Yearly Status Report - 2018-2019

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	**Parag C. Kalkar**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**020-24358360**
Mobile no.	**8550990120**
Registered Email	**director_siom@sinhgad.edu**
Alternate Email	**registrar.siom@sinhgad.edu**
Address	**S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Rd., Pune**
City/Town	**Pune**
State/UT	**Maharashtra**
Pincode	**411041**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Sudeshkumar Sharma**
Phone no/Alternate Phone no.	**02024358360**
Mobile no.	**8550990112**
Registered Email	**director_siom@sinhgad.edu**
Alternate Email	**registrar.siom@sinhgad.edu**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://drive.google.com/file/d/1FSIL63qlLwifJ4NetC3NER_z232-xjm9/view?usp=sharing

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://drive.google.com/file/d/1q2k7WtBfPRNvnFSp8qttyk0OqgRRWS8T/view?usp=sharing

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B++**	**2.97**	**2018**	**02-Nov-2018**	**01-Nov-2023**

6. Date of Establishment of IQAC	**21-Aug-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Uniformity in Concurrent Evaluation Parameters for individual courses offered during the Semester-I to students of MBA and MCA across all divisions	27-Jun-2018 90	115
Workshop on Business Analytics	28-Aug-2018 2	45
Gender equality initiative through lecture series for female faculty and students	11-Oct-2018 2	180
Uniformity in Concurrent Evaluation Parameters for individual courses offered during the Semester-I to students of MBA and MCA across all divisions	28-Dec-2018 90	115
Online course on Cyber Security Awareness	04-Jan-2019 1	220
State Level Seminar- Banking and demonitization	30-Jan-2019 2	200
International Conference- Industry Innovations in Management	27-Feb-2019 2	200
AICTE Hackthon-2019	07-Feb-2019 1	12
Microsoft office 365	28-Mar-2019 2	30

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MCA	MODROB Scheme (201718) Thin Client Virtulisation Lab Project	AICTE	2017 730	547000
MBA	QIP Scheme Financial Assistance (201819)	SPPU	2018 2	100000

	Banking Operations Post Demonetization – Pros and Cons				
MBA	QIP Scheme Financial Assistance (201819) Industry 4.0: Innovation in Management	SPPU	2018 2	285000
Institute	Earn and Learn Scheme - (2018-19)	SPPU	2018 365	49802
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Developed and instilled the culture of student participation in the overall academic planning and deployment 2. Introduction of the foundation course for students of diverse discipline so as to have a at par understanding and learning of the courses in MBA and MCA 3. Developed a customized Student Training Programme (STP) with inputs from teachers, students and recruiters 4. Instituted faculty work allocation system detailing the objective expectation in the area of research, projects and institutional work, thereby instilling role clarity. 5. Inculcated value added certificate programs in the contemporary areas

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

Plan of Action	Achivements/Outcomes
To have maximum student participation in academics and governance	Have student represenatives in a) deciding components of concurrent evaluation b) academic planning c) Placement c) All the statutory committees
To have industry liasons in overall development ofstudents	"a) Alumni from across the profession and sectors were identified and made mentors to facilitate the student development b) Corporate guest sessions orgnaised c) Industry -Advisory Board constituted d)enrollment for PhD from corporate world"
To focus on incorporation of problem solving and critical thinking skills amongst students	"a) developed and executed a case study course pack with cases mapped from Harvard Business school Publication and other sources b) Mapped the resources avalable on Bloomberg treminal with the exixting courses and undertook Bloomberg Market Concept certificate prgramme c) Have undertook experiential learning managemet events under the annual management fest, Spectrum and Techtonic d) incorporating higher order complexities through miniprojects on software programme development "
To incorporate experiential learning activities for students	"a) Alumni from across the profession and sectors were identified and made mentors to facilitate the student development b) Corporate guest sessions orgnaised c) Industry -Advisory Board constituted d)enrollment for PhD from corporate world"
Special attention on student placement	"a) Developed an executed a customised training prgramme incorporating contemporary knowledge and skills b) allocation of faculty mentors for personal handholding exercise in addressing the perosonal and academic issues and to help students in performing to their potentials c) Workshops for students from the domain expertise in the core employbility areas to acquie job related proficiency"
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Local Management Committee	16-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	12-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	GEMS (Governing Education Management System) The Sinhgad Technical Education Society (STES) has an inhouse developed ERP system, Governing Education Management System (GEMS) to be used by faculty, nonteaching staff and students. The goal of GEMS is to develop a paperless administrative and academic system over a period of time. The Academic modules are dedicated to maintaining teachinglearning process records, uploading of teaching plan, online student attendance, sharing course file contents, student's subject allocation, bulk messaging for updates on activities and events. The key feature of system is online student feedback related to academics. The students evaluate faculty on predefined parameters and also new parameters can be defined or modified. The detailed profiles of faculty and students can be accessed and updated for maintaining research publications, citations, patents, etc. The campus placement process is streamlined through the ERP module. The system is configured to have faculty selfappraisal, superior, subordinate appraisal and peer appraisal, on parameters defined as per institutional requirement. The administrative staff maintains musters, roaster of posts, fees details, employee service books, office documentation, etc. To enhance the utility of the system, GEMS Mobile App is under development. The newly inducted faculty, staff and students are given orientation for extensive use of the system to achieve the future goal of paperless environment.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution follows the curriculum prescribed by the affiliating university, Savitribai Phule Pune University. The semester planning is done in advance, and the curriculum for the next semester is planned. This plan encompasses allocation of the courses/subject to each faculty, computing the workload and preparing timetables. Academic calendar is prepared by the department by referring SPPU academic calendar. Class tests, mock online tests, STP activities and remedial lectures are included in the academic calendar. Faculty prepares course file which includes teaching plan, class notes, question bank, university question papers and study material beyond curriculum and PPTs. Institute monitors regularity in the conduction of lectures, syllabus coverage, student's academic progress and their grievances. Faculty through student representative maintains the attendance record of class. Monthly attendance of all subjects is collected by the Class Coordinator, and the defaulter students are identified. The attendance of the defaulters is communicated to their parents through telephonic conversation, email, SMS alert or if required by posting a letter. Corrective measures such as remedial lectures, mock examinations of theory and practical, personal counseling and mentoring is done for academically weak students. The Student feedback is taken in the last month of every semester. The Director of the institute assesses the feedback and conveys it to respective faculty for corrective measures, if any. The planning for final year projects is done at the beginning of the semester by allocating a project guide and they encourage students to take industry and research projects. Slow learners are encouraged to come and do hands-on work at their own pace to facilitate self-learning. Advanced learners have scope to experiment beyond the course learning. For effective enrichment of curriculum, the institute has developed following mechanism that reads: 1. Harvard Business Cases (HBSP Course pack). 2. Interactive Sessions: Topics can be covered through the ways of Presentation, Management quiz, Book review, Group Discussion, Case study, Mock Interview. 3. Subject mapped with Bloomberg: include specific allotted lab and faculty to share and enlighten company insights for students.and NPTEL technical course 4. Employability Recruitment Preparatory Model: Placement and Training Sessions: Student Training Program (STP) includes GD, PI, Aptitude, Communication Skills, Personality Development, and Practical Simulation Exercises. Foundation Course: Includes pre-placement activity which gives basic and advance domain related knowledge to students by eminent faculty and industry. 5. Alumni Sessions Alumni is engaged through seminars, motivational lectures, and industrial visits and training programmes, organized for overall development of students. The feedback collected from students, alumni, industry experts and faculty about the existing curriculum is helpful in taking corrective measures in future curriculum development. Learning objectives are clearly spelt out along with the syllabus for each subject by the respective Board of Studies. Apart from this, departments also provide a list of objectives they hope to achieve through the teaching-learning process. The content delivery beyond syllabus is planned as guest lectures, industrial visits and student training programs. The feedback and assessment is done to ensure whether the stated objectives of the curriculum are achieved or

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development

					urship
Data Science	NA	01/01/2019	90	Employability	Analytics
IoT	NA	01/01/2019	85	Employability	Implementation
Bloomberg Market Certification	NA	28/03/2019	90	Entrepreneurship	Analytical
PYTHON	NA	02/07/2018	90	Employability	Practical and Application
NPTEL courses	NA	02/07/2019	90	Employability	Theoritical
Certification on Angular JS	NA	02/07/2018	90	Entrepreneurship	Application
R - Programming	NA	02/07/2018	90	Employability	Analytical
Word Press	NA	01/08/2018	20	Employability	Theoritical
Business Analytics	NA	28/08/2018	2	Entrepreneurship	Analytical
Digital Marketing	NA	25/09/2018	3	Employability	Marketing Skills
Six Sigma Green Belt (SY)	NA	05/09/2018	3	Employability	Process improvement

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	1201	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Six Sigma Green Belt (SY)	05/09/2018	53

Bloomberg Market Certification	28/03/2018	62
Student Training Program (FY)	03/07/2018	488
Digital Marketing	25/09/2018	46
Business Analytics	28/08/2018	40
Data Science	01/01/2019	100
IoT	01/01/2019	100
PYTHON	02/07/2018	70
NPTEL course-Core Java,OOPS	02/07/2018	115
Word Press	01/08/2018	80
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Field Project BRM	488
MBA	Field Project EADR	488
MBA	SIP June 2018	589
MBA	Dissertation Jan 2019	589
MCA	Mini Project using AIT	329
MCA	Mini Project Using ASP.Net	257
MCA	Mini Project Using Android	257
MCA	Mini Project using Web Technology	153
MCA	Industry Internship Project	257
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
1.4.2 Feedback Analysis for Academic Year Jan 2019 Feedback from Student 1. 87 percent of the students believe aims and objectives of the syllabi are well defined. 2. 82 percent Students are satisfied with Course/syllabus of this

subject increased their knowledge and perspective in the subject area. 3. 91 percent of students are happy with competencies expected out of the course are essential for their career enrichment 4. 34 percent of student suggested taking a revision between theory and application in entire course/syllabus. Action Taken 1. On student suggestion on theory and application papers, institute changes some of the elective subjects which give additional inputs in their specialization. Feedback from Faculty 1. 87 percent faculty strongly feels that the syllabus is suitable to the course. 2. 95 percent of the faculty believes that the Course/syllabus has sufficient number of Generic Elective Courses Subject (Specialization) Elective Courses 3. 75 percent Faculties feels that they getting enough time for research activities. 4. Out of the surveyed, 35 percent Faculty recommends more books and journals as reference materials. Action Taken 1. On faculty recommendation library department purchased various reference books with different titles in academic year 2018-19 Feedback from the alumni 1. 82 percent Alumni ware happy with the basis of facilitating/ learning teamwork. 2. Out of the surveyed alumni, 88 percent are satisfied with the process of placement Cell and opportunities provided by the Placement Cell. 3. 45 percent of alumni suggested specialization wise industry expert training sessions to decrease the industry academic gap. 4. Alumni suggested up gradation in Computer Laboratory facilities. Action Taken 1. As suggested by the alumni's SIOM conduced specialization wise various industry expert training sessions to decrease the industry academic gap. 2. Taking into consideration about Computer Laboratory facilities, institute decided to upgrade the computer labs. Feedback from Employer 1. 65 percent of employers strongly agree that SIOM alumni's are having good ability to contribute to the goal of the organization. 2. 72 percent of the employers are satisfy with the leadership, team spirit initiative of SIOM alumni. 3. 83 percent of employers, recruiting students since last five years, are very much satisfied with SIOM students. 4. It was suggested by 21 percent of employers to improve the communication skills and soft skills of students ready for placements. Action Taken 1. As feedback received from employer about communication skills and soft skills, SIOM included a elective subject to improve their communication and soft skills. 2. SIOM also included various certification programs to increases our students employability. Feed-back through Parents Meet 1. 95 percent of the parents were satisfied with the present teaching and learning process followed in SIOM. 2. 80 percent of parents are happy with administrative process follows in SIOM administrative office. 3. Parents also expressed their satisfaction towards infrastructure available at SIOM. 4. Suggestions were given by few parents (15 percent) that the institute can give additional focus towards industrial needs. Action Taken 1. To match industrial needs, SIOM arranged various industry speakers,

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Management	600	1800	474
MCA	Computer	300	900	150
PhD or DPhil	Management Streams	49	65	28
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	0	1774	0	112	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
112	112	40	32	32	40

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words) General Policy for Mentoring Developing a mentor program is one way of formalizing the relationship between individuals in a professional mentors and students in a college mentees Mentor programs offer a structured setting in which to develop beneficial one-on-one relationships between students and professionals. Acting as a friend, a teacher, and a guide to the real world, mentors have the opportunity to encourage and advise students by sharing their own experiences and knowledge of the profession. This brochure provides a model of how to organize a working program, within the SIOM, to assist students with their career development and transitions. Benefits of a Mentor Program A successful mentor program provides opportunities for students to... ? Explore the world of work through interaction with professionals in the career of their choice. ? Gain an experienced practitioners perspective on applying textbook concepts to real-life situations. ? Familiarize themselves with corporate protocol. ? Identify long-term professional development needs. ? Realize the value of networking. ? Develop a meaningful professional relationship over a specified period of time. A mentor program benefits professionals by allowing them to.... ? Contribute to the professional development of the future workforce. ? Identify potential interns and new hires for their organization. ? Assist students in beginning successful careers. ? Give something back to the profession. How to Organize the Program Establish specific mentor activities and guidelines. ? Mentor must make initial contact with mentee within one week of assignment. ? Mentors must communicate with mentee at least once every two weeks. ? Mentors and mentee must complete at least two of the suggested activities. ? Mentees must attend group meetings of all student mentee. ? Mentees must keep a mentor program journal. Acquire mentors and students for the program. ? Allotment of students to the mentors preferably to the class coordinator and cluster head. ? For 2nd year MBA Students (Session 2018-20) SIP guide will be the Mentor. ? Provide an enrollment form (mentee profile) that can complete filed properly. Match mentors with mentee. ? Make assignments and provide participants with a brief biography of their new mentor or mentee. ? Mentor establishes a schedule by which mentors and mentees should make contact. Monitor and evaluate the results of the program. ? In order to ensure that the mentor program is meeting its objectives, it is important to maintain open communication with all participants and to actively solicit feedback on the results. ? Follow-up with participants to ensure that mentors and mentee have made initial contact by suggested deadline date. ? Request a written summary of their mentor experience from all participants. ? Have all participants complete a program evaluation form at the end of the program. ? Use the information obtained through these meetings and evaluations to assist current participants in achieving their goals for the program and to improve the mentor program for future mentors and mentees. Suggested Guidelines for Mentor/Mentee Meetings Phone

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1774	112	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
102	112	0	6	21

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Chandrani Singh	Professor	Invitation to join conference ASEM Education in a digital world: bridging the continents-connecting the people on 20th-21st 2018 in Cologne, Germany.
	[View Uploaded File](#)		

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	6113	Semester I III, 2018	15/12/2018	10/02/2019
MCA	6213	Semester I,III V 2018	17/12/2018	15/02/2019
MBA	6113	Semester II IV 2019	15/05/2019	07/07/2019
MCA	6213	Semester II,IV VI 2019	15/05/2019	04/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute has adopted reforms in continuous internal evaluation (CIE) through the Institute's Planning and Development Committee based on curriculum prescribed by Savitribai Phule Pune University (SPPU) to gauge the progress of students in their capabilities in terms of knowledge, skills and attitude. Faculty members had been a part of all these reforms initiated by SPPU through the meetings conducted for syllabus revision. Subject teachers at the institute use different evaluative criteria for CIE as per unified policy for the particular subject (course). This is arrived at after discussion / meeting of teachers of each course before the semester starts. The student representatives are also involved in framing the components and weightages of CIE. Subject teachers are given consideration for behavioral aspects, independent learning and communication skills in framing criteria for CIE for the respective

courses. Subject teachers provide appropriate weightage for students participation in seminars, co-curricular related to the course. The institute uses advanced methods for CIE throughout the semester, be it Group Assignments / Projects, case studies, Online exam, Open book test, field projects, Multiple Choice Questions, thematic presentation, role plays in addition to traditional written exam based on pen and pencil which was the only mechanism used previously. The institute has made case study evaluation as a standard component in many courses. The suggested components of the CIE by SPPU are as follows:- 1. Case Study / Case-let / Situation Analysis - (Group Activity or Individual Activity) 2. Class Test 3. Open Book Test 4. Multiple Choice Questions 5. Field Visit / Study Tour and Report for the same 6. Small Group Project Internal Viva - Voce 7. Learning Dairy 8. Scrap Book 9. Group Discussion 10. Role Play / Story telling 11. Mock Interviews 12. Individual Term Paper / Thematic Presentation 13. Written Assignments 14. Industry Analysis - (Group Activity or Individual Activity) 15. Literature Review / Book Review 16. Model Development / Simulation Exercises (Group Activity or Individual Activity) 17. In-depth Viva 18. Quiz 19. Student Driven Activities 20. Newspaper Reading The students are offered various elective courses / specializations. They can select the particular elective courses / specializations. The institute appoints panels of internal examiners for evaluation of the practicals, projects (Summer Internship Projects [SIP], Dissertations, Mini Projects (not mandatory). the institute involves industry personnel, alumni evaluating presentations, role plays, field based assignments in related subjects. This motivates students for pursuing different career avenues. In the process, some of the students receive direct job offers through the industry persons coming for judging the presentations / assignments. Emphasis is given to include the research component for evaluation in many of the courses. Students are encouraged to write research papers based on SIP and dissertation which also prepares them for different competitions and publishing the same. Thus, the internal marks for SIP, Dissertation and Research Methodology have an evaluative component of research paper. The institute provides access to data base such as Bloomberg to enable the students to work on assignments based on research.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic calendar of the institute is prepared with reference to the dates declared by Savitribai Phule Pune University for start and end of the terms / Semester. The respective circular / academic calendar of SPPU is referred for the holidays during the semester and accordingly, institutes calendar is prepared. The academic calendar of the Institute has the details on the start and end of the terms, holidays, all curricular, co-curricular and extra-curricular activities with tentative schedule of online, mid / end-semester and practical / viva - voce examinations. It is displayed at institute's notice board. With reference to the academic calendar of the institute, the exam department at the institute plans and conducts the internal examinations on the dates mentioned in the institute's calendar. The timetables of internal exam are prepared and displayed on institute notice board. Similarly, respective subject teachers prepare and display the schedules of CIE for the courses they teach. In general care is taken to schedule the CIE, be it mid-term, end term (or any component of CIE), not to clash with University online exam schedule. Only in case, the University declares the time-table of the online examinations which clashes with CIE, accordingly the institute / concerned subject teacher, as it may be applicable, change the schedule of CIE through institute / classroom notice boards. The Exam Department of the institute updates the students through institute notice board and also through the class teachers about the announcements from the University. The students are informed about the URL of university official website and page-link of examination department

of university for referring to schedules of exam form filling, time tables of online / theory examinations, declaration of result, re-valuation. They are encouraged to visit this website from time to time for latest updates on all examination related notices / circulars by University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://drive.google.com/file/d/1NfvYIoHSby95xyGi1_w3ec5SlhHFT-26/view

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
6113	MBA	Management	521	482	92.00
6213	MCA	Computer	252	214	84.92
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://drive.google.com/file/d/16ziFMNPoWqL1uosQ_tB6JN1DSk-BsWZO/view?usp=sharing

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	AICTE	547000	437600
Any Other (Specify)	150	Brain Data Wire, Bynry, Case Point, Cognizant, Cummins	50000	50000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Microsoft office 365	MCA	28/03/2019
Banking Operations Post Demonetization : Pros Cons	MBA	30/01/2019
State Level Seminar on Banking Operations Post Demonetization	MBA	30/01/2019

International Conference on Industry 4.0 - Innovations in Management	MBA	27/02/2019
Workshop on Design Your Career	MBA	15/02/2019
SEBI Functioning	MBA	06/10/2018
Industry Expectations and Career Prospects	MBA	31/12/2018
Entrepreneurship Development	MBA	24/08/2018
Stree Shakti Series	MBA	11/10/2018
"Corporate Strategies"	MBA	07/09/2018
Attributes Required in Corporate World	MBA	05/11/2018
Stree Shakti Series	MBA	12/10/2018
Women Empowerment	MBA	15/10/2018
An opportunity in financial sector	MBA	18/01/2019
Technological Trends in Corporate and Innovation	MBA	25/01/2019
Getting paid to Travel	MBA	05/02/2019
Disaster Management Skills	MBA	15/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Center for Innovation Incubation and Linkage(CIIL)	Sinhgad Institute of Management	SPPU, Pune	08/03/2019	Innovation/Start-up
MHRDs -Institute Innovation Council (IIC)	Sinhgad Institute of Management	MHRD, Govt. of India	02/01/2019	Innovation/Start-up
[View Uploaded File](#)				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Institute Innovation Council	IIC	MHRD	Shrujan Cell	Idea Generation	10/01/2019
Center for Innovation Incubation linkage	CIIL	SPPU	Entrepreneurship	Business Plan	10/03/2019
[View Uploaded File](#)					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards		
State	National	International
0	**1**	**1**

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
MCA	**4**
MBA	**28**

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	**MCA**	**2**	**3.2**
International	**MCA**	**6**	**3.2**
National	**MBA**	**3**	**3.26**
International	**MBA**	**5**	**3.11**
[View Uploaded File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MCA	**5**
MBA	**12**
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**0**	**20**	**179**	**1**
Presented papers	**21**	**2**	**0**	**0**

Resource persons	1	0	2	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Innovation Day	MHRD SIOM	24	200
National education day	MHRD SIOM	24	170
MHRDs Institute Innovation Council	MHRD SIOM	24	300
Centre For Innovation and Incubation Linkage	MHRD SIOM	24	100
Tree Plantation	Maharashtra Government Initiative	3	32
Business Analytics	Make Intern	1	45
Business Plan	IIMK	2	5
Tree Plantation	SIOM	4	31
Karmaveer Bhaurao Patil Birth Aniversary	SIOM SPPU	24	210
Lions Club - Online Blood Donation Quiz	Lion Club ,Pune	1	1

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Center of Innovation Incubation	Recognition	SPPU	980
Institute Innovation Council	Recognition	MHRD, Govt. of India	500
Online Blood Donation Quiz	Certificate of appreciation	Lions Club, Pune	6
International Mens Day	Recognition	SIOM	45
Womens Day	Recognition	SIOM	30
AICTE CII Institute Industry	Platinum	AICTE CII	450

Linkage				
Internshala AICTE	Best internship selection zone	AICTE	470	
Copy right for open source software tool	Copy right	Govt.India	250	

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
MHRDs Institute Innovation Council	SIOM MHRD	MHRDs Institute Innovation Council	24	300
Tree Plantation	SIOM	Green Army	4	31
Karmaveer Bhaurao Patil Birth Aniversary	SIOM SPPU	Earn and Learn Scheme	24	210
Lions Club – Online Blood Donation Quiz	Lion Club, Pune	Blood Donation Quiz	1	1
AICTE Hackthon-2019	AICTE	Problem and solution	2	12
Gandhi Jayanti Programme	SIOM	Gandhi Jayanti Programme	20	150
Health Awarness Programme	SIOM	Health Awarness Programme	24	170
Stree Shakti Programme	SIOM	Stree Shakti Programme	25	200
Innovation Day	SIOM MHRD	Innovation Day	24	200
National education day	SIOM MHRD	National education day	24	170

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Workshop conducted for BCA students at Alard Inst.of Mgmt	23	Remuneration	01
Workshop	72	Remuneration	01

conducted for BCA students at Willingdon College, Sangali				
Technical Lecture series conducted for BCA students at SCOS, Ambegaon (Bk), Pune	72	0	0	
Workshop on cloud computing conducted for Bcom, BBA-CA students at SBS, Karve Road, Pune	75	0	0	
Lecture series conducted for BBA-CA students at SCOC, Kondwa, Pune	84	0	0	
Workshop conducted for BCA students at Prathiba Institute,Pune on IPR	49	0	01	
Workshop on Cyber Security	20	Remuneration	02	
Workshop for Law Students at Symbiosis	60	Remuneration	01	
Thin Client Virtulisation Lab Project	250	AICTE	2	

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Alumni Interaction	Industry-Institute interaction	TechMahindra ,Pune	09/03/2019	09/03/2019	60
Internship Projects	Project work of Respective Students	Accenture, Cybage…etc	01/07/2018	15/12/2018	100
Industry Visit	Industry-Institute interaction	Infosys at Bangalore and Mysore	10/02/2019	15/02/2019	35

Industry Visit	Industry-Institute interaction	Cybage Software Pvt.Ltd,Pune	29/05/2019	29/05/2019	65
Poster Presentation	Business Poster presentation	SIOM,SPPU CIIL	11/03/2019	30/03/2019	220
BOS Member	MSc Computer Science-Board of studies	SGM College,Shivaji University	01/04/2019	01/04/2019	1
Workshop conducted for BCA students at Alard Inst.of Mgmt	Software Testing Tools Lecture for BCA Students	Alard Inst.of Mgmt	06/03/2019	06/03/2019	59
Workshop conducted for BCA students	Software Testing Tools Lecture for BCA Students	Willingdon college sangli	06/02/2019	06/02/2019	55
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IIM Calcutta and TATA	18/01/2019	IIM Calcutta and TATA Social Enterprise Challenge Business Plan competition	25
Harvard Business School Publication	01/07/2018	Harvard Cases and their solutions were utilized for learning to among our students and facilities	1
Bloomberg LP	01/07/2018	Particular training under Bloomberg Laboratory set up in the SIOM building to utilize database given	2
Quick Heal Foundation	01/04/2019	Online course on "Cyber Security Awareness" ,Earn Learn Scheme:, Faculty Development Program	200
e-innovation	01/04/2019		10

		Internship,Resource Person,Seminar	
IIT Guwahati and Finland Lab	17/12/2018	IIT Guwahati and Finland Lab for IoT FDP	3
IIT Kanpur -IBTC-2020	28/12/2018	IIT Kanpur -IBTC-2020 Training Championship program at Campus	75
IIT Bombay	11/10/2018	IIT Bombay - R- Language Lab migration project	6
IIT Bombay	03/12/2018	IIT Bombay-IoT Challenge -2020 Workshop	30
IIT- Kharagpur- E- CELL	05/02/2019	IIT- Kharagpur- E- CELL - Global Entrepreneurship Summit 2020	12
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9900000	9545897

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
GEMS	Partially	1.00	2013

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	38397	7034125	0	0	38397	7034125
Reference Books	8527	1406821	0	0	8527	1406821
Journals	122	311207	0	0	122	311207
e-Journals	1099	137800	0	0	1099	137800
Digital Database	1	0	0	0	1	0
CD & Video	2647	0	0	0	2647	0
Library Automation	1	0	0	0	1	0
Others(specify)	2	4815	2	2459	4	7274

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	435	7	435	2	5	5	2	50	0
Added	40	0	0	0	1	1	0	0	0
Total	475	7	435	2	6	6	2	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	[NA](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical

facilities		facilites	
100000	49849	10500000	10373306

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

4.4 Maintenance of Campus Infrastructure 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 requirement. Depending upon the issues, and its urgency of the work, the committee take their decision. A separate budget is allotted for this work. In addition to this, regular maintenance issues are communicated by staff, students, etc. and is attended to accordingly. The committee takes a quarterly review of all the maintenance work. It further included the functions like- • A proper upkeep and maintenance of the buildings and maintenance of the surroundings, including 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 and Computer Maintenance Committee The Institute has a dedicated in-house technical staff to carry out the maintenance and ensure 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 equipment 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.

https://drive.google.com/file/d/1qRjzXu7s1lSKXClyp_yrqXM6VIeRfbYu/view?usp=sharing

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Scholarship	993	18725000
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
WriteX	11/11/2018	474	Aspiring Mind Assessment Pvt Ltd, Gurugram, Haryana

MockAI	11/12/2018	474	Aspiring Mind Assessment Pvt Ltd, Gurugram, Haryana
AMCAT	13/11/2018	474	Aspiring Mind Assessment Pvt Ltd, Gurugram, Haryana
Swar	10/11/2019	474	Aspiring Mind Assessment Pvt Ltd, Gurugram, Haryana
Placement Induction((Resume, Aptitude, GD, Interview)	04/01/2019	296	Ask Corporate
Bloomberg Market Concepts Certification	28/03/2019	36	Bloomberg Professional Services
Bloomberg Market Concepts Certification	03/04/2019	77	Bloomberg Professional Services
Design Your Career	15/02/2019	66	Sinhgad Technical Education Society
Business Analytics	28/08/2019	35	IIM Indore-Makeitern
Six Sigma Certification-Basic	23/08/2018	47	G K K Singh International Trainer Consultant for Lean 6 Sigma, Kaizen, Lead Mgt
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Couseling (Through Placement Meetings, Multiple Dates)	0	258	0	213
2018	Career Counseling (Through STP Multiple Dates)	2	427	2	377
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Acquire Market Research	4	1	Digital NGO	1	1
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	Masters of Business Studies	Management	Hochschule Breman City University of Applied Science, Germany	International Business
2018	1	Master of Science (MS)	Computer Science	Boston University	Computer Science
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	1
Civil Services	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Fashion show	National	22
Stage Play	National	12
Duet Singing	National	2
Group Dance	National	14
Shark Tank	National	3
Fortune Hunt	National	5
Mad Adz	National	2

Picture Perfect	National	2	
Mr. Ms. Spectrum	National	2	
Punk d Junk	National	4	

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	DHRUV 2019 Futsal Trophy	National	1	0	FGAPD18	Holkar Sagar Ashok
2018	DHRUV 2019 Futsal Trophy	National	1	0	2051700665	Tejas Karche
2018	DHRUV 2019 Futsal Trophy	National	1	0	2051700998	Khanid Vernekar
2018	DHRUV 2019 Futsal Trophy	National	1	0	2051700935	Uday Raut
2018	DHRUV 2019 Futsal Trophy	National	1	0	2051700999	Mayur Kale
2018	DHRUV 2019 Futsal Trophy	National	1	0	7.01215E +11	Kakade Pratik Nagajit
2018	Sinhgad Karandak -Neon	National	0	1	6.40817E +11	Wadekar Rajas Vikram
2018	AISSMS- Battle of Bands cert ificate	National	0	1	6.40817E +11	Wadekar Rajas Vikram
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

A) Sinhgad Student Council: a) Establishment and Structure Student Council includes 14 clubs 32 sub clubs. This council has students Office Bearers viz. President, Vice-President (Student Affairs), Vice-President (Student Activities), Secretary, Treasurer, Foreign Students' Representative 14 Council Members. The said Office Bearers were selected by the process of formal selection and election process. b) Functions: Cultural Function Social

Functions Academic functions c) Activities: STES celebrated following activities during 2018 - 2019 1. Cultural days 5 Feb 2019 to 8 Feb 2019 2. Estonia Universities Conclave- 30th Aug, 2018 3. Kerela flood Relief fund 201 4. Karndak /Carnival 2018 5. Blood Donation 2018 B) Committees of the institution 1. Internal Quality Assurance Committee: It plans and supervises activities are necessary to increase the quality of the education. This mainly consists of faculty student opinion is taken in the form of student feedback. 2. Prevention of Sexual Harassment Committee (PSHC): SIOM committed to creating maintaining an environment which is free of all forms of gender violence, sexual harassment discrimination on the basis of gender this committee called "Prevention of Sexual Harassment Committee" 3. Grievance Redressal Committee (GRC): The GRC is indented to find solutions for problems like complaints regarding class room teaching, syllabus etc. It's periodically and takes steps to address the grievance. 4. Anti-ragging Committee This committee comprises teaching faculty, administrators and student representatives for Anti-ragging Verdict. 5. Concurrent Evaluation Committee: It is spread through the duration of the program. The Evaluation Components are design by the faculty and student representatives to monitor the learning and development. 6. Internal Complaint Committee: SIOM provides a safe working environment, organize regular workshops, awareness programs display order constituting the Internal Complaints regularly follows its working. 7. Student Counseling Committee: Every faculty member of the Institute is attached with 20 students and takes care of academic related counseling monitor the academic progress. They also maintain contacts with the parents. 8. Committee SC/ST: The Institute has constituted SC/ST Cell with the faculty and students as members. 9. Minority Committee: It collects inspects work, documents, and records in order to gather information about the institutes provides this information wherever necessary. 10. OBC Committee : This committee comprises teaching faculty, administrator and student representatives for OBC category. 11. Shrujan Entrepreneur 'Start-up' Cell: 'Shrujan' shall make attempts at inclining students towards being self sufficient by harnessing and creating budding entrepreneurs through various activities, workshops experiential learning. 12. Publication Committee: Student magazine IMPACT, SIOM Newsletter, CONSTRUCT and EXPLORE are the various publication

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

SIOMITE Alumni Association of Sinhgad Institute of Management, Pune 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 as a whole. 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. 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

annual meet and by sharing the experiences, guidance and helping in enhancing the employability skills. The Alumni Association interfaces between the eminent alumni and the college creating a strong network that helps in nurturing executives who can thrive in a challenging and changing business environment. The interactions between the Alumni and the present students give a chance for both the parties to develop positive synergies to enhance growth. Every year the annual Alumni Meet provides a platform for the students to renew old bonds with the Alma-mater, foster new ties and relive the nostalgic college moments. Following are the Non-financial contribution usually done by the Alumni Association: I. Industry Experts sessions II. Experiences sharing/Guest Lectures III. Specialization wise meets – Marketing, Finance, HR, Computer Applications, IB, Operations etc. IV. Summer Project placement and software projects V. Placement Assistance VI. Witnessing the progress and development of the institute VII. Forming chain of network with alumni in rest part of the world VIII. Bridging the gap between various partners for social sport and society in at large IX. Building social networks Alumni Mentorship Programme: The program has a broad objective to help the students in preparing for transition from Campus to Corporate in more smoother and effective manner. The process of Alumni Mentorship Programme: I. Each Alumni takes up mentorship of few students belonging to the same domain as his (Marketing/Finance/HR/Operations, SCM/IT, Computer Applications, Systems/International Business) II. Students can observe / work on live Projects for duration of weeks' time or 10 days. III. Frequency of the meeting between student and Alumni depends entirely on Alumni and nature of assignments.

5.4.2 – No. of enrolled Alumni:

7

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

5.4.4. Meetings/Activities organised by Alumni Association Sr. No. Activity Name Name of Alumni Date Participants 1 Hand on Session on Salesforce Mr. Sudhir Panda 13-Apr-19 131 2 E-Hackers Arena Mr. Shuhbham Kanugo 20-Feb-19 83 3 Technical Aptitude Session Mr. Sudhir Panda Multiple Dates 70 (Variable Numbers) 4 OOPs Oriented Technical Session Mr. Dhiraj Bothra 18-01-2019 52 5 Corporate Excellence Mr. Amol Charegaonkar 15/04/2019 126 6 Entreprenuership Mr Sangram Kadam 12/10/2018 105 7 E Business Ms Nikita Khamkar 28/01/2019 113

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) In order to achieve the desired academic performance, the leadership responsibilities are divided at central level, Institutional and departmental level. Decentralization of task is the backbone of efficient work. Under the leadership of Directors, coordinators of various committees along with the heads of the departments 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 by specialization of the Institute in the terms of conducting National Conference, FDP and other events. 2) Institute Level: All the staff members are involved in all the activities in the College. 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 identify the hard work done by staff. Based on their performance staff is promoted to higher positions. Students are encouraged to participate in various co-curricular and extracurricular activities. These are conducted through student committees with office-bearers. Based on past academic performance and leadership capabilities students are selected as class representatives as well as heads of various activities. On successful completion of a task, they are given opportunity to work with Student Council Activities to meet challenges within the stipulated time. The policy of institute to create leaders enables it to delegate authority and provide operational autonomy to the departments of the institution and work towards decentralized governance system. 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. Academic responsibilities are fairly divided among all the staff members by creating independent clusters within the programe. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. Various co-curricular and extra-curricular activities are conducted through student committees having a faculty-in-charge. As Director is the head of the institute hence and coordinators report the status of all these activities to him on day to day basis or as and when required represents the functional committee indicating task assigned to develop leadership qualities of the faculties. 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. Institute always focuses on creating research oriented culture to boost the research activities The Director of the college holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before arriving at a final decision. The next level of leadership comes with the coordinators of the different intra department activities like examination, industry interaction, Training and Placement, final year Projects, Class Coordinators etc. Apart from institutional work faculty also work for the university.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	IQAC ensures quality in Curriculum development through regular meetings among the teaching staff regarding academic affairs and collecting feedback from various stakeholders. Our institute teachers has given suggestions and recommendations based on the feedback from various stakeholders to the experts from board of studies of Savitribai Phule Pune University (SSPU) in process of review the existing syllabus and the same have been considered / incorporated in new curriculum from 2019. The institute teachers participated in the Curriculum

		workshops for different specializations conducted in association with SPPU where-in the content and scope of delivery is discussed. The teachers meet at the beginning of semester and submit their teaching plan with Concurrent evaluation for every semester making relevant changes in content to be delivered.
	Teaching and Learning	Effective teaching methods such as the use of google classrooms, interactive boards, small group discussions, role plays, co-teaching are being implemented in the lecture sessions to enhance learning among the students. Enhancement of learning skills of the Students through participation in different seminars, Educational excursion, field work and industrial visits. Regular feedback is obtained from students for improving teaching learning method. Academic counselling as well as group counselling is started to help students who require support and help to cope with tension, stress and progress well in their studies. Soft skill trainings are conducted for students by Finistra, a financial company in Technopark. Events, e.g. Commerce fest are organized where sessions on career guidance, banking, stock, insurance were covered.
	Examination and Evaluation	The Institute follows the semester system as per the directives of the SPPU and incorporates CCE (components of Concurrent Evaluation) and ESE (End semester evaluation). Teachers incorporate midterm (MCQ / Class) Tests, assignments, project works, role play, Quiz, Seminars, presentation / viva etc. along with the traditional written examination to gauge student's performance. ESE is held at the institute strictly in accordance with SPPU rules as per the Q. paper received and answer sheets with barcode stickers masking student details are sent to CAP for assessment.
	Research and Development	To enhance the teaching quality the teaching, faculty constantly engage in research publications the management provides financial support. Students and Ph.D. scholars at the institute are motivated to write and publish research papers based on their SIP / Dissertation Work through regular

	workshops. As per of the fulfillment of the research activity the institute successfully accomplished a minor research each during the year 2018-19. Encouraging Faculties to take post Doctorate. Institute organized an international conference in Feb 2019 and published the accepted articles presented thereof in a journal. Research amount sanctioned from SPPU for project (computer lab and any other project)
Library, ICT and Physical Infrastructure / Instrumentation	Library: The library is equipped with Digital library facilities NLIST and NDL, also national and international journals are provided. Circulations are maintained through Integrated Library Management Software (ILMS). The Institute library is enabled with free WiFi facility of 10 mbps to 15 mbps for the use of e-resources within the campus. New books are added every year for the requirement of teaching learning process. Online/ Subscription to E- Journals converting to digital Library. Enough reading time beyond institute hours. Grow reading culture of text reference book ICT: Usage of teaching and learning process LCD projectors are installed in Audio Visual Room and Conference Hall. Procurement of more LCD projector and laptop for the same purpose. Physical Infrastructure: More fans were installed and the conventional blackboards were replaced with whiteboards, a water cooler was procured. Plagiarism checking software library software, journals, web address etc
Human Resource Management	There is a well-established system at Sinhgad Technical Education Society which manages Human Resource of institute, such as recruitment, development, appointments, promotions, training, assessment of faculty and staff. Well qualified faculty and staff recruited by giving advertisement. Faculty selection Interviews are conducted through university selection committee. Roaster system is followed during faculty and staff recruitment. All human resources available within the Institute are deployed and engaged according to one's aptitude and abilities. All staff is provided all types of leaves through a proper leave

	policy in compliance with the Govt. regulations and workload is given as per AICTE rules. Maintenance of Grievance Redressal Cell, AntiRagging Committee, Sexual Harassment Committee.
Industry Interaction / Collaboration	Industry interaction is integrated for all courses in framing out SPPU and AICTE Curriculum. Skill orientation programmes of the students by the industry experts. Institute has many MoUs signed with industry and other institutions. The institute has chapters / memberships of professional societies like ISTE,AIMS, AIMA,NIPM etc. Due to this many students are benefitted to get industry sponsored projects, summer training/ Internship.
Admission of Students	Admissions are executed by the Govt. of Maharashtra, Directorate of Technical Education through online centralized Admission process on the basis of students merit. The Director of the Institute along with the admission committee carry out the admission process. Financial help is offered through the flexibility in payment of fees in easy installments for the needy students. Economically poor students are provided assistance for scholarship. The students are guided to opt for right choice of subject combination at the time of admission.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	The accounts of the Institute are maintained under cash basis of accounting. Fees are collected using software which maintain records of students' receipts and profile account. Daily cash collection and payment reports are generated from the software and recorded in the cash book later which is posted to various ledgers. Class wise fees receivable and the actual fees received are reconciled after every semester with the help of the software. Staff salary along with their profile is maintained in the system.
Student Admission and Support	Tally Software is used to collect data of students during admissions, student profiling, student I card, EBC scholarship, online form filling etc.

Examination	**We use Question Paper delivery system for printing the question papers for all University exams and also Online Exams. We use e-mail for sending the invigilation chart-cum- appointment orders for invigilation during the exam through institute official e-mail ids. Extensive use of google classroom for analysis, evaluation and assessment**
Planning and Development	**1. Implemented SMS system for dissemination of information including regular notice to all stakeholders. 2. Institute uses University portal system facilitated through Board of Deans bringing in the transparency and efficiency in day to day administrative aspects concerned with institutes / institutes / Principals / Teachers and Students. This system enables the institute to create opportunities to undertake research and provide suitable funding for the same for students as well as faculty members. 3. Institute uses websites / portals of various departments of Maharashtra State Govt. for facilitating admissions and scholarships to the students. 4. AICTE website is used for various proposals for FDPs and other events. 5. GEMS Software is used to administer the issue and receipt of library books.**
Administration	**We have implemented partial computerized systems for admission, student profiling, student I cards, library, fees payment and other facilitative services.**

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	**Dr. Devidas Golhar, Mr. Sudesh Sharma**	**B plan competition organized jointly by IIMK on 2-4 Feb 2019**	**nil**	**41863**
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2018	Bloomberg	Nill	03/04/2019	03/04/2019	17	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development program on Cyber security Data Science	2	10/06/2018	15/06/2018	6

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	5	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Availability of campus clicnic Availability of ambulance in campus Personal accidental insurance policy Allotment of staff quarter Bank, ATM facility	Availability of campus clinic Availability of ambulance in campus Personal accidental insurance policy Allotment of staff quarter Bank, ATM facility	Earn and Learn Scheme (SPPU) Samaj kalyan Yojana Availability of campus clicnic Availability of ambulance in campus Bank, ATM facility

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

6.4.1: Institution conducts internal and external financial audits regularly 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 advise on proper practices. Whenever there are additional expenses over and above the budget proposals, special sanction is to be taken from the governing body.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	STES	Yes	Director and IQAC
Administrative	Yes	CA	Yes	Director

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

* Induction Program * Review (Progress) * Academic Excellence Award

6.5.3 – Development programmes for support staff (at least three)

* Yoga session * Personal Hygiene Training * Admission from DTE portal

6.5.4 – Post Accreditation initiative(s) (mention at least three)

* NPTEL * Bloomberg certification * Syllabus Revision

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Uniformity in Concurrent Evaluation Parameters for individual courses offered during the Semester-I to students of MBA and MCA across all divisions	27/06/2018	01/07/2018	31/10/2018	115
2018	Workshop	27/06/2018	28/08/2018	29/08/2018	45

		on Business Analytics				
2018	Gender equality initiative through lecture series for female faculty and students "Stree Shakti Programme"	27/06/2018	11/10/2018	12/10/2018	180
2019	Uniformity in Concurrent Evaluation Parameters for individual courses offered during the Semester-I to students of MBA and MCA across all divisions	28/12/2018	01/01/2019	10/04/2019	115
2019	Online course on "Cyber Security Awareness" ,Earn Learn Scheme:, Faculty Development Program	28/12/2018	04/01/2019	04/01/2019	220
2019	State Level Seminar under Quality Improvement Programme in association with Savitribai Phule Pune University on "Banking Operations Post Demonetization :	28/12/2018	30/01/2019	31/01/2019	200

2019	Internatio nal Conference under Quality Improvement Programme in association with Savitribai Phule Pune University on Industry 4.0 - Innovations in Management	28/12/2018	27/02/2019	28/02/2019	200
2019	AICTE Hack thon-2019	28/12/2018	07/02/2019	07/02/2019	12
2019	Microsoft office 365	28/12/2018	28/03/2019	29/03/2019	30
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Health awareness program for girls student under Nirbhay Kanya Yojana	30/08/2018	30/08/2018	75	0
Session on "Women Empowerment and Fitness" by Dr. Maitri Ramaiya under Stree Shakti Program Series	10/10/2018	10/10/2018	89	65
Session on "Self Development & Confidence Building " by Ms. Dipti Panhalkar under Stree Shakti	11/10/2018	11/10/2018	86	71

Program Series				
Session on "Career prospects in defence" by Ms. Rupali Saikhedkar	12/10/2018	12/10/2018	76	67
Session on "Proud being a woman" by Ms. Nilima Tapasvi	15/10/2018	15/10/2018	67	65
. Session on "Pursuit of Happiness" by Ms. Jayashri Chaudhari	17/10/2018	17/10/2018	37	43
. Women's Day Celebration	08/03/2019	08/03/2019	47	39

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
7.1.2.1 Alternate Energy initiatives such as: Percentage of annual power requirement of the Institution met by the renewable energy Sources Response: 45.22 7.1.2.2 Annual power requirement met by the renewable energy sources (in KWH) Response: 120000 KWH 7.1.2.3 Total annual power requirement (in KWH) Response: 265360 KWH Power requirement met by renewable energy sources Total power requirement Renewable energy source Renewable energy generated and used Energy supplied to the grid 120000 265360 Solar Panels 0KW 0 Note: Hot water Solar panels are available at hostel 7.1.2.4 Percentage of annual lighting power requirements met through LED bulbs Response: 10.41 7.1.2.5 Annual lighting power requirement met through LED bulbs (in KWH) Response: 4408 KWH 7.1.2.6 Annual lighting power requirement (in KWH) Response: 42351.36 KWH Total Lighting requirements Percentage Lighting through LED bulbs Percentage Lighting through other sources 42351.36 10.41 89.59

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	Yes	5
Ramp/Rails	Yes	5
Braille Software/facilities	No	0
Rest Rooms	Yes	5
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	04/07/2018	447	Internal Road, Extra Parking Space, Safety Wall and Cricket Ground on Rent	Internal Road, Extra Parking Space, Safety Wall	8000

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Subject Faculty Manual	04/07/2018	Ensure academic delivery for the subject assigned a. Lesson Plan - Prepare and share the complete semester's lesson plan in the divisions taught with the respective class coordinator b. Lecture Conduction - Take the primary responsibility of smooth conduction of academic sessions as per the schedule - Adjust lectures in case of absence - Ensure and report delivery of scheduled Practical and deviations (if any) along with corrective measures to CC by 1st of every month c. Subject specific guest faculty lecture - Plan and conduct an external guest lecturer in consultation with CC d. Student driven subject specific activities - Divide the topics of any one unit from the syllabi to the students for presentations - Conduct and evaluate students presentations Evaluations

			a. Concurrent Evaluation - Prepare display cumulative concurrent assessment on monthly basis by 1st of every month - Finalize marks of students needing improvement by 5th of the same month. (Presentations/ Viva/ one page conceptual write-up may be conducted for the same.) b. Final Evaluation - Disclose final evaluations in the class as per dead line Amended on 1st July 2018
Class Coordinator's Manual	02/07/2018		The present manual enlists some of the functional areas requiring vital contributions from the class coordinator (CC), Academic Coordinator (AC) and Subject Faculty (SF). It also contains some standard formats which may be found useful for class coordination and conduction. This manual may be 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. Amended on 1st July 2018
Campus Discipline	02/07/2018		• Zero tolerance to ragging • Carry I-Card in campus • Communicate with everyone in a respectful manner • Strictly follow disciplinary rules when in campus • Do not spoil property of STES • Be polite with security guards and follow vehicle parking instructions strictly • Do not involve in political activities or agitations in campus.Amended on 1st July 2018
Academic Coordinator's Manual	02/07/2018		Extend Placement Support to CC - Ensure placement support for the

			respective year as specified in Coordinators' Manual Planning and Executing Minimum students deliverables Ensure minimum deliverables as specified in CC manual in areas like - One industrial visit per division - Alumni sessions ,Guest sessions , Subject Specific Guest Sessions Subject Based Student Driven Activity - Certification Courses/ Workshop - Thematic activities for first second year and placement related activities for third year Maintenance of various reports as submitted by class coordinators - Integrated lesson Plan as per the deadlines issued from the director's office - Monthly Detention List by 7th of every month - Monthly Syllabus Completion by 7th of every month - Monthly Concurrent evaluation by 7th of every month - Result analysis as per the deadlines issued from the director's office - Final Internal Marks as per the deadlines issued from the director's office Discipline Management - Sanction student leaves up to 10 days - Ensure display of monthly provisional detention list by on or before the 5th of the next month duly signed by the Director, SIOM/ AC CC Amended on 1st July 2018
Code of Conduct for Students	02/07/2018		• Code of conduct – formal attire and presentable appearance • College Uniform for all placement activities and drives • 75 attendance is compulsory. Defaulters may be debarred from the

		final examination • Handling Intuitional belongings (bench, desks, white boards, projector, screen etc.) safely • Punctuality and adhere to timings of the institute • Maintenance of cleanliness in campus premise • Observing silence while moving from classrooms, labs, corridor • Mobile Etiquettes during lecture and lab sessions • Academic honesty w.r.t. falsification/plagiarism/cheating/theft etc. Amended on 1st July 2018
Discipline in Computer Laboratory	02/07/2018	• Carry College I-card while in labs. • Check in and checkout entry in the lab registers. • Eatables strictly prohibited in the labs. • Keep belongings in the cupboards outside the labs. • Maintain Silence in the lab • Switch off mobile phones during lab sessions. • Use of pen drives needs permission from faculty or technical staff. • Downloading, copying or communication of copyright protected material, playing games, files transfer of other than study material, access to offensive, obscene or pornographic contents and disruptive behaviour is not allowed in the labs. Amended on 1st July 2018
Disciplinary Action	02/07/2018	• Warning • Fine • Parents will be informed in writing • Suspension from the class, program or activity on campus, suspension from the college • Expulsion • Barring from placement activity • Barring from appearing university exams Amended on 1st July 2018

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	45
Womens day celebration	08/03/2019	08/03/2019	30
Lokshahi Pakhwada- Poster making Competition and Paper Cutting Competition	11/02/2019	11/02/2019	75
Gandhi Jayanti celebration	02/10/2019	02/10/2019	42

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Segregation of dry and wet waste at the points of pick up 2. Installation and use of Sewage plant for Liquid Waste Treatment Management 3. Donation drives for collecting E-waste 4. Rain water harvesting structures and utilization in the campus 5. Green Practices followed by Students and staff using a) Public Transport b) Pedestrian friendly roads c) Plastic-free campus d)Use of solar panels at hostel building e) Green landscaping with trees and plants f) Use of one sided papers for internal work g) Restricted entry and exit for two and four wheelers in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice I. Title of the Practice: Student Training Programme (STP) Introduction: It is a known fact that there is a wide gap between what the corporate world expects from management graduates and what they get. As thousands of MBA's graduate each year, competition gets tougher and it is clearly not only "survival of the fittest" but "employ the best". Keeping this in mind, STES has developed a student training program (STP) which in general aims to improve the "employability" of students. This program has the following objectives: • Improve communication skills, • Develop a fulgurous personality, • Instill a sense of discipline, • Create an exposure to the realities in the corporate world, and • Improve analytical skills. Program Details: The duration of this program is 96 hours that spread over 3 semesters, is to be undertaken by the student from the start of the first year of the MBA program. The details of the program are mentioned below. Unique Features: The unique features of this program are mentioned below. • STP is incorporated into the curriculum to help prepare and evaluate the students. • Training provided is based on the need of the student. • As a part of STP, video CVs are recorder by students on K Point platform. • A good blend of class room and hands on training is provided by expert faculty. • Training need and outcome are assessed using AMCAT, a job test preferred by many industries. • Interview Prep, an artificial intelligence and machine learning based tool is used for assessment of interview preparation. • Communication skills are assessed using corporate approved assessment tools. • Job portal presence is provided for a period of a two year, inclusive of one year after graduation. Semester wise program details, Student Training Program Duration of Program: 96 Hours Semester I – 32 Hours • Reading Skills: How to read (tips to effective reading, to learn to emphasize on pause, words phrases), Reading progression (to improve vocabulary), Fluency development and pronunciation 8 Hours • Writing Skills:

Types of Writing, Keys to effective writing (to make effective use of vocabulary, to improve sentence and paragraph construction), Grammar 8 Hours • Group Discussion Personal Interview: Training and practice of GD PI by corporate trainers 8 Hours • General Knowledge Quiz: To improvise GK of current, national and international affairs 4 Hours • Case Study Presentation: To discuss cases to cover management fundamentals like Peter Principle Rational Manager 2 Hours • Assessment of writing skills using the Writex module of AMCAT 1 Hour • Assessment of speaking skills using the Svar module of AMCAT 0.5 Hours • Assessment of interview preparation using Mock Interview module of AMCAT 0.5 Hours Semester II – 29 Hours • Case Study Presentation: To discuss cases to cover management specialties (Marketing, HR, Finance, OR) 6 Hours • Simulation Exercises: To practice how to react to a work place situation 4 Hours • Personality Development: To learn etiquettes and manners, to develop personality 4 Hours • Preparation of Slide Sets: To learn to create case presentations4 Hours • Sources and use of Power: To, observe, comprehend and practice ethics morals through real life case simulations for career development 4 Hours • Problem Solving Skills: Interactive sessions for learning how to resolve day to day conflicts 2 Hours • Self Analysis: To learn to answer-who am I? where do I want to be? how do I get there? 2 Hours • Assessment of, English, Personality, Quantitative Logical Ability, Excel Skills using AMCAT 3 Hours Semester III – 35 Hours • Advanced Reading Skills: Reading facts, summarizing, drawing inferences, preparing judgment 8 Hours • Advanced Writing Skills: Writing etiquettes, Letter writing, email writing, Do's Dont's in writing 8 Hours • General Knowledge Quiz: To improvise GK of current, national and international affairs 4 Hours • Practice of Group Discussion Personal Interview 8 Hours • Assessment of writing skills using the Writex module of AMCAT 1 Hour • Assessment of speaking skills using the Svar module of AMCAT 0.5 Hours • Assessment of interview preparation using Mock Interview module of AMCAT 0.5 Hours • Assessment of, English, Personality, Quantitative Logical Ability, Excel Skills and domain MBA module using AMCAT 3 Hours • Preparation of video CV using K Point platform 2 Hours Practice II: 1. Title: ICT based teaching, learning and evaluation process at SIOM 2. Objectives: 1. To adopt ICT based methodology for empowering teaching learning process. 2. To train the students on Moodle and Google Classroom for demonstrating cloud Software as Service. 3. To improvise the assessment and academic administration through ICT. 4. To make aware students and all teaching fraternity on Cloud services. 5. To demonstrate Google Classroom thus practicing SAAS. 6. To develop ICT enabled LAN based assessment software for conductive various types of exams. 3. Context: Following ICT tools have been incorporated in this initiative. Moodle: Virtual Learning Environment (VLE) has been configured on our local servers to provide a central space on the web/LAN where students and staff can access a set of tools and resources anytime anywhere. Google Classroom (SAAS): SIOM uses Google Drive for assignment creation and distribution using Google Docs. Google Sheets have been used for data collection purposes. The teaching staff ports their PPT presentations of Google Slides which students can access even outside the institution's premises 247. All this has provided a comprehensive learning environment for the students. LAN Based Assessment Application: SIOM has developed in-house software for testing. This software has been developed by the teaching staff and students of SIOM. It has the capability to conduct objective tests. SIOM uses this software for placement training as well as for conducting mid-term exams for its students. 4. Practice: Moodle for ICT based teaching and learning is used in the following ways: • Creation and exposition of assignments. • Submission of assignments by students and review by faculty members. • Question bank creation. • Test configuration and paper upload. • Students assessment Functional modules: 1. Question bank: Uses three levels of hierarchy in creating question bank and allows you to categories the questions into various subjects/groups/categories. The questions and the multiple choices associated with questions can be in the form of text as well as images and the

questions can also be based on paragraphs. You can add unlimited number of questions per subject/category/group. 2. Test creation: Using question pool from the question bank you can create any number of tests. The tests can be single or multiple sections with common marks for all questions or differing marking schemes per question or a group of questions. Negative marking can also be enabled. The questions are randomized from within the pool of questions selected for the test when presented to the examinee. 3. Reports: The test results are presented in summary as well as detailed format. You can enable display of test results to the examinee upon submission of the test. 4. User friendly interface: Presents a simple to use interface to the examinee with a timer on top of the screen and easy navigation to select, flag and un flag questions. This software has been used extensively to conduct assimilation and recruitment tests by our clients over the last four years. 5. Self-registration: QLAR lets users sign-up for exams themselves. No assigning is required. 6. Our exams are available on any platform: desktop, tablet or mobile. Our students can learn everywhere with our mobile exam software. 7. Self-paced learning: It lets students set the pace. Studying on your own speed gets the best results. 8. Tracking Reporting: QLAR allows keeping the track of our students as well as downloading the results for a print copy. 9. Track progress: We can track the progress of our students through the exams. 10. Results: We can take a look at the students' results and see where they need a hand or some extra learning material. We can also have a look at the stats of their exams. 11. Test your test –We can verify whether the test is working as expected. We can take a test with instructor account and can create a test student and take the test as a student. 12. Have backup plans – All data repository related with Moodle is stored on centralized server. 5. Evidence of success: 1. ICT enabled Online Examination and Assessment system is developed and is in use successfully with timely updates in the software and database by our expert team. 2. More and more positive response is given by all students. Assessment details and result sheets can be printed as the outcome of QLAR. 3. For Midterm Assessment faculty members update the database with 100 questions at a time for a class and randomly the questions are selected in the online exam. 4. Mock Tests are conducted based on programming languages to test the technical knowledge of the students. They are carried out on the similar pattern of industrial technical tests.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://drive.google.com/file/d/18SIQSa2S_9Fn6Nh5rx-CESFLoFk-scpI/view?usp=sharing

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Fresh outlook, innovative approach, deployment of newer and better techniques available in the field and zealous support by faculty members, make the academic endeavour at SIOM unique hence distinctive. SIOM thus envisages achieving credibility on global canvass by attaining excellence through learning. In this endeavour, SIOM constantly adopts and adapts various novel approaches to 'teaching and learning' and 'research and development' in particular. The significant initiatives under the same are 'Bloomberg and Academic Interface' and 'IPR Cell'. I. Bloomberg and Academic Interface (2015-16) Bloomberg terminal provides a wide spectrum of processed information which not only covers financial parameters but also varied domains like marketing and supply chain management. Accessing right information at right time and ability to further process it, provides a cutting edge to prospective management practitioners. In order to equip its students in this regard, SIOM

has roped in Bloomberg in its academic deliverables. The initiatives taken under this interface are: 1. Students' Training on Bloomberg Terminal SIOM students are imparted training by Bloomberg champions and subject faculties with respect to how to tap related information using Bloomberg terminal. 2. Subject Mapped Bloomberg Based Assignment The committee of domain experts have mapped curriculum of Savitribai Phule Pune University with information provided by Bloomberg intelligence. Bloomberg based assignments are formulated for the subjects mapped, which is one of the parameters for concurrent evaluation. 3. Bloomberg Championship Programme. Students of SIOM undergo rigorous selection process to qualify for 'Bloomberg Championship Programme' and gain further expertise through training, assignments and evaluations by Bloomberg experts. It is imperative to mention here that the champions of the year 2015-16 Mr Aishwarya Bhutada and Ms Madhura Mehendale secured first and second rank respectively in the first Asian Edition of the Bloomberg Championship programme, amongst the sixty eight top performers from the institutes spread across the Asian continent. 4. Faculty Training SIOM faculties undergo training modules conducted by champions as well as by experts from Bloomberg from time to time. II. IPR Cell (2013-14) 'IPR Cell' is the extension of well established research cell of SIOM. The initiative intends to educate faculty members as well as student community about various aspects of patents and trademarks like how to file a patent or a trademark in particular. The cell is established on July 11th, 2013. The cell is a unique blend of expert faculty members and industry experts. It assists the faculty members and students in mastering writing methodology and ultimately in publishing patents and trademarks. SIOM has its Institution's Innovation Council (IIC) under IPR Cell which is associated with SPPU IIC and 'MHRD's Innovation Cell to systematically foster the culture of Innovation amongst all Higher Education Institutions to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes. IIC Initiatives 1) IIC Seminar at Army Institute of technology 2) IIC council - Certificate of establishment and council 3) Brand Ambassador Training Programme schedule by MHRDs Innovation Council (MIC) in Feb, Mar April-2020

Provide the weblink of the institution
https://drive.google.com/file/d/1ZYSXLNMK8wFd6HkH8vrPz4XGiYMXaSeV/view?usp=sharing

8.Future Plans of Actions for Next Academic Year

Developmental Plan-A.Y. 2019-20 1. Background Note: SIOM is affiliated to Savitribai Phule Pune University (SPPU), approved by All India Council of Technical Education, New Delhi, recognized by Directorate of Technical Education, Mumbai, and accredited by National Assessment and Accredited Council (NAAC). Sinhgad Institute of Management (SIOM) is always acknowledged in the list management aspirants. To maintain the status of centre for academic excellence following development plan was proposed 1. Curriculum Development: Savitribai Phule Pune University (SSPU) is in the process of review the existing syllabus which focused on more of outcome based education pattern. The new curriculum will be implemented from A.Y. 2018-2019. To support this encouraging teacher's to participate in the curriculum design and implementation. To implement new curriculum successfully organizing and ensuring maximum faculty participation in Faculty Development Programme (FDP) organized at institute and outside as resource person. 2. Teaching-Learning Pedagogy: 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. Harvard Case Based Teaching, Use of Bloomberg and Excel Components for Financial Analytics, strong and well connected 10000 Alumni to be promoted for Alumni Mentoring. In addition

SIOM offers gamut of value added certification courses workshops viz. Digital Marketing, Financial Modelling, Entrepreneurship Development, Retail Marketing, Advance Excel etc. Seminar and conferences to be organized to promote discussion on contemporary issues. 3. Examination and Evaluation Systems: 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 to name a few: Case Study, Field Visit / Study tour and report, Learning Diary, Thematic Presentation, Written Home Assignment etc. 4. Mentoring: Creating a Student's profiling which can be used for counselling and guiding the students as and when required as a part of career support activities. 5. Research and Development: To strengthen the awareness about the research and development institute will focus to major stakeholders viz. Faculties, Students and Research Scholars. For creating awareness among students institute has decided to promote participation of students in various competition related to idea generation, innovation and research project. To motivate faculty members to participate in various seminars, conferences to write research paper and publish in quality publications. For research scholars to support the Ph.D work a series of workshops to be designed and conducted right from Research Proposal Design to Ph.D. Thesis Writing, to support PhD work. 6. Participation of Extension Activities: Ultimate aim of education institution of high repute is holistic development of students and developing students as responsible citizens. To achieve this objective, exclusive efforts in terms motivating students for participating in various extension activities need to be made. Some of the identified activities are: Tree Plantation, Mahatma Gandhi Jayanti Celebrations to spread his thoughts and ideology, Constitutional Day Awareness and so on.