Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SINHGAD BUSINESS SCHOOL**
Name of the head of the Institution	**Dr.Vijaya Puranik**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**020-25434314**
Mobile no.	**9657725091**
Registered Email	**director_sbs@sinhgad.edu**
Alternate Email	**vijayapuranik@gmail.com**
Address	**19/15 Smt.Khillare Marg Off Karve Road Erandwane, Pune**
City/Town	**Pune**
State/UT	**Maharashtra**
Pincode	**411004**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr.Dhananjay Mandlik**
Phone no/Alternate Phone no.	**02025431001**
Mobile no.	**9623448939**
Registered Email	**dhananjay@sinhgad.edu**
Alternate Email	**100djay@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sinhgad.edu/2018/SBS/NAAC-2019-20/AQAR_1_2018_19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sinhgad.edu/2018/SBS/NAAC-2019-20/Academic_Calender_2019.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.78**	**2018**	**02-Nov-2018**	**01-Nov-2023**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**03-Oct-2017**

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
Fast learners and Slow	**17-Sep-2019**	**181**

learners are identified through psychometric testing then students are motivated to complete e-course on SWAYAM, NPTEL, EdX, Coursera, Udemy platform	5	
National conference on The Dynamics of shift in business model in modern era	16-Jan-2020 2	462
The finance seminar covering banking and forex aspect was organized for MBA - I year students	03-Oct-2020 1	181
The practical orientation of business concept was implemented by the initiative of SBS through Biz- Wiz competition Plan.	18-Oct-2019 2	125
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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
No Data Entered/Not Applicable!!!				
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)

Use of smartboard for virtual teaching. Use of Telegram app has been introduced by SBS Library to make available econtent for students and faculty. Use of online platforms like google meet, zoom, Microsoft teams, webex,etc for conducting lectures and meetings. Identification and individualized grooming for fast and slow learners.

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

Plan of Action	Achivements/Outcomes
German as a foreign language is introduced to give exposure to the students aspiring to pursue higher studies or career opportunities abroad.	The students are better equiped to eplore academic and career oportunities abroad.
Industry academia interface formed to give more industry exposure to the students	The student understood the industry expectation and it helps them to mould their skillsets fitting the industry requirement
The psychometric test is conducted to help students to take decision about the specialization domain and development of managerial skills.	Students find it easier to opt for specilization according to their potential
All the faculty members are motivated to develop research skill to publish papers in UGC Care listed journals/ ABDC / International Journals.	No. of quality papers published by the faculty members has increased
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	29-Jan-2020
17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	GEMS/ERP software is for library management. CCTV is used for visual surveillance in Institute. AUS Pay whiz Professional Software and Tally software is used for accounts administration. Zoom software is used for database management and its integration with tally. Wifi is installed for better internet connectivity for staff and students. University portal(www. unipune.ac.in) is used for examinations. Use of Google sheets for maintaining concurrent evaluation of students.

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

* Sinhgad Business School is affiliated to Savitribai Phule Pune University and follows the curriculum given by the university. • The university provides the academic calendar. Based on the same academic calendar, institute prepares its own academic calendar. The academic calendar provides date of commencement of the academic session, duration of semester, period of semester examinations and ending of the semester. • Subject choices are taken from faculties and subject allocation is done on subject choices made by the faculties and time table is papered by time table committee. Faculties prepare the teaching plans and delivery content as per the allocated subjects. • Classes held according to the time table under the supervision of overall coordinators throughout the semester. • Various classroom teaching methods based on various needs of different courses are regularly used for the effective delivery of the curriculum such as- ICT-enabled teaching-learning method, Use of different software, Use of Scientific models and charts for effective lecture delivery, Distribution of class notes by teachers, Group discussion amongst the students during the class, seminars by students related to curriculum, Paper presentation by the students. • Project work, dissertations are conducted for fulfilment of students' degrees. • Guest sessions by industry experts are also arranged regularly in the institute which helps students for their development and understandings about the industry. • Regular class tests, Midterm examinations, End term examinations, regular assessment, viva-voce, are organized to keep track on the improvement of the students. • Remedial classes are also conducted based on requirement. • SBS maintains the detailed record of the classes, assessments, attendance, results, etc. • Due to the COVID-19 pandemic situation and lockdown all over the country, SBS reviewed its academic calendar and implemented changes as per SPPU guidelines regarding conducting classes, assignments, viva and evaluations in an online mode with effect from 17th March 2020.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Financial	NA	14/10/2019	5	Employabil	

Modelling				ity/ entrepr eneurship	Proficiency in analysing financial data, Learning of Basic and Advance Excel applic ations, Budgeting planning
HRD Instruments	NA	03/10/2019	3	Employabil ity/ entrepr eneurship	Decision Making, Analytical Leadership Skills, HRD Skills
Advance Excel	NA	24/09/2019	4	Employabil ity/ entrepr eneurship	Handling Excel efficiently, Data analysis using Excel
Bloomberg Champions Program 2019	NA	03/10/2019	2	Employabil ity/ entrepr eneurship	Gain knowledge of financial markets
Six Sigma Green Belt	NA	09/10/2019	3	Employabil ity/ entrepr eneurship	Boost subject matter proficiency leads to employers desirability

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	Management	19/08/2019
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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	Marketing, Finance, HRM, Systems, Operation, IB	19/08/2019

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

	Certificate	Diploma Course
Number of Students	161	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
English Language Lab	19/08/2019	52
German Language Lab	19/08/2019	28
Business Communication	19/08/2019	208
Skill Development	19/08/2019	177
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Marketing	71
MBA	Fianance	76
MBA	HRM	18
MBA	IB	1
MBA	Systems	3
MBA	Operations	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

• Feedback is collected from various stakeholders namely, students, teachers, alumni, employers and parents. Student's feedback is filled by all MBA Students first second year on their last examination day in the institute. Attendance of each student is mentioned in the feedback form. Feedback is received on varied aspects of the college including location, office, library, administration and academics. • The points are calculated according to the grades given by the students in various criteria. The grades are given as A, B, C, D, E (where A5, B4, C3, D2, E1). The Average and percentage of various criteria are calculated. The strength and weaknesses mentioned by the students are summarized. • Teachers feedback process in SBS is systematic, rigorous and respectful for improvements in teaching – learning activity. Actions on summarized feedback is solicited and faculty members are always encouraged to participate in FDPs and seminars for continuous improvement. • Feedbacks from employer's are received through mails which are analysed separately and the outcomes are utilized for the skill development of the students. The arrangement of guest lectures and webinars by industry experts on contemporary topics are regularly scheduled in SBS. • Feedback from the alumni is solicited through consultation during the alumni meets. They supply constructive tips on helping the students to gain extra recognition and improving themselves for better employability. • Parents

feedback is collected during the Parent Teacher Meetings (PTMs) that are organised by the institute. Suggestions and comments given by the guardians are also taken into account for future development. • The different areas where improvements are required are discussed in respective committees. The proposals given by the different committees are discussed in the meeting for necessary action. Strengths of the institute are also taken into consideration for further improvements.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	Management	300	346	281
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	Nill	471	Nill	25	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
25	25	6	13	1	12
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 activity is executed at the beginning of every semester of the academic year in our Institute. During induction program all fresher students are made aware of Mentoring program and the process conducted in the institute. Mentoring activity coordinator allocates group of MBA 1st and 2nd year students to each faculty member for mentoring. On an average each faculty is assigned 15 to 20 students of first year for conducting mentoring sessions. And second year students are mentored by their Project guides from whom they seek project guidance. Mentor- Mentee allocation list is displayed in each class notice board and also circulated on student's whats app groups. For conducting mentoring sessions, a special slot is kept in the time table on every Thursday. Faculties guide the students about MBA course, credit structure certification courses related to specialization, examination system, cultural sports events within and outside campus, industrial visits, student training program (STP) activities, seminars, workshops etc. They also give guidance for Summer Internship Program project sponsorship and placement opportunities in various sectors. The company feedback received by placement officer is shared with the students and action towards filling the gap is initiated by the mentors. Faculty mentors also call Alumni to interact and share their experience with the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

471	25	1:19

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	25	5	2	14

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	Prof. (Dr.) Dhananjay Mandlik	Professor	Best Innovative Teacher in Research, Navabharat Times
2019	Dr. Vijaya Puranik	Director	Selected as Vice President, Maharashtra Core Committee, CEGR
2020	Prof. (Dr.) Dhananjay Mandlik	Professor	Fellow, The Society of Innovative ducationalist and Scientific Research Professional
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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	613610110	IV	24/10/2020	08/12/2020
MBA	613610110	III	09/12/2020	28/02/2020
MBA	613610110	II	31/03/2020	24/07/2020
MBA	613610110	I	30/12/2019	07/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per revised MBA Curriculum, specialization wise domain heads appointed by Director as per the suggestions given by IQAC along with course teachers, prepare the scheme of Comprehensive Concurrent Evaluation (CCE) before commencement of the term. The scheme of Comprehensive Concurrent Evaluation explicitly state the linkages with the Course Outcomes (CO) defined in curriculum. Course teachers opt for a combination of one or more CCE methods for each course as per guidelines given in the syllabus. The course teacher design scoring parameters that define performance expectations for learners.

The final scores of all CCE components are then converted to internal marks weightage. A copy of the assessment outcome is displayed on the notice boards duly signed by the course teacher, coordinators, overall coordinators and the director. Every course teachers guide the students on a need basis. Also As a response to the value addition measures suggested in the syllabus of MBA 2019 by Savitribai Phule Pune University Institute had decided to encourage students of the second semester MBA to pursue 2 courses each of 1 credit online courses MOOCs (Massive Online Open Courses) as a substitute for 1 elective course of 2 credits. Every semester internal examination team conducts an internal end term examination based on entire syllabus. The scores of the end term examination are displayed on the notice board and answer sheets are shown to the all students by the subject teachers. Due to Spread of The Novel Corona Virus (2019-nCoV)-COVID19 – during March 2020, new plan of action was prepared for academic activities as teachers were unable to access hard copies of submitted documents of concurrent Evaluation components such as assignments, class tests, MCQ tests Case study evaluation etc. During lockdown period new virtual viva voce time table was prepared using online platforms like Google classroom, Zoom, Meet etc for all the subjects in order to assess the subject knowledge of the students. Students in remote areas, who were not having good internet connectivity, were asked to give normal voice call. End term examinations of MBA first year and second year were conducted offline by sending scanned copy of question papers and receiving scanned copies of answer sheets in specific time period by the internal examination team. Google sheet for entire concurrent evaluation scores was shared with all the students in view mode by the coordinators after taking the consent of overall coordinator and Director. Student queries related to concurrent evaluation are attended through individual What Sapp or by sending an email to respective subject teachers and coordinators.

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

Faculties prepare their teaching plan for the conduct of teaching sessions. Academic calendar is displayed on institute website at the beginning of every semester. It also includes details of activities such as Induction program for newly admitted students, specialization orientation for second semester students, placement orientation sessions for third and fourth semester students, Summer Internship guidance sessions, certificate courses, details of activities such as cultural and sports events, industrial visits, case study sessions, guest sessions, alumni interaction session , national conference , state level seminar etc. . All faculties follow the calendar for the conduct of academic activities. Weekly session monitoring is done to validate the academic calendar, any deviations if observed are noted and necessary action is planned and taken.

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://collegecirculars.unipune.ac.in/sites/documents/Syllabus%202019/MBA_Revised%20Syllabus%202019%2023-10-19_24.102019.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

613610110	MBA	Management	184	184	100
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2.7 – Student Satisfaction Survey

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

http://www.sinhgad.edu/2018/SBS/NAAC-2019-20/Student-Satisfaction-Survey.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
Any Other (Specify)	0	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Financial Modelling	SBS	14/10/2019
HRD Instruments	SBS	06/03/2020
Excel Workshop	SBS	24/09/2019

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
Best Innovative Teacher in Research	Prof. (Dr.) Dhananjay Mandlik	Navbharat Times	06/06/2019	Teachers
Teaching Excellence Award	Dr.Vimal Saxena	GISR Foundation and American College of Dubai	31/10/2019	Teachers
Building Internship Culture in Sinhgad Award	Mr. Ravindra Paniker	Internshala	10/07/2019	Institution
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Innovation Incubation Cell	Innovation Incubation Cell	SPPU	KC Bakers by Kiran Chavan	Bakery	27/11/2019

Innovation Incubation Cell	Innovation Incubation Cell	SPPU	Doorstep Delivery by Hrishikesh Kasab	Vegetable and grocery delivery	10/10/2019
Innovation Incubation Cell	Innovation Incubation Cell	SPPU	Green Global Society	Recycling Paper waste	18/10/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	3	1

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

Name of the Department	Number of PhD's Awarded
0	Nill

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	Management	7	0
International	Management	18	0

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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
Management	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2020	0	0	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2020	Nill	Nill	0

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

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	3	6	Nill	4
Presented papers	1	14	Nill	Nill
Resource persons	1	Nill	Nill	5

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Autism Center	SBS	2	15
Utthan	SBS	4	15
Tree Plantation	SBS	4	38
Blood Donation	SBS	2	35

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blind School Donation	Appreciation Letter	Blind Association, Madurai	33

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	SBS	Cleaning the premises	2	20
Gender issue	SBS	Street Play	2	6
AIDS Awareness	SBS	Guest Session	2	125
Gender Issue	SBS	Guest Session	2	96

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange - Expert Sessions on Research Methodology	30	STES	3

Faculty Exchange - Expert Sessions on R	7	STES	5		
Faculty Exchange - Member of Governing Council	1	Society of Innovative Educationalist Scientific Research	15		
Faculty Exchange - Editorial Board Member	1	Innovative Scientific Research Professional, Malasia	15		
Research	1	Boston Hospital, Boston	2		
Faculty and Student Exchange - Library Resources	1	Central Library, STES	10		

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training	Training Program	by Prof. Abhijeet Savagave in Vamnicon Institutes	12/12/2019	20/01/2020	60
Training	National Sumit – Round table discussion	by Dr. Vijaya Puranik in CEGR	15/06/2019	15/06/2019	35
Training	Training Program in German	by Prof. Harshali Bhalerao in Propellence Consultancy	01/04/2019	30/07/2019	6
Training	MDP	by Prof. Sagarraj Tambade in State Bank of India	17/12/2019	11/01/2020	60
Training	MDP	By Prof. Vishal Gaikwad in MCED, Pune	28/10/2019	31/10/2019	18
Training	MDP	By Prof. Vishal Gaikwad in	23/10/2019	26/10/2019	62

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Harvard Buisness School	01/01/2020	Case Study Pedagogy of teaching	281
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
435358	171000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text	14995	5138514	151	9327	15146	5147841

Books					
Reference Books	2550	685179	3	2175	2553	687354
e-Books	1050	Nill	50	Nill	1100	Nill
Journals	16	38600	7	9158	23	47758
Journals	Nill	Nill	136	Nill	136	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	788	Nill	6	Nill	794	Nill

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

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

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	210	60	210	35	48	18	27	32	22
Added	0	0	0	0	0	0	0	18	0
Total	210	60	210	35	48	18	27	50	22

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E-Library	https://sites.google.com/site/onlinesbslibrary/guidance-from-the-faculties

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 incurredon maintenance of physical facilites
454319	270943	74306	114365

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

4.2.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. • Procedure for Utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ? Well-equipped spacious Seminar Halls with audio-visual, aids like LCD projectors, White boards, Internet Connectivity and Air Conditioners for conducting Seminars and Workshops is available at Institute ? Procedures and policies for utilizing Seminar Hall. ? The Process to avail the Seminar Hall Facilities is as follows A mail is send to Director for availing the Seminar Hall Seminar Hall is Booked for the occasion Cleaning of Seminar is done before and after the program ? Academic facilities: - ICT enabled classrooms are available which are used for academic purpose. At the start of the semester classrooms are allocated as per requirements ? Boys Common Rooms and Girls Common rooms are made available to students which are used by the students for recreation and cultural work purposes ? Support facilities: - Library is enriched with academic related books, journals, eBooks, periodicals etc. ? Library issues Books to all through in-house ERP System ? Library team is responsible for Issuance, Record Keeping of all books and related documents ? In – Out Register is maintained on regular basis ? Students are issued Library Cards for availing the library services like Issuance of books, periodicals and E-content facilities ? Computer Laboratory: - Computer Laboratory is enriched with Updated Computers with required soft wares and internet facilities for students. Wi-Fi Facilities too are provided ? Smart Board is available for teaching purpose in Computer Laboratory ? In – Out Register is maintained on regular basis ? Students uses the Computer Laboratory for their project works, browsing work etc • Procedure for Maintaining physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Physical facilities like Seminar Halls, Library, Computer Laboratory, Classrooms are cleaned on daily basis by the college appointed employees Annual Maintenance Contract (AMC) is done for facilities like ? Air Conditioners ? Fire Extinguishers ? Computers ? Telephone Instruments ? Reprographic Equipments ? Pest Control

http://www.sinhgad.edu/2018/SBS/NAAC-2018/Procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilitie.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	Fees Write off /Wave Off(by STES)	0	0
Financial Support from Other Sources			
a) National	Govt of India Scholarship	208	20943092
b)International	NA	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
English Laguage Lab	19/08/2019	52	SBS
Bridge Course for Finance and Economics	18/09/2019	180	SBS Finance and Economics faculty
HR Conclave with HR Shapers on Millennium Engagement	07/08/2019	30	SBS H.R. Shapers
Personal Counselling Mentoring	24/06/2019	471	SBS
Yoga Meditation	21/06/2020	60	SBS
Induction Program	16/09/2019	240	SBS
Excel Workshop	24/09/2019	68	Mr. Phadke
Finance Seminar	03/10/2019	70	Mr. Vilas Thakre CA Rishabh Parikh,
HRD Instruments Workshop	03/10/2019	20	Prof.Dr. S.W. Deshpande
Financial Modeling Workshop	14/10/2019	34	ERICAP(Mr. Hrushikesh Kale)
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Mentoring	Nill	471	Nill	85
2019	Placement Aptitude Test	Nill	103	Nill	85
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
1	1	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations	Number of students	Number of stduents placed	Nameof organizations	Number of students	Number of stduents placed

visited	participated			visited	participated	
Multiple Cos	**150**	**45**		**Multiple**	**150**	**40**

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	**Nill**	**0**	**0**	**0**	**0**

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

Items	Number of students selected/ qualifying
Any Other	**Nill**

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

Activity	Level	Number of Participants
Roop Ganesha	**Intra-Institute**	**40**
Readers Day	**Intra-Institute**	**20**
Stage Play	**Inter-Institute**	**60**
Wall Street Titans	**Inter-Institute**	**120**
Punk-D-Junk	**Inter-Institute**	**24**
Blitz Krieg	**Inter-Institute**	**22**
Biz Wiz	**Intra-Institute**	**38**

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	**NA**	**National**	**Nill**	**Nill**	**0**	**0**
2020	**NA**	**International**	**Nill**	**Nill**	**0**	**0**

<div align="center">**No file uploaded.**</div>

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

An active Student Council in the institute promotes representation by students on various academic and administrative committees like Industry-Institute Interaction Committee, Placement Committee, Alumni Committee, Cultural and Sports Committee etc. to encourage participation in sports, cultural, social and extra-curricular activities. In 2017-18, the Institute has constituted College Development Committee (CDC) to promote activities for student's

development. President and Secretary of the Student Council are student representatives. In addition to this, student's representation is also promoted by the Institute on other important committees namely Governing Council committee, SC/ST Committee, Grievance Redressal Committee, Anti-ragging Committee, Anti-Sexual Harassment Committee. There is active participation of students in various activities conducted at the Institute through various Student Clubs. Student Clubs help in promoting value-based education for inculcating social responsibility and good citizenry amongst the student community. They help in fostering holistic development of students and facilitate development of various skills and competencies among students.These Clubs work smoothly and systematically within the purview of the college norms and rules. Currently eight Student Clubs are operational. Two students representatives are nominated in IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Main objective of the Association is to bridge the gap between the college and alumni. Alumni Association members have been responsible for keeping complete track of alumni with their required details, inform them about the current changes and achievements of the institute. Alumni association meetings take place yearly and future plans are discussed in the meetings. Along with the association meeting annual alumni meet is also organized at the institute level every year. Alumni contribution happens in various non -financial forms such as alumni interaction week, alumni challenge competition. Alumni on our campus for the benefit of the juniors, namely for conducting viva, STP activity, conducting mock personal interviews, discuss business and entrepreneurship opportunities. During the interaction alumni have highlighted the importance of current trends in the market and guided the students about the career opportunities in different fields. They have also shared their personal experiences with students. Alumni visit campus at regular intervals to support the existing batch of students in planning and organizing events, extend support and guidance for functioning of various students clubs. Alumni who are entrepreneurs have been providing inputs on how to start a new venture and turning them in to job providers. This has resulted in to two out of four students who have in progress of their revenue streams. Some of the alumni are actively participating in social service combining with creative activities for rural area kids. These activities are quite motivational and create enthusiasm among children resulting in awareness related to importance of education among poor children. All these activities are carried out during weekends. Whenever these alumni visit the campus they motivate students to follow their path for the betterment of the society. Alumni extend their support for campus placements and summer and winter internships for HR, Finance and Marketing students from time to time. To expand the scope and reach of the alumni association, a new governing body was formed in August-2017 to decide formation of the Nasik Chapter. Mr. Anup Mahajan, President of the association mooted the idea to form chapters in different cities in Maharashtra which was well received by the Institute and Alumni both.

5.4.2 – No. of enrolled Alumni:

332

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

332000

5.4.4 – Meetings/activities organized by Alumni Association :

The main objective of the Alumni Association is to bridge the gap between the Institute and alumni. The association is responsible for keeping complete record of their professional progress after their graduation from the institute, and information regarding the institute's progress and achievements post their graduation year. To fulfill the objective of the association, meetings are arranged every year and future plans are mutually discussed in the meetings. Moreover, ways in which the alumni could contribute to the institute's development and growth are discussed. Along with the association meeting, annual alumni meet is also organized at the institute level every year. Alumni contribution could be in financial and non-financial forms. Our alumni contribute handsomely in non-financial forms by participating enthusiastically in the alumni interaction week, alumni challenge competition, providing summer and winter internships opportunities, and conducting SIP viva, STP activity, mock interviews, and job opportunities. Alumni provide useful insight to the students on current trends in the market and give guidance to the students about the career opportunities and growth in different fields. They also share their personal experiences with students about the corporate rigours and expectations, and give valuable tips to become an asset to the company. Alumni visit campus at regular intervals to support students in planning, organizing and executing events successfully. They also extend support and guidance for functioning of various Student Clubs. Alumni assist Faculty members in promoting the entrepreneurial spirit among the students. Entrepreneurial projects/ventures of the students are discussed with alumni and they extend all technical, marketing, HR and other related guidance to make the project a reality.

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 Director controls the entire academic administrative aspects by involving all teaching non teaching staff wherever required. The Director with the help of College Development Committee (CDC) conducts the periodic meeting of the faculty members and staff members to decide the academic and administrative related policy of the institute. The standard operating procedures (SOPs) are formulated for smooth academic, administrative and infrastructural developments. The institute practices decentralization and participative management in decision making as follows. Participative Management: a) The various committees are formed where decentralisation is practised with clear roles responsibilities distributed among all teaching non teaching staff to ensure smooth functioning of academics and administrative activities: ? Admission Committee ? Administration Committee ? Grievance Redressal Committee ? Exam Committee ? Academic Committee ? Placement Committee ? Sports and Cultural Event Committee b) Student Entrepreneurial cell : The activities undertaken by Student Entrepreneurial cell are guided and monitored by faculty members. This cell ensures Participation in business idea,Sports and Cultural events to explore student's talents. Participation in skill development programs to prepare students for placements. Arranging Guest sessions as a part of industry-academia interface. Publishing newsletters containing the details of the events, achievements of the students' etc

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
Curriculum Development	1. As per the revised syllabus upgraded by university. Some faculties were involved in Syllabus development activity and also participated in designing the evaluation of the course. 2. Finance bridge course is arranged for non-commerce students. 3. German as a foreign language is offered during the academic year that helps the students for career opportunities and higher studies abroad.
Teaching and Learning	1. Institute has invited experts to enhance soft skills of the students for placements. 2. "Case study method "for small groups is executed to enhance student's problem solving skills. 3. The students are graded into strong, weak students based on the psychometric testing results and additional English speaking communication training is imparted to improve the communication skills students. 4. " Pariksha pe charcha" program by prime minister Narenda Modi helps the students to overcome examination stress.
Examination and Evaluation	1. Subject Viva-Voce is introduced as a new methodology to evaluate the students using virtual platform. 2. Alumni are invited as panel members for evaluation of summer internship programme (SIP) projects. 3. Virtual platforms are executed for successful conduction of lectures, Viva-voce internal examinations of semester- II during Covid 19- lockdown period. 4. The assignments submission and conduct of class test is done through Google classroom.
Research and Development	To enhance research culture, faculty were encouraged to participate in conferences and Journals through their research work which are financially supported by the institute. Flexibility is practiced in conducting sessions to accommodate research, training, consulting and exchange for faculty.
Library, ICT and Physical Infrastructure / Instrumentation	Library has created electronic source for the subject content in the form of e-books / ppts/ articles which student can access through web.
Human Resource Management	Faculty members were encouraged to attend AICTE sponsored FDP's/ Workshop conducted by SPPU on enhancing the teaching skills and research aptitude.

Industry Interaction / Collaboration	1. Alumni working with the industries were invited to train the students from placement perspectives and deliver the session to make them aware about Industry expectation. 2. The Industry visit to the industries in Pune outside of Maharashtra is arranged for the students to get acquaint with the industry which helps the students to relate the concept learnt in the classroom and its application in the industry. 3. The faculty members have done collaboration with various Industries for Training programs and development of live case studies.
Admission of Students	Zoom Software is linked up with tally software to generate admissions e-receipts.

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

E-governace area	Details
Planning and Development	GEMS – ERP software, google sheets, google forms
Administration	CCTV , Library Software, Biometric System
Finance and Accounts	Paywhiz Professional Software, Tally: Apex Actsoft Technologies Pvt Ltd,
Student Admission and Support	Zoom Software Wi-Fi
Examination	To maintain the confidentiality, Only CEO of Examination will get OTP (One -time-password) to download the SPPU Exam Papers few minutes prior to exams.

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	Dr.Dhananjay Mandlik	International Journal of research in Humanity Arts and Literature (IJRHAL)Publica tion of research Paper -Stress Maangement- Its role for emotional control 21/06/2019	NA	1500

2019	Dr. Dhananjay Mandlik,Dr. Mahesh Pol, Prof. Mahesh Pol	One day National seminar on innovative and best practices on higher education on 26th July	NA	3000
2019	Dr. Bharati Kumar	Research paper publiaction in international journal of high impact factor IJISET and IJMIE	NA	3300
2019	Dr.Dhananjay Mandlik	52nd Annual convention of the operational research society of India -International Conference	NA	9899
2019	Dr. Aparna Dighe	Workshop on Machine Learning Using R at MKSSS AIT on 20th to 22nd Sept 2019	NA	6372
2019	Prof. Smita Kakade	Workshop on Family Fund Manager at APG Learning on 28th th, 29th sept 2019 and 5th oct 2019	NA	2650
2020	Dr. Vishal Gaikwad	NATIONAL LEVEL CONFERENCE 2020 Research Paper Publication "Emerging Trends in Management Education" on 05, 06 March 2020 at Smt.Hiraben Nanavati Institute of Management and Research for Women, Pune	NA	4500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development 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	NA	Team Building	26/06/2019	26/06/2019	Nill	12
2020	E-content and effective use of OER (Online Education Resource) in Higher Education	NA	18/05/2020	19/05/2020	25	Nill
			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
Strategies and Challenges in Higher Education during COVID Lockdown period	1	15/05/2020	17/05/2020	3
Art of Online Teaching, Research Writing and Patent Registration	1	18/05/2020	20/05/2020	3
ICT Tools for Online Teaching	1	14/05/2020	15/05/2020	2
Online FDP on Moddle: LMS	1	13/05/2020	17/05/2020	5
Bloomberg Training for Finance faculties	5	01/08/2019	01/08/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	

Permanent	Full Time	Permanent	Full Time
25	25	42	42

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1) Group Insurance Scheme (GIS): Institute provides Group insurance which is supplemental coverage to better ensure the physical, mental and financial health of insured members and their families. 2) City Allowance: Institute has policy to provide the city allowance to all the employees. 3) Accident Insurance: Accidental Insurance is provided to the employees under Group Insurance Scheme. 4) Free Medical Treatment: Each employee is provided the free medical treatment from STES's Medical college and Hospital. 5) Maternity leave as per government norms: As per the government's maternity rules, each lady employees who has completed two years of service entitles for the maternity leave. 6) Employee Provident Fund (EPF):The employees who are already registered with EPFO entitled to get the Employee Provident Fund. 7) Gratuity: The employees who has completed 5 years of tenure of services in the same organization receives gratuity after their discontinuation of service. 8) Staff Quarters: Institute provides the residential quarters to both teaching and non-teaching staff members. 9) Cafeteria: The institute has cafeteria in the campus.	1) Group Insurance Scheme (GIS): Institute provides Group insurance which is supplemental coverage to better ensure the physical, mental and financial health of insured members and their families. 2) City Allowance: Institute has policy to provide the city allowance to all the employees. 3) Accident Insurance: Accidental Insurance is provided to the employees under Group Insurance Scheme. 4) Free Medical Treatment: Each employee is provided the free medical treatment from STES's Medical college and Hospital. 5) Maternity leave as per government norms: As per the government's maternity rules, each lady employees who has completed two years of service entitles for the maternity leave. 6) Employee Provident Fund (EPF):The employees who are already registered with EPFO entitled to get the Employee Provident Fund. 7) Gratuity: The employees who has completed 5 years of tenure of services in the same organization receives gratuity after their discontinuation of service. 8) Staff Quarters: Institute provides the residential quarters to both teaching and non-teaching staff members. 9) Cafeteria: The institute has cafeteria in the campus.	Students insurance, pro rata student welfare fund,

6.4 – Financial Management and Resource Mobilization

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

The institute conducts the internal and external audit. The internal audit and external audit is conducted periodically. The audited reports are maintained for accounting year April 2019 to March 2020.

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
Sinhgad Technical Education Society (STES), Pune	37810637.76	Academic Administrative Expenses

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6.4.3 – Total corpus fund generated

39810637.76

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NA	Yes	STES
Administrative	Yes	NA	Yes	STES

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

1) Guest Lecture: Parents of the students has suggested the resource person from various industries for the guest lecture as a part of Industry Academia Interface 2)Industry Visits: The industry visits to best companies in and around pune were recommended /supported by the parents 3) Student Internship: Students were given chance to work in parent's/ relatives business.

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

1) Yoga- The Yoga program was organized for the well-being of staffs. 2) Tally Software Training: Training Program on Tally and related software. 3) Fire-fighting Training: Staff Safety Mock drill session was conducted twice in a year.

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

1) Alumni Meet- The Alumni association meeting was conducted on 05 /04/2019. 2) Biz-wiz: Application oriented activity was executed to give practical exposure to the student. 3) E-library - The E-source of the course content was developed in the library. The link for accessing the repository is shared with the students. 4) Telegram- "Telegram" Channel- Virtual platform of SBS is established to share the e-content to access it from anywhere, anytime

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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	The practical orientation of business concept was implemented by the initiative of SBS through Biz-Wiz competition Plan.	18/10/2019	18/10/2019	19/10/2019	125
2020	National conference on The Dynamics of shift in business model in modern era	16/01/2020	16/01/2020	17/12/2020	462
2019	The finance seminar covering banking and forex aspect was organized for MBA - I year students	03/10/2019	03/10/2019	03/10/2019	181
2019	Fast learners and Slow learners are identified through psychmetric testing results then students are motivated to complete e-course on SWAYAM, NPTEL, EdX, Coursera, Udemy platform	17/09/2019	17/09/2019	14/10/2019	181
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nirbhay Kanya Abhiyaan	04/10/2019	04/10/2019	40	10
Awareness program on 'Sexual Harassment Of Women At Workplace	28/01/2020	28/01/2020	53	15
Women's Day celebration	09/03/2020	09/03/2020	42	20

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

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	10/10/2019	1	Janeev	Help for indian As	32

2020	Nill	1	20/01/2020	1	Janeev	Tree Plantation.	55
2020	1	Nill	06/03/2020	1	Janeev	Philanthropic Activities, 2020	35
2020	Nill	1	12/03/2020	1	Janeev	Nivara Old Age Home, Pune.	5

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct (Handbook)	01/07/2020	Code of conduct handbook exits for students and staff of Sinhgad Business School Erandwane, Pune. Students and staff follow the rules and guidelines mentioned in the handbook in day to day work.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebrated 2019	15/08/2019	15/08/2019	20
Roop Ganesha	23/09/2019	23/09/2019	72
Mahatma Gandhi Jayanti and Swachh Bharat Abhiyan Report	02/10/2019	02/10/2019	30
Dr.Babasaheb Ambedkar Death Anniversary 2019, Mahaparinirvan Din	06/12/2019	06/12/2019	22
Birth anniversary of Krantijyoti Savitribai Phule	03/01/2020	03/01/2020	36
Swachhta Pledge	16/01/2020	16/01/2020	34
Republic Day	26/01/2020	26/01/2020	22
Heritage Walk	19/02/2020	19/02/2020	82
Chhatrapati Shivaji Maharaj Jayanti 2020	19/02/2020	19/02/2020	82

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

1) PUNK D' JUNK (Waste to Best): - SBS has organized "Waste to Best" program on 3rd Feb 2020. Main idea behind this program is to create awareness about saving environment, advocating not to us plastic, using all type of waste to create some new article, and providing students a platform to showcase their creativity. 2) E-waste Management: Institute believes in preventive management and hence has a central policy for maintaining computers and its accessories. This enhances the life of the hardware, thus eliminating the need to upgrade frequently. This contributes to the reduction of e-waste. All the computers are upgraded time to time and old computers and accessories are disposed of through an E-waste management agency. E-wastes are disposed of periodically through a professional e-scrap vendor.(Harshal Zagade Enterprises) 3) "Swachhbharat Abhiyan" Swachh Bharat Mission runs by ministry of HRD in India from 2nd October 2014 to 2019. In this series once again Sinhgad Business School, Pune (SBS) celebrated Swachh Bharat Mission in the college premises along with celebration of Mahatma Gandhi Jayanti. The campus was cleaned by the teaching, non-teaching staff and the students, the cleaning of polythene bags, collecting dirty materials and fencing around the plant plantation site and the wastage was dispersed in to the dumping yard. The students also cleaned the circulation area. The students also watered the plants. Various cleanliness and hygienic aspects were discussed. Teacher speakers told about this Swachata mission and it's important. 4) Tree Plantation: -A Tree Plantation Drive was undertaken on 20th Jan 2020 to celebrate World Environment Day. Around 30 students of MBA 1st year planted trees in the area dedicated for a Shivram Mhatre Road, Mutha river bank area, Pune with the help of 5 faculty members using simple implements provided by the Gardener. A variety of plants were procured from Plant Nurseries free of charge. The students promised to take due care of the plants with the help of the Gardener. 5) Water Conservation Speech Competition, Slogan writing Competition: - Water conservation is the practice of using water efficiently to reduce unnecessary water usage. Water conservation is important because fresh and clean water is a limited resource, as well as a costly one. Keeping this thing in mind Speech and Slogan writing Competition regarding Water conservation was conducted on Monday, 27th January, 2020 in the institute. Students spoke on various issues regarding water conservation viz. Water scarcity, conserving groundwater and proper utilization of rainwater, water crisis in India, how to conserve water, etc. Students come with new slogans in slogan competition. These slogans were an easy and quick way to raise awareness about this urgent crisis, and help in conserving water. 6) Poster Competition on Water Conservation: - SBS has also organized a poster competition on water conservation conducted on Monday, 27th January 20

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Title of the Practice: Student Training Program (STP) at SBS Objectives: 1. Improve communication analytical skills, 2. Develop a fulgurous personality and In still a sense of discipline, 3. Create an exposure to the realities in the corporate world and make students industry ready and employable. Context: STES, since its inception in 1993, has been continuously endeavouring to nurture the professional talent in the students. We understand the ever changing dynamics of industry and have been constantly interacting with the industry experts to get better ideas to prepare our students for today's dynamic world by inculcating the competitive attitude among them. In view of this, Students Training Program was designed by the expert experienced team of faculties. The keen interest from the Vice President has made this program so special and unique among the fraternity and guided for professional preparedness of students. The team of STP consisted of expert faculties from the various institutes of STES including two experts from SBS. In a short span of time

only, the STP became distinctive program given to students of Sinhgad Institutes along with their professional courses and made significant difference in the performance of students. STP program helps student to increase their domain knowledge, professional cognizance, communication analytical skills through its different training modules. Different training modules planned under STP develop students' personality and making them industry ready by enhancing the required employability skills. Execution/Practice: All the activities have been executed by allotted Faculty members in classes on weekly basis. The activities conducted under STP are as follows 1. Group Discussion: - As GD is one the main tests conducted during the interviews so this activity is helpful to increase Students' confidence level and students get acquainted with the live feeling of GD. 2. Personal Interview: - This activity gives students hands on experience to face personal interview. Alumni of institute are used to give students' recent incites. 3. Reading Skills: - This activity is conducted with the view point of increasing the English reading capabilities of students. 4. Writing Skills: - This activity is conducted with the view point of increasing the English writing capabilities of students. 5. Case Study Presentation: This activity helps students to solve case study and get the real life situation of business houses. 6. GK Quiz:- This activity is to make students ready current knowledge of business. 7. Video CV: - This activity is helpful students to prepare a Video CV which can increase their prospects as a candidate for employments. Evidence of Success: The Students have been evaluated on certain parameters for all the activities mentioned above. All the activities' scores recorded and students' progress have been monitored on the basis on the marks scored by students in different activities. Resources Required: In-house Faculty members along with Industry Experts and Alumni. Problems Encountered/ Challenges Faced: The activity is run smoothly by all the faculty members in-charged in the classroom on weekly basis, however sometimes managing resources such as Industry expert and Alumni become challenging to get them on STP allotted time. 2. .Title of the Practice: BIZ – WIZ Two days Entrepreneur 18TH TO 19TH Oct, 2019 At Sinhgad Business School, Erandwane, Pune. The Context SBS wants their students to know the professional and business environment through actual experience, so we always try to create such environment at SBS. One such opportunity is BIZ WIZ- Two day entrepreneur program. As the whole activity involves initial investment by the group of participating students and the ROI (Return on Investment) is not guaranteed, the principal amount is at risk, so participants have to form a strategy for success of their business in this program. The Practice The students of first year and second year participate in groups in this activity. They come up with actual innovative and regular products/services and set up their business for 1 day either on campus or outside the institute premises. They need to adopt business strategies and tactics for the success. They maintain a record of the business plan and profit and loss statements. This is a competition between the students for which they have to present their plans and profit and loss statements before a panel of experts. Students with the best business plan and implementation, are awarded. Rationale Biz-Wiz delivers a high impact learning through practical experience. Every group of students keep their own profit and loss statements and balance sheets with materials in a consumable kit. They make decisions on how to raise and invest capital to improve financial performance. The Simulation promotes not only learning but fun as well and this experience is a lasting. Biz-Wiz helps in providing superior measurable results to the individuals and their groups by providing experiential and interactive potential transformation solutions in the areas of leadership, sales, productivity, business finance and personal financial planning through innovative programs and advisory services. Key Values Honesty, Discipline, Quality Improvement, Innovation, Commitment, Inclusion, Trust, Excellence. Objectives of the Practice 1. To inculcate among students leadership, entrepreneurship zeal, selling skills like negotiation, Persuasion

and convincing. 2. To understand the responsibility and accountability of the business. 3. Practically learning the life skills and business skills like time management, stress management, strategy formulation. Rules of the Competition 1. Registration Rs. 50/- per group 2. 3-5 students per group 3. Every group will establish a business of their choice for 2 days 4. Initial Investment Rs.500/- per group allowed 5. Timing after college hours 6. All participants will be given certificate of participation 7. On 22nd October the participants will submit the ppt to their coordinators (PPT should include the product, business plan, strategies used, balance sheet) 8. Date of presentation will be informed. 9. Prizes will be given to winner and runner up 10. Justified documentary proof will be required. Rules for Presentation 1. Every group will be given 10 min. for presentation and 5 minutes for QA 2. Warning bell will be given after 9 min. 3. Parameters for evaluation are shared with you. 4. Decision of the Judges will be final. Businesses registered for BIZ-WIZ (5-7 students per group) 1. COCO Magic 2. Pani Puri 3. Green Global Society (Recyling of paper waste) 4. Biryani Stall 5. Crips and Choco World 6. Energy Savers (Promoting use of LED bulbs in Rural Areas around Pune) 7. Handcrafted Chocolates (Home made by students) 8. Chatpata Sandwich Evidence of success Our Alumni never fail to mention the BIZ WIZ event which gave them an exposure to developing different skills required by corporate. On the occasion of Alumni Meet, they interact with the current students to encourage them to participate in this event. Resources Required Institute has made provision for a big hall where the students can set up their two day business. Infrastructure, furniture requirement is managed by the institute.

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/2018/SBS/NAAC-2018/Best-Practices2019-20.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

Psychometric Test and Counseling to every SBS student: Every person in this world is unique. No one is useless – everyone is special. Success efforts go hand in hand. Your efforts will give you maximum returns provided you are in the right field. Psychometric tests are very significant to know about right picture of one's personality, right field/ specialization, etc. Psychometric tests are a standard and scientific method used to measure individuals Aptitude, Personality Interpersonal Profile. They identify the extent to which candidates personality and cognitive abilities match those required to perform role. Employers use the information collected from the psychometric test to identify the hidden aspects of candidates that are difficult to extract from a face-to-face interview. Considering the importance of psychometric testing in students' career, SBS has decided to conduct Psychometric tests for its MBA first year students and to counsel them by the experts. We conduct these tests in the Induction program itself, so that the students can be counselled immediately in the first semester of the course. They get suggestions from the experts in the initial days of their course therefore they can mold themselves, acquire essential knowledge, and learn new skills during the two years of the course. This helps students to match their profile and aspirations to their career goals. SBS has conducted Psychometric tests on 17th and 27th September,2019. Experts in areas of counseling with psychology backgrounds were identified and one-to-one counseling was arranged of the students on 10th, 11th and 14th October, 2019.

Provide the weblink of the institution
http://www.sinhgad.edu/2018/SBS/NAAC-2018/Institutional-

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS 2020-2021 Notwithstanding the challenges faced due to the Pandemic, Sinhgad Business School, Pune will continue its journey of continuous improvement through innovative and proactive initiatives for the dual purpose of enhancing the teacher learning and enriching the learning process for the students. At the same time non-teaching support staff cannot be forgotten. Their contribution in better managing the technical aspects of education need to be addressed in a timely manner especially as technology is now an integral part of education. • Sinhgad Business School has increased support to research activities of the faculty members since last year. This was done based on the guidance from the NAAC committee. As a result more faculty members were able to write research papers in listed journals in effect incorporating a research culture in the institute. SBS plans to continue this trend by conducting research based workshops to guide the faculty members in the next academic year. • Setting up a research centre in the institute has been planned and the proposal will be submitted to the Savitribai Phule Pune University for approval. This is also another initiative to increase the focus on research based teaching in the institute. • Industry-Institute interaction through a predesigned initiative called ICA (Industry Corporate Alliance) was initiated this year which unfortunately was not implemented because of the pandemic. This will be launched in the year 2020-2021. Aim is to increase effectiveness of students on placement and reduce the training and induction time for the corporates. • In accordance with the revised new syllabus structure of Savitribai Phule Pune University, institute will now be encouraging more students to opt for enrichment, skill enhancement and modular programs for transfer of credit. This will facilitate students in creating their own USP inspite of the standardized MBA program. The institute will evaluate and guide students for selecting such courses from various available online platforms like Swayam, Udemy, Coursera, Moodle. This will benefit the weak students and the fast learners. • Institute is supporting faculty for attending more training programs for developing their own modules for online platforms. It was observed that though faculty members have the content, training would be helpful in creating online programs which may be considered for national Online Platforms like Swayam and University level platforms like Moodle. • The work of creating an e-database of content exclusive to SBS has been initiated and will continue. The institute will now be setting up a recording facility for faculty to create and record lectures for facilitating asynchronous learning. • Anticipating an increased opportunity for Agri-business SBS is planning to offer the specialisation of Agri-business within the MBA course. The necessary faculty grooming and identifying of experts is the plan in the near future. • More technical and behavioural training programs will be planned in the upcoming year for the non-teaching staff to strengthen this pillar of the educational institute, which is responsible for all the administrative communication with and support for the students.