



Yearly Status Report - 2019-2020

Part A

Data of the Institution

| | |
|---|--|
| 1. Name of the Institution | S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT |
| Name of the head of the Institution | Dr. Rajashree Shinde |
| Designation | Director |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 020-24354036 |
| Mobile no. | 8975769599 |
| Registered Email | director_sksbm@sinhgad.edu |
| Alternate Email | rajashreeashinde@gmail.com |
| Address | S.N. 10/1 , Ambegaon(BK) |
| City/Town | Pune |
| State/UT | Maharashtra |
| Pincode | 411041 |

| | |
|--|-------------------------------------|
| 2. Institutional Status | |
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Rural |
| Financial Status | private |
| Name of the IQAC co-ordinator/Director | Dr. Shalaka Rahul Sakhrekar |
| Phone no/Alternate Phone no. | 02024354036 |
| Mobile no. | 9922402945 |
| Registered Email | shalakasakhrekar.sknsbm@sinhgad.edu |
| Alternate Email | sakhrekar@yahoo.co.in |

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|--|---|
| 3. Website Address | |
| Web-link of the AQAR: (Previous Academic Year) | http://www.sinhgad.edu/2018/SKNSSBM/NAAC-2018/AOAR_2018-2019.pdf |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://www.sinhgad.edu/2018/SKNSSBM/NAAC-2019/Academic_Calendar_2019-20.pdf |

| 5. Accrediation Details | | | | | |
|--------------------------------|-------|------|----------------------|-------------|-------------|
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 1 | B | 2.06 | 2018 | 02-Nov-2018 | 01-Nov-2023 |

| | |
|---|-------------|
| 6. Date of Establishment of IQAC | 02-Aug-2017 |
|---|-------------|

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|---|
| 7. Internal Quality Assurance System |
|---|

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|-----------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| Placement Orientation | 18-Sep-2019 | 300 |

| | | |
|---------------------------------|------------------|------|
| | 1 | |
| Workshop of Business Analytics | 17-Jan-2020 2 | 31 |
| Submission of AISHE | 13-Jan-2020 1 | 0 |
| Orientation of new Syllabus | 17-Sep-2019 2 | 300 |
| National Research Conference | 17-Feb-2020 2 | 170 |
| Seminars and webinars | 15-Oct-2019 7 | 600 |
| Induction meet | 16-Sep-2019 2 | 300 |
| Road Safety Awareness programme | 07-Oct-2019 1 | 157 |
| COVID awareness quiz | 12-May-2020 1 | 1560 |
| Workshop of Business Analytics | 17-Jan-2020 2 | 31 |
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|--------|
| nil | nil | nil | 2020 00 | 0 |
| No Files Uploaded !!! | | | | |

| | |
|--|---------------------------|
| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 4 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

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

Details given in file.

[View File](#)

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

| Plan of Action | Achivements/Outcomes |
|---|--|
| To create awareness and organized programme related to Health | 1. Celebrated International Yoga Day to increase the awareness. 2. Invited dieticians for guest lecture to fulfill the requirement of Fit India movement. 3. Invited doctors in Induction programme for lectures. |
| To conduct skill based courses | The college has organized various programmes, lectures for employability enhancement. |
| To motivate the faculty for Research Publication and research paper presentation in various seminars and conferences. | 1. The college has provided financial support to faculty members. All faculty members participated in seminars and conferences, FDP. 2. The college is providing all possible facilities for research like computers, internet, journals |
| To create awareness and organized programme, related to Environment and Social Issues. | The college organized different programmes on Environment and Social Issues like : - Tree Plantation, - Cleanliness Campaign, - Flood relief activities in Sangali Kolhapur, - Plastic Ban. |
| To conduct Alumni and Parents Meet | The problems and development issues of the students and college has discussed with Alumni and Parents. And suggestions have been implemented. |
| To conduct awareness about Green sensitization | 1. Follow green practices on regular basis. 2. Students are made aware about waste management 3. There has been put ban on plastic. 4. On various occasion college is giving tree plants as a token of gift in place of other precious things. 5. Organized Tree plantation programs 6. Stakeholders are made aware about paperless communication. |
| To conduct awareness about Gender sensitization | 1. Follow the gender practices on regular basis. Induction meet with students successfully increased the confidence level among the girls and boys students. 3. Womens' day |

| | |
|---|---|
| | celebration 4. Opportunities and responsibilities are shared by women and men in equal measures. 5. Invited some experts for increasing the awareness of Indian laws for women. |
| Proposal submitted to SPPU , under Quality Improvement Programme for organization of seminar / conference | 1. National Level conference organized by the college and more than 100 participants are benefitted. 2. Published research papers in peer review UGC care research journal |
| Financial Audit of the Institute | Implementation of the suggestions given by the auditor to institute has already started in current academic year. |
| To carry performance appraisal of teaching and nonteaching staff. | Implementation of the suggestions given by the committee to the teaching and nonteaching staff in current academic year. |
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|--|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|--|-----|

| Name of Statutory Body | Meeting Date |
|-----------------------------|--------------|
| IQAC Surveillance Committee | 21-Apr-2020 |

| | |
|--|----|
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
|--|----|

| | |
|---|-----|
| 16. Whether institutional data submitted to AISHE: | Yes |
|---|-----|

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|--------------------|------|
| Year of Submission | 2020 |
|--------------------|------|

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|--------------------|-------------|
| Date of Submission | 13-Jan-2020 |
|--------------------|-------------|

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| 17. Does the Institution have Management Information System ? | Yes |
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|--|--|
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | Management Information System Institute has Management Information System (MIS) for effective and efficient functioning and administration of organization. Database Creation, Circulation, Cataloguing, OPAC (Online Public Access Catalog), Stock Verification activities of library have been fully automated through MIS. All the library material is barcoded and is circulated through the software. The software has an inbuilt OPAC which can be viewed by |
|--|--|

staff members and students in library as well as from remote place. The OPAC has enabled members of the library to get detailed information about the collection and books issued till date instantly. Students and teachers can get access to various databases like ProQuest, IEEE, Science Direct. Facilities like Printing, Scanning are also available. MIS based activities are used for administrative purpose too. Some of the administrative tasks carried out by MIS software include assigning roles to access MIS reports as per hierarchy, Icard generation for students, Academics Employees Leave, ICard, Library, Biometric attendance monitoring for Employees and Students, Late mark report, In/Out time record, this module also helps in monthly salary payment of all employee of the institute. Academic Event Calendar displays the events planned for the entire academic year on the website. Purchase Requirements are planned and monitored using MIS. Finance and accounts section uses Tally and excel for carrying out various accounting activities. Accounting activities carried out using Tally software are:

- a. Cheque printing
- b. Cash Book/Bank Book maintenance
- c. Maintenance of ledger
- d. Fees register
- e. Bank reconciliation statements (BRS).

Following tasks are executed using Microsoft Excel: Preparation of salary bills, Preparation and maintenance of student's fees record, TDS Return filing, TDS Challan printing, Professional tax challan printing. The MIS helps in admission process of students of the institute and is used to complete the admission formality by filling up online admission forms by writing all the academic and other information on this form. The College allows student to use Computer Lab Facility to fill University Exam Form and for the Examinations of Swayam Courses. The college website displays the academic calendar stating the exam dates for unit test, University Term end exam, Student Can Pay Examination fees through online payment options. Quality library services using MIS are provided such as Current Awareness Service (CAS), Selective Dissemination of Information (SDI), Electronic

Document Delivery Service, Multimedia Service, CD Rom Service, Online Database Service, Web OPAC, Internet Service, Reprography Services, Online Reservation Service. Resource sharing facility has also been made available at Central Library through which any student and teacher can issue books of any discipline from any sectional libraries. For example, management student can get an engineering book, engineering student can have architecture book and architecture student can get book of law issued.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum Planning & Implementation: Being an affiliated institute, we follow the curriculum designed by Savitribai Phule Pune University. The Institute adheres to the guidelines given by AICTE/UGC and other relevant regulatory bodies. Phase I: Planning 1. At the beginning of each semester, subject choices are taken from faculties. Allocation of subject, lecture schedule and evaluation parameters are finalized. The entire planning and organizing of sessions schedule is displayed on noticeboards. 2. Faculty prepares the teaching plan for the subjects allocated to them by considering academic calendar. Every faculty prepares a detailed course file which includes syllabus, Individual timetable, Academic Calendar, teaching plan, evaluation parameters, class notes, question banks, Question papers of SPPU, List of Assignments, Lecture PPTs, MCQs., List of Different learning resources. As per SPPU PO's, PSO's, CO's are set for continuous assessment to assess the skills acquired by students and ensure to achieve the same and monitoring is done by academic coordinator with respect to delivery of sessions & internal evaluations. 3. Activity based and participative teaching process. 4. Consistent efforts for enhancement of employability of students. 5. All time enrichment of curriculum by conducting Institutional activities and offering infrastructural support institute arranges Induction program which includes institute academic culture, curriculum norms, examination pattern and code of conduct for students. 6. Critical analysis of feedback of stakeholders and timely changes in curriculum planning. 7. Various value-added activities regarding human rights, moral & ethical values, career options, CSR. 8. Value addition in the university curriculum by incorporating business communication, general awareness, aptitude, guest lectures, Group discussions and Personal Interviews at Institute level for personality development. 9. Mentor-Mentee system is followed. And internship guide allocation is done. 10. Institute tries to follow paperless environment with the help of ICT. Due to this pandemic situation we have shifted to online classes so, for this ZOOM, Microsoft Teams, platform is used. For the evaluation & assessment purpose Google classroom is created by faculty for their subjects. Phase 2: Implementation 1. Institute motivates faculty to adopt innovative teaching practices viz. Use of Project based learning; case-based learning, role play etc. 2. Faculty focuses on quality delivery & active participation of student in the entire curriculum, cocurricular and extracurricular activities. 3. Evaluation parameters are set for continuous

assessment to assess the skills acquired by students. 4. Monitoring is done by academic coordinator with respect to delivery of sessions & internal evaluations. 5. The effective implementation of curriculum is ensured by supplementing classroom teaching with sessions conducted by eminent personalities from other Institutes / universities, Industries. 6. The institute arranges the remedial classes for slow-learners & encourages meritorious students to mentor weaker students. 7. Students are asked to provide faculty feedback, & based on that analysis and corrective actions are taken at the end of semester. 8. Institute follows cafeteria approach - by providing generic core/ elective subject in each semester. The students have flexibility to choose any one specialization from offered specializations, and for that Institute is conducting Orientation Programme. 9. Regular absent students are identified by the mentors and the same is informed to the parents through telephonic conversation, SMS alert or if required by post. Students are allocated to faculty guides for internship. The institute premise is equipped with Wi-Fi connectivity. For effective teaching learning process all classrooms are equipped with LCD.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|--|-----------------|-----------------------|----------|--|-------------------|
| Business Analytics | Nil | 17/01/2020 | 2 | Employability | Skill Development |
| Human Rights Indian Judiciary System The Constitution of India | Nil | 18/10/2019 | 1 | Employability | Skill Development |
| Swayam | Nil | 01/08/2019 | 30 | Employability | Skill Development |
| Human rights | Nil | 02/08/2019 | 30 | Employability | Skill Development |
| Cyber security | Nil | 02/08/2019 | 30 | Employability | Skill Development |
| Bloomberg Market Concepts | Nil | 15/10/2019 | 2 | Employability | Skill Development |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---------------------------|--------------------------|-----------------------|
| Nil | NIL | Nil |
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|------------------------------|---|
| MBA | MBA-Operations Management-IB | 01/07/2019 |

| | | |
|-----|--|------------|
| MBA | MBA-BA-IB | 01/07/2019 |
| MBA | MBA-Marketing-Rural Agribusiness Management (RABM) | 01/07/2019 |
| MBA | MBA-Finance-RABM | 01/07/2019 |
| MBA | MBA-HR-RABM | 01/07/2019 |
| MBA | MBA-OSCM-RABM | 01/07/2019 |
| MBA | MBA-BA-RABM | 01/07/2019 |
| MBA | MBA -Marketing | 01/07/2019 |
| MBA | MBA -Finance | 01/07/2019 |
| MBA | MBA -HR | 01/07/2019 |
| MBA | MBA -Operations Management | 01/07/2019 |
| MBA | MBA-Business Analytics | 01/07/2019 |
| MBA | MBA -Marketing-Finance | 01/07/2019 |
| MBA | MBA-Marketing-HR | 01/07/2019 |
| MBA | MBA-Finance-HR | 01/07/2019 |
| MBA | MBA- Marketing -Operations Management | 01/07/2019 |
| MBA | MBA- Marketing -BA | 01/07/2019 |
| MBA | MBA-Finance -Operations Management | 01/07/2019 |
| MBA | MBA-Finance-BA | 01/07/2019 |
| MBA | MBA-HR-Operations Management | 01/07/2019 |
| MBA | MBA-HR-BA | 01/07/2019 |
| MBA | MBA-Operations Management-BA | 01/07/2019 |
| MBA | MBA-Marketing-IB | 01/07/2019 |
| MBA | MBA-Finance-IB | 01/07/2019 |
| MBA | MBA-HR-IB | 01/07/2019 |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 300 | Nil |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| Cyber security 1 | 02/08/2019 | 300 |
| Cyber Security II | 01/01/2020 | 300 |
| Human Rights I | 02/08/2019 | 300 |
| Human Rights II | 01/01/2020 | 300 |
| Skill Development I | 02/07/2019 | 244 |

| | | |
|---------------------------|------------|-----|
| Skill Development II | 01/01/2020 | 244 |
| View File | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| MBA | Marketing | 104 |
| MBA | Finance | 76 |
| MBA | HR | 38 |
| MBA | Operations | 8 |
| MBA | IT | 1 |
| MBA | IB | 1 |
| MBA | SCM | 1 |
| View File | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | Yes |
| Alumni | Yes |
| Parents | Yes |

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

| Feedback Obtained |
|--|
| <p>Analysis of Feedback: The SKNSSBM Institute has its Stakeholders feedback policy and receives feedback from various stakeholders namely Students, Teachers, Employers, Alumni, and Parents. This feedback plays a critical part in the design, development and implementation of the Curriculum, Objective: 1. To provide students with the opportunity to comment on the quality of their learning experiences 2. To assess the success of academic provision in relation to the expectations of Stakeholders 3. To provide feedback to teachers in order to improve delivery and/or content of the Curriculum 4. To enhance and enrich the overall learning experience of students. Process for Feedback Collection: Process followed in institute is we circulate hardcopy/Google form of feedback form to all stakeholders it contains parameters related to MBA curriculum. All stakeholders rate the parameters as per the scale, if in case of any explanation required by any of the stakeholders, we clarify their queries. After collecting the feedback from stakeholders, we analyse the feedback and represent it through graphical representation. Based on the graphical representation we can understand the parameter which requires improvement. Action Taken: Based on Feedback given by various Stakeholders we have arranged session by Industry expert in order to bridge gap between Industry requirement and Skills developed by students. Another feedback given by stakeholders is regarding one than one specialization during the course so as per the new guidelines given by university, we are offering Major-Minor specializations to our students. We have conducted various workshop like Business Analytics, Human Rights Olympiad etc in order to increase the skillset of students. Our students have enrolled for various Swayam courses for Skill enhancement. We focus on skill development and skill building by add-on courses like Soft skill and</p> |

Human rights through presentations and group activities. For Industry exposure we take students to different industries. We call our alumni for guiding students on industry requirement and regarding skills competencies expected from students. feedback Analysis: • Emphasis on research by undertaking live projects in Industries • Create Industry linkage to increase exposure of students to industries. • Call Industry experts for practical implementation. • New trends technologies to be included in the syllabus.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--|---------------------------|--------------------------------|-------------------|
| MBA | Marketing Management , Financial Management, Human Resource Management, Operations Management , Business Analytics, International Business , Supply Chain Management , Information Technology | 300 | 335 | 300 |

[View File](#)

2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | Nil | 302 | Nil | 21 | 21 |

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 21 | 21 | 22 | 10 | Nil | 18 |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring system adopted by SKNSSBM is unique, interactive and target oriented system. It involves students to address common issues , student concerns from anxiety, stress, fear of change ,homesickness and other academic queries. It is a process of creating a supportive relationship with teachers, parents and students aiming at holistic development of the students. After enrollment of students in the institute for the first year of MBA, each student (mentee) is assigned to a faculty (Mentor). Mentors should work as per the guidelines given below. Mentors are required to counsel the mentees assigned them with regard their personal and academic issues. Mentor should maintain record in prescribed format of "Student Counseling Form". The details of each mentee which consist students basic information, Academic strengths, personal concerns, health details etc. Regular interactions, meetings are conducted with Mentee by their Mentors and discussion is made regarding student's requirement for their performance improvement. Student's attendance, performance in internal examination / University examination, participation in various institute level activities / events is monitored keenly through Mentor and Mentee scheme or grooming for placements. In case of poor attendance or performance, reasons for the same are discussed empathetically and remedies for improvement are suggested. Parents are also informed regarding the same, through personal interaction or through telephonic discussion. Student's feedback and suggestions about the teacher learning process and institutional facilities are taken and conveyed to Director in regular meetings for necessary corrective measures. Mentor can extend their guidance to Mentees for the selection of their specialization (Major and minor) according to preferences. After that final specialization form is filled and submitted to placement cell. Guidance is given to as and when require by mentee for learning tools like MS Excel, MS Word, and Power- point Presentation etc. Mentor takes proactive steps for grievance redressal of Mentees. Mentors should extend all their support and guidance to mentees in their placements namely mapping job profile with skill sets, preparing them for Aptitude Tests, Group Discussions and Personal Interviews. Mentors need to Interact with the Alumni's and analyzes the expectations of the industries so as to incorporate these changes and groom the mentees accordingly. With active mentor –mentee coordination project work, vocational training, workshops should be undertaken. Mentor will be also the respective guide for Summer Internship Programmes and Dissertation and support them to accomplish their projects successfully. Once a week session / meeting are allotted for Mentor and Mentee counseling session and considered in the Time -Table. All the issues of students are tried to solve whenever they come with issues. Frequency of meeting with mentors and mentees in once but they can contact their mentors as and when they required for any issues.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 302 | 21 | 1 : 14 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 30 | 21 | 9 | 4 | 8 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|---------------------|--|
| 2019 | Dr.Rajashree Shinde | Director | Yashwantrao Chavan Maharashtra Open Univeristy,Nashik YCMOU |
| 2019 | DR.D.P. RANE | Assistant Professor | Resource Person Refresher course Programme in Commerce and Management organised by Department of |

| | | | |
|---------------------------|-------------------------|---------------------|---|
| | | | Management Science in association with UGC HRD Centre and SPPU and Resource Person on Innovation for Socio Economic Changes organised by i-Nurture Ed |
| 2019 | Prof. Roza A. Parashar | Assistant Professor | FDP-Indian Institute of Management-Ahmedabad, Module 2 The General Management Module 3rd July 2019 to 31st August 2019 |
| 2019 | Prof. Roza A. Parashar | Assistant Professor | Resource person on Soft Skill Trainer |
| 2019 | Dr. Shalakra Sakhrekar | Associate Professor | SWAYAM ARPIT ONLINE COURSE CERTIFICATION |
| 2020 | Dr. Rajashree Shinde | Director | E-Cell IIM Calcutta 17 18 January 2020 |
| 2020 | Dr. Sadhana Ogale | Assistant Professor | SPPU-Orientation Programme -UGC HRDC from 7th Jan to 27th Jan 2020 |
| 2020 | Dr. Rajashree Shinde | Director | Certificate of Appreciation-INTERNSHALA create awareness about Summer Internships |
| 2020 | Prof. Manjula Dhulipala | Assistant Professor | Resource person on Soft Skill Trainer |
| 2020 | Prof. Pravin Bodade | Assistant Professor | Registration fee for FDP program at D.Y. Patil Institute, Pune dated 06.7.19 |
| View File | | | |

2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|--|---|
| MBA | MB6741 | 2019 | 05/06/2020 | 15/12/2020 |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute is affiliated to Savitribai Phule Pune University (SPPU) and needs to follow reforms done by SPPU timely. Institute follows latest revised syllabus of 2016 and 2019 pattern. In revised syllabus 2019, SPPU changed the system of evaluation for continuous evaluation throughout the semester. SPPU has given certain suggestive parameters for concurrent continuous internal evaluation (CCIE).The institute implement these norms rigorously. In addition to these norms and parameters provided by SPPU, we at the institute level adopted suggestive methods of continuous internal evaluation like Poster Presentation, Research paper, end term examination, home assignment ,Quiz etc. In the Semester, Appointment of internal examiners by institute and external examiners by SPPU for evaluation of the Summer Internship Projects, Dissertations. Mini Projects, Industry Personnel interaction, theme presentations, Role Plays and Field based assignments, mini projects assigned to students by related subject faculty. Emphasis is given to the research component for evaluation in many of the courses. Students are encouraged to write a research paper based on SIP and Dissertation which also prepares them for different competitions and publishing the same. Thus, the internal marks for SIP, Dissertation and Research Methodology have an evaluative component. The institute has adopted reforms in continuous internal evaluation (CIE) based on curriculum prescribed by SPPU to assess the progress of students in their capabilities in terms of knowledge, skills and attitude. Faculty members had been a part of all these reforms initiated by SPPU throughout the course. Subject teachers at the institute use different evaluative criteria for CIE as per uniform policy for the particular subject (course). This is arrived at after discussion / meeting of teachers of each course before the semester starts and prepared Rubrics for subjects. Subject teachers give consideration for development of different skills in framing criteria for CIE for the respective courses. Based on the expected learning outcomes, subject teachers provide appropriate weightage for student's participation in seminars, co-curricular activities, extracurricular activities related to the course. For e.g. Students prepare Research proposal in BRM subject this activity is included in the internal evaluation of respective course. The institute has made Case Study evaluation as a standard component in many courses. The suggested components of the CIE by SPPU are as follows: 1. Case Study / Caselet / Situation Analysis - (Group Activity or Individual Activity) 2. Class Test 3. Open Book Test 4. Field Visit / Study tour and report of the same 5. Small Group Project Internal Viva-Voce 6. Group Discussion 7. Role Play 8. Individual Term Paper / Thematic Presentation 9. Written Home Assignment 10. Industry Analysis - (Group Activity or Individual Activity) 11. Literature Review / Book Review 12. Model Development / Simulation Exercises - (Group Activity or Individual Activity) 13. Quiz 14. Creating and Presenting Posters 15. In-depth Viva Academic calendar prepared and adhered for conduct of Examination and other related matter

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

The institute prepares the academic calendar with reference to the dates declared by Savitribai Phule Pune University for commencement and conclusion of the semester / term. The respective circular / academic calendar of SPPU is referred for the holidays during the semester and accordingly, academic calendar of institute is prepared. The Academic Calendar of the institute has the details of tentative schedule of all curricular, co-curricular and extracurricular activities, tentative schedule of online, end-term and viva voce examinations. It is displayed on institute notice board and also on the

college website. With reference to the academic calendar of the institute, the internal exam team at the institute plans and conducts the internal end term examinations on the dates mentioned in the institute calendar. The time tables of internal end term exam are prepared and displayed on institute notice board.

Similarly, respective subject teachers prepare and display the schedules of their continuous internal evaluation (CIE) for the courses they teach. Care is taken to schedule the CIE, be it mid-term, end term exam (or any component of CIE), not to clash with University Exam schedule. Only in case, the University declares the time-table of the examinations which clashes with CIE, accordingly the institute / concerned subject teacher, as it may be applicable, change the schedule of CIE and informed to the students through notice boards. The external exam team of the institute keeps the students informed about different announcements of the University through notice board ,social media and emails. The students are informed about the URL of University official website and page-link of Examination department of University for referring to schedules of exam form filling, time tables of online / theory examinations, declaration of result, re-evaluation. They are encouraged to visit this website from time to time for latest updates on all examination related notices / circulars by University. In the Pandemic, Online sessions were conducted with the help of zoom application, google meet .Dissertation viva was conducted online. Assignments and Online quiz was conducted with the help of e-sources.

2.6 – Student Performance and Learning Outcomes

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

http://www.sinhgad.edu/2018/SKNSSBM/NAAC-2019/MBA_Syllabus_2019_Pattern_Sem_I_to_IV.pdf

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--|---|---|-----------------|
| MB6741 | MBA | Marketing Management, Financial Management, Human Resource Management, Operations Management , International Business , Supply Chain Management , Information Technology | 250 | 248 | 99.20 |

[View File](#)

2.7 – Student Satisfaction Survey

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

http://www.sinhgad.edu/2018/SKNSSBM/NAAC-2019/Student_Satisfaction_survey_2019-2020.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|--------------------------------------|----------|--|------------------------|---------------------------------|
| Projects sponsored by the University | 730 | Savitribai Phule Pune University, Pune | 0.6 | 0.2 |
| View File | | | | |

3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|-------------------|------------|
| Entrepreneurship Workshop- INNOVATIVE PRACTICES IN ENTREPRENEURSHIP | MBA | 30/01/2020 |
| IPR | MBA | 01/06/2020 |
| Entrepreneurship Opportunities in Stock Market | MBA | 26/06/2020 |
| Business Skills Workshop | MBA | 03/10/2019 |
| National Conference CONFLUENCE 2020 | MBA | 17/02/2020 |
| Basic Orientation to Entrepreneurship | MBA | 23/09/2019 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|---|----------------------|
| NA | NA | NA | Hindurao Khade | Agricultural consulting and Trading | 03/01/2020 |
| NA | NA | NA | Karveera | Fashion Brand | 05/02/2020 |
| NA | NA | NA | Shubham Pakave | Electrical and Electronics | 18/06/2020 |
| NA | NA | NA | Pramila Pote | Trading Manufacturing and Service Providers | 17/06/2020 |

| | | | | | |
|---------------------------|----|----|-------------|--------------------------|------------|
| NA | NA | NA | Pavan Zende | Travel Agency Activities | 01/06/2020 |
| View File | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 05 | 03 | 01 |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| 0 | Nil |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|------------|-----------------------|--------------------------------|
| National | MBA | 6 | 6.3 |
| International | MBA | 3 | 4.9 |

[View File](#)

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

| Department | Number of Publication |
|------------|-----------------------|
| MBA | 2 |

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--|---------------------------------------|--------------------------------------|---------------------|----------------|---|---|
| SME Exchange boon for Small and Medium Scale Organisation: Case Study on BSE SME in India March 2020 | Dr.Sadhana Ogale Dr.Sanket Charkha | Studies in Indian Place Names (SIPN) | 2020 | 1 | S.K.N. Sinhgad School of Business Management | 1 |

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
|--------------------|----------------|------------------|---------------------|---------|---|---|

| | | | | | | |
|--|---------------------------------------|--------------------------------------|------|---|---|--|
| SME Exchange boon for Small and Medium Scale Organisation: Case Study on BSE SME in India March 2020 | Dr.Sadhana Ogale Dr.Sanket Charkha | Studies in Indian Place Names (SIPN) | 2020 | 1 | 1 | S.K.N. Sinhgad School of Business Management |
| View File | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 4 | 17 | 3 | 26 |
| Presented papers | 3 | 9 | Nil | Nil |
| Resource persons | Nil | 3 | 2 | 2 |
| View File | | | | |

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|--|--|
| Human Rights Indian Judiciary System The Constitution of India | Savitribai Phule Pune Univeristy NSS Unit | 2 | 86 |
| View File | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---------------------------|-------------------|-----------------|------------------------------|
| NIL | Nil | Nil | Nil |
| View File | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--------------------|---|----------------------|--|--|
| Harit Kranti | S.K.N.Sinhgad School of Business Management | Tree Plantation | 20 | 100 |

| | | | | |
|---------------------------|---|----------------------------|----|-----|
| Community Services | S.K.N.Sinhgad School of Business Management | Flood Relief Donation | 20 | 15 |
| Gender Equity | S.K.N.Sinhgad School of Business Management | Womens Day | 19 | 65 |
| Safety | S.K.N.Sinhgad School of Business Management RTO | Road Safety Awareness | 13 | 180 |
| Regional Language | S.K.N.Sinhgad School of Business Management | Marathi Bhasha Pandharwada | 10 | 11 |
| View File | | | | |

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---------------------------|-------------|-----------------------------|----------|
| Faculty Exchange | 3 | paid leave | 7 |
| View File | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|--|----------------------|---|---------------|-------------|-------------|
| 1. Internship Placements of students 2. Roadmap to Internship 3. Internshala Student Program | Internship | Scholiverse Educare Private Limited, Gurgaon (Internshala) | 12/03/2020 | 12/03/2020 | 374 |
| Develop Business Analytics Skills amongst students. | Training | Knowledge Solutions India A Microsoft AEP (Authorized Education partner) | 05/09/2019 | 05/09/2019 | 92 |
| Training | Training | U-Turn | 08/08/2019 | 08/08/2019 | 110 |

| | | | | |
|---|--|---|--|--|
| Programme on Fundamentals of Equity, commodity and Derivative | | Financial Solutions (NIFM, Maharashtra) | | |
| View File | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|--|--------------------|--|---|
| Knowledge Solutions India A Microsoft AEP (Authorized Education partner) | 05/09/2019 | Develop Business Analytics Skills amongst students. | 31 |
| Internshala | 12/03/2020 | 1. Internship Placements of students 2. Roadmap to Internship 3. Internshala Student Program | 374 |
| U-Turn Financial Solutions (NIFM, Maharashtra) | 08/08/2019 | Training Programme on Fundamentals of Equity, commodity and Derivatives | 110 |
| View File | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 3.3 | 0.43 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Video Centre | Existing |
| Class rooms | Existing |
| Seminar Halls | Existing |
| Laboratories | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Classrooms with Wi-Fi OR LAN | Existing |
| Campus Area | Existing |
| View File | |

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|----------|--------------------|
| GEMS | Fully | In-House | 2013 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|---------|-------------|--------|-------|---------|
| | | | | | | |
| Text Books | 301 | 76755 | 20 | 11692 | 321 | 88447 |
| Reference Books | 6308 | 1797951 | 310 | 131429 | 6618 | 1929380 |
| Journals | 60 | 145814 | 6 | 21740 | 66 | 167554 |
| CD & Video | 155 | Nil | Nil | Nil | 155 | Nil |
| Others (specify) | 3 | 590 | Nil | Nil | 3 | 590 |
| Others (specify) | 1 | 8500 | 1 | 1000 | 2 | 9500 |

[View File](#)

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|------------------------|--------------------|---------------------------------------|-----------------------------|
| Dr. Shalaka Sakharekar | MIS | Swayam | 19/01/2019 |

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 118 | 60 | 118 | 2 | 25 | 8 | 13 | 32 | 10 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 118 | 60 | 118 | 2 | 25 | 8 | 13 | 32 | 10 |

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

| |
|---------------|
| 32 MBPS/ GBPS |
|---------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| Recording facility MCQs | https://www.youtube.com/watch?v=lJN0xpH |

4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 3.16 | 0.9 | 3.3 | 0.43 |

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

The Institute ensures optimal utilization of physical, academic and support facilities which are available as per the requirements of the regulatory institutions/ bodies. Laboratory: Institute has appointed a System Administrator to maintain the computer lab and networking system. Repairing and maintenance of Lab equipments, Electrical equipments, and Furniture fixture are done by the technicians and specialist in the respective area. The Register has been maintained for the verification of Dead stock. Library: Institute has appointed Librarian and the staff to maintain the Library. The requirement of books suggested by the subject teacher and the students are submitted to the Librarian. The final list of required books is duly approved and signed by Director and the President of the Institute. Library card has been issued to all teacher and students to maintain the record of books. Book issuing and returning policies are in place for book record keeping. Reading Room is available for the students. Digital Library is also available. Library is open 24/7 hours for students. For the safety of books Pest control is done from time to time. Computers: Centralized computer laboratory established for teacher and students. Internet and WIFI facility is available in the campus. Open access journals are available. Register has been maintained for the students and faculties who are availing the library facilities. Classrooms: Administrative officer take care of all physical facilities and the maintenance of the Classroom furniture and equipments. Regular cleaning of classrooms and passage area is done by the housekeeping team. Cleaning of washrooms, corridor, office, seminar halls, staffrooms, etc. is done by housekeeping team every day. Periodically cleaning is done of water tanks and water cooler. Also take care of garbage disposal, gardening, landscaping, maintenance of parking area and the cleanliness of the premises. Regularly institute is maintaining the Lift and Ramp which is available for the physically disabled students.

http://www.sinhgad.edu/2018/SKNSSBM/NAAC-2018/4_4_2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|----------------------------|--------------------|------------------|
| Financial Support from institution | NIL | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Freeships and Scholarships | 502 | 26071669 |
| b) International | NIL | Nil | 0 |

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------------------------|
| Personal counselling and Mentoring | 01/08/2019 | 545 | SKNSSBM |
| Yoga Meditation | 25/02/2020 | 37 | Sahaja Yoga Kendra Pratishtan |
| Bridge Courses | 20/08/2019 | 47 | SKNSSBM |
| Language Lab | 03/09/2019 | 103 | SKNSSBM |
| Remedial Coaching | 26/08/2019 | 65 | SKNSSBM |
| Soft skill Development | 10/10/2019 | 557 | My Growth Zone, CPC-STES , SKNSSBM, |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|--|--|--|--|---------------------------|
| 2019 | Details available in attached excel file | 545 | 545 | 1 | 152 |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 11 | 11 | 3 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| 62 | 412 | 46 | 90 | 213 | 106 |

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|-----------------------------------|--------------------------|---------------------------|----------------------------|-------------------------------|
|------|-----------------------------------|--------------------------|---------------------------|----------------------------|-------------------------------|

| | | | | | |
|---------------------------|------------------|-----|------------|--|---------------------------------|
| | higher education | | | | |
| 2020 | 1 | MBA | MANAGEMENT | SPPU | Ph. D |
| 2019 | 1 | MBA | MANAGEMENT | Unitech Institute of Technology, Newzeeland | Diploma in Business (HRM) |
| 2019 | 13 | MBA | MANAGEMENT | SKNSSBM | MBA Dual |
| View File | | | | | |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| | |
|---------------------------|---|
| Items | Number of students selected/ qualifying |
| Any Other | 1 |
| View File | |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| | | |
|---|-----------------------|------------------------|
| Activity | Level | Number of Participants |
| Details Available in attached excel file | Inter Institute Level | 127 |
| View File | | |

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---------------------------|--|---------------------------|-----------------------------------|-------------------------------------|---------------------------------|--|
| 2020 | Details available in attached excel file | National | Nil | 2 | PDCYA19, GBAPY19, AYCPB19 | Details are given in Excel file |
| View File | | | | | | |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

5.3.2 - Activity of Student Council representation of students on academic administrative bodies/committees of the institution (maximum 500 words) SKNSSBM has an active student council. The student members of this council actively participate in various activities organized by the institute. College provides necessary support to the council members in organizing coordinating the events. The council student members work as mediators between the teachers in the college and the students. The council members encourage the student representatives to develop their leadership skills all the time. They make the student members to take initiative part in all the activities and also train them to motivate other students as well. They become 'student buddies' and help the other students. Student members in this council can become real heroes and competent managers in future by learning all the skills. Members of SKNSSBM's Student Council are as follows for the academic year 2019-20 S.No Designation Member 1 Chairman of the Council Mrs. Ajita More - Teaching faculty 2 Head of the Council Mr. Abhilash Rajput - MBA-II student 3 Secretary of the Council Ms. Ritu Das Gupta - MBA-1 student 4 Member - Academics Shivani Ramteke - MBA-1

student 5 Member- Seminars/Guest Lectures Suraj Lodha - MBA-1 student 6 Member- Sports/Cultural activities Shruti Arghode - MBA-II student 7 Member- Spectrum/Industrial Visits Akash Shelake - MBA-II student The SSC comprises of total 7 members. There is a senior faculty as Chairman of the Council who provides her/his guidance to all the student representatives in the council. Council has one Student Head (MBA-II), one Student Secretary (MBA-1) and 4 student representative members (2 from MBA-1 2 from MBA-2). All the Student representatives of the council are selected based on the following criteria 1) Leadership skills 2) Good communication skills (verbal and written) 3) Planning Organizational skills 4) Problem solving Reasoning skills 5) Interpersonal skills Role Responsibilities of the SSC members: 1) Organizing and participating in the meetings along with the faculty members 2) To work as a conduit between Students, Faculty College administration. 3) To serve as a liaison in bringing any issues/suggestions/feedback related to the academics and students' welfare to the administration in meetings. 4) To convey key messages from the faculty administration to the students (College also forwards such important messages to the students through official email service and whatsapp service).

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes. SKNSSBM has registered alumni association in the year of 2015 and its Registration number is 003273, 1548/2015/Pune.(Maharashtra). It comprises total eleven members which include a Director, Dean, Secretary, a Treasurer and other members. Sr.No Name Designation 1 Dr.Rajashree Shinde Director 2 Prof.Yatin Bokil Dean 3 Dr.Rahul Wagh Member 4 Dr.Shalaka Sakharekar Member 5 Prof. Manjula Dhulipala Member 6 Prof.Sambhaji Pawar Member 7 Dr.Sadhana Ogale Treasurer 8 Prof.Mayuri Yadav Secretary 9 Dyaneshwar Pailwan Member 10 Pratik Mate Member 11 Bhushan Wagh Member 12 Swati Barodiya Member 13 Anjum Khoja Member 14 Prakash Laddha Member Growing strength of our Alumni is contributing to the betterment of SKNSSBM and its students in terms of various non-financial support activities. Our Alumni contribution strengthens the institute in various ways. Alumni association's role in various activities: The connection between alumni and the students is one of the major goals of the Alumni Association formed at SKNSSBM. Institute organizes frequent alumni interaction programs with existing students, which help the students to keep a good connect with the alumni, to mentor the students in terms of choosing a good job profile, preparing for interviews, getting tips to be placed in good companies, knowing about the challenges in business corporate world etc. Alumni help the students in various ways. By interacting them, students would be knowing about the required skills of the employees in various jobs, for getting placed in good companies. Students clear their doubts by asking the alumni regarding various issues related to their career. Alumni counsel and motivate the students to develop their skills, knowledge and abilities. They provide practical exposure to the students by sharing their work experiences. SKNSSBM's alumni are invited as judges to evaluate the performance of the students in various activities. Institute invites them as guest speakers to share their knowledge with the existing students. Social Initiatives: As a part of Alumni Association activities, the members participate in social awareness programmes conducted by SKNSSBM. They also encourage the existing students to participate in various activities like plastic free environment, road safety awareness etc.

5.4.2 – No. of enrolled Alumni:

296

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

35000

5.4.4 – Meetings/activities organized by Alumni Association :

Total - 3. General Body Meetings:2, Annual gathering :1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Vision and Mission of Institute is communicated to all the students, teachers, administrative and support staff and other stake holders. The head of the institution i.e. Director administers all the activities and plays a leading role in governance and management of the institution. All activities are planned as per the suggestion of the governing body and other committees. The meetings of all faculty members are regularly conducted for the effective working of the institute. Internal Quality Assurance cell (IQAC) formulates perspective plan taking into consideration inputs from all stake holders. This plan is presented and deliberated in Institute Development Committee under the chairmanship of Principal to get consensus. This plan is forwarded to the governing body for approval. The Institution policy believes involvement of all staff in decision making and implementing the decentralized decision policy. To streamline the same, various committees at Institute level are formed which look after academic and administrative activities which lead to the realisation of vision and mission of the Institute. Institute provides multiple responsibilities for faculty to ensure participative management by giving them various portfolios. The management has given autonomy to the Director, faculty and administrative authorities for the overall progress and development of the institute in terms of academic and administrative matters. Multiple committees formed in the institute play important role in various institutional functions.

A detailed academic plan is prepared at the start of each semester which includes all academic, co-curricular and extra-curricular activities to meet the institutional objectives. The plan is prepared in line with the Savitribai Phule Pune University (SPPU) academic calendar. Institute has developed Case Study Module in association with Harvard Business School Publishing (HBSP) as a key aspect of teaching learning process. Institute has taken an initiative to run innovative programmes like Student Training Program (STP) aimed at achieving excellent placement for its students. Comprehensive student development incorporates not only learning academic knowledge and skills, but also inculcating other aspects of students as a human being. While doing so, institute as responsible stakeholder in the field of management education is striving to implement unique value system, transparent work culture, excellent academic and physical environment favorable to learn, create and transfer knowledge and induce ethical standards and professionalism.

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

Yes

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|-----------------------|--|
| Admission of Students | To improve admissions, following salient activities are being done: Banners are placed a prominent locations around Pune Advertisements in leading newspapers Brochure of the |

Institute is prepared Department Newsletters are prepared, Institute brochure and newsletters are shared with parents and students during the CET exam Counseling of students and parents is done Faculty counseling to the Junior colleges at various locations. Maharashtra MBA Selection Process There are three ways in which a candidate in Maharashtra is selected to get admission in MBA colleges of the state. Candidates must go through the following selection processes to get a clearer understanding. Selection Process for Maharashtra Admissions DTE CAP MAH CET 2020/ CAT/ GMAT/ CMAT • DTE Maharashtra will commence the registration process for CAP (Centralised Admission Process). • Candidates with a valid MAH CET / CAT/ GMAT/ CMAT score are eligible to register for DTE CAP. • The selection process is based on the MBA/ MMS merit list released by DTE Maharashtra. • The seat allocation will be based on rank or merit of the candidates in the entrance exams. • During the counselling process, the candidates will have to exercise web options. • Based on the rank and college preferences, DTE will allocate the seats. • Usually, DTE Maharashtra conducts four rounds of CAP, and the candidates who are not able to secure a seat in the first round of CAP can take part in subsequent rounds. • Students of Maharashtra domicile are eligible to take part in DTE CAP. Selection Process for Maharashtra Admissions based on Other Entrance Exams • Students who are not interested to take part in DTE CAP can apply for popular B-Schools individually with a state or national level entrance test core. • These institutes may shortlist the candidates based on their entrance test scores. • The shortlisted candidates will have to take part in other stages of the selection process that involve Group Discussion/ Written Ability Test/ Personal Interview. • The institutes will decide the mode of the selection process. • The final selection for MBA/ MMS course is based on the candidate's performance in all stages of the selection process. Direct MBA Admission/ Management Quota Admission • Students who did not take part in DTE

CAP or were unable to secure seats can approach the private colleges and deemed universities directly for admission under management quota. • The individual institution decides the eligibility criteria for management quota admission. • DTE sanctioned 20 of seats to each private management institute that can be filled through management quota. The Institute has surrendered this management quota seats to DTE.

Human Resource Management

Key points of human resource management of the college are as follows Recruitment through the Local Staff Section Committee Staff requirements are obtained from all Heads of Department and reviewed by the Principal Approval is taken from the management Advertisement in leading newspapers and Institute website Conducting interviews by Local Staff Section Committee Annual appraisal of all faculties done by HOD and reviewed by the Principal Promotions of the faculty decided through the Staff Selection Committee Annual increment decide by management based on annual appraisals.

Teaching and Learning

Academic coordinator of the department monitors the teaching learning process and prepares a report which is periodically shared with the Institute Academic Coordinator. The academic coordinator monitors the following teaching learning activities: 1. Conduct of lectures and practicals as per the time table 2. Preparation of the list of defaulters whose attendance is less than 75 3. Conduct of makeup classes for the defaulters 4. Coverage of the curriculum as per the syllabus 5. Continuous assessment (CAS) of the practicals 6. Conduct of project and seminar presentations 7. Conduct of the unit tests as per the plan 8. Analysis of test results 9. Assignments as per the plan Activities of the Academic monitoring are periodically reviewed by the Director and corrective actions taken.

Curriculum Development

The Institute follows the curriculum approved by Savitribai Phule Pune University (SPPU). Our faculty members participate at various bodies of the university such as Academic Council, Board of Studies (BOS), and Subject

Chairmen who contribute in framing of syllabus regularly. Institute has its own stakeholder's feedback policy in place. The purpose of this Policy is to provide a framework for obtaining, summarizing and documenting information on student and stakeholder perceptions of the quality and effectiveness of the Institute's curriculum. All the feedbacks received from various stakeholders are summarized and analysed. The recommendations are communicated to the BOS for curriculum revision.

Examination and Evaluation

The examinations for the programmes offered is conducted by the University and hence, the college has no control over the evaluation. However, for the internal evaluation, the college has developed the strategies for quality improvement: 1. Question papers are prepared by faculty appointed by the examination department. 2. The question papers are printed by the examination department. 3. The unit test is conducted as per the procedure. 4. The paper is assessed by the concerned faculty. 5. Assignments are given to the students failing in the internal examinations. 6. Internal marks are divided into Internal Exam, assignments and attendance as per university guidelines 7. Internal audits of Examination procedure is conducted to ensure continual improvement. 8. University appoint the External Exam Controller at exam center.

Library, ICT and Physical Infrastructure / Instrumentation

o Annual budgets is provided by the college for purchase of new volumes, titles, National and International journals Purchase of books is done as per the recommendations of the subject experts to ensure availability of all required teaching resources. o The library operates from 8am till 8pm. This is extended library hours especially for students. o The faculty teaching the Subject also sends notes to the students through email / ERP by subject faculty. o Student assignments bank are available in library with model answers. o Most of the classroom sessions are conducted with the use of LCD Projectors. o Library also maintains a Bank of power point presentation for core subjects. o Annual purchases carried out to upgrade

the infrastructure and equipment. o Annual maintenance contracts (AMC's) are done for infrastructure and critical equipment. o Cleaning and maintaining of common / public areas is outsourced and monitored by inhouse housekeeping Personnel. o Utmost care is taken of critical equipment's and their maintenance with the help of Log books, history cards and Breakdown registers. o Breakdown procedures are followed to ensure repairs are carried out on time to avoid inconvenience. o Sufficient budgets are allocated for repairs and maintenance.

Industry Interaction / Collaboration

o The college organizes Industrial visits for students to various organization to increase their knowledge. o The college organizes various guest lecture series / workshops for staff and students to hone their skills and to develop additional skills that would be helpful for them to gain Additional edge in industry o Leading brands from industry support and Sponsor College for various events. o The College Have Placement Cell Which Interact with industry and Provided Placement opportunities to students. o Industry experts are also called upon to be a part of sensory evaluation team during major activities conducted by the college.

Research and Development

- Organisation of annual national research conference
- Funding from SPPU for organization of all of the national research conferences under the quality improvement programme of Savitribai Phule Pune University (SPPU).
- Publication of peer reviewed research journal SANKALAN (ISSN No. 2454-9266)
- Awarding three non-compounded increments to faculty in recognition of acquiring Ph.D.
- Financial assistance to faculty to participate in conferences and seminars and present their research papers
- Support to faculty to apply for and execute sponsored research projects
- Internal courses focusing on development of research acumen (Enterprise Analysis Desk Research (EADR), Industry Analysis Desk Research (IADR)).

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

E-governance area

Details

| | |
|-------------------------------|---|
| Administration | <p>ERP based activities are used for administrative purpose too. Some of the administrative tasks carried out by ERP software include assigning roles to access ERP reports as per hierarchy (GFM, Head, etc.), Icard generation for students, (Academics Employees Leave, ICard, Library, Biometric attendance monitoring for Employees and Students, Late mark report, In/Out time record, this module also helps in monthly salary payment of all employee of the institute.</p> |
| Planning and Development | <p>Academic Event Calendar displays the events planned for the entire academic year on the website. Academic Plan states the faculty subject allotment and administrative duties for the academic year. Purchase Requirements are planned and monitored using ICT. A perspective plan is made by the college which acts as a blue print for the year. The same is uploaded on the college website for reference. Academic Event Calendar displays the events planned for the entire academic year on the website.</p> |
| Finance and Accounts | <p>Finance and accounts section uses Tally and excel for carrying out various accounting activities. Accounting activities carried out using Tally software are: a. Cheque printing b. Cash Book/Bank Book maintenance c. Maintenance of ledger d. Fees register e. Bank reconciliation statements (BRS) Following tasks are achieved using microsoft excel: a. Preparation of salary bills b. Preparation and maintenance of student's fees record. TDS Return filing, TDS Challan printing, Professional tax challan printing.</p> |
| Student Admission and Support | <p>1. This ERP modules helps in admission process of students of the institute and is used to complete the admission formality by filling up online admission forms writing all the academic and other information on this forms. Maintain admission date, enquiry date, Application forms. Maintain alumni data, student data. Promote the student in second year, demote the students from second year to first year in the case of year down result. Library automation, Management of books, Issue /return work, Library books acquisition.</p> |

| | |
|--------------------|--|
| Examination | The College allows student to use Computer Lab Facility to fill University Exam Form and for the Examinations of Swayam Courses. The college website displays the academic calendar stating the exam dates for unit test, University Term end exam, Student Can Pay Examination fees through online payment options. |
|--------------------|--|

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------|------------------------|---|---|-------------------|
| 2019 | Prof. Roza Parashar | IIM, Ahmedabad Faculty Development Programme | IIM, Ahmedabad | 127440 |
| 2019 | Prof.Ajita More | FDP Program at S.B. Patil Institute of Management | S.B. Patil Institute of Management,Pune | 200 |
| 2019 | Prof.Manjula Dhulipala | FDP Program at S.B. Patil Institute of Management | S.B. Patil Institute of Management,Pune | 200 |
| 2019 | Dr.Sangita Gorde | FDP at D.Y.Patil Intitute of Management Studies | D.Y.Patil Intitute of Management Studies,Pune | 200 |
| 2019 | Prof.Mayuri Yadav | FDP at AISSMS Institute | AISSMS Institute,Pune | 200 |
| 2019 | Prof.Kalpana Sayankar | FDP at AISSMS Institute | AISSMS Institute,Pune | 200 |
| 2019 | Dr.Sadhana Ogale | FDP at Rajgad Institute of Management | Rajgad Institute of Management,Pune | 200 |
| 2019 | Prof.Pravin Bodade | FDP at D.Y.Patil Intitute of Management Studies | D.Y.Patil Intitute of Management Studies,Pune | 200 |
| 2019 | Prof.Sanchit Pansare | FDP at IICMR | IICMR,Pune | 200 |

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|--|---|------------|------------|---|---|
| 2019 | State Seminar | Training of Apex Software | 07/10/2019 | 08/10/2019 | 16 | 3 |
| 2020 | National Conference | Training of Relyon Software | 06/02/2020 | 07/02/2020 | 18 | 3 |

[View File](#)

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|--|---------------------------------|------------|------------|----------|
| online FDP WITH ASSOCIATION OF IIT Bombay training on PHYTHON SOFTWARE | 1 | 03/05/2020 | 07/05/2020 | 5 |
| FDP at Rajgad Institute of Management | 1 | 28/06/2019 | 28/06/2019 | 1 |
| FDP at AISSMS Institute | 2 | 10/07/2019 | 10/07/2019 | 1 |
| FDP at D.Y.Patil Intitute of Management Studies | 2 | 06/07/2019 | 06/07/2019 | 1 |
| IIM, Ahmedabad Faculty Development Programme | 1 | 03/07/2019 | 31/08/2019 | 59 |
| FDP Program at S.B. Patil Institute of Management | 2 | 03/07/2019 | 03/07/2019 | 1 |
| FDP at IICMR | 1 | 13/07/2019 | 13/07/2019 | 1 |
| SME Exchange boon for Small and Medium Scale Organisation: | 1 | 03/03/2020 | 03/03/2020 | 1 |

| | | | | |
|---|---|------------|------------|---|
| Case Study on BSE SME in India | | | | |
| e FDP on NAAC Accreditation by DIMR, Balewadi, Pune | 3 | 21/07/2020 | 27/07/2020 | 7 |
| FPD on Soft Skills | 1 | 08/12/2020 | 17/12/2020 | 9 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 10 | 10 | Nil | Nil |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|---|---|
| <ul style="list-style-type: none"> • Employee Provident Fund (EPF) • Gratuity for all staff • Group insurance scheme. • Accidental insurance • Staff quarters • Free medical treatment in 1000 bedded hospital owned by STES • Free dental treatment in dental hospital owned by STES • Registration fee for FDP programs. • Maternity leaves are provided as per the Government and University rules. • 24 Hours security in campus • Indoor and outdoor games facility | <ul style="list-style-type: none"> • Employee Provident Fund (EPF) • Gratuity for all staff • Group insurance scheme. • Accidental insurance • Staff quarters • Free medical treatment in 1000 bedded hospital owned by STES • Free dental treatment in dental hospital owned by STES • Registration fee for Training programs. • Maternity leaves are provided as per the government and University rules. • Uniform for security guards • 24 Hours security in campus • Indoor and outdoor games facility | <ul style="list-style-type: none"> Medical insurance . Students insurance. Free medical treatment in 1000 bedded hospital owned by STES • Free dental treatment in dental hospital owned by STES • Registration fees for students competitions • Indoor and outdoor games facility |

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly Response: Institute implements two level financial audit mechanisms as follows 1) Internal audit 2) External audit 1. Internal Audit Procedure The auditor looks over the information contained in the documents and plans out how the audit will be conducted. An audit plan is then drafted. This audit is proprietary audit. Its focus is on adherence to internal rules and procedures set for internal control within the organization. Following steps are followed for systematic audit procedure and practice. Object of the Audit: To check financial propriety of transactions. Authorization of various transactions, whether proper procedure is followed. 1. Manual Cash Book: Check all Receipts and Payments and to see the correctness of account. 1. Bank

Account: To verify all the receipts and payments. During auditing of vouchers to see that all procedures regarding purchases followed. To check bank Reconciliation. 1.Checking of fee Reconciliation, All Journal Vouchers Prospectus Reconciliation etc. 1.All Pay Bills: To see increment drawn properly. All recoveries effected properly. 1.Library Section: All books purchased accounted for in Accession Registered. All periodicals received. 1.Yearly verification of books has been done otherwise. Mechanism for settling audit objections During internal financial audit, auditors raise objections related to finance and stock related records, giving an opportunity to the Institute to address and rectify the same. They also give necessary guidance for improvement in account maintenance. These measures ensure no further discrepancies in the records that can be objected to by the external auditors.

2. External Audit Indicative Statutory Audit Checklist: 1.Cash book checking 2.Bank book checking 3.Journal Prior period entries if any to be noted. 1.Fees Reconciliation Statements 2.Bank Reconciliation Statements - 3.Branch Division Balances of various branches within Campus should tally with balances as per respective Campus Books of A/c 1.Bank Transaction - 2.Sundry creditors having debit balances:- 3.Advances to staff- Year wise breakup of such advances 1.Fees receivable from students- Year wise list of students and o/s amount 2.Fee receivable from Social Welfare 3.Prepaid expenses verification with period.

4.Classification / Proper Account of Capital Expenditure and Revenue Expenditure. 5.Scrutiny of Long outstanding debit and credit balances 6.Comparative statement of Income and Expenditure and Balance sheet with the previous year 2018-19 7.Physical verification Report of stock and cash balances from Accounts Officers 8.Verification of Investments 9.Checking of Depreciation sheet 10.Checking of Following Registers:- 1.Fixed Assets Register 2.Printing and Stationary Register 3.Stock Register 1..Statements of statutory dues duly verified by the campus accounts officers 2.Other Earmarked funds - University Ordinance No. 171. 3.Interest charged by the bank:- 4.List of outstanding debit and credit entries - Obtain confirmation from respective parties. 5.Grant, university fees, examination fees, eligibility fees, university pro-rata fees 6.See and check properly the following: 1.Year End Provision for all types of expenses 2.Allocation of expenditure 3.Allocation of Loan 4.Allocation of Assets 5.Allocation of Interest

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|--------------------------------|
| Maddy Fruti Kulfi | 10000 | Organization of cultural event |
| View File | | |

6.4.3 – Total corpus fund generated

| |
|-------|
| 40000 |
|-------|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Null | Yes | IQAC Surveillance Committee |
| Administrative | No | Null | Yes | IQAC Surveillance |

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

1) To provide parents the forum to receive information regarding the institute and communicate with teachers, Parents meet is arranged. 2) Under Stakeholders feedback policy we Collect feedback from Parents. 3) To enhance and enrich the overall learning experience of students we have Implemented suggestions that are given in Parents-Teacher meet.

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

1. Training on Talley software 2. Training on Apex software 3. Training on Relyon software

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

1. Organizing National Research Conference and State Level Seminar 2. Specializationwise Foundation Programme for students 3. Installation of Apex and Relyon software for effective information system management

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2019 | Womens Day | 03/09/2019 | 03/09/2019 | 03/09/2019 | 47 |
| 2019 | Tree Plantation | 19/08/2019 | 19/08/2019 | 19/08/2019 | 120 |
| 2019 | Flood Relief Donation | 18/08/2019 | 18/08/2019 | 21/08/2019 | 35 |
| 2019 | Yoga Day | 23/06/2019 | 23/06/2019 | 23/06/2019 | 80 |
| 2020 | Road Safety Awareness | 10/01/2020 | 10/01/2020 | 10/01/2020 | 180 |
| 2020 | Marathi Bhasha Pandharwada | 27/02/2020 | 27/02/2020 | 27/02/2020 | 111 |
| 2019 | Gandhi Jayanti | 02/10/2019 | 02/10/2019 | 02/10/2019 | 54 |

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

| Title of the programme | Period from | Period To | Number of Participants |
|------------------------|-------------|-----------|------------------------|
|------------------------|-------------|-----------|------------------------|

| | | | | | | | |
|---------------------------|---|---|------------|---|-----------------|--|------|
| 2020 | 1 | 1 | 08/05/2020 | 1 | COVID Awareness | Awareness creation on precautions to be taken for COVID Prevention | 1701 |
| 2019 | 1 | 1 | 19/08/2019 | 1 | Tree Plantation | Environmental conservation | 120 |
| 2019 | 1 | 1 | 27/08/2019 | 2 | Flood relief | Helping the citizens suffering from flood | 35 |
| View File | | | | | | | |

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

| Title | Date of publication | Follow up(max 100 words) |
|-----------------|---------------------|---|
| Code of Conduct | 16/03/2020 | The code of Conduct regarding Human Values and Professional Ethics is made known to all the stakeholders and the importance of following the same is duly emphasized. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|------------------------------|---------------|-------------|------------------------|
| Independence Day Celebration | 15/08/2020 | 15/08/2020 | 12 |
| Vallabhbhai Patel Jayanti | 31/10/2019 | 31/10/2019 | 63 |
| Gandhi Jayanti | 02/10/2019 | 02/10/2019 | 54 |
| Womens Day | 09/03/2020 | 09/03/2020 | 47 |
| View File | | | |

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

| |
|--|
| <p>1. Energy conservation a. Use of Energy Efficient Equipment b. Insulation of Hot Water Pipes c. Use of CFL/LED and Energy Rated equipment's and fixtures d. Master Switches for each Room to shut down power of entire room when not in use e. CRT monitors being replaced with LCD/LED Monitors</p> |
| <p>2. Use of renewable energy: Solar Powered Street Lighting Solar Powered Water Heating System, The hostels are provided with solar water heaters to harness the solar energy. The power control centers are provided with capacitor bank to maintain the power factor unity to reduce the losses. The portion of Campus Street light and medical Centre are connected with three hybrid power system of 5 kW each i.e. power generated by solar. The hostels are provided with solar</p> |

water heaters. Some standalone street lights are powered with solar panels in specific junctions.

3. Water harvesting- a. Institute building is equipped with Rain Water Management System with Channelized Drain Pipe Network, Rain Water Holding Tank, Pumps and Ground Water Recharge Pits. b. Approx. 2km of Storm Water Drain Line is also provided with four rain water recharge pits c. Rain Water Harvesting Recharge Pits are provided at numerous locations of the campus.

4. Efforts for Carbon neutrality- Tree plantation is carried out to achieve carbon neutrality to cover the most open areas. Institute residents are encouraged to use cycle as a transport medium within the campus. All the wastes generated in the campus are taken care of as per norms. Decrease in electrical usage by substitution with renewable sources of energy.

5. Plantation - Every year we have plantation drives to increase the greenery with the replacement of deceased plants. We have self-sufficient staff in house as well as through external housekeeping contractors for maintenance of landscape.

6. Hazardous waste management - This factor has been taken care of in an adequate manner to provide an eco-friendly environment within the campus

7. E-waste management - e-waste generated is collected and sent either to an e-waste dealer or to the collection point prescribed by pollution board.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice: 1 Title- Student Training Program (STP) Development and implementation Students who are pursuing MBA program are from different socio, economic background and belong to mostly to towns and rural areas of state of Maharashtra and Rest of India. So it is necessary to bring all the students in terms of knowledge and skills and attitude. Therefore training session need to be conducted for developing communication skill, reading writing skill, assessing the economic environment and career opportunities has become necessary. Best Practice 2: Title : Industry Engagement as a curricular aspect SKNSSBM has an educational philosophy that establishes a dialectical link between theory and practice. The institute curriculum is continuously being innovated upon and refreshed to reflect the latest developments in technology and trends within industry. Pure academics are supplemented by pervasive industry engagement through the Practice School.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.sinhgad.edu/2020/SKNSSBM/NAAC-2020/Best_Practises.pdf

7.3 – Institutional Distinctiveness

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

The establishment of the SKN Sinhgad School of Business Management symbolizes the ascendance of plateau of achievement of academic excellence, in dissemination of quality education from pre-primary to collegiate level by Sinhgad Technical Education Society, ensconced at Pune, by Prof. M. N. Navale Sir. SKN Sinhgad School of Business Management is committed to usher in socio - economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of the stake holders as initiated by the founding fathers. To recruit and retain well qualified motivated faculty and staff and provide adequate infrastructure, equipment and machinery. To provide amenities and sports facilities in harmony with nature.

Industry institute interaction to provide adequate exposure to the students to the world of work. Enrich library and provide latest teaching gadgets and process to promote effective teaching, learning. To provide holistic value based education and inculcate entrepreneurial abilities so that the students are well groomed in knowledge, skills and values to have the ability to face the challenges of the corporate world and life. Silent features of institute: • Institute provided inclusive technical education so that a deserving student is not denied an opportunity for technical education solely on socio economic constraints. • Institute provided holistic education to develop skills, knowledge and values through well-structured curriculum and instructions. • Made students readily acceptable to the corporate world and promote entrepreneurship. • The academic vigilance Committee headed by the Director. • Disciplinary Committee to look into the in disciplinary Acts Ragging. • Power backup given on the campus. • The institute takes conscious efforts to create awareness about energy conservation and renewable energy usage among students. Solar panels are used in the hostel and the college campus. • Institute is friendly for Differently Abled. • Significant career guidance programs arranged by institute to guide rural area students by arranging campaigns nearby villages. • Round the clock internet connectivity through dedicated 40 mbps Lease Line. • Various Social events carried out for enrichment of students. • Mentoring scheme has developed systematic road map for improving the different aspects of personality developments, Communication Skill, Presentation Skill, Team Work, leadership qualities, resume writing, etc. and make them ready to face the challenges in industry. • Internal complaint committee has established to prevent sexual harassment. • Institute provided students prerequisite training for building and developing competencies for the placement. • Various personality development programs and health check-up camps are conducted under women's development committee. • Institute has provided career development services to students with respect to higher Education, opportunities for growth. • Institute has provided user Education and References Service to the teachers in order to maximize the use of the resource of the Library. Institute has been initiating and implementing various activities to assure and improve quality in the different aspects of academics, curricular and extracurricular activities, and faculty development.

Provide the weblink of the institution

http://cms.sinhgad.edu/sinhgad_management_institutes/sknssbm_mgt/aboutus.aspx

8.Future Plans of Actions for Next Academic Year

Institute has been initiating and implementing various activities to assure and improve quality in the different aspects of academics, co-curricular and extracurricular activities, faculty development. Another aspect, institute is focusing is social exposure to students and faculty by conducting extension activities. In view of the vision, mission and core values, institute has planned for following initiatives. 1. Enhancing academic excellence. 2. Development of skills of the students by inculcating core values among them further by imparting value-based education. 3. Institute is planning to Organize more community service activities to contribute to the wellness of the society. 4. Firm up collaborations to bridge the gap between academia and industry. Industry is the major stake holder of Management institution. Continuous interaction between management institution and industry is an essential requirement to enhance an employability of management students. Institute has been in association with various industries and providing very good industrial exposure to the students. In order to sustain and enhance the interaction with the industries, Institute has planned to focus on interaction with industry with the involvement of every faculty and students as well. More focus through interaction with industry will be to motivate students for industrial internships and employment. 5. Intensive training for preparing students for competitive examinations. 6. To promote

entrepreneurship and innovation through skill development. Institute has developed "Entrepreneurship Cell" and planning for enhanced activities in this area. Skill development will be the focused area for enhancing employability of students. 7. Institute is planning to have teachers and student exchange programme with other educational institutions.