

MANDATORY DISCLOSURE

Mandatory Disclosure by Institutions running AICTE approved Engineering/Technology/Pharmacy/Management programs to be included in their respective Information Brochure, displayed on their website and to be submitted to AICTE every year latest by 30th April together with its URL

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

“The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE.”

I. NAME OF THE INSTITUTION

Name	Sinhgad Institute of Business Administration And Research	
Address	Permanent Location as approved by AICTE	
	S. no. 40/4A+4B/1, Near PMC Octroi post , Kondhwa - Saswad Road, Kondhwa (Bk)	
District	Pune	
Pin Code	411048	
State	Maharashtra	
STD Code	020	Phone No: 26933635
Fax No.	020 – 26933633	E-Mail: director_sibar@sinhgad.edu
Web site	www.sinhgad.edu	

II. NAME & ADDRESS OF THE DIRECTOR

Name : Prof. Avadhoot Pol

Designation : Director

Address : Sinhgad Institute of Business Administration And Research

S. no. 40/4A+4B/1, Near PMC Octroi post , Kondhwa - Saswad Road, Kondhwa(Bk)

Pune-48

Phone – (020) 26933635 , Fax: (020) 26933633

Email director_sibar@sinhgad.edu

III. NAME OF THE AFFILIATING UNIVERSITY

Name	University of Pune		
Address	Ganeshkhind Road, Pune		
Pin Code	411007	Period of Affiliation	2011-12
STD Code	020	Phone No.	25696061
Fax No.	020 – 25693899	E-Mail/ Web site	Regis@unipune.ernet.in

IV. Governance

❖ Members of the Board and their brief background

Sr. No.	Name & Educational Qualifications	Designation	Experience in Running the Educational Institutions
1	Prof. Maruti Nivrutti Navale M. E. (Elect) MIE, MBA	Founder-President Chief Managing Trustee (Life Member)	About 17 years experience in establishing new technological & professional educational institutions. About 25 years total teaching and industrial experience
2	Prof. Sukhadeo Nivrutti Navale M.A. (Economics)	Vice-President & Trustee (Life Member)	About 29 years experience in running the educational institutes
3	Dr. Mrs. Sunanda Maruti Navale, M.A, M. P. M.	Founder Trustee, Secretary & Jt. Chief Managing Trustee (Life Member)	About 5 years experience in running the educational Institutions
4	Prof. Dr. Arvind Vamanrao Bhore, M.D.	Vice – President & Member (co-opted)	About 11 years in running & establishing professional educational institutes and about 21 years teaching experience for graduate & post graduate courses in Medicine
5	Shri Anandrao Shankar Bansode	Member – Managing Council (Life Member)	About 5 years experience in running the educational Institute

6	Shri Sanjay Sadashiv Navale	Member - Managing Council (Life Member)	About 8 years experience of the Institute
7	Shri Dadasaheb Vithoba Navale	Member - Managing Council (Life Member)	About 8 years association as a Founder Member of the society and Profession - Farming
8	Shri Santosh Mahadeo Navale	Member - Managing Council (Life Member)	About 8 years association as a Founder - Member of the Society and profession - farming
9	Dr. Mrs Vijaya Sukhadeo Navale M.A. (Eco), B.Ed., L.L.B	Member - Managing Council (Life Member)	About 19 years teaching experience and about 7 years in conducting the education Institutions
10	Mr. Gul Kishinchand Shahani, B.Sc	Member - Managing Council (Nominated)	About 36 years industrial experience and 8 years teaching
11	Prof. (Mrs.) Jyoti Deepak Bhivpathaki M.A. (Eco), M. Phil	Member - Managing Council (Nominated)	About 5 years teaching experience and running the educational institute
12	Prof. Sopan Ganpat Kale B.Com, F.C.A.	Member - Managing Council (Co-opted)	About 16 years teaching experience and practicing as Chartered Accountant. About 4 years experience in running the educational institute
13	Prof. (Mrs.)Shakuntala Subhash Bhange M.A., B.Ed.	Member - Managing Council (Co-opted)	About 21 years teaching experience and about 5 years in running the educational institute
14	Shri Subhash Soudagar Bhange M.A., M.P.Ed.	Member - Managing Council (Nominated)	About 31 years teaching experience and about 8 years association with the Society
15	Shri Deepak Pandharinath Bhivpathaki M.A., MBA /PGDBA, DME, PDPE	Member - Managing Council (Nominated)	About 21 years teaching experience and about 8 years association with the Society

16	Dr. Vinod Kelkar M.S. (Surgery)	Member - Managing Council (Co-opted)	Medical practicing - Surgery and having rich experience in conducting hospitals. Associated with several social organizations
17	Shri Vasant Maruti Masake	Member - Managing Council (Co-opted)	Dy. Inspector General of Registration & Controller of Stamps (Revenue Office), Pune, Govt. of Maharashtra

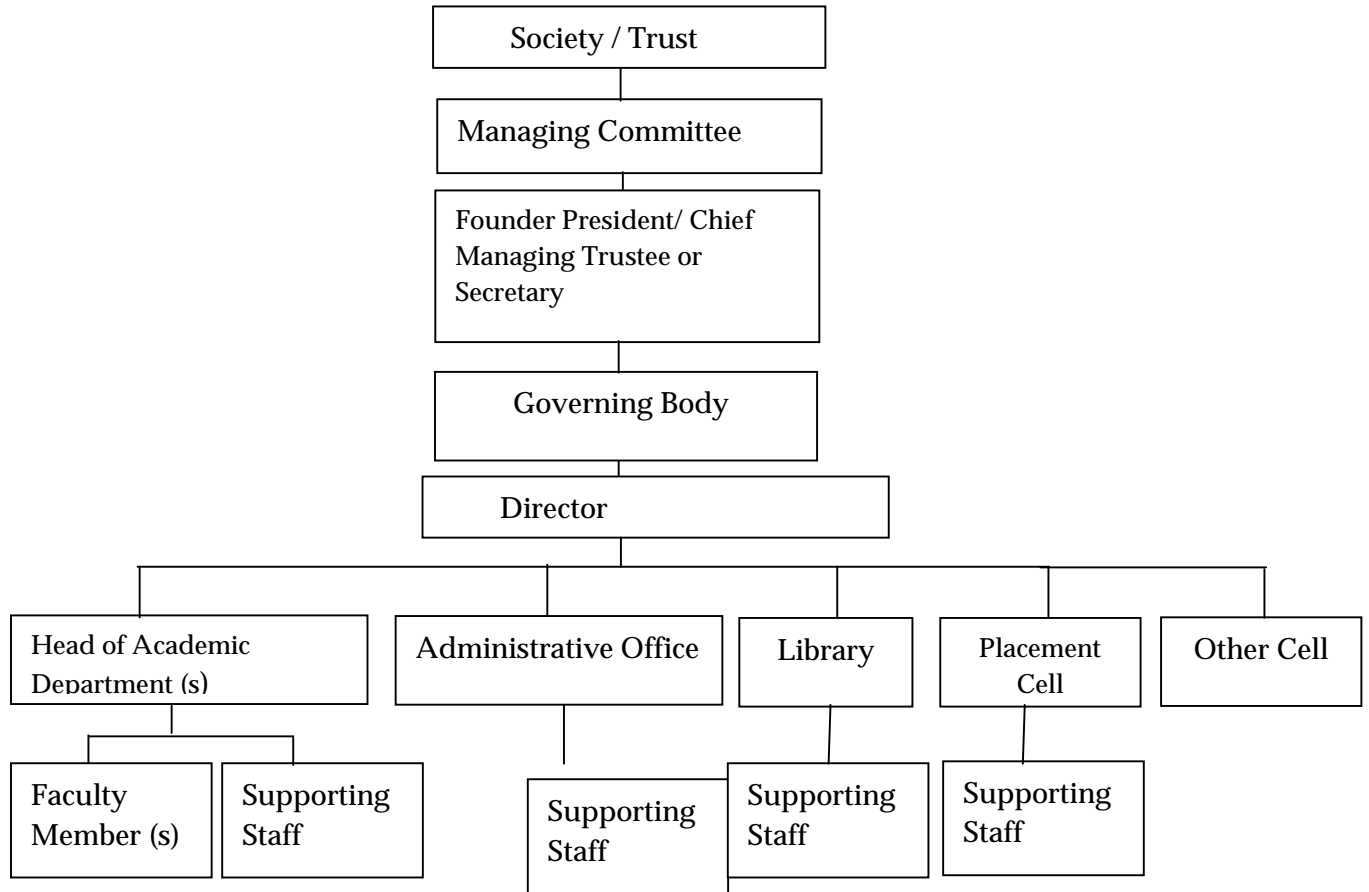
❖ Members of Academic Advisory Body GMC

Sr. No.	Name of the Members	Designation
01	Prof. M.N. Navale Founder - President	Chairman
02	Dr. Mrs. Ssnanda M. Navale Secretary	Member
03	Mr. G. K. Shahani Director (Projects)	Member
04	Mr. Pratap Patil CEO, STES, Kondhwa, Pune	Member
05	Mr. Anilkumar Shukla Ex-officio, R.O. AICTE, Mumbai.	Member
06	Nominated by WRC, AICTE, Mumbai	Member
07	Nominee University of Pune	Member
08	Dr. S. K. Mahajan Ex-officio, DTE M.S. Mumbai	Member
9	Nominated by Govt. of Maharashtra, Mumbai	Member
10	Prof. Avadhoot Pol Director	Member - Secretary

❖ Frequency of the Board Meetings and Academic Advisory Body

Two meetings per year

Organizational chart and processes



❖ Nature and Extent of involvement of faculty and students in academic affairs/improvements

Every faculty member prepares teaching plan for the course subjects allotted to them. The teacher recommends about the sanction of term of students on the basis of attendance and performance. For every group of 15 students, one faculty works as campus guardian and same faculty informs the parents regarding performance. The campus guardian does counseling to the students regarding placement, performance, confidence in academic activities, personality development etc. The Institute has collaboration with the industry through memorandum of understanding (MOU) with leading corporates enabling industry institute interface facilitating Industrial visits, guest lectures/seminar/workshops for the students and the faculty members to upgrade the curriculum, based on the contemporary issues. The faculty member conducts soft skill improvement programs regularly to enhance competitive skills of the students. The teaching methodology in the classroom involves case study and group discussion covering the latest industry updates. The institute also undertakes research activities on regular basis to develop the research proficiency among students and the faculty members through conducting surveys and corporate consultancy. The Institute has Annual Research Journal, (with ISSN no.:0975-9964) which invites articles and research papers from various sources for the growth of institutional faculty development. National and International research conferences are organized to encourage the research base among faculty and student community. Various books and monographs in the area of specialization are published by the faculty members.

❖ Mechanism/Norms & Procedure for democratic/good Governance

For good governance, the institution has appointed heads for each activity, Professor in charge for activities like Alumni, Entrepreneurship Cell, College Magazine, Cultural Activity, Building Maintenance, Time Table etc. There is a separate Training and Placement Department. Semester wise every class is headed by a faculty who works as class coordinator, and is responsible for class coordination and students activities.

Every Fortnightly meeting of each activity in-charge is conducted and the opportunity is provided to express the difficulties in running the programs and other co-curricular activities. All suggestions regarding better functioning of the departments are discussed and accepted and positively executed also.

❖ Student Feedback on Institutional Governance/faculty performance

The institute has mechanism to take the feedback in three following forms:

- a. In the academic year two times the feedback regarding the faculty performance, general administration of department & institute is taken.
- b. The Director visits every classroom and collects feedback about teaching performance of teachers
- c. The expert committee of four senior members visits the departments twice in a year. The committee collects feedback from students and according they guide institute.

- ❖ Grievance redressed mechanism for faculty, staff and students

Every faculty, staff and students put their all grievances to Governing Body through Head of Department/Activity, Director and Local Managing Committee.

V. PROGRAMS

- ❖ Name of the Programs approved by the AICTE

Sr. No.	Course	Intake
01	MBA	First Shift – 180, Second Shift - 60

- ❖ Name of the Programs accredited by the AICTE

Sr. No.	Course	Intake
01	MBA (Applied for accreditation)	First Shift – 180, Second Shift - 60

- ❖ For MBA Program the following details are to be given

Name	No. of Seats	Duration	Cut off marks	Fee	Placement Facilities	Placement with salary last three years
MBA	240	2 years	102	1,51,400/- per year	Available	122 students placed on an average salary of 2.75 lakhs

VI. FACULTY

- ❖ Branch wise list faculty members

Sr. No.	Name	Designation
1.	Prof.Avadhoot Pol	Director
2.	Prof.R.M.Indi	Professor
3.	Dr.Shikha Jain	Professor
4.	Prof Vishal Bhole	Associate Professor
5.	Prof Vijay Dhole	Associate Professor
6.	Prof Vivek Swami	Associate Professor
7.	Prof Rashmy Moray	Associate Professor
8.	Prof Shagufta Sayyed	Associate Professor
9.	Prof. Sharad Inamdar	Associate Professor

10.	Prof. Sangeeta Birjepatil	Associate Professor
11.	Prof Panjkaj Nandurkar	Associate Professor
12.	Prof.Ruby Chanda	Associate Professor
13.	Prof. Nivedita Moharir	Associate Professor
14.	Prof. Jaimini Sail	Assistant Professor
15.	Prof. Pradnya Bhandare	Assistant Professor
16.	Prof. Snehal Galande	Assistant Professor
17.	Prof. Renuka Nifadkar	Assistant Professor
18.	Prof. Mrunal Rao	Assistant Professor
19.	Prof. Shachi Kakkar	Assistant Professor
20.	Prof. Yogita Gupta	Assistant Professor
21.	Prof. Sachin Deshmukh	Assistant Professor
22.	Prof. Shital Bhusare	Assistant Professor
23.	Prof. Sarika Salvi	Assistant Professor
24.	Prof. Vidhya Nakate	Assistant Professor
25.	Prof. Tejashree Bapat	Assistant Professor
26.	Prof. Vrushali Shende	Assistant Professor
27.	Prof. Deepali Kulkarni	Assistant Professor
28.	Prof. Sarika Zambad	Assistant Professor
29.	Prof. Pratap Kamble	Assistant Professor
30.	Prof. Gajanan Phunde	Assistant Professor
31.	Mr. Bipin Nargide	Librarian

VISITING FACULTY

Sr. No.	Name of Faculty	Subject
1	Mr. Rajiv Taneja	Business Policy & Strategic Management, Production Planning & Control, Marketing Strategy and Relationship Management, Materials and Logistics Management
2	Prof.Gajendragadkar	Managerial Economics, Economic Environment of Business
3	Prof.Manoj Rawal	Financial management, Advanced Financial management, Strategic Cost management
4	Mr. Atul Bohra	Risk and Insurance Management
5	Prof. Shyam Keswani	Logistics & Supply Chain Management , World Class Manufacturing, Cases Industrial Engineering
6	Mr. T.K.S. Menon	Manufacturing Strategies, Production management, Inventory Management
7	Prof. C. Rayasam	Banking and Financial Institutions, Security Analysis and Portfolio Management
8	Mr. V.V. Divekar	Strategic Cost Management
9	Mr. S.K. Vaze	Banking and Financial Institutions
10	Mr. Jayant Trivedi	Technology management, Modeling Techniques and IT for Operations Management, Inventory Management and Material Requirements Planning

Permanent Faculty	: 32
Visiting Faculty / Adjunct Faculty	: 10
Guest Faculty	: 08
Permanent Faculty: Student Ratio	: 1: 15

❖ Number of faculty employed and left during the last three years

Sr. No.	Year	Faculty employed	Faculty Left
03	2008-09, 2009-10, 2010-11	16	3

VII. PROFILE OF DIRECTOR/PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

BIO-DATA

1. **Name** : Prof. Avadhoot Pol
2. **Address for Correspondence** : Flat No, 8 Kalpana Apartments
100B, Erandwane, Prabhat Road,
Lane No. 9/1, Pune -411004
Phone : (R) 9552510917

Email: director_sibar@sinhgad.edu
3. **Date of Birth** : 28/07/1971
4. **Educational Qualifications** : B.Tech (IIT Bombay), MMS, CFA
5. **Experience** : Industry - 13 Yrs
Teaching - 2 Yrs
Research - 2 Yrs
6. **Major Responsibilities** : Director, Sinhgad Institute of Business Administration
and Research,
7. **Membership of Professional Bodies** : Maharashtra Chamber Of Commerce, Industries and
Agriculture. Pune , British Library, Pune,
Management Libraries Network, New Delhi

Place: Pune
Date: 21/03/2010



(Prof. Avadhoot Pol)

VIII. Fee

- ❖ Details of fee, as approved by State fee Committee, for the Institution.

MBA : Tuition fees - Rs. 1,51,400 /-

- ❖ Time schedule for payment of fee for the entire program.

At the beginning of academic year

- ❖ No. of Fee waivers granted with amount and name of students.

NIL

- ❖ Number of scholarship offered by the institute, duration and amount for the A.Y.2011-2012 MBA-I year

Sr.No	Category	No. of students	Scholarship amount	duration
1	SC	25	39,65,165	1 year
2	ST	01	1,37,571	1 year
3	OBC	38	26,70,557	1 year
4	NT	19	2640679	1 year
5	SBC	03	4,16,328	1 year

A. Y. 2011-2012 MBA – II year

Sr.No	Category	No. of students	Scholarship amount	duration
1	SC	28	47,23,774	1 year
2	ST	-	-	1 year
3	OBC	26	20,51,664	1 year
4	NT	15	23,58,880	1 year
5	SBC	06	9,45,202	1 year

- ❖ Criteria for fee waivers/scholarship

NIL

- ❖ Estimated cost of boarding and Lodging in Hostels.

Lodging fees Rs. 25600/-, boarding fees Rs. 16000/- (for one year),

IX. ADMISSION

- ❖ Number of seats sanctioned with the year of approval.

Course : MBA

No. of seats : 180

Year of approval : 2011-12

Course : MBA – 2nd shift

No. of seats : 60

Year of approval : 2011-12

- ❖ Number of students admitted under various categories each year in the last three years.

Sr.No	Category	2009-10	2010-11	2011-12
01	Open	41	95	148
02	SC	04	29	28
03	ST	02	01	01
04	OBC/ NT/ VJ/ SBC & Others	13	55	63

ADMISSION PROCEDURE

- ❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website).

MH – CET – 2011-12 conducted by Directorate of Technical Education, Maharashtra State.

www.dte.org.in

- ❖ Number of seats allotted to different Test Qualified candidates separately [AIEEE/CET (State conducted test/University tests)/Association conducted test]

65 % MH – CET, 2011-12

15% OMS through CET

20% Management Quota

- ❖ Calendar for admission against management/vacant seats:

As per rules notified by the Directorate of Technical Education Maharashtra State

XI. Criteria and Weightages for Admission

- ❖ Describe each criteria with its respective weightages i.e. Admission Test, marks in qualifying examination etc.

Written Test : 200 Marks and valid score of CET

GD, PI : 40 Marks

- ❖ Mention the minimum level of acceptance, if any.
As per Director of Technical Education, Govt. of Maharashtra.
- ❖ Mention the cut-off levels of percentage & percentile scores of the candidates in the admission test for the last three years.
As per Govt of Maharashtra & DTE Rules
- ❖ Display marks scored in Test etc. and in aggregate for all candidates who were admitted.

Item No I - XI must be given in information brochure and must be hosted as fixed content in the website of the Institution.

The Website must be dynamically updated with regard to XII–XV.

All the information below will be updated as and when the admission for the academic year 2011-2012 will take place.

XIII. LIST OF APPLICANTS

List of candidates whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats

XIV. RESULTS

- ❖ Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over)
- ❖ Score of the individual candidates called for Group Discussion and interview in each of the components including the test and in total, arranged in order of merit.
- ❖ List of candidates who have been offered admission in each category.
- ❖ Waiting list of the candidates who joined within the data vacancy position in each category before operation of waiting list.

XV. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE LIBRARY:

- Number of Library books/Titles/Journals available (programme-wise)

S.No.	Course	No. of Tittles of the Books	No. of Volumes	Journals	
				Nationals	International (Print form & E-journals)
01	MBA	2262	25736	135(Journals)	35 (Journals.) + 5400 E-Journals. +

List of online National/International Journals subscribed : Please refer above table
 E-Library facilities: Available: 61 P IV Computers,
 10 MBPS Internet Connection

LABORATORY: For each Laboratory

List of Major Equipment/Facilities: Laptop: 1, Computers – 220, Server -1,
 LCD Projector-20, Printer – 24, OHP-4,
 UPS Backup – 7, Scanner-2, Cisco
 Access Point-11, Cisco Router-1
 Switch -15

COMPUTING FACILITIES:

- Number and Configuration of Systems - 220 (PIV)
 - Total number of systems connected by - LAN } 220
 - Total number of systems connected to - WAN }
 - Internet bandwidth 10 MBPS bandwidth line.
- Major software packages Windows server – 2003, 2010, Windows 7, XP,
 Fedora Linux 9.0, MS Office 2007, Visual Studio,
 Java, Quick Heal Anti Virus, Tally-ERP 9

Special purpose facilities: Internet facility for all Students.(Wi-Fi).

Games and Sports Facilities: Indoors game: Chess, Carrom, and Table Tennis
 Outdoors game: Cricket, Football, and Lawn Tennis.

Extra Curriculum Activities: Cultural Activities. , Industrial Visits , Book Review
 E.T Club. Outbound learning.

Soft Skill Development Facilities: Training and placement cell arranging soft skill
 Personality development training is provide.

No of Classrooms and size of each Number of Classrooms and & Tutorial rooms – 13+04
 Number of Tutorial rooms and size 67.50 Sq. Mtr. Per class room
 of each 33.75 Sq. Mtr. Per Tutorial room

Number of drawing halls and size of each

NIL

Number of Computer Centers with capacity of each

Computer Centre 4; of a capacity of 50 computers each

Teaching Learning process

The teaching learning process consists of following points:

1. Completion of syllabi covered in progressive manner as per unit scheme.
2. Using teaching aids like OHP, LCD, Charts, etc in addition to regular black board/chalk.
3. Extended lectures (in the form of seminars, workshops, conference) are arranged of concerned experts to impart additional knowledge other than syllabi.
4. Teacher-guardian scheme is effectively used to for effective teaching learning process.(Mentorship)

Curriculum and syllabi for the programme as approved by the University.
Curricula as per University of Pune,

Academic Calendar of the University

Sr. No.	Name of Faculty	First Term	Second Term
01	MBA	1.07.2011 to16.12.2011	3.1.2012 to 20.05.2012

Academic Time Table

As above

Teaching Load of each Faculty

All Assistant Professors	: 16 Hrs/Week
All Associate Professors	: 12 Hrs/Week
All Professors	: 8 Hrs/Week
All Head of Departments	: 6 Hrs/Week
Director	: 4 Hrs/Week

Internal Continuous Evaluation System and place

The institute has continuous evaluation system. Weekly tests are arranged for all classes. Two tests per course and one preliminary examination per course is arranged.

Students' assessment of Faculty, System in place

System is in place. Written feed backs are collected from students and suggestions of students are communicated to every concerned teacher

- i. Curriculum and Syllabi
As per University of Pune

Laboratory facilities exclusive to the MBA programme
Available

