



# YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1. Name of the Institution	SINHGAD TECHNICAL EDUCATIONAL SOCIETY'S SINHGAD INSTITUTE OF MANAGEMENT
• Name of the Head of the institution	Dr. Daniel Penkar
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	020-24358360
• Mobile no	8550990120
• Registered e-mail	director_siom@sinhgad.edu
• Alternate e-mail	registrar.siom@sinhgad.edu
• Address	S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Rd., Pune
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411041

<b>2. Institutional status</b>					
• Affiliated /Constituent		Affiliated			
• Type of Institution		Co-education			
• Location		Urban			
• Financial Status		Self-financing			
• Name of the Affiliating University		Savitibai Phule Pune University			
• Name of the IQAC Coordinator		Dr.Manisha Kumbhar			
• Phone No.		8888809113			
• Alternate phone No.		02024358360			
• Mobile		8550990112			
• IQAC e-mail address		manishakumbhar05@gmail.com			
• Alternate Email address		manishakumbhar05@gmail.com			
3.Website address (Web link of the AQAR (Previous Academic Year)		<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_mca/iqac.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_mca/iqac.aspx</a>			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_mca/iqac.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_mca/iqac.aspx</a>			
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to

Cycle 1	B++	2.97	2018	02/11/2018	01/11/2023
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6.Date of Establishment of IQAC  
01/08/2017

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duratic
MCA	Conference	AICTE	2021
MCA	Students Learning Assessment (SLA) Project	AICTE	2021
MCA	Software development projects	TCS , PTC , Accenture , Digi Soft , Vodaphone	2021
MCA	Students software development projects	Infosys , Welance , Cognizant	2021
MCA	Book Publication Royalty	Shroff Publication	2021
MCA	AICTE-Toycathon -2021-National level Idea Evaluation.	AICTE	2021
MCA	Study Material-content development for the subject Web Technology	Institute of Distance and Open Learning , University of Mumbai	2021
MCA	Study Material-content development for the subject Data Structure	Institute of Distance and Open Learning , University of Mumbai	2021
MCA	Study Material-content development for the subject	Institute of Distance and Open Learning , University of Mumbai	2021

	Digital Electronics		
MCA	Study Material-content development for the subject Pyhton Programming	Institute of Distance and Open Learning ,University of Mumbai	2021
MCA	Study Material-content development for the subject Applied Mathematics	Institute of Distance and Open Learning ,University of Mumbai	2021
MCA	Study Material-content development for the subject Computer Oriented Statistical Technique	Institute of Distance and Open Learning ,University of Mumbai	2021
MCA	Study Material-content development for the subject Computer Network	Institute of Distance and Open Learning ,University of Mumbai	2021
MCA	Textbook companion project for R-Programming Lab migration	Indian Institute of Technology (IIT) ,Bombay	2020
MCA	Textbook companion project for R-Programming Lab migration	Indian Institute of Technology (IIT) ,Bombay	2020

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	Yes
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>

9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Nil
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Transition to the online mode of teaching-learning, Research & development, Training and placements owing to the onset of COVID '19 pandemic.	
Successfully using platforms that prove suitable for continuous and consistent instructional deliveries.	
Successfully conducted online seminars and conferences, Workshops, faculty and student development programs during COVID '19 pandemic.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Transition to the online mode of teaching-learning owing to the onset of COVID '19 pandemic and in accordance discuss the Institutional Academic Planning and Monitoring for both MBA and MCA	Successful transition to the online mode of teaching-learning owing to the onset of COVID '19 pandemic and in accordance discuss the Institutional Academic Planning and Monitoring for both MBA and MCA
Using common assessment parameters for concurrent evaluation of individual subjects offered during the semester to students of MBA and MCA for all divisions.	Faculties appointed to teach a particular course for MBA and MCA programme assembled together and finalized common concurrent evaluation parameters by involving student representatives of MBA and MCA.

Submission of research, seminars and conferences/faculty and student development proposals and also research and development, innovation and incubation initiatives to get financial grants from various governmental and non-governmental agencies	Submitted research, seminars and conferences/faculty and student development proposals and also research and development, innovation and incubation initiatives and received financial grants worth Rs.14,95,587 from various governmental and non-governmental agencies.
Planning co-curricular, extra-curricular and extension activities to be conducted using online platform/mode and the relevant protocols to be adopted for such initiatives with an aim to assist in overall development of the students.	Successfully planned and conducted various co-curricular, extra-curricular and extension activities using online platform/mode and the relevant protocols were adopted for such initiatives with an aim to assist in overall development of the students.
Special attention on student placement	a) Motivated students to undertake online Coursera and Swayam certification courses b) Developed and executed a customised Student Training Program to improve performance of the students pertaining to Placement

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

Name	Date of meeting(s)
Local Management Committee	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	10/01/2022

15. Multidisciplinary / interdisciplinary

The Multidisciplinary in Management institution is the guiding vision of modern organizations and the appropriate thinking which requires modern approaches to organizational excellence and managing the quality. Management integrates the ideas and concepts

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

Apart from these we are providing platform for research scholars through our research center. We are providing research ideas by conduction the research workshops for students, faculties as well as or research scholars so they can understand the importance of the research. Research papers published on agriculture, health science.-PhD study from various domains like Chemistry, Medicine

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

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

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

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

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

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

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

Few students are doing mini projects in multilingual platform on

cultural language and doing certificate online mode.

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

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

### 20.Distance education/online education:

Blended mode of teaching learning process and platform adopted.

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

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

## Extended Profile

### 1.Programme

1.1

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

112

File Description

Documents

Data Template

[View File](#)

### 2.Student

2.1

Number of students during the year

1886

File Description

Documents

Institutional Data in Prescribed Format

[View File](#)

2.2

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

420



File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	737
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	65
File Description	Documents
Data Template	No File Uploaded
3.2 Number of sanctioned posts during the year	84
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	28
4.2 Total expenditure excluding salary during the year (INR in lakhs)	7,63,05,892
4.3 Total number of computers on campus for academic purposes	475

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution tracks the revised curriculum 2019 prescribed by Savitribai Phule Pune University. The revised curriculum builds on the implementation of the Grading system using Outcome Based Education (OBE) Approach. And, aiming that the learner will possess manifold Programme Outcomes (PO), for instance, Generic and Domain Knowledge, problem solving and innovation, Critical Thinking, Effective Communication, Leadership and Team work, Entrepreneurship and so on. Faculty prepares course file which includes teaching plan, class notes, 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 and Microsoft Team (During 2020 -2021) maintains the attendance record of class. Corrective measures as remedial lectures, mock examinations of theory and practical, personal counseling and mentoring is done for academically weak students. The student's feedback is taken in last month of every semester. The Director of the institute assesses the feedback and conveys it to respective faculty for corrective measures. The planning for Summer Internship Projects is done at the beginning of the semester by allocating a project guide and they encourage students to take industry and research projects. Advanced learners have scope to experiment beyond the course learning.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/1Yx-bb4_1hhlMF11seIAeGc9S3579z7P6/view?usp=sharing">https://drive.google.com/file/d/1Yx-bb4_1hhlMF11seIAeGc9S3579z7P6/view?usp=sharing</a>

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

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

Sinhgad Institute of Management follows the calendar issued by the University (SPPU) very strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar. Institute calendar of events includes details like the total number of working days and holidays, CIE dates and dates for the institute's flagship programs. The calendar also comprises workshops, industrial visits, other co-curricular and extra - curricular activities and guest lectures. CIE is conducted in adherence to the calendar of events.

Academic head closely supervise the completion of the syllabus plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty are adhere to it.

Internal Assessment Test, Assignments, Quizzes, and seminars are part of the CIE of students. There is a well-defined process for the conduct of CIE as per the calendar.

Faculty members prepare internal assessment question papers based on the Bloom's Taxonomy. The internal assessment time table prepared by the examination committee and conduct as per the schedule.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom">http://cms.sinhgad.edu/sinhgad_management_institutes/siom</a>

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

B. Any 3 of the above

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

## 1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

50

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

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

1487

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

## 1.3 - Curriculum Enrichment

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

Sinhgad Institute of Management (SIOM) firmly believes that cross cutting issues significant to professional ethics, gender, human values, environment, and sustainability with a view to make certain the holistic growth of the students. The students ought to become enriched professionals and contribute to the economic and

technological development of the nation besides obtaining skills for logical reasoning and decisions in times of crisis.

The institute facilitates its students to exhibit a broad appreciation of the ethical value underpinnings of managerial choices in the cross cultural, globalized, digitized, socio-economic environment and train them to distinguish between ethical and unethical behavior and act with integrity.

The university has prescribed one generic core for all management students that is relevant to human values and professional ethics in the second year and Generic Electives University Level in each semester. The list is as below:

1. Indian Ethos and Business Ethics - 402
2. Entrepreneurship Development - 109
3. Geopolitics & World Economic Systems - 208
4. Corporate Governance - 310
5. CSR & Sustainability - 408

The Institute has also set up a Rural Entrepreneurship Development Cell (RED) under Mahatma Gandhi National Council of Rural Education (MGNCRE) to work on Rural Entrepreneurship and Business Plan preparation for the students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

5

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

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

728

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

#### 1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://drive.google.com/file/d/14tR-2jUYAnId4e9R-zCY2Qpkm0xgwmP5/view?usp=sharing">https://drive.google.com/file/d/14tR-2jUYAnId4e9R-zCY2Qpkm0xgwmP5/view?usp=sharing</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

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

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

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

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

927

File Description	Documents
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Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

458

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## **2.2 - Catering to Student Diversity**

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

Learning levels of students are identified on the basis of various entrance examinations & qualifying examination scores at the time of induction & foundation course. Then students are allocated to the mentors. The performance of the student is assessed in classroom interactions, through various internal evaluations and end term examinations.

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

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

Support for "slow learners":

- Online communication classes were arranged for the students who were weak in their English communication.
- Special counseling of students is done during Mentor mentee program through online interactions. Subject wise counseling is done by respective teachers.

- Remedial classes and self-learning sessions are arranged beyond working schedule.

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1893	89

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

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

**Experiential learning:** Institute makes students to be personally responsible participant, cognitively to get knowledge, skills and attitudes in a learning situation characterized by a high level of active involvement. This is achieved through Project based Teaching which was conducted through subjects like Industry Analysis Desk Research (IADR) & Enterprise Analysis and Desk Research (EADR). A summer internship program of 8 weeks was provided to the students to get the practical knowledge of industry.

#### Online Participative Learning:

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

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



## Problem Solving Methodologies:

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">nil</a>

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

- Due the pandemic of Covid 19, all the sessions were conducted through online mode.
- The online platform which was used for conducting the lectures was Microsoft Teams.
- All the academic related information, notes, PPTs, study material was shared through Email Ids and Whatsapp Groups of the students.
- Faculty members and students were encouraged to use ICT facilities for effective teaching-learning.
- Institute is enabled with sufficient internet bandwidth of 40 Mbps to cater the need of student learning.
- Sufficient numbers of computers were made available in the institute.
- Faculty members are using variety of approaches in their session plans, session activities and in concurrent evaluation like Google classroom, Google forms, Online quiz, online presentations etc.
- Institute has organized online workshops or FDPs by experts to expose faculty to variety of teaching and training methods.
- Subjects were taught through IT enabled learning tools such as PPT, Video clippings, Audio system, Online resources, Google class rooms.
- Group & Team based e-learning methodologies were used by the faculties. Which includes Management games, Project Based

Learning, Group Discussions, Case based teaching methodologies, Presentations etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

86

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

### 2.4 - Teacher Profile and Quality

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

89

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

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

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

20

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

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

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

507

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

### 2.5 - Evaluation Process and Reforms

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

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

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

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

Institute has two levels of grievance redressal mechanisms.

Redressal of grievances at Institute level:

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

This year due to pandemic of Covid 19, all the concerned subject faculties have set their papers by their own, restricted to their classes only. The paper was set as per the guidelines of the examination cell of the institute. Then the online internal examination was conducted by the faculties themselves.

Redressal of grievances at university level:

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

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

## 2.6 - Student Performance and Learning Outcomes

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

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

Institute takes due care for informing POs and COs to all the faculty members & students. The same is available on the website.

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

Program Outcomes / Program Specific Outcomes of SIOM:

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

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

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

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

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

PSO - 1: Entrepreneurship Development Activities

PSO - 2: Research Guidance and Undertaking

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">nil</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

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

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

Evaluation at the end of semester: Students' performance is evaluated at the end of every semester through analysis of university examination (theory, online and Viva Voce) results. It

gives understanding of attainment of COs of the courses undertaken by the students during the academic year. It also helps in mapping attained COs with prescribed POs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">nil</a>

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

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

728

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

### 2.7 - Student Satisfaction Survey

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

[http://cms.sinhgad.edu/sinhgad\\_management\\_institutes/siom\\_mca/iqac.aspx](http://cms.sinhgad.edu/sinhgad_management_institutes/siom_mca/iqac.aspx)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

1495587

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>

List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
---	---------------------------

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

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

5

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

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

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

1495587

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

## 3.2 - Innovation Ecosystem

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

Sinhgad Institute of Management has its own Research Center. With Research Head and staff. Research Cell have one laboratory and Library. And these are available to Institution Innovation Council (CII), IPR Cell, FOSSEE-Club, start-ups cell. The institution has centers of national and international recognition/repute. Research facilities are enhanced through research projects. The institution has an official Code of Ethics to check malpractices and plagiarism in research. Interdepartmental / interdisciplinary research projects are undertaken. The institution has instituted research awards. Incentive are given to the faculty for receiving state, national and international recognition for research contributions. Research awards and recognition are received by the faculty and students from reputed professional bodies and agencies. Output in terms of M.Phil, Ph.D. students is significant. The institution has received research recognition and

awards (including patents). The institution's research has contributed to the industry 'requirements/ productivity. A significant number of research articles are published in reputed/ refereed journals. The institution has published books and proceedings based on research work of its faculty. The institution is acclaimed for its research as evidence by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.

Sinhgad Institute of Management is setting up an innovation centre at the institute led to the founding of what is called today as the "Shrujan" an Innovation and Incubation Centre in the year of 2017. Intellectual Property Right (IPR) Cell has granted 3 copyrights for software code, two trademarks and one patent published in IPR Gazeete of Govt. of India. institution FOSSE-Club is listed and approved by IIT Bombay for free and open source software development, IIT Bombay Bodhitree -MOOC platform is also available in institute.

This each academic institute had an internal entrepreneurial ecosystem channelizing the student's creative and innovative ideas into business propositions and enabling them to monetize the same. This idea to offer students an alternative career option of being job creators instead of job seekers, triggered the imagination. Incubation centre anchored to an academic institution which opens its doors to any entrepreneur.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom">http://cms.sinhgad.edu/sinhgad_management_institutes/siom</a>

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

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

19

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



### 3.3 - Research Publications and Awards

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

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

4

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

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

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

14

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

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

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

1. Corporate Social Responsibility, Rural Entrepreneurship Development Cell (RED)
2. Green India, Vigilant India Prosperous India-2020
3. Blood Donation, BodhiTree-MOOCs
4. Digital India, ATAL Academy
5. Swachh Bharat, Career Katta-MKCL
6. Make in India, SWAYAM NPTEL
7. Yoga, FIT India, World Youth Skill Day
8. Financial Inclusion, Smart India Hackathon

At Sinhgad Institute of Management, during last five years 7000 students have actively participated in various outreach and extension activities at institute level and outside. Recently, institute has successfully signed a MoU with AICTE-SWAYAM NPTEL, IIT Bombay where collaborating institutions will be spreading awareness on cybercrime among 10,000 school going students.

As future plans, institute will continue its community extension program and services through:

1. CSR programs like Seminar on Gender Equality, Visit to Various Orphan Homes, Seminar on Sexual Harassment of Women at Workspace, Traffic Safety Programs, etc.

2. Green India Campaign through Tree Plantation and Greenathon like activities.
3. Blood Donation Camps.
4. Make in India Campaign through seminars and competitions.
5. Swachh Bharat Abhiyan through different activities and undertakings.
6. Digital India Campaign through numerous events and seminars.
7. Rural Entrepreneurship Development Cell(RED)
8. Aviation Games of India-BIAG-2nd World Walkathon & Mini run
9. World Youth Skill Day
10. International Yoga day
11. Kargil Vijay Diwas
12. Vigilant India Prosperous India-2020
13. Fit India-Azadi Ka Amrit Mahotsav
14. Rural Entrepreneurship Development Cell(RED)
15. India Design Summit 2020
16. Career Katta-MKCL
17. Smart India Hackathon-2020
18. BodhiTree-MOOCs
19. National DRONE Champ & Pageant event
20. FIT INDIA
21. Vigilant India Prosperous India-2020-participate and take pledge

The Sinhgad Institute of Management recognizes the importance of the extension function and will proceed to give appropriate and adequate recognition to those involved in extension activities.

File Description	Documents
Paste link for additional information	<a href="http://cms.sinhgad.edu/media/483295/comca.pdf">http://cms.sinhgad.edu/media/483295/comca.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

31

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

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

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

23

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

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

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

2617

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

**3.5 - Collaboration**

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

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

690

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded

Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
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**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

6

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

## **INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 - Physical Facilities**

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

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

Adequate facilities are available in terms of:

1. Class Rooms
2. Tutorial Rooms
3. Seminar Hall
4. Language Lab
5. Computer Labs
6. Computer Equipment
7. Server Room/Computer Center
8. Bloomberg/Digital Library/ Research Lab
9. Printers
10. Scanners

11. Photocopy Machine
  12. Library
  13. Syndicate Rooms
  14. Faculty Cabin
  15. Boys' Common room
  16. Girls' Common room
  17. Training & placement
  18. Maintenance Room
  19. House Keeping Room
  20. Alumni cell
  21. Student Activity center
  22. Students Hostels with internet and Wi-Fi facilities for 24 Hrs.
  23. Facilities for physically disabled students like wheelchair ramp and lift.
- For more details on these facilities please find attached document

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>

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

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

1. Playgrounds for Outdoor games such as Cricket, Football, Athletics, Hockey, etc.
2. Rooms for Indoor Games - Table Tennis, Carrom, Chess, etc.
3. Multi-purpose Open Air Theatre/Cultural Center.
4. Gymnasium.
5. Lawn Tennis Court.
6. Swimming Pool.

For more details on these facilities please find attached document

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>

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

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

22,32,26,328

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

#### 4.2 - Library as a Learning Resource

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

The Sinhgad Institute of Management (SIOM) Library has fully automated & equipped with Integrated Library Management System (ILMS), GEMS ERP and Libsuite. All relevant software are available in Educational Version. Since 2012-13 the SIOM Library started using GEMS ERP along with Libsuite.

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

1. Facility to view Issue and Return transaction details
2. Facility for Cataloging
3. Facility for Book Issue and Return using barcode system
4. Facility for Book Search (OPAC Search)
5. Facility for Member registration
6. Facility for reservation of books
7. Facility for sending email alerts to registered users

Facility for to generate Reports. For more details please find attached document.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>

4.2.2 - The institution has subscription for the following e-resources e-

A. Any 4 or more of the above



journals e-ShodhSindhu  
Shodhganga Membership e-  
books Databases Remote  
access toe-resources

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

63000

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

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

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

250

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

#### 4.3 - IT Infrastructure

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

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

Summary of PCs -SIOM has computers with higher configuration for teaching-learning process.

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

Description of Internet facility - Internet facility is available through a 100 Mbps leased line from Tata Communications. This is shared on all PCs on LAN and Wi-Fi network using a Linux based proxy server.

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

Bandwidth: Shared with LAN (100 Mbps).

Equipment used: Cisco Aironet 1300 series hotspots.

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>

#### 4.3.2 - Number of Computers

475

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

A.  $\geq$  50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>

Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>
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#### 4.4 - Maintenance of Campus Infrastructure

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

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

308,09,869

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

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

The Institute has a separate Building Maintenance Committee. This committee monitors the maintenance of infrastructure and facilities. A periodic assessment is done for maintenance requirements. Depending upon the issues, and the urgency of the work, the committee 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 functions like-

- Proper upkeep and maintenance of the buildings and maintenance of the surroundings, including the parking area
- Carrying out minor repairs of furniture, electrical and sanitary fittings
- Maintenance of the roads, water tanks, garden, and other services in the compound
- Ensuring safety and security

#### Equipment and Computer Maintenance Committee

The Institute has a dedicated in-house technical staff to carry out the maintenance and ensure the working condition of the equipment and computer facilities of the institution. Every lab has a lab attendant who looks after the computers in the respective computer lab. All other electrical and electronic

equipments are maintained by the technical staff with the help of the dedicated Estate office employees.

#### Housekeeping Activities:-

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx">http://cms.sinhgad.edu/sinhgad_management_institutes/siom_infrastructure.aspx</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1307

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

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

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

0

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

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
Link to Institutional website	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/sior">http://cms.sinhgad.edu/sinhgad_management_institutes/sior</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1680

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

1680

File Description	Documents
Any additional information	No File Uploaded

Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
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<p><b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b></p>	<p>A. All of the above</p>
--	----------------------------

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

## 5.2 - Student Progression

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

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

331

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

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

1

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

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

**NIL**

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

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students**

representation on various bodies as per established processes and norms )

- Internal Quality Assurance Committee:

The IQAC committee initiates, plans and supervises various activities, necessary to increase the quality of the education imparted in our college. It mainly consists of faculty members and student opinion is taken in the form of student feedback to ensure quality learning.

- Prevention of Sexual Harassment Committee (PSHC):

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

- Grievance Redressal Committee (GRC):

The GRC is indented to find solutions for problems like complaints regarding class room management, completion of syllabus, teaching methods etc.

- Anti-ragging Committee:

It is formed for overseeing the implementation of the recommendations of the Anti-ragging Verdict.

- Library Advisory Committee:

All through the years the College has been striving to equip and strengthen the library with books, journals and other resources.

- Internal Complaint Committee:

SIOM provides a safe working environment, organizes regular workshops, awareness programs and displays order constituting the Internal Complaints Committee and regularly follows its working.

- Student Counseling Committee:

Every faculty member of the Institute is attached with 20 students and take care of academic related counselling and also monitor the attendance and academic progress of the students.

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

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



institutions)

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

0

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

### 5.4 - Alumni Engagement

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

nil

File Description	Documents
Paste link for additional information	<u>nil</u>
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### OUR VISION

SIOM is a synonym for credibility on a global scale where 'excellence in learning' is:

- Facilitated by holistic value-based approach,
- Guided by competent faculty,
- Backed by world-class technology & infrastructure,

Enriched by viable research to nurture the student into a cultured business leader contributing aptly to society and life at large.

#### OUR MISSION

The institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by Director, LMC members & faculty members looking towards vision of the Hon. President of the STES. Being residential campus, Management always supports excellent infrastructure, resources required for students and staff members in the campus and institute.

The institution's Vision and Mission reflect the distinctive characteristics of the institution. The Institute caters to the educational, social, cultural and economic needs of the society. All these characteristics are reflected in its policies. High quality educational programmes and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility and social accountability. The Governing Body and the Director work towards designing and implementation of the institutional quality policy.

Therefore, the management of the SIOM has decided to have substantial efforts in management education to create not only budding managers but good human beings, also.

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

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

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.s.

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

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

## 6.2 - Strategy Development and Deployment

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

Perspective plans - The institute has set up perspective plans with a mission to innovate academic and research practices necessary for the holistic development of students. The institution follows a three-fold curriculum involving curricular, co-curricular and extra-curricular activities. This curriculum is designed to enhance and empower the knowledge base of students through a unique value system leading to good citizen supported with transparent work culture in the favorable learning environment. The focus is on creating awareness, exposure to recent trends in management and knowledge transfer through industry-institute interactions. This strategy helps to generate, preserve and share knowledge in developing a vibrant society, by imparting quality education.

To enhance the quality of the students by empowering them with skills those are globally at par is utmost objective of the institute. To achieve this objective, industry institute interface plays a significant role. The institute emphasizes on strengthening its association with the industry on various fronts by calling industry experts to the institute, hosting various industry programs and conduct entrepreneurship programs.

The interaction of industry personnel with the students and faculty members helps to enrich the learning experience. Also, such interactions are helpful to depute the students in industries for internships which in turn, may provide final placement to the students. The students are put through rigorous training program

to prepare them for final placements as well as facing the business world.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	<a href="#">View File</a>

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

The Organizational Structure of the institute consists of the Management, Governing body, the Director, the Register, the teaching staff, the non-teaching staff and the students.

The Director is assisted by the Academic-in-Charge (AIC), teaching faculty and the Non-teaching Staff which comprises of the Register, Accounts Office and the General Administration staff.

The AIC oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.

The institute also has Internal Quality Assurance Cell (IQAC) which works towards realization of the goals of quality enhancement and sustenance. The IQAC plays an important role for monitoring the internal quality of the institution.

Faculty and staff are involved in the decision making process, policy formulation and planning

Promotional policies: The faculty is promoted to higher post after acquiring necessary qualification and experience as per the norms of new act of Maharashtra State University Act 2016. Policies are as per the norms laid down in the 6th Pay by AICTE.

The various administrative and academic departments of the institute are effectively governed through a constitution of mandatory bodies such as Internal Quality Assurance Committee (IQAC), Minority and SC/ST Committee, RTI Committee, Grievance Redressal Committee (GRC), Internal Complaint Committee, Anti-Ragging Committee (ARC), Library Advisory Committee, Student Counseling Committee, Shrujan: Entrepreneur 'Start-Up' Cell, Publication Committee, Sinhgad Student Council (SSC), Research Cell, IPR Cell, Career Development, Competitive Exam, College Development Committee etc.

File Description	Documents
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Paste link for additional information	<a href="#">nil</a>
Link to Organogram of the institution webpage	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom">http://cms.sinhgad.edu/sinhgad_management_institutes/siom</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

**6.3 - Faculty Empowerment Strategies**

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

Teaching Non teaching Availability of campus clicnic Availability of campus clicnic Availability of ambulance in campus Availability of ambulance in campus Personal accidental insurance policy Personal accidental insurance policy Allotment of staff quarter Allotment of staff quarter Group Insurance Group Insurance Duty Leaves Provident Fund Bank, ATM facility Duty Leaves Free Parking Bank, ATM facility Free Parking

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	No File Uploaded

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

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

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

4

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

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

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

107

File Description	Documents
IQAC report summary	No File Uploaded

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

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

#### Faculty Self Appraisal

Annual self-assessment for the performance-based appraisal is a structured procedure adopted by the institute. Institute has its own Performance Appraisal Forms (PAF). Performance of the faculties is regularly monitored by the concerned authority. The institute requires that the faculty furnish a self-evaluation form every year on provided website link.

The information includes-following parameter for their assessment:

1. Personal Information which is to be submitted by the faculty/staff member (Part -A)
2. The Academic Monitoring Committee / Head of the department Verifies (Part -B)
3. Remarks of Director (Part -C)

In the First Section Part - A, the faculty or staff member mentions his Personal Information like Name, Designation, Date of Joining, and Total experience. Status of appointment from the University, Qualification, FDP attended, Participation in Seminar / Workshop/ Conference, Books published, Research Publications, subjects taught, achievements, awards, appreciations etc.

In the Second Section Part - B, The Head of the Department discuss with faculty members one to one and verifies the details mentioned in the Part A and also grades the faculty according to his performance for that particular Academic Year. The Parameters of the Assessment like Quality/Accuracy of the Job, General Intelligence, Integrity and Character, Punctuality, Fitness to continue in the present position, Control over class & discipline, Students feedback, Proficiency in subject of Specialization & Initiative to work, any punishments or Rewards received during the reporting period Grading is done in 4 Parameters -

- a) Very Good, b) Good, c) Average, d) Below Average

File Description	Documents
Paste link for additional information	<a href="#">nil</a>



Upload any additional information	<a href="#">View File</a>
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## 6.4 - Financial Management and Resource Mobilization

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

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

2) Internal Audit: The accounting and auditing committee from central office of the society look after the internal audit and it is presented to the certified Chartered Accountant. The last Internal Audit was done in 2019 and audit report was satisfactory. This practice is also intended as a major of checks and balances with a view to correct any short comings and to advice on proper practices. Whenever there are additional expenses over and above the budget proposals, special sanction is to be taken from the governing body.

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	No File Uploaded

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

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

Nil

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

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

The institute has a highly effective system in place to track how well financial resources are being used. The financial budget for



the following academic year is prepared after considering all possible costs and incomes.

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

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

List of documents:

1. Fee structure sanctioned by FRA
2. Budget of the institute
3. Budget sanctioned by LMC

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

Since its establishment, Institute has formed Academic Monitoring Committee (AMC). AMC aims to maximize the quality outcomes of the institute in terms of Academic performance, placement scenario and Research contribution by faculty and students. This committee frames the guidelines for quality assurance in all the aspects of institutional activities such as academics, administration as well as student welfare. IQAC has been constituted from 21/08/2017 in accordance with AMC. The primary aim of the IQAC is to develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution. It has been collectively decided by the members of IQAC to apply to NAAC for assessment and accreditation of the institute.

The primary aim of the IQAC is to develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution. The role of this committee is enlisted.

- Guidelines for mentoring the students.
- Developing infrastructure.
- Preparation of academic calendar.

- Conducting Academic Audit
- Effective and smooth functioning of academic and administration.
- Addition of self learning session and extra inputs scheme for weak students. Library enrichment

Detail information is provided in attached file.

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

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

At the institute-level, IQAC is responsible for monitoring day to day academic calendar. Result analysis of every subject is made and compared with previous years result. Measures are taken to improvise the results. The quality of teaching-learning is monitored, evaluated and maintained at the department level, institute level as well as management level.

Following processes are carried out to ensure the quality -

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

The head of the Institute issues the faculty letters which comprises of their portfolios, job description and targets in terms of research publications and projects. Annually the IQAC committee reviews the performance of each and every faculty on the basis of the task allotted to them and identifies the gaps (if any) .

The institute has developed a manual which enlists some of the functional areas requiring vital contributions from the Class Coordinator (CC), Cluster Head (CH) and Subject Faculty (SF). It also contains some standard formats which may be found useful for class coordination and conduction. The academic progress is constantly monitored by Internal Quality Assurance Committee. The Director of the institute regularly conducts meetings with Internal Quality Assurance Committee and faculty members. The Internal Quality Assurance Committee reviews the various academic activities every month and guides the staff members accordingly.

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

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

D. Any 1 of the above

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

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

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

Sinhgad Institute of Management has taken several measures to enhance safety & security on campuses by constituting Internal Complaints Committee (ICC), installing CCTV cameras & by providing

round the clock security. The women security guards are also available at Girls hostels.

Sinhgad Institute of Management is committed to creating and maintaining an environment

which is free of all forms of gender violence, sexual harassment, and discrimination on the basis

of sex/gender. And for this, Institute has constituted a committee called "Prevention of Sexual

Harassment Committee at the Workplace."

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

Session on Life Journey by Mrs. Sandhya Ratnaparkhi under Stree Shakti Program Series (MCA - DMC)

20/10/2020

48

50

Session on "Motivating the generation Z with life skill" under stree Shakti program series (MBA-MCA)

21/10/2020

52

40

Session on "Nothing succeeds like belief" under stree Shakti program series (MBA-MCA)

22/10/2020

49

52

Session on "Challenges & trends adopted in acquainting with the pandemic era" under stree Shakti program series (MBA-MCA)

23/10/2020

48

50

Women's Day 2021

08/03/2021

200

95

Men's Day 2021

19/11/2021

12

18

Gender Equity

2020-21

155

120

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

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures</b> Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	<b>C. Any 2 of the above</b>
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

management Waste recycling system Hazardous chemicals and radioactive waste management

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

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

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

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of bicycles/ Battery-powered vehicles</li> <li>3. Pedestrian-friendly pathways</li> <li>4. Ban on use of plastic</li> <li>5. Landscaping</li> </ol>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b></p> <ol style="list-style-type: none"> <li>1.Green audit</li> <li>2. Energy audit</li> <li>3.Environment audit</li> <li>4.Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	<p><b>E. None of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded

Any other relevant information	No File Uploaded
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<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

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



To represent Indian culture and diversity we celebrated Navratri Utsav by organising Stree Shakti Lecture series. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society. To show the importance of the linguistic and regional harmony we have celebrated Marathi Matrubhasha Divas with students. We have conducted Marathi Poem competition to celebrate Marathi Matrubhasha Divas.

In the middle of the COVID-19 Institute has shown care for the students and parents and the employees of the institute. On the verge of Pandemic Institute is sharing Safety Messages to students during the Covid-19 Period to keep them and their family safe from the pandemic. Institute also celebrated Yogaday by organizing a "online Yoga Shibir". Yoga day celebration was conducted by "Fit4life" Club.

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

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

To understand values, rights, duties and responsibilities of citizens to the students and the employees Sinhgad Institute of Management has celebrated the Constitution Day (Samvidhan Divas) on November 26th, 2020 at the college. On this occasion, as an important part of the celebration, the honourable President of India, Shri Ram Nath Kovind read the Preamble of the Indian Constitution. This was live telecasted through MS Teams online platform at 11:00 am on November 26, 2020 and a total of 317 students, 30 faculty members and 6 non-teaching staff of the college participated in the live telecast.

Apart from this Sinhgad Institute of Management circulated notes to the students about the Constitution of India to understand their Fundamental Rights and Duties towards the nation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">nil</a>
Any other relevant information	<a href="#">nil</a>

7.1.10 - The Institution has a prescribed code of conduct for students,

C. Any 2 of the above

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

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

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

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

To represent Indian culture and diversity we celebrated Navratri Utsav by organising Stree Shakti Lecture serise. Guest speakers from prominent field are invited to speak on the given topic which highlights the importance and contribution of women in the society.

To show the importance of the linguistic and regional harmony we have celebrated Marathi Matrubhasha Divas with students. We have conducted Marathi Poem competition to celebrate Marathi Matrubhasha Divas.

Institute also celebrated Yogaday by organizing a "online Yoga Shibir". Yoga day celebration was conducted by "Fit4life" Club.

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

## 7.2 - Best Practices

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

### 1. IPO Model Placement

A STES management institute has a huge responsibility of placement and training. Placement is not only the responsibility of placement department but also the responsibility of every faculty. Good placement means good admissions and that means good quality students.

Why IPO Model?

- Companies only accept skilled candidates.
- Calls for pre-placement training and up-skilling.
- Need based training.
- Need assessed using Aon Cocubes diagnostic assessments.

Thin client and Virtualization lab"

Thin Client:

"A thin client is a computing device that's connected to a network. Unlike a typical PC or "fat client," that has the memory, storage and computing power to run applications and perform computing tasks on its own, a thin client functions as a virtual desktop, using the computing power residing on networked servers."

The project involves up gradation of the lab having IBM machines with Pentium IV configuration to provide high capacity software development labs to the students where they can practice on Microsoft, java and other technologies. Demonstration of Virtualization for students to learn cloud computing provider's role is the foremost application of this lab. Along with this, in thin client mode it saves a lot on licensing, total administration and operating cost, approximately reduced by up to 70%, Reduced Energy Bill, reduced maintenance costs, to name a few. It will also enable Centralized and simplified back up of desktops,

laptops, and other client access devices, thus reducing dependency on technical support staff.

File Description	Documents
Best practices in the Institutional website	<a href="http://cms.sinhgad.edu/sinhgad_management_institutes/siom">http://cms.sinhgad.edu/sinhgad_management_institutes/siom</a>
Any other relevant information	<a href="#">nil</a>

### 7.3 - Institutional Distinctiveness

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

**Bloomberg and Academic Interface.**

A Bloomberg terminal helps to students as well as faculty members to know about the current market situations. It not only helps finance student but also helps to other stream students like Marketing, Operations etc. to analyze the current market economy for the purpose of research. Our institute provides best opportunity to enhance knowledge of students and connect the world through Bloomberg terminal.

A series of Bloomberg Market Concepts (BMC) Certification Training Programs was conducted through the year for the students as well as the faculty members of Sinhgad Technical Education Society.

Bloomberg Market Concepts (BMC) is a self-paced e-learning course that provides an interactive introduction to the financial markets. BMC consists of 3 sections – Core Concepts (includes four modules – Economic Indicators, Currencies, Fixed Income, Equities), Getting Started on the Terminal and Portfolio Management.

**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.

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

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

To maintain the status of centre for academic excellence following development plan was proposed

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

2. 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.

3. 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.

4. 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: symposiums would be conducted, Mahatma Gandhi