional information	[View File]()
Link for additional information	[NA]()

2.6 - Student Performance and Learning Outcomes

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

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

Institute takes due care for informing POs and COs to all the faculty members & students.

POs and COs are discussed with the students on first day of induction program. Faculty members of SIOM adhere to POs & Cos of SPPU.

Program Outcomes / Program Specific Outcomes of SIOM:

PO-1: Apply knowledge of management theories & practice to solve business problem

PO-2: Foster analytical & critical thinking abilities for data-based decision making

PO-3: Ability to develop value-based leadership ability

PO-4: Ability to understand, analyze & communicate global economic, legal & ethical concepts of business

PO-5: Ability to lead themselves & others in the achievement of organizational goals, contributing effectively to a

team environment

PSO – 1: Entrepreneurship Development Activities

PSO – 2: Research Guidance and Undertaking

Faculty members includes COs of their respective course in the teaching plan.

Faculty members discuss COs of respective subjects with students during class room sessions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://siom.sinhgad.edu/media/534025/effectivecurriculumdeliverydocumentedprocess%20(1.1.1).pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

To measure the attainment of Pos and COs, institute has developed mechanism as follows.

Continuous evaluation during semester: As institute practices CIE rigorously where performance of each candidate is continuously assessed by the respective subject teacher during sessions. These outcomes are also evaluated through various activities and subject specific evaluation conducted by the subject teacher. At the end of every semester, End semester examinations are also conducted. Apart from this the level of attainment of COs is evaluated through students' performance during entire semester by subject teacher.

Evaluation at the end of semester: Students' performance is evaluated at the end of every semester through analysis of university examination (theory, online and Viva Voce) results. It gives understanding of attainment of COs of the courses undertaken by the students during the academic year. It also helps in mapping attained COs with prescribed POs.

As per current syllabus, the students are expected to attain the following program outcomes.

1. Generic and Domain Knowledge

2. Problem Solving & Innovation

3. Critical Thinking

4. Effective Communication

5. Leadership and Team Work

6. Global Orientation and Cross-Cultural Appreciation

7. Entrepreneurship

8. Environment and Sustainability

9. Social Responsiveness and Ethics

10. Life Long Learning

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NA

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

974

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NA

2.7 - Student Satisfaction Survey

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

http://siom.sinhgad.edu/media/533874/2.7.1studentsatisfactionsurveyreport2021_22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

308600

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	https://www.aicte-india.org/

3.2 - Innovation Ecosystem

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

- **Sinhgad Institute of Management has its own Research Center. With the research Head and faculty members. One lab and a library are available to the research cell. And also available Institution Innovation Council (IIC), which received a star rating of 3.5 and a score of 72.75% from the Innovation Cell,Ministry of Education, Govt.of India.**
- **.IPR Cell for patent, copyright and trademark registration. The Government of India's Intellectual Property Right (IPR) Cell issued 12 copyrights for software code, two trademarks, and three patents published in IPR Gazette of Govt.of India**

- **FOSSEE-Club associated and recognized by IIT Bombay, start-ups cell. IIT Bombay has listed and certified the institution's FOSSE-Club for developing free and open source software.**

- **The institution has centers of national and international recognition/repute with ARIIA participation and NIRF ranking under band performer institution.**
- **Research facilities are enhanced through research projects. Research initiatives help to improve research facilities. The institution maintains a formal code of ethics to prevent research misconduct and plagiarism. Research Projects for interdisciplinary and cross-disciplinary study are started.**
- **The institution has instituted research awards to encourage and support research among students and faculty**

members.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://iic.mic.gov.in/institute/dashboard2022-23

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

31

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

07

File Description	Documents
URL to the research page on HEI website	http://siom.sinhgad.edu/siom_mca/ResearchCell.aspx
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

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

42

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

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

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

39

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Sinhgad Institute of Management has vibrant outreach and extension activities that are enhancing the lives of children, youth, adults and families in the Pune City. Sinhgad Institute of Management uses innovative programs to reach to diverse audiences and assures holistic development of the community. Outreach and extension activities of Sinhgad Institute of Management is aim to organize, and implement opportunities for the associate agencies and students through several activities. Faculty members at Sinhgad Institute of Management provide leadership and support programs in association with several agencies in the field and empower students to reach their full potential working for the society. At Sinhgad Institute of Management, outreach and extension is categorized into the following areas:

1. Corporate Social Responsibility, Rural Entrepreneurship Development Cell(RED)
2. Blood Donation, BodhiTree-MOOCs
3. Digital India, ATAL Academy
4. Swachh Bharat, Career Katta-MKCL
5. Make in India, SWAYAM NPTEL,Spoken Tutorial from IIT Bombay
6. Yoga, FIT India, World Youth Skill Day, Azadi Ka Amrit Mahotsav
7. Financial Inclusion, Smart India Hackathon(SIH-2022)
8. Institution Innovation Council(IIC) ,MoE,Govt.of India
9. NISP and KAPILA programme
10. Incubation and pre-incubation activities

At Sinhgad Institute of Management, during last five years 8000 students have actively participated in various outreach and extension activities at institute level and outside.

File Description	Documents
Paste link for additional information	http://siom.sinhgad.edu/siom_mca/iqac.aspx
Upload any additional information	View File

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

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

25

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

82

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

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

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

6707

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

3.5 - Collaboration

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

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

189

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

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

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

12

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Sinhgad Institute of Management (SIOM) has the necessary infrastructure required for teaching and learning in line with the norms suggested by AICTE, DTE, and Savitribai Phule Pune University.

Adequate facilities are available in terms of:

1. Class Rooms

2. Tutorial Rooms

3. Seminar Hall

4. Language Lab

5. Computer Labs

6. Computer Equipment

7. Server Room/Computer Center

8. Bloomberg/Digital Library/ Research Lab

9. Printers

10. Scanners

11. Photocopy Machine

12. Library

13. Syndicate Rooms

14. Faculty Cabin

15. Boys' Common room

16. Girls' Common room

17. Training & placement

18. Maintenance Room

19. House Keeping Room

20. Alumni cell

21. Student Activity Center

22. Students' Hostels with internet and Wi-Fi facilities for 24 Hrs.

23. Facilities for physically disabled students like wheelchair ramp and lift.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

The Sinhgad Institute of Management (SIOM) being part of STES Campus spread over more than 80 acres has access to adequate infrastructure that encourages students to participate in several extra-curricular activities. The details of the facilities for sports, outdoor and indoor games, cultural activities, yoga, health awareness and hygiene etc. available for students can be summarized as follows.

1. Playgrounds for Outdoor games such as Cricket, Football, Athletics, Hockey, etc.

2. Rooms for Indoor Games - Table Tennis, Carrom, Chess, etc.

3. Multi-purpose Open Air Theatre/Cultural Center.

4. Gymnasium.

5. Lawn Tennis Court.

6. Swimming Pool.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

226,35,361

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

4.2 - Library as a Learning Resource

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

The Sinhgad Institute of Management (SIOM) Library has fully automated &equipped with Integrated Library Management System (ILMS), GEMS ERP and Libsuite.

All relevant software are available in Educational Version. Since 2012-13 the SIOM Library started using GEMS ERP along with Libsuite.

About GEMS Educational ERP: GEMS ERP is a web-based application available in Educational Version. It has the following facilities.

1. Facility to view Issue and Return transaction details

2. Facility for Cataloging

3. Facility for Book Issue and Return using barcode system

4. Facility for Book Search (OPAC Search)

5. Facility for Member registration

6. Facility for reservation of books

7. Facility for sending email alerts to registered users

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

113,000

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

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

243

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

SIOM has an excellent IT infrastructure. All Classrooms are equipped with PC and LCDs for supporting the teaching and learning Process. t Institute has computer labs for a practical understanding of the subject. These 7 labs are equipped with computers and projectors. SIOM has Bloomberg Lab with a separate dedicated IP address for students.

Summary of PCs –SIOM has computers with higher configurations for the teaching-learning process.

Summary of Servers -SIOM has servers with higher configurations for better functioning of computers.

Description of Internet facility - Internet facility is available through a 100 Mbps leased line from Tata

Communications. This is shared on all PCs on LAN and Wi-Fi network using a Linux based proxy server.

Description of Wi-Fi facility - SIOM building has Wi-Fi facility which is available for staff and students.

Bandwidth: Shared with LAN (100 Mbps).

Equipment used: Cisco Aironet 1300 series hotspots.

Hotspot speed: 802.11b/g standard – providing 54 Mbps data rate

Up gradation of IT infrastructure – Siom upgrades the systems as per the requirement of the university syllabus.

Application Software list – Siom has various applications for the students and teachers to update advanced knowledge. The list is attached herewith.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

4.3.2 - Number of Computers

475

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

528,4,818

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

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 a separate Building Maintenance Committee. This committee monitors the maintenance of infrastructure and facilities. A periodic assessment is done for maintenance requirements. Depending upon the issues, and the urgency of the work, the committee takes its decision. A separate budget is allotted for this work. In addition to this, regular maintenance issues are communicated by staff, students, etc., and are attended to accordingly. The committee takes a quarterly review of all the maintenance work. It further includes functions like

Proper upkeep and maintenance of the buildings and maintenance of the surroundings, including the parking area

Carrying out minor repairs of furniture, electrical and sanitary fittings

Maintenance of the roads, water tanks, garden, and other services in the compound

Ensuring safety and security

equipment maintenance and Computer Maintenance, Overall Lab Maintenance

The Institute has a dedicated in-house technical staff to carry out the maintenance and ensure the working condition of the

equipment and computer facilities of the institution. Every lab has a lab attendant who looks after the computers in the respective computer lab. All other electrical and electronic equipments are maintained by the technical staff with the help of the dedicated Estate office employees.

Housekeeping Activities:- The Institute has a supervised housekeeping activity that ensures the cleaning activities throughout the day besides the planned hourly work. Institute has dedicated housekeeping staff for each floor, department and administration officials, etc. to ensure cleanliness and related work.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://siom.sinhgad.edu/siom_mba/siom-infrastructure.aspx

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

1438

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

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

03

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

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	<u>http://siom.sinhgad.edu/media/534452/soft%20skill,%20language,%20life%20skill,%20it%20activity-reports.pdf</u>
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

2931

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

2931

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

688

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

525

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

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

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

01

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

5.3 - Student Participation and Activities

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

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

09

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	<u>View File</u>

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)

Sinhgad Student Council (SSC)

1. Sinhgad Student Council (SSC): It is an association with a perfect blend of clubs to produce competent students to face the newer challenges of today's globalized world through holistic development. This council provides a platform for students to support, share and excel in potential qualities. This association includes various clubs. SIOM Students are members of Management Club. It comprises of Finance, HR, Marketing, Oprations, Business analytics and ITetc.

2. It is an association with a perfect blend of clubs to produce competent students to face the newer challenges of today's globalized world through holistic development. This council provides a platform for students to support, share and excel in potential qualities. This association includes various clubs. SIOM Students are members of Management Club. It comprises of Finance, HR, Marketing and so on.

3. This association includes 14 main clubs & 32 sub clubs.

4. The Students' Development committee strives to bring out

the best of the students by building their confidence and developing their leadership qualities through various Personality Development Programs and Soft Skill Development Workshops. Through these Development Programs and Workshops the Committee also helps the students to face various competitive examinations and interviews.

5. The Committee also promotes mental health and well-being of the students by organizing yoga and meditation workshops and sessions.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

10

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

5.4 - Alumni Engagement

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

SIOMITE – Alumni Association of Sinhgad Institute of Management, an association of Sinhgad Institute of Management (SIOM) graduates, was formed and registered under Society Registration Act 1860, Maharashtra 1488/2003/Pune, on December 5, 2003. The purpose of the association is to foster a spirit

of loyalty and to promote the general welfare of SIOM. SIOMITE exists to support in the fulfilment of the goals and to strengthen the ties between alumni, the community, and SIOM. The association plays an important role in helping to shape the future of our SIOM by representing the views of its members and contributing to building an engaged and supportive alumni community appropriate to a world class B-School. Its influence and activities are pivotal in the development of both the alumni community and the experience of SIOM's students today. Alumni conduct lecture serise for students.An alumni relation is an important part of an institutions

advancement activities for many reasons - Alumni are often in the position to engage the expertise of the institution in their professional lives. "Our alumni are our ambassadors in national and international arena". Role and need of SIOMITE. The role of the Association has always been to keep alumni in touch with each other and with the College. It has achieved this aim by the individual efforts and initiatives of its elected officers, by organizing an annual meet and by sharing the experiences, guidance and helping in enhancing the employability skills on time-to-time basis.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

OUR VISION

SIOM is a synonym forcredibilityon aglobalscale where

'excellencein learning' is:

- Facilitated byholistic value-basedapproach,
- Guided bycompetentfaculty,
- Backed byworld-classtechnology & infrastructure,

Enriched byviable researchtonurturethe student into acultured business leader contributing aptly tosociety and lifeat large

OUR MISSION

We strive to achieve this by imbibing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society.

High quality educational programmes and healthy practices are being employedthrough various committees like IQAC, Minority and SC/ST Committee, RTI Committee, Grievance Redressal Committee (GRC), Internal Complaint Committee, Anti-Ragging Committee (ARC), Library Advisory Committee, Student Counseling Committee, Shrujan: Entrepreneur 'Start-Up' Cell, Publication Committee, Sinhgad Student Council (SSC) , Research Cell, IPR Cell, etc. for personality development and grooming the students from rural background and making them self-reliant. The Director forms various committees, of faculty or non-teaching staff for overall management of various tasks of the institute like, admission, academic coordination, conducting examinations, promotion of research activities, infrastructure-facilities development, appointment of staff, service recordsmaintenance, cheering cultural activities, inculcation of the spirit of national integrity and social responsibility.

SIOM not only works tirelessly in budding strong analytical skills, practical ingenuity, creativity, good communication skills, business and management knowledge, leadership, high ethical standards, professionalism, dynamism, agility, resilience, flexibility, but craftinggood citizens also.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

To achieve the desired academic performance, the leadership responsibilities are divided at central level and institutional level. Under the leadership of Directors, coordinators of various committees are delegated powers and responsibilities to handle specific task assigned to them.

1) Central level: From the central level task allocation is distributed to each institute in the terms of conducting National Conference, FDP and other events.

2) Institute Level: The senior staff members are appointed as conveners of various committees and are given full autonomy in decision making. Institute has performance appraisal system to appraise faculties based on their performance. Based on past academic performance and leadership skills, students are selected as class representatives. The management gives sufficient freedom to the Director, who functions as academic head of the institution in order to fulfill the vision and mission of the institution. To ensure transparency, academic responsibilities are fairly divided among all the staff members by creating independent clusters within the program. Various co-curricular and extra-curricular activities are conducted through student committees having a faculty-in-charge.

3) Department/Cluster Level: Every faculty is given complete freedom to identify their best potential by providing them equal opportunities. Responsibilities are assigned to the faculties according to their qualifications, skills, experience and temperament. They are always motivated and encouraged for enhancing their qualification along with skill updating. The next level of leadership comes with the coordinators of the different intra department activities like university examination, industry interaction, Training and Placement, final year projects.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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Curriculum development:Several Curriculum Development workshops are conducted, and the content of the curriculum and the plan of implementation is finalized by thestakeholders fromthe Institute, University, and Industry to ensure its adherence tothe businessrequirements.

Teaching and Learning:Hybridmodesare usedto disseminate knowledge to the students, and equip them withvarious nodes pedagogy and different uses of technology.

Examination and Evaluation:The Institute incorporates the CCE (Components of Concurrent Evaluation) and ESE (End Semester Evaluation) strategy for the internal assessment of students, in addition to the conventional SPP University semester exams.

Research and Development:The Institute has a fully functional Research and Development Centre that adheres to the standard practices and norms of SPPU.This cell and along with academic units of SIOM promote research and development through projects, publications, workshops, seminars, and conferences.

Library:The Institute hasPhysical and Digital library facilities and infrastructure, to nurturethe reading culture and the exploratory traits among stakeholders, facilitate access to e-resources, and efficient management of Library function through automation.

ICT Infrastructure and Support:A robust ICT infrastructure helps in the smooth functioning of academic, research, and administrative processes in SIOM.

Industry Collaboration:Industry collaboration addresses the training, employment, research opportunities and expositiontomarket trendsandSIOM has signedmultipleMOUs withseveral industries.

Innovation and Entrepreneurship:Innovation and entrepreneurial initiatives are planned and executed in accordance with MOE Institute Innovation Cell and SIOM is currently Governing Member of Maharashtra IIC Consortium.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://siom.sinhgad.edu/media/534031/strategicplananddeploymentdocument(6.2.1).pdf
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.

The Management of the institute is the highest decision-making body on all matters. The Director is assisted by the Academic-in-Charge, teaching, non-teaching staff, and general administration staff. The institute has an IQACthat plays an important role of monitoring the quality enhancement and sustenance.

Recruitment and Promotional policiesare as per the government and SPPU norms as well asthe Pay Commission is taken into consideration.

Minority and SC/ST Committee:The Institute has religiously formed a cell to solve their problems and any kind of discrimination or act that does not disturb their career.

RTI Committee:Our RTI committee collects, inspects and record documents and provide information wherever necessary.

Internal Complaint Committee:The committee organizes regular workshops and awareness programs pertaining to gender violence, sexual harassment, gender discrimination through a committee called "Committee for Prevention of Sexual Harassment at the Workplace."

Anti-Ragging Committee (ARC):Anti-Ragging Committee is formed for overseeing the implementation of the recommendations of the Anti-ragging Verdict.

Library Advisory Committee:In order to improve the library services to the teachers and students, the Library Advisory Committee is set up.

Student Counseling Committee:Every faculty member of the Institute is a mentor to 20 students and takes care of their academic progress.

Entrepreneur 'Start-Up' Cell:Attempts to nurture the entrepreneurial skills of the students.

Publication Committee: Publication Committee:This committee consists of faculty and students, working on student magazines, and newsletters, to provide insights on technology, management, and general awareness and activities at SIOM.

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the institution webpage	http://siom.sinhgad.edu/media/533865/orga nizational%20chart.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

Institution has takenfollowingwelfare measures for teaching and non- teaching staff

Teaching Non - teaching

Availability of campus clinic Availability of campus clinic

Availability of ambulance in campus Availability ambulance in campus

Personal accidental insurance policy Personal accidental insurance policy

Allotment of staff quarter Allotment of staff quarter

Group Insurance Group Insurance

Duty Leaves Duty Leaves

Provident Fund Provident Fund

Bank, ATM facility Free Parking

Bank, ATM facility Free Parking

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

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

07

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

7

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	[View File](#)
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

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

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

59

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

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

This includes personal information of staff members verified by academic monitoring committee and remarks of the director.

Part A, of the PAFconsists of experience, qualification, FDP, seminars, workshops, conferences, publications, research subject taught&developed, awards and recognition.

Part B, The Director assesses the faculty according to performance, quality, integrity, punctuality, fitness, and control over class, students' feedback and feedback of the other stakeholders.

The objective of the feedback is for the performanceassessment and development of the faculty. In case of poor performance, an action plan is developed and action taken report is made.Action Taken Reportis appraisedby the Director, being Head of Institute.

The idea, objective and policy for non teaching performance appraisal is the same what is done for teaching faculty. Both Reviewing and Reporting Officers accord points to the concerned, based on quality of accuracy, general intelligence, capacity, reliability, honesty, dependability, punctuality etc. and give a constructive feedback to the employee.

For Faculty Enrichment, various actions are taken like FDP conducted in Lonavala, interested facultydirected for IIM FDP Program, Workshop conducted on CO-PO Mapping, Seminar on TOFELL , faculties are encouraged to attend FDP's conducted by HRDC

etc.

Faculty evaluation is also done by students, based on online feedback where they feel free to give their opinion and here again intention is to enhance student teacher relationship through improvisation as per their expectations.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

1) Statutory (External) audits: As a part of Society (as per provisions of Societies Registration Act) and a Trust (as per the provisions of Bombay Public Trusts Act), the accounts of the college are required to be audited by a Chartered Accountant. The last External Audit was done for the year ended on 31st March 2019.

2) Internal Audit: The accounting and auditing committee from central office of the society look after the internal audit and it is presented to the certified Chartered Accountant. The last

Internal Audit was done in 2019 and audit report was satisfactory. This practice is also intended as a major of checks and balances with a view to correct any short comings and to advice on proper practices. Whenever there are additional expenses over and above the budget proposals, special sanction is to be taken from the governing body.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)

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

`00`

File Description	Documents
Annual statements of accounts	**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

The institute has a highly effective system in place to track how well financial resources are being used. The financial budget for the following academic year is prepared after considering all possible costs and incomes.

Before the beginning of the academic year, every department prepares a budget based on the requirements. The financial requirements of each department are compiled and forwarded to the director's office. The director's office reviews the budget and forwards it to the Local Management Committee (LMC).

The LMC critically reviews the budget and gives its remarks and forwards it for approval to the Governing Body (GB). The budget is discussed in the GB and, after necessary modifications or corrections, the budget is approved.

List of documents:

1. Fee structure sanctioned by FRA

2. Budget of the institute

3. Budget sanctioned by LMC

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC is continuously improvisingand retaining the quality of educationand specially focuses on academics, training and employment, research and development, entrepreneurship, innovation and incubation, and simultaneously building a robust infrastructure. The IQAC meets everyfour monthsto plan, direct, implement, and evaluatevarious activities of the institution through a qualitative monitoring and feedback system to ensure that the practices designed are incorporated accordingly. Significant improvementshave been made by institutionalizing the following initiativesand implementing periodic reforms by the SIOM IQAC cell.

1.RegularAcademicmonitoring and auditto ensure adherence to course and program outcomes

2.Conducting studentdevelopment programs throughtechnicaltraining,soft skills, andbehavioral training to nurture theirproblem-solving skills through in-training practice sessions

3.Continuous evaluation and assessment of students to ensure progression throughexaminations,openbooktests,project presentations,smallgroup activitiesthat constitute the best practices,

4.Offering international and domestic internship and employment opportunities to students through campus placement activities and job fairs.

5.Promoting facultydevelopment and up-gradation through various skill development programs in alignment with current market trends.

6.PromotingResearch and developmentamong students and faculty

through joint research publications, projects and also hosting conferences and workshops through collaborations,

7.Innovation, Incubation, and Entrepreneurshipprograms, and workshops are conducted to nurture the students' entrepreneurial mindsets through Srujan and Udbhavna incubation centers at SIOM.

8.Digitization of the library for continued, consistent access to books and journals anytime, anywhere.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

At institute-level, IQAC is responsible for monitoring day to day academic calendar and result analysis. To improvise the results, quality of teaching-learning is monitored, evaluated and retained at department level, institute level as well as management level.

Quality measures taken –

- Periodical online feedback from students.
- Evaluation of feedback and counseling of faculty by Director/AMC member
- Audit committee evaluates the course file of individual faculty which contain study material, assignments, question bank, previous question papers etc.

The institute has developed a manual which enlists some of the functional areas requiring vital contributions from the Class Coordinator (CC), Cluster Head (CH) and Subject Faculty (SF). This manual is considered as a point of reference for all teaching staff so as to understand their roles and function as a team for the holistic development of students.

The Director of the institute regularly conducts meetings with IQAC and faculty members. The Internal Quality Assurance

Committee monthly reviews various academic activities and guides staff members accordingly. Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are:

Syllabus completion review is taken by IQAC in every semester from faculties. If the pace is not matching, then, remedial measures are suggested to the respective faculty by making necessary changes in the time table.

Feedback from the studentsare taken at the mid of every semester about the teaching methodologies used by the faculty. If the feedback demands change in teaching methodologies,accordingly implementation is done.

Academic Audit is conducted after the semester.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	http://cms.sinhgad.edu/media/533913/annualactivitiesreports20212022mba.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. The institute conducts regular gender equity promotion programs. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society.

Students apprised of the gender issues during the Orientation/Self Induction Program held for newly admitted students each year.

Sinhgad Institute of Management has taken several measures to enhance safety & security on campuses by constituting Internal Complaints Committee (ICC), installing CCTV cameras & by providing round the clock security. The women security guards are also available at Girls hostels.

Sinhgad Institute of Management is committed to creating and maintaining an environment which is free of all forms of gender violence, sexual harassment, and discrimination on the basis of sex/gender. And for this, Institute has constituted a committee called "Prevention of Sexual Harassment Committee at the Workplace."

Sinhgad Institute of Management has ogranised programmes, seminars, workshops etc. on gender equity and sensitization is as follows.

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

Title of the Programme

- **Nirbhay Kanya Abhiyan Event Report**

1. **Women's safety at work**
2. **Health and Hygiene**
3. **Gender Equality**

- **Women's Day 2022**

- **Men's Day 2021**

File Description	Documents
Annual gender sensitization action plan	http://siom.sinhgad.edu/media/534037/annualgendersensitizationplan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://siom.sinhgad.edu/media/534493/specificfacilitiesprovidedforwomen7.1.1.pdf

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	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

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Solid Waste Management: College does not produce any hazardous waste. However, some safety measures are always taken as regular practices. Solid waste generated due to plastic are separated out on a daily basis. Students andFaculty members have organized an activity of "Plastic-Free SIOM" frequently.

Liquid Waste Management: STES has purchased a sewage treatment plant worth Rs. 7, 84,966/- for the campus. All waste water-lines and drainage systems are connected to a Sewage Treatment Plant, having a capacity of treating 4 lac liter of water per day. Sewage Treatment Plant is used for liquid waste management. Organic Waste Converter (OWC-130) is an easy-to-use Decentralized Waste Management System having 50 kg waste batch size which is used to turn large amounts of organic waste into compost within 15 minutes.

E-Waste Management: Electronic components and electronic gadgets and accessories which cannot be used are often sold as scrap to vendors periodically at the central level. An e-waste collection drop box for collecting small-sized electronic waste has been stationed at several places in the central corridor of the main building. Students and staff deposit used e-waste into it.

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

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	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

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	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have

amicable relations and to maintain the religious, social and communal harmony.

Sinhgad Institute of Management is concern about the safety of the women's and considering that socioeconomic we have conducted Nirbhay Kanya Abhiyan Event. Guest of the session was Ms. Suma Poduval. She initiated her session with introduction of women's safety at work and thereby detailed with topics which are Sexual harassment at work places, types of actions that constitute sexual harassment, related examples and law against sexual harassment in India.

On 27th February 2022, MARATHI BHASHA DIWAS ("????? ???? ????") was organised by SINHGAD INSTITUTE OF MANAGEMENT (SIOM), PUNE. According to SPPU norms. SIOM celebrated MARATHI BHASHA DIWAS in a grand manner by organising various speeches in Marathi Language.

Teacher's Day is celebrated in India every year on 5th September on occasion of birth anniversary of Dr. Sarvepalli Radhakrishnan, former President of the India and a visionary educator. This day is celebrated to appreciate different roles played by the teachers in the life of students. Sinhgad Instutute of Management (SIOM),

Sinhgad Institute of Management organized Blood Donation Camp on Thursday, 26th May 2022. It saw huge response from blood donors and witnessed highest ever record response of 101 blood donations.

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

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

Sinhgad Institute of Management (SIOM), PUNE celebrated Constitution Day on 26th November 2021, with great enthusiasm. India's Constitution was adopted on November 26, 1949, and came

into force on January 26, 1950, marking the beginning of a new era in the history of India. This event was started at 11:30 AM. In the conference hall. Reading of Preamble to the Constitution of India was held by Dr. Daniel Penkar Director SIOM with all teaching and non teaching staff members of Sinhgad Institute of Management along with students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://siom.sinhgad.edu/media/533913/annualactivitiesreports20212022mba.pdf
Any other relevant information	http://siom.sinhgad.edu/media/533862/annual%20activities%20report%20-year-2021-22%20mca.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

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

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

Institution celebrates / organizes belownational and international commemorative days, events and festivals.

1. **International Men's Day**
2. **International Women's Day**
3. **International Yoga Day**
4. **Sanwidhan Diwas**
5. **Marathi Bhasha Diwas**
6. **Teachers Day**
7. **REPORT OF Marathi Bhasha Diwas**
8. **Shiv Swarajya Din**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**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.

Student Training Program

STP is a holistic program that helps develop the student's overall personality and makes them industry-ready. It focuses on essential skills required for the interviews and placement. To improve and develop soft skills of the students institute has designed a STP syllabus. Every week 3 lectures are conducted for each of the 10 divisions. The sessions are taken through activities that make students more participative and teach essential skills. The students are given hands-on experience of the interview rounds through mock interviews which helps them to identify their preparatory areas.

SPOKEN TUTORAL -IIT Mumbai -R-Programming:

Spoken Tutorial is an initiative of MHRD, Govt. of India and a part of National Mission on Education through Information and Communication Technology (NMEICT), developed at IIT-Bombay.

BodhiTree, an open source platform developed at IIT Bombay

This initiative we have implemented at Sinhgad Institute of Management, Pune. Faculty members and students are suggested to register and use the platform. This has been migrated on www. inhgad.edu sub domain Bodhi tree BodhiTree combines the power of MOOCs with a Learning Management System (LMS).

Institution Innovation Council(IIC):

Ministry of Education (MoE), Govt. of India has established 'MoE's Innovation Cell (MIC)' to systematically foster the culture of Innovation amongst all Higher Education Institutions (HEIs).

Ariia Atal Ranking of Institutions on Innovation Achievements:

File Description	Documents
Best practices in the Institutional website	http://siom.sinhgad.edu/media/534458/best%20practices%20updated.pdf
Any other relevant information	http://siom.sinhgad.edu/media/534458/best%20practices%20updated.pdf

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

German Language Teaching

Sinhgad Institute of Management, Pune in collaboration with Yes Germany conducts German language classes for the students. The students are given an A1 level of certification at the end of the course. A1 is the basic level course in which students are introduced to the basics of language, grammar, sentence framing, and initial pronunciation.

Advance Excel

A Student training program on MS Advance Excel was conducted from 27th June 2022 to 29th June 2022 by Sinhgad Institute of

Management Vadgaon Bk, Pune. On the first day, the session was conducted by the trainer wherein the students have been given a brief introduction to MS Advance Excel and provided information about how it is useful for them in future.

National Institutional Ranking Framework (NIRF)

Our institute SIOM participated in this initiatives from 2019 to 2021(since last 3 years). We have filed patent and published in IPR gazette of Govt. of India, two trademarks received and 8 copyrights applied out of which 3 are a ready granted.

Student Startup Ideation Conclave-Inauguration Ceremony of "Udbhavana"

The event will provide a unique opportunity for start-ups to interact with leading industry experts and venture capitalists. It will also help them understand the nuances of starting and running a successful business.

SIOM Incubation Centre:

Entrepreneurs are regarded as national assets that should be cultivated, motivated and remunerated to the greatest possible extent. They can change the way we live and work.

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

7.3.2 - Plan of action for the next academic year

1. Student Centric approach and conducive teaching learning environment which ensures perfect match between academic, co curricular and extra-curricular activities. Following activities were proposed, Structured and well designed Student's Training and Placement Programme for Personality and Soft Skill Development.

2. To line up various career planning initiatives round the year for students by providing them formal exposure to skill sets and better placements To offer modern management skills

within the students through imparting of certifications of international repute.

3. To make teaching- learning more effective and evaluation more objective, Course teachers shall opt for combinations of one of more Comprehensive Concurrent Evaluation (CCE) methods from the variety of options available in the curriculum.

4. To strengthen the awareness about the research and development institute will focus to major stakeholders viz. Faculties, Students and Research Scholars.

5. Ultimate aim of education institution of high repute is holistic development of students and developing students as responsible citizens.

6. Strengthening and configuring the ICT Infrastructure and network for continuous instructional delivery with respect to curriculum coverage, trainings and workshops, online campus recruitment drives and conduction of the mid and end semester internal examinations.

7. To improve and develop soft skills among the students we have designed and upgraded Student Training Program to student skill transformation and training program syllabus. This syllabus helps to motivate students to prepare themselves to face upcoming industrial challenges.