



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION**

**SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION, S  
NO 49/2, NEAR NAVALE HOSPITAL, NARHE, PUNE, 411041**

**411041**

**[www.sinhgad.edu](http://www.sinhgad.edu)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**February 2018**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION

Sinhgad Technical Education Society (STES) established in the year 1993 under the dynamic leadership of Prof. M. N. Navale, Founder President, with an objective of providing quality education in the fields of Engineering, Management, Hotel Management, Architecture, Medicine (General and Dental), Nursing, Pharmacy, Science, Arts, Commerce etc. and the basic school education from kindergarten to higher secondary. There are more than 80 institutes under the aegis of STES offering School Education, Diploma, Graduation, Post-Graduation and Ph.D. programs in various fields enlisted above.

Holistic development of students and teachers is what STES believe in and work. Sinhgad Institute of Management and Computer Applications (SIMCA) is established in year 2004 under the brand of STES and its processes are in tune with local, regional and global changes in Information Technology and Management. It has a dedicated team of highly motivated and experienced teaching faculty each outstanding in his/her chosen field of specialization. The institute is committed towards building self-motivated, knowledgeable, energetic, innovative and passionate IT graduates with rock solid ethics to be the business leaders of the future of India.

### **Vision**

To shape professionals to be Thought Leaders in world of business, by institutionalizing creativity and innovation in thought process and action and dissemination of relevant knowledge through structured learning systems.

### **Mission**

We realize that education is fundamental for the complete development of individuals. As a premier teaching institute, we endeavor to harness this inherent potential through meeting the growing needs of higher technical education. As we grow, we will expand into new technologies, methodologies, disciplines, resources and even attitudes. To achieve this, SIMCA will ensure the highest quality of faculty, resources and infrastructure. These will be structured with focus on academic excellence and versatility in approach that will meet the ever increasing needs of the students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

- Established research center which offers PhD programs in seven major streams of IT & Management. Excellent Research and Development activities and good number of papers published by faculty and students.
- UGC approved Journal with impact factor 5.4.

- One of the most sought after campus in the region by the many companies for campus placements.
- Excellent infrastructure with well-equipped laboratories, CCTV, Wi-Fi enabled campus and fully automated library with ample collection of books and journals.
- Supportive management with a progressive vision.
- Parental care of the students through Teacher Ward Group.
- Faculty with international experience and qualifications.
- Strong Alumni-Institute relationship.
- Promotion of e-learning, life skills, employability skills, entrepreneur skills across the campus.
- The institution provides welfare measures to staff and students.
- Transparency in staff recruitment based purely on merit.
- Plethora of opportunities in curricular/co- curricular activities and sports.
- Free Medical Facility is available to the staff, faculty and students in the sister concern General hospital cum Medical College.
- Various extension activities for society.
- Holistic development of students and teachers.

### **Institutional Weakness**

- Consultancy and industry linkage needs to be strengthened
- Applied Research has to be strengthened
- Lack of international students and faculty
- Do not have liberty to make changes in curriculum as being an affiliated college.

### **Institutional Opportunity**

- Could become an excellent center for interdisciplinary and applied research.
- Scope for Collaboration with Foreign Universities , research organizations and corporates
- Enhancement/ encouraging for Entrepreneurship among Students.
- Ample scope for providing consultancy services
- Keeping pace with latest developments and developing students into a global workforce.
- Improvement of Faculty and student exchange programmes with National and International Institutes.
- Enhancing the number of patents.

## **Institutional Challenge**

- Attracting foreign students and students from other states
- Ensuring quality in the self-financing sector.
- Exploring avenues for internationalization.
- Resource mobilization from various agencies.
- Dynamic curriculum that acclimatizes new technologies to adapt to globally changing industrial scenario.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Institute is affiliated to SPPU and follows the curriculum provided by SPPU. The institute follows a well-documented structured process to plan and execute activities for effective implementation of the curriculum delivery. CO attainment is judged based on various mechanisms like Mid-term examination, End-term examination, Mock test, Guest lectures, presentations, assignments etc. The Institute encourages faculty to actively participate in the syllabus discussion meetings conducted by Board of Studies (BoS) at university level. The faculty members participates and organizes various workshops, Faculty Development Programs (FDP) and Short Term Training Programs(STTPs) to understand the breadth and depth of the subject for effective delivery of the curriculum. The Institute organizes the Debate competition, Group discussions, various management games, and management movie sessions, Harvard Business Article Discussion, Yoga day, disaster management sessions to improve the confidence and facilitate the overall development of students. The institute has signed up MOU with various National and Multinational companies. Institute offers value added certification courses which are designed in association with IBM, IIT Bombay, IIT Delhi, Saylor Academy USA, Easysofts Tech software etc. The Governing Education Management System (GEMS) facilitates students for e-learning. The institute organizes visits to Village and Village people, visit to orphanage, blood donation camp, traffic rule awareness program which improve their point of view towards social causes, through which the students acquire moral and ethical values;. Yearly Feedback on the curriculum is taken from different stake holders like students, faculty, alumni, and industry.

### **Teaching-learning and Evaluation**

Institute admit the students through Centralized Admission Process (CAP) by strictly following the statutory reservation policies set by All India Council for Technical Education (AICTE) and Maharashtra State Government and Directorate of Technical Education (DTE). The teaching learning process adopted is student centric. Every student is taken care in all respects by adopting Mentor-Mentee program. As per the guidelines of the university examination the institute follows continuous evaluation process transparently and conducts the examinations at different levels. Then based on the evaluation results of these examinations along with feedback from mentor mentee program, students are categorized in advanced learners and slow learners. For slow learner students remedial classes are regularly conducted to improve their skills and performance. The student staff ratio is always maintained as per the norms of AICTE. The Faculty selections are done by affiliating University. The students are also encouraged for their creativity and conducts various competition to prepare posters, present papers and attend seminars or conferences. The college encourages faculty to organize and attend FDP programs, workshops, seminars and conferences etc.

## **Research, Innovations and Extension**

In order to promote a climate for academic excellence with openness to learning, research and development of professional skills, the Institute has started a Research Centre since 2013. The Research Centre offers PhD programmes in IT and Management. The faculty members are supported with financial assistance, writing proposals and liaison with the research institutes of eminence. Institute regularly organize and attend programs related to the research. Research contribution is considered in the career advancement scheme, and appropriate study leaves are awarded for the further research. Adequate provisions are made in the annual budget of the institute. The institute conducts International Conference, Research oriented workshops and seminars on filing patents. BCUD of SPPU supports research activities of the institute by providing research grants in addition to the provision of seed money in the annual budget of the institute. Faculty members to write and publish the papers in the UGC approved journals of high impact factor and International Conference Proceeding. Faculty members are involved in interdisciplinary projects. Some faculty members have received awards and recognitions for their research at national as well as International level. The Institute also has taken initiative steps towards developing ecosystem for innovations and various knowledge transfer methods. Different technical clubs works on a need-based extension programs like Swachchata Abhiyan, Organ Donation Mega Event, Jatan, Orphanage Visit, Awareness to save girl Child, IT literacy to school students, No Plastic Campaign, Traffic awareness Program, Police Kaka Awareness Program, Mega Blood donation camps, Tree plantation, Village Adaptation, etc.

## **Infrastructure and Learning Resources**

The institution has good state of art infrastructure to meet the educational requirements of students according to the norms strictly provided by the SPPU & AICTE. The Institution Facilities includes Classrooms, Tutorial rooms, Seminar Hall, Computer Centre, Library and Reading Room, Digital library, Language lab, The Classrooms are well equipped with white board and LCD projection facilities with good ambiance with 60 seating capacity. The Tutorial rooms are equipped with a round table, white board and a seating capacity of 30 students and LCD projectors. The institute has four Seminar halls with varying seating capacity as 250, 150, 125 and 50 capacity of students with LCD projectors, public addressing system, and white board. Computer labs are well equipped with latest configuration desktops and software's as well as LCD projectors. The institute's library has good collection of Text books -30571 Volumes & Titles - 6096, CDs - 184, E-books which includes Reference books, journals, technical magazines, digital library; newspapers etc. The Library offers reprographic, internet and Wi-Fi facilities, the library is automated with SLIM 21 software, and author-wise/title-wise search is facilitated through OPAC. Reading room has a seating arrangement for 180 students along with drinking water and wash room facilities. The management has taken all the care in building a campus with all the amenities. 24x7 Wi-Fi facility is available for the students in the institute as well as hostel. Generators are installed for complete power back up.

## **Student Support and Progression**

The Institute provides financial assistance, scholarships, free ships and insurance to the deserving students, as per the government norms. The institute arranges special coaching for competitive examinations and soft skills. The institute has the "Mentoring System" where a mentor is allotted for every 15 students. He/ She shall monitor all the aspects of the students regarding attendance, performance, discipline and maintain regular touch with parents. Institute conducts several extracurricular, co-curricular activities and sports for the overall development of the students, throughout the year. The Training & Placement (T&P) cell of the institute

provides career guidance and organizes campus recruitment drives for the students and provides overall grooming of students for placement. Development of entrepreneurial skills is encouraged in the students through Entrepreneurship Development Cell (EDC). The institute has a well-established registered alumni association. The institute has a separate grievance mechanism to address the issues like sexual and ragging issues through separate committees. The conducive environment of the institute highly favors in reducing dropouts and improving the pass percentage. The institute promotes students to participate in various sports and cultural activities along with technical activities to ensure overall growth of the students. Student's participation and feedback through students council is considered while developing such activities. The students have good representation in various committees of published material. On average of more than 50-60% of the enrolled students are getting placed through on/off campus drives.

### **Governance, Leadership and Management**

The Governing body of Institute which works under STES. The Head of Institution is responsible for strategic development and decision making. Institute level various committees, faculty coordinators and student representative helps to groom intuitional development as well student development. Administrative handbook prepared while clearly defining and specifies recruitment policies, service, leaves rules administrative systems. The Director conducts meetings with faculty members to discuss various Academic, co-curricular and extra-Curricular activities. Institute is organized Various activities such as FDPs, Conferences, seminar, workshops, Technical events, Sinhgad Karandak, Sports Karandak, Alumini Meet etc, are held with the coordination of Head Of institute ,Faculty members and student coordinators. The Institute has executed IQAC through Academic Monitoring Committee of STES. Contribution from external members along with recommendations from IQAC members is considered to decide action plan for improving the academic and administrative environment.

### **Institutional Values and Best Practices**

The institute has taken initiation to address gender equity and conduct awareness campaigns. The campaigns are conducted through guest sessions, poster competition, cultural activity that is effective for altering attitudes towards gender norms. The College has displayed anti-ragging posters at all vulnerable places with complaint boxes. The students are encouraged to participate in competitions like programming contest, technical quiz etc. The institute has a recognized research Centre which is affiliated to SPPU, Pune since 2013. Research cell provides infrastructural support for the promotion of research. Institute follows all the guidelines laid by SPPU to organize the research proposal submission, finalization of research titles, allocation of guide and monitoring the progress of PhD research scholars. The institute tries to inculcate research attitude and culture among the students to participate and present the papers in conferences. Institute organizes International and National Conferences. Renowned authors present their papers in conference. The institute is enhancing the quality of education through guest lectures by eminent speakers through industry interactions as well as inculcating passion in students and faculty members towards the pursuit of research.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SINHGAD INSTITUTE OF MANAGEMENT AND COMPUTER APPLICATION
Address	Sinhgad Institute of Management and Computer Application, S No 49/2, Near Navale Hospital, Narhe, Pune, 411041
City	PUNE
State	Maharashtra
Pin	411041
Website	<a href="http://www.sinhgad.edu">www.sinhgad.edu</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Professor	SHIVAJI D. MUNDHE	020-66831922	9822242322	020-66831907	director_mca_simca@sinhgad.edu
Director	MILIND ANIL MARATHE	020-66831897	9822885236	020-66831896	director_mba_simca@sinhgad.edu

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

**Establishment Details**

Date of establishment of the college	01-06-2004
--------------------------------------	------------

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<a href="#">View Document</a>	10-04-2017	12	For One Academic Year

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
--	----

**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Sinhgad Institute of Management and Computer Application, S No 49/2, Near Navale Hospital, Narhe, Pune, 411041	Rural	2	6788

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
PG	MBA,Management	24	GRADUATION	English	300	300
PG	MCA,Computer	36	GRADUATION	English	120	115
Doctoral (Ph.D)	PhD or DPhil,Research	60	POST GRADUATION	English	17	11

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	7				14				27			
Recruited	3	0	0	3	2	5	0	7	15	12	0	27
Yet to Recruit	4				7				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				13			
Recruited	0	0	0	0	0	0	0	0	7	6	0	13
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				40
Recruited	21	19	0	40
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				6
Recruited	6	0	0	6
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	3	0	0	2	5	0	2	2	0	14
M.Phil.	1	0	0	0	0	0	2	1	0	4
PG	3	0	0	2	5	0	22	18	0	50

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		10	3	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	227	38	0	0	265
	Female	137	13	0	0	150
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	6	0	0	0	6
	Female	4	0	0	1	5
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	31	24	30	22
	Female	14	9	12	13
	Others	0	0	0	0
ST	Male	0	2	4	1
	Female	0	0	1	0
	Others	0	0	0	0
OBC	Male	64	57	61	47
	Female	18	10	8	18
	Others	0	0	0	0
General	Male	176	144	149	99
	Female	92	71	68	51
	Others	0	0	0	0
Others	Male	20	17	31	32
	Female	4	12	8	8
	Others	0	0	0	0
<b>Total</b>		<b>419</b>	<b>346</b>	<b>372</b>	<b>291</b>

### 3. Extended Profile

---

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 3

Number of self-financed Programs offered by college

Response: 3

Number of new programmes introduced in the college during the last five years

Response: 1

#### 3.2 Students

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
570	644	901	1124	1039

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
240	330	330	330	330

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
237	392	525	348	263

Total number of outgoing / final year students

Response: 1737

#### 3.3 Teachers

**Number of teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
46	46	43	54	52

**Number of full time teachers year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
46	46	43	54	52

**Number of sanctioned posts year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
46	46	43	54	52

**Total experience of full-time teachers****Response: 763****Number of teachers recognized as guides during the last five years****Response: 2****Number of full time teachers worked in the institution during the last 5 years****Response: 84****3.4 Institution****Total number of classrooms and seminar halls****Response: 20****Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
719.50	683.62	315.13	275.63	374.63

**Number of computers**

**Response: 350**

**Unit cost of education including the salary component(INR in Lakhs)**

**Response: 1.16**

**Unit cost of education excluding the salary component(INR in Lakhs)**

**Response: 0.24**

NAAC



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The Institute Affiliated to SPPU adhere to the curriculum designed by the University. The Institute meticulously develops action plan for effective implementation of the curriculum by planning the academic schedule as per the University norms.

##### Teaching Learning Process:

##### Planning phase:

- Academic calendar is prepared well before the commencement of every semester of academic year by each department as per the guidelines of SPPU. Director, IQAC and all faculty members are involved in preparing same.
- Subject allocation is done according to the choice and expertise of the faculties. Lecture schedule and evaluation parameters are finalized after discussion with faculty members as per University guidelines. The entire planning and organizing of sessions, seminars, STP activity, Industrial visit, Celebration of various days and required activities schedule is then prepared by the committee and incorporated in academic calendar.
- Course Time Table is prepared.
- Faculties prepare their course file which includes

1. University syllabus
2. Course time table
3. Individual timetable
4. Overall Session plan
5. Attendance Sheet
6. PPTs , teaching notes and MCQs for each individual session
7. List of text books/reference books/e-learning resources
8. Planned Assignments and cases studies/ projects
9. Previous University Question papers
10. Sample answer Papers
11. MCQ
12. Remedial action taken for weaker students
13. Question Bank

- The course file and practical assignments is prepared by respective faculties.
- Required academic infrastructure and support made ready to use before commencement of each academic semester.
- The Industry expert sessions/training demands is planned ahead by the faculties and communicated

to the Director.

### Execution Phase:

- Academic progress is monitored by Director every month. Academic audit is done for the number of lectures planned and the number of lectures actually conducted. This ensures identification of gaps, if any, and necessary corrective actions are taken for filling the gap.
- Attendance of students are monitored every month and communicated to students. The students who have less than 70 percentage attendance are called and enquired .The parents are intimated in case of very poor attendance.
- In-house examination results are analyzed and necessary remedial classes are conducted.
- Extra sessions are conducted for weaker students and slow learners.
- Learning beyond syllabus is achieved by arranging lectures of Industry experts for all the departments to give awareness of new technologies in the field. For holistic & personality development of the newly admitted students institute plans Induction program to understand institute academic culture, curriculum norms, examination pattern and code of conduct. The institute conducted regular activities like management games, Internship, Assignments, Tests, Industrial visits, Group activities etc.
- International conference, seminars and research methodology workshops are conducted yearly to get updated with the current aspects.
- The students are mold to participate in various management events/competition conducted in-house and outside.

### Post Execution Phase:

- Students are asked to provide faculty feedback for analysis and corrective action at the end of semester.
- Cross checking the attainment of course outcome is done by the faculty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 50

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	7	12	16	01

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 112.03

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
17	13	14	4	6

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 33.33

1.2.1.1 How many new courses are introduced within the last five years

Response: 1

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 3

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**

**Response:** 85.49

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
570	644	901	1124	285

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

### 1.3 Curriculum Enrichment

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

**Response:**

Savitribai Phule Pune University includes the various courses to addresses the cross cutting are detailed bellow:

Ø **Human Rights-I&II:** Conceptual perspectives play a significant role for the promotion and realization of human rights. It promotes dignity, tolerance, peace, defend and advocate for their rights.

Ø **Information Security:** Students understood the perspectives of Information Security risks and techniques / approaches of risk prevention through assignments.

Ø **Cyber Security/Information security:** Students understood the legal provisions of Information

Technology Act, Cyber security and practical ramifications of the Act through presentations.

Although University curriculum addresses these cross cutting issues in prescribed manner. Institute has organized various activities for staff and students.

#### **Gender related initiatives:**

Institute conducts guest lectures and seminars with eminent social workers. Women empowerment cell is formed to look after the welfare of all girl students. Gender equity is attained by conducting programs like seminars, debates, group discussions for both boys and girls on a single platform. Institute also organizes various expert talks on the occasion of International Women's day to address issues like gender inequality and sexual harassment. In the various events, girls are encouraged to participate. Institute also arranges women counseling sessions for girls as well as women staff.

#### **Environmental and sustainability related initiatives:**

Students also participate in the Tree plantation .STES has a vision to develop a green campus and therefore following initiatives are taken such as Tree plantation, Swacha Bharat Abhiyan, solar water heaters and LED lamps.

#### **Human Values and Professional Ethics related initiatives:**

Institute imparts human values and professional ethics through its curriculum. MCA is professional course which imparts the discipline, professional ethics and human values. Conducive environment of institute helps in inculcating human values and professional ethic. Institute regularly conducts events on

1. Abdul Kalam's Birthday Anniversary
2. Gandhi Jayanti,
3. Savitribai Phule Jayanti,
4. Yoga Day
5. Teachers Day.

Students also participate in blood donation camp, traffic rule awareness program, Orphanage Home Visit, Organ Donation Awareness Program which improve their point of view towards social causes.

File Description	Document
Any Additional Information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### **1.3.2 Number of value added courses imparting transferable and life skills offered during the last**

**five years**

**Response: 51**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 51

**File Description**

**Document**

Details of the value-added courses imparting transferable and life skills

[View Document](#)

**1.3.3 Percentage of students undertaking field projects / internships**

**Response: 1.4**

1.3.3.1 Number of students undertaking field projects or internships

Response: 8

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response: A. Any 4 of the above**

**File Description**

**Document**

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management

[View Document](#)

URL for stakeholder feedback report

[View Document](#)

**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 9.6

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
49	74	74	94	118

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 60.16

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
263	335	326	402	569

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
485	664	665	660	660

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years



**Response:** 52.78

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
141	154	131	151	241

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

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

Students are admitted through the Common Entrance Test (CET) resulting in a diverse mix of students from different academic backgrounds, socioeconomic strata and vernacular language orientations. In order to cater to this diversity, the institution has instituted the practice of creating a student profile which gives an insight into the diversity and abilities of the students. A psychometric test at the beginning of the first semester gives qualitative pointers to the abilities and interest of the students. This data is shared with the class coordinators and faculty in order to facilitate better personal and academic interaction.

Personal interaction in the mentor mentee program, informal faculty forums for sharing classroom interaction of students and identifying weak or advanced learners, mechanism of continuous evaluation of the students through various internal evaluations and end term examinations are used to evaluate, plan and conduct various programs to facilitate learning of weak students and motivate advanced learners to perform better.

**Strategies adopted for advanced learners:**

Encouragement to enrol in value add programs like HR Analytics, Digital marketing, Financial modeling, Six Sigma.

Opportunities to participate in intra and intercollegiate management competitions, project competitions, entrepreneurship workshops and various Business fests/event to hone managerial and technical skills.

Participation in Smart India Hackathon 2016 organized by HRD Govt. of India.

Opportunities to participate in Conferences, seminars, paper presentation competitions and publish their work.

Guidance and preparation to take-up online employability courses (Bloomberg and Wheel box)

Meritorious students are awarded for excellence in academic, extracurricular and co-curricular activities at the Annual prize distribution ceremony. Medals, certificates and a special prize in the form of valuable books specially chosen keeping the interest and abilities of each individual awardee are distributed.

The NIPM forum is used as an opportunity to expose bright HR students to industry professionals for networking and latest industry updates.

- Special attention is given by all the faculty for grooming the students during Academic sessions and activities.
- Special attention from Placement point of view through STP.

**Strategies adopted for Slow Learner:**

- Special counselling of such students is done during Mentor mentee meetings.
- Subject wise counselling is done by respective teachers
- If required, opportunities are given to reappear for internal evaluation to improve skill set and marks.
- Remedial classes and self-learning sessions are arranged beyond working schedule.
- Special attention is given by internal project guides during the Project internship program for the holistic development of slow learners and the enhancement of employability skills. The core objective behind this is to increase the chances of pre-placement opportunities.
- Appropriate counselling is done and training is given to support such students to get placed in industry.
- Slow learners are clubbed with the advance learners for all the activities taking place in and outside the institute to develop the participative approach.
  - English reading writing and comprehension classes are offered to students who come from vernacular backgrounds
  - Bridge course for familiarization of basic concepts of accounting

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**2.2.2 Student - Full time teacher ratio**

**Response:** 12.39

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

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.18

#### 2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The Institute focuses heavily on Student-centered learning which moves students from passive receivers of information to active participants in their own discovery process.

Some of the learning strategies include self-directed learning, co-operative learning, roleplaying, behavioral rehearsal, peer education and parent involvement. . In the classroom, teachers craft instruction and apply technology in a way that best serves each student's learning journey.

**Experiential learning:**

#### 1. Project based learning

1.Students are assigned minor subject based projects thus enabling the students to blend both the theory and practical.

Students participate in Live Projects sponsored by Big bazaar, ITC, Marula, Persistent, etc., to acquire practical on the job training. These activities are conducted simultaneously along with the curriculum, so that the students can collaborate the theoretical knowledge with practical applications.

2. **Hands on learning:**The Institute also has well equipped computer labs with internet facility. The students are taken to the lab by the faculty members to provide them real time information on subject like C, C++, VB, Java, .Net, PHP, Python, SQL etc.

3. **Industry Internships:** The course curriculum requires for all computer application students to join for internships in the industry for six months and management students to undertake SIP for two months in order to get practical exposure of the theoretical knowledge acquired in class room.

4.Short duration winter projects are also offered to students who are willing to take up such assignments.

5.Industrial visits provide exposure to practical situations and events in companies thereby honing their corporate skills and industry understanding.

### **Participative learning:**

1.Activity Based: Students participate in various programming contests and Hackathons arranged by Institute , Industry and Govt. MCQs are conducted as a part of each session of each subject. Students are encouraged to participate in various management fests, competitions like Poster making , project competitions etc to nurture creative thinking

2.The institute implements Harvard Case Study based methodology of learning. It improves the perception and understanding of the students by solving the complex real world problems.

3.Use of films .videos for initiating classroom discussion

4.One day selling activity to grasp the intricacies of selling, marketing, managing of finances, entrepreneurship

5.Incorporation of activities like Product talk, Out of the box during the induction program to generate familiarization with fundamental management principles

### **Problem Solving Methodologies**

1.**Case-Based Learning:**Management learning is further strengthened by incorporating case studies, in-basket exercises, role play, vestibule training, decision making, management games and leadership activities with every day education.

2.The institute invites eminent academicians, research scholars, professionals and corporate executives by

organizing guest lectures, conferences and seminars. The frequently organized brain storming events and informal gatherings with distinguished Alumni's of the institute provide the students with an opportunity to experience sharing and exposure to the corporate, markets, business, finance, human resource management as well as macro dynamics of global business.

3.Small in house subject specific projects are given to the students to keep the continuous research culture brimming in the back ground.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 136.96

#### 2.3.2.1 Number of teachers using ICT

Response: 63

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 11.18

#### 2.3.3.1 Number of mentors

Response: 51

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

In innovative teaching, students are engaged in a wide variety of innovative, creative, high-impact educational experiences, from designing educational games to research with real-world impacts. The Information and Communication Technology has made many innovations in the field of teaching and also made a drastic change from the old paradigm of teaching and learning. Faculty members and students are encouraged to use ICT facilities for effective teaching learning. Institute has adequate ICT infrastructure to cater the needs of student learning. The institute supports and encourage teachers to upgrade their teaching skill and subject expertise along with recent progression in industry.

**Some of the efforts to encourage faculty to adopt new and innovative approaches are:**

- Inspiring faculty members to implement advance approaches in their teaching process.
- Encouraging them to participate in state/national/international conferences, workshops, seminars, FDPs, STTPs, refresher courses, orientation programs to upgrade their knowledge.
- Organizing in-house workshops or FDPs for faculties by eminent personalities from academic as well as industry to enrich their knowledge.
- For participative learning teachers are advised to organize class workshops, seminars and paper presentations, Group discussion.
- Faculty member regularly visit other colleges/organizations as guest lecture or on deputation within and outside the nation to get further academic exposure.

**Some innovative teaching approaches / methods adopted by the faculty are:**

- **Mind Maps:** mind maps are introduced as another innovative teaching method. Mind maps, which is a simple technique for drawing information in diagrams, instead of writing it in sentences.
- **Self-learning:** Preparing own notes by referring class notes and reference books, solving quizzes at the end of every session, solving assignments.
- **Group & Team based learning:** Management games, Project Based Learning, Group Discussions, case based teaching methodologies, Presentations, Domain Seminars, Collage/Poster Making.
- **Experiential teaching:** Entrepreneurship Development Cell (EDC) arranges talks of inspiring entrepreneurs to make the students understand the need of innovations and creativity in learning.
- **Introductory videos:** 5 minutes introductory videos helps students to grasp the concept easily rather than writing on board and explaining.
- **Animations** – A short Flash movie demonstrating the dynamics of immunological interactions.

File Description	Document
Any additional information	<a href="#">View Document</a>

**2.4 Teacher Profile and Quality****2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 18.24

##### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	10	6	6	5

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 16.59

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	<a href="#">View Document</a>

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 0

##### 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 11.67

##### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	6	6	6

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

#### Internal evaluation reforms:

The internal evaluation is designed to recognize the capability and talent of a student. All evaluation reforms of the University are adopted and effectively implemented as per the guidelines issued by the authority from time to time. Following initiatives are taken by the Institute for the improvement of internal evaluation process.

- University reforms are aligned with institute's evaluation criteria such as Attendance, Case Study, Class Test, MCQ's, Presentation, Group Discussion, Written Home Assignment, Group Project, Mid-Term Exam and End-Term Exam
- Concurrent evaluation process as per the requirement of SPPU is adopted and all the evaluations are conducted throughout the semester as per the set academic plan. Internal Evaluation results are displayed regularly.



- The continuous assessment provides a feedback on teaching learning process. The feedback after being analyzed is passed on to the concerned student for implementation and subsequent improvement.
- The performance in evaluation of students is displayed on notice board.
- For student evaluation, complete transparent system is set by the institute which is aligned with university norms. Evaluation criteria are set with common staff meetings and with approval of all experts with each subject.
- Subject Specific MCQ's, mid-term and end-term examination is conducted in each semester and its performance is accounted for Internal Performance Evaluation.
- Internal subjects and projects are evaluated using rules and regulations of university.
- Institute has examination cell for smooth conduction of class test & internal examination. The results of exams are declared within a week of the conclusion of the test. The students can see their respective answer books and discuss their queries with concerned subject faculty member.

**University evaluation reforms:**

- The CEO and Examination Committee schedules and executes the evaluation process with strict monitoring on regular basis.
- Internal squad comprising of senior faculty members oversees the smooth conduction of University theory examination.
- CCTV cameras are deployed at selected locations to monitor the online examinations.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**

**Response:**

The Institute follows all the norms of SPPU for conducting the Internal Assessment.

**1. Mechanism of internal assessment:**

- List of assessment is prepared as per the guidelines of university.
- Detailed internal assessment schedule is prepared and displayed on the notice board for the students.
- Teachers discuss the internal assessment schedule with students during first lecture.
- Results of each evaluation are displayed to the students and areas of improvements are discussed accordingly.
- The final cumulative marks for all internal subject wise evaluation are displayed on the notice board with the students and Examination department.

- End term examinations: ETE is conducted at end of semester to help the students to gain confidence and to achieve good results in University Examinations.

**1. Transparency:**

**Following initiatives have led to enhanced transparency in internal assessment**

- Internal assessment pattern and schedules are shared with the students during the induction & initial sessions by individual course teachers. This helps the students understand the manner in which their performance will be evaluated.
- Marks of the internal assessment are displayed on notice board.

**1. Robust:**

**Following initiatives have led to enhanced rigor in internal assessment**

- Introduction to a variety of evaluation modes within each category of Concurrent Internal evaluation.
- Subject specific weightages and variation in the weightages depending on the subject nature and employability enhancement objectives.

**1. Frequency:**

Assessment is embedded in daily classroom activities, in which teachers use different assessment tools to ascertain if students are improving their skills and knowledge, mastering the curriculum, and meeting industry standards.

- Assessments are conducted monthly
- However Subject Specific assessments may have additional evaluations, which are embedded with class room sessions.

**1. Variety:**

Internal assessment is conducted through variety of evaluations to improve students learning.

Following are the few evaluations which are conducted throughout the semester

- Class test
- Assignments
- MCQ
- Presentation
- Subject Specific quiz
- Case Study

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

Institute deals with two levels of grievance redressal mechanisms: one to address grievances in internal examinations and other one to deal with grievances SPPU examinations.

#### Redressal of grievances at Institute level:

The internal evaluation notice is displayed on department notice boards. The faculty gives the corrected answer scripts to the students for verification. If any incongruity is noticed, the faculty concerned may rectify and necessary corrections may be made. All such representations are taken positively and reassessment may be made if necessary. Whole process is done well before the internal marks are uploaded to university.

#### Redressal of grievances at University level:

The student is entitled to apply for recounting/revaluation in theory subjects within 15 days of declaration of results by paying the prescribed fee to the University. The University will process all such applications, consider for revaluation/recounting and declares the result. In any case where it is found that the result of an examination has been affected by errors, the Controller of Examinations shall have power to amend such result, in such manner, as shall be in accordance with the true position and to make such declaration as is necessary, with the necessary approval of Vice-Chancellor/ Board of Examinations, provided the errors are detected within 6 months from the date of declaration of results. Grievances received thereafter, shall be placed before the Board of Examinations.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

#### Response:

An academic calendar is prepared in accordance with the university academic schedule. The calendar is displayed on notice board and shared through emails time to time. The MCA course has two semesters in each academic year. A fixed number of courses are taught in each semester through different teaching methods. Faculty members prepare the session plan by referring various evaluations as per the calendar. Continuous internal evaluation criteria's are based on university requirements. Subject wise different

evaluation parameters are set. Major subjects have 100 marks which are divided into 30-70 pattern. 30 marks for internal examination and 70 for external examination. For practical and project 50 marks are allotted. In every semester one subject is reserved as internal of 70 marks. Students are continuously assessed throughout the semester and evaluated based on the Mid-Term examination, End-Term examination, Assignments, Presentations or Case studies, Projects, Practical, and Viva and so on. For Internal Evaluation of 30 marks, Institute conducts 40 Marks Mid-Term Examination and 70 Marks End-Term Examination and convert out of 110 marks into out of 10 marks. Presentation or Case Study is evaluated for 10 marks whereas assignments and attendance are evaluated for 5 marks each. Similarly for Internal Evaluation of 70 marks, Institute conducts 40 Marks Mid-Term Examination and 70 Marks End-Term Examination and convert out of 110 marks into out of 30 marks. Presentation or Case Study is evaluated for 25 marks whereas assignments and attendance are evaluated for 15 and 10 respectively. In practical exam student is evaluated based on problem solved, journal and viva. Projects are also evaluated based on Report, User Interface and Knowledge presentation. Academic calendar incorporates all curricular, co-curricular and extra-curricular activities in the calendar which ensure CIE. All these CIE methods enable the faculty to identify the advanced and slow learners. The institute strictly follow the provision for slow learners. For slow learners remedial coaching is given. Regular meetings and reviews are conducted by teachers, coordinators, director. This way the institute adheres to the academic calendar for conduct of CIE.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 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 on website and communicated to teachers and students

#### Response:

The college has clearly stated all program outcomes, program specific outcomes and course outcomes for all programs. The faculty, industry and alumni are actively involved in preparing program outcomes, program specific outcomes and course outcomes of all programs in the college. The course outcomes of all the programs are made known to the students and staff by displaying in the website of the college. Individual copies of the regulation book are distributed to all the students which contain details of the course outcomes. Regulation books are also available in the library for student access. Orientation program for all the new students is conducted every year at the beginning of the academic year to educate about all course outcomes. At the beginning of the academic year all the faculty members will prepare the course files and laboratory manuals. The course file contains Department vision, mission, course syllabus, individual time table, program objectives, program outcomes, various mapping matrices, unit plan, lesson plan, course plan, unit wise material, direct and indirect assessments, student grading sheet, surveys/feedbacks collected from students and CO-PO attainment sheet. Each faculty take responsibility as a mentor, counselor, facilitator, guide, assessor, evaluator, learner, and finally as a teacher in system. The college collects the feedback from the students on course structure, infrastructure, faculty, information resources, evaluation, and on the overall OBE system, to establish quality and continuously improve the program.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization.

#### The program/learning outcomes are:

1. PostGraduates will exhibit knowledge of basic Computing and management.
2. PostGraduates will exhibit ability to identify, formulate, solve and implement solutions for computers and managerial problems.
3. PostGraduates will exhibit to design and conduct programming, analyze and interpret programs through simulated industrial environment.
4. PostGraduates will exhibit ability to comprehend and solve multidisciplinary project related problems through systematic approach.
5. Post Graduates will familiarize with modern computer applications and analysis using software and state of art equipment to analyze problems.
6. PostGraduates will demonstrate knowledge of values and professional ethics in their activities.
7. Post Graduates will be effective in verbal and non-verbal communication.
8. PostGraduates will develop an attitude of continuous learning.
9. PostGraduates will develop confidence to face challenges in their career.
10. Graduates will develop ability to do research.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 92.22

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 237

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 257	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
Response: 3.43	
<b>File Description</b>	<b>Document</b>
Database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 1.5

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	1.5	0	0	0

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by non-government	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 4.35

3.1.2.1 Number of teachers recognised as research guides

Response: 02

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

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.24

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 04

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The institution has a recognized research Centre which is affiliated to Savitribai Phule Pune University (SPPU), Pune since 2013. **Two research guides** for Computer Management associated with the research center. At present six research scholars are pursuing their doctoral research.

#### Some of the key actions

- Series of research based seminars and workshops.
- Programms on utilization of library and technology resources for research.
- Encouraging faculty members to apply for sponsored research projects,
- Conduction of UGC approved national/international conferences, seminars, workshops etc. for faculties as well as students.
- Research cell provides infrastructural support for the promotion of research. Institute follows all the guidelines laid by SPPU to organize the research proposal submission, finalization of research titles, allocation of guide and monitoring the progress of PhD research scholars. The committee comprise of Chairman, research guide, subject expert (internal and external). The progress of research work is presented by research scholars at regular intervals.

#### For students

The institute tries to inculcate research attitude and culture among the students in various ways, such as:

- There is a Research Methodology subject in the MBA & MCA curriculum, through which students are motivated for research paper writing and book reviews.
- Students are encouraged to participate and present the papers in conferences, Seminars organized by the institute.
- The Institute organizes International and National Conferences/ seminars and Workshops.
- Students were participated in Smart India Hackathon which was based on challenges provided by ISRO in Ahmedabad

#### Institute Publications



- **SIMCA Management Review with ISSN Number 2229-5429**
- **Impact factor 5.406**

Sinhgad Institute of Management & Computer Application (SIMCA) runs the incubation programme in which students who nurture business ideas are guided by the members of faculty, working professionals and experienced entrepreneurs. Though this initiative is in the evolving stage (or say nascent stage) at SIMCA, but still it provides valuable guidance and motivation to the aspiring entrepreneurs. The absence of an idiosyncratic innovation ecosystem is the reason why many B-schools are striving to embrace it, including SIMCA. They are struggling with accelerating innovation. Perhaps the ecosystem will develop in due course, but the increasing focus around young people's ideas and start-ups indicates its foundation.

The two ends of the innovation journey are often rich with ideas: the early stage, associated with start-ups, emphasises creativity and cleverness, and the late stage, associated with large companies, emphasises scaling and discipline. The in-between pathway is scantier in idea-richness. This programme involves lectures on start-up management and entrepreneurship development delivered by faculties and professionals. The objective of this initiative is to connect aspiring entrepreneurs with experienced professionals who advise on starting new business, marketing, selling and other business operations.

Under this initiative the students those are willing to become entrepreneurs are guided, counseled and directed by faculty members. As per students' requirement, their networking with the alumni with appropriate professional background is facilitated. The students are updated with the information regarding new emerging trends, new start-up firms and their business ideas, the policies adopted by government for boosting the entrepreneurship and various sources of funding Etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response: 20**

#### 3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	5	2	6	5

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

<b>3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</b>	
<b>Response:</b> Yes	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards</b>	
<b>Response:</b> Yes	
File Description	Document
List of Awardees and Award details	<a href="#">View Document</a>
e- copies of the letters of awards	<a href="#">View Document</a>

<b>3.3.3 Number of Ph.D.s awarded per teacher during the last five years</b>	
<b>Response:</b> 2	
3.3.3.1 How many Ph.Ds awarded within last five years	
Response: 04	
File Description	Document
URL to the research page on HEI web site	<a href="#">View Document</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years</b>
---

**Response: 2.63**

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	22	33	32	25

**File Description****Document**

List of research papers by title, author, department, name and year of publication

[View Document](#)**3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response: 2.74**

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	21	26	38	34

**File Description****Document**

List books and chapters in edited volumes / books published

[View Document](#)

### 3.4 Extension Activities

**3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

**Sinhgad Institute Of Management and Computer Application** not only offers students a number of interesting and enjoyable events such as the karandak, Neon, Spectrum, Tectonic and various cultural and academic activities throughout the year, but also a wide range of events and social activities to enhance the overall student experience.

The students at SIMCA are participating in community development programmes actively. Through

extension activities college promotes and imbibes students with social justice and responsibility. The active participation of students in social service activities gives them an opportunity to understand the life style and standard of living of the underprivileged and their not so well to do peers thereby.

SIMCA has conducted various extension activities in the neighborhood community, like Blood donation camp was organized in cooperation of Smt. Kashibai Navale General Hospital Blood Bank, Narhe, Pune. Large number of students, faculties voluntarily donated the blood, Institute has organized traffic awareness program seeks to increase *awareness* about *road* rules, regulations and *road* user behavior in the city, Students participate actively in Creating awareness on Organ Donation awareness. This rally is organized to generate and also motivate people to donate organs to save needy people life, SIMCA students and faculties has visited & helped Apala Ghar orphanage home, SIMCA students and faculties has visited & helped Matoshree Vrudhashram, Students and Faculties are actively participated in this activity, Tree plantation is a regular activity in the campus on various occasions like Republic Day, Independence Day, Environmental Day, Foundation Day etc, Institute organized Poster Competition For Nirbhay Kanya Abhiyan, SIMCA has, no doubt, kept itself engaged in various other social events too, but the task of adopting a village and area is a very meaningful one, The first step in this programme was undertaken by the management that was to establish contact with **Shere Village**, which is located at a distance of 40 kms from the SIMCA Campus. As per the school's requirement computer literacy was identified as an issue among the students of **Mamasaheb Mahol Vidhyalaya**, the school located in the *Shere village near Mulshi gaon*, **Under the Activity Utthan-2015** we had a tie up with Khadakwasla Grampanchayat to undertake various activities in the village like Tree Planataion, lecture to students in the school regarding global warming, save water. We had also undertaken a drive to Plastic free society spreading awareness to the villagers regarding harmful use of plastic bags. We have initiated the activity to **adopt Gorhegaon village this year** the activities will be soon carried out in coming days, Students and Faculties visited Sai baba Old Age Home for Blind Women, Jagriti School for Cerebral palsy children, etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 2**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 23**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	6	8	6	1

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response: 58.7**

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
406	383	510	616	534

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.5 Collaboration

<p><b>3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years</b></p> <p><b>Response: 13</b></p> <p>3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>2</td> <td>2</td> <td>2</td> <td>1</td> </tr> </tbody> </table>					2016-17	2015-16	2014-15	2013-14	2012-13	6	2	2	2	1
2016-17	2015-16	2014-15	2013-14	2012-13										
6	2	2	2	1										
<p><b>3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)</b></p> <p><b>Response: 12</b></p> <p>3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>2</td> <td>1</td> <td>1</td> <td>2</td> </tr> </tbody> </table>					2016-17	2015-16	2014-15	2013-14	2012-13	6	2	1	1	2
2016-17	2015-16	2014-15	2013-14	2012-13										
6	2	1	1	2										
<p><b>File Description</b></p>		<p><b>Document</b></p>												
<p>Number of Collaborative activities for research, faculty etc.</p>		<p><a href="#">View Document</a></p>												
<p>Copies of collaboration</p>		<p><a href="#">View Document</a></p>												

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

- The Institute stands for the well-being and educational uplift-ment of the students. The institute always follow the norms strictly provided by the SPPU & AICTE. According to AICTE the facilities are divided into three major heads i.e. instructional facilities, Administrative facilities and other amenities.

- **Instructional Facilities:**

The Instructional Facilities includes Classrooms, Tutorial rooms, Seminar Hall, Computer Centre, Library and Reading Room, Digital library, Language lab, The Classrooms are well equipped with white board and LCD projection facilities with good ambiance with 60 seating capacity. The Tutorial rooms are equipped with a round table, white board and a seating capacity of 30 students for conducting tutorial classes and group discussions LCD projectors are installed for presentation as well as showing videos as required. The institute has four Seminar halls with varying seating capacity as 250, 150, 125 and 50 capacity of students with LCD projectors, public addressing system, and white board. Computer labs are well equipped with latest configuration desktops and software's as well as LCD projectors. The institute's library has good collection of Text books -30571 Volumes & Titles - 6096, CDs - 184, E-books which includes Reference books, journals, technical magazines, digital library; newspapers etc. Reading room has a seating arrangement for 180 students along with drinking water and wash room facilities. 24x7 Wi-Fi facility is available for the students in the institute as well as hostel. Reprography machine is available in the institute.

- **Administrative Facilities:**

The administrative facilities of the institute include director office, board room, and administrative office with all modern amenities. The institute also have separate cabins for head of the departments and cubicles for faculty members. Institute insists on regular maintenance and housekeeping, facilities like pantry for staff is also provided. Department wise exam control rooms are available on third floor and first floor. University Paper printing room has a facility of CCTV camera to maintain confidentiality of the exam work. Separate placement cell and placement team of faculty members take care of students regarding job specific training and preparation activities.

- **Other Amenities:**

The institute has sufficient separate toilets for ladies and gents on each floor. Department-wise Boy's common room and girl's common room are available on third floor for MBA students and ground floor for MCA students. Gymnasium facility is available for all the students on third floor. The first aid cum sick room is available in the institute for providing immediate first aid to the students. In case of medical emergency pick up is available and reservation of 4 beds at Navale hospital for students. Separate boys and girls hostels are also available in the campus with all modern amenities like Heavy Duty Geyser/ Solar



system for hot water is given to the hostel. Gas stove and gas cylinder for girls' hostel is also given. The institute also has 2 canteens, 4 cafes and 2 mess are available in the college premises. A stationery store and grocer shops is also available in the campus for the students for easy access to their needs.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

##### Response:

The institute encourages and provides facilities for students to participate in various extracurricular activities to inculcate team spirit and leadership qualities.

##### Indoor Games:

Different indoor games facilities are also available in the campus which includes, Table Tennis, Carom, and Chess etc. These facilities are available throughout the year.

##### Outdoor Games:

The Institute has a basketball court, volley ball ground, etc. Students are encouraged to play and participate in different sports. STES SIMCA also has a cricket ground, football ground and swimming tank available at Vadgaon campus.

##### Gymnasium for Boys and Girls:

Separate well equipped gymnasium facility for boys and girls is available in the institute. Gymnasium facility is also available for the staff along with their family members who are staying in the campus.

##### Yoga Centre:

Yoga and meditation facilities are available in the campus for boys, girls and staff. Yoga and meditation sessions are conducted for the students and staff separately in the campus premises. Once in a semester we organize 3/5 day yoga training programme.

##### Cultural Activities:

Institute organizes a grand cultural event i.e. "SinhgadKarandak" which provides a platform to showcase the extracurricular talents and organization skills of the students. It comprises events in the form of

competitions and stage performances such as, Mr. & Miss SIMCA, solo singing and duet singing competition, dance competition, street play, art gallery, fashion shows. Institute organizes fresher's party, Teachers' day celebration, Traditional day celebration, farewell party, Birthday celebration and Dandia Night, etc. are also organized for the students.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 20

<b>File Description</b>	<b>Document</b>
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 31.35

##### 4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.80	354.15	9.96	43.67	321

<b>File Description</b>	<b>Document</b>
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

SIMCA library has enormous collection of books, journals, magazines, Newspapers, CDs etc. There are total **30571** books available in the library for the reference of students and staff members. Total **6096** titles, **184** CDs are available in the Library for students and staff members.

The book issue- return system is implemented with barcode facility. OPAC is available in the institute to browse the books availability through ERP module. The open access system in library enables the students to choose and select the books. Library has well qualified and experienced staff including Librarian, Assistant Librarian and library clerk.

The library staff members extend their services to the students and staff members in following ways

- Personal guidance is offered to trace any book.
- Assist students during the digital library hours.
- Reprographic facility extended to the students on request
- SPPU syllabus and question papers are maintained in separate files and made available on demand.
- Extended library hours for study are given at the time of examination.
- Assistance in downloading e-content.
- The library provides indexes to PG dissertations of the students and staff.
- Provide the books, journals, periodicals, magazines and other services

#### Library Services:

SIMCA library offers different types of services to users like E-Library Automated Services, OPAC, Web Based E – Syllabus, Question Papers, Project reports, Isolated staking area, reading hall, Current Awareness Services, Reprography services, Electronic document delivery service, Inter Library Loan ,book bank scheme etc.

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

The library of the college is situated at the second floor for MBA and at basement for MCA, which is easily accessible by all the students and staff. The library staff also assists any visually/physically challenged person in getting the book of his choice in case he/she visits the library. Library of the Institute is well equipped with modern technology and upgrades as and when new technology arises. Currently we are having following library Management System.

**Name of the ILMS software: SLIM 21 Library Management System**

**(Year of Purchase: 2010)**

**Nature of automation (fully or partially): Fully Automated.**

**Version: 2.6.8.29**

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

Library collection is continually updated as per the collection and development policy of library collection is comprised of printed books, printed national and international journals, digital collection, newspapers and institutional membership. A sizable collection of rare books, Knowledge resources, Manuscripts and Special reports related to IT available in library.

**Rare book comprises historic and unique volumes, the strength of rare book collection includes various languages books, archival collection** and other knowledge related materials that are rare and some cases unique. SIMCA's Library currently holds 72 **printed books** and **08 knowledge resources**. By building representative selections of rare material which support the institutes teaching priorities. The primary role of the collection is its purposeful and rich resources for teaching, research and exhibition

Rare book and special collections At SIMCA library includes those materials that because of subject coverage, rarity, source, condition or form are best handled separately from the general collection. Our rare book collection includes over "Rare" or "Special" of book have been identified and kept separate from the general library stock and catalogued separately.

These Collections actively support the teaching, learning and research need of students and faculty from all the disciplines and the wider scholarly community.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 5.15

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.71	18.41	1.22	5.40	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

File Description	Document
Details of remote access to e-resources of the library	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 12.99

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 80

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

The strength & advancement in the technology the institute always strive for better IT Infrastructure & associated facilities such as internet facility, printers, scanners & required number of Legal software's. The Institute use of information and computer technology (ICT) in classes, in offices and libraries, seminar hall with the state of art technology. It has structured cabling, Network servers, Administrative Servers, Quick Heal Servers. The entire IT network is spread out in the entire Institute and reaches to all the departments / sections. The proactive investment in the I.T. system has resulted in developing four different IT laboratories contain two computer lab, one digital lab, one language lab, with more than 150 machines, for conducting student practical sessions, conducting training sessions and use of faculty in teaching learning process. All the computer labs, faculty & department computers are having updated legal & open source software for the use. The trained and qualified staff is also employed to maintain the IT system of the institute. Invited talks and webinars are conducted in seminar halls using ICT facilities .These experts are Network administrators, lab Instructor and Technical experts for uninterrupted use ICT services. All class rooms, computer labs, faculty rooms & common area of institute is covered with Wi-Fi facility. All class rooms, seminar hall, computer labs, tutorial room are having internet facility & wall mounted LCD for teaching learning process. All nodes & Wi-Fi facility is having UPS & Generator backup 24\*7.

- **LAN facility:**

Institute campus has a structured LAN facility; whole network is in 3 tiers Architecture comprising of the core, distribution and access. All the end Users/workstations are connected through 10/100/1000 base ports. All the LAN attached Users are connecting to the access switch based on the VLAN & Security policies Associated to them as mentioned above.

- **Wi-Fi facility**

- Institute campus is fully Wi-Fi enabled with high speed internet connectivity.
- The Wi-Fi Access Points are connected to the access switches on a different common area, class room, computer labs, and faculty room to cover all institute premises.
- A Wi-Fi controller is deployed in DC which controls all Wi-Fi Access points in the network.
- The Wi-Fi controller is having its default gateway as core switch IP and terminates on the core

switch interface.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 1.63

File Description	Document
Student - Computer ratio	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** 20-35 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 10.23

#### 4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
37.04	10.22	44.34	37.89	62.52

#### File Description

#### Document

Details about assigned budget and expenditure on physical facilities and academic facilities

[View Document](#)

Audited statements of accounts.

[View Document](#)

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

**Response:**

#### ◦ Maintenance and utilization of Campus Infrastructure:

The Estate office of the campus is taking care of the effective maintenance and utilization of the campus infrastructure. It takes care of the following tasks.

- The civil work maintenance is taken care by a Civil Engineer. The Civil Engineer and his team are responsible for the upkeep of the building structure and ensure its fitness for use. Constant maintenance works are taken up round the year under the guidance of Civil Engineer.
- Electrical Maintenance is taken care by an Electrical Engineer appointed for the purpose. The Electrical Engineer and his team monitor the campus electrical and their replacement throughout the year.
- A Power Substation for electrification of the campus is being monitored and taken care by the Electrical Engineer and his team.
- A System Administrator and technical assistant are appointed to ensure the upkeep of all laboratories and computers in the institute.
- Housekeeping jobs like cleaning, sweeping the corridors and classrooms is maintained by the peons of the institute. Library collection is continually updated as per the collection and development policy of library. The new books, journals and magazines are continuously added as per the need and requirement of the syllabus of SPPU.



- **Sports Facilities:**

The Institute has a sports complex which includes gymnasium hall, badminton, basketball court, volley ball ground etc. The maintenance of all these grounds is well taken care by ground staff under the guidance of the estate office. Cleaning of all these grounds are done on daily basis. Water is sprayed on all these grounds through sprinkler irrigation system.

- The computers and other ICT equipment are well taken care by the technical team. The technical team is taking care of all the hardware and software of the institute. They are continuously working on updating the configuration of the computers, hardware and software as and when needed.
- **Class rooms:**The class rooms of the institute are well maintained & cleaned by administrative staff. The ICT facilities are regularly updated by the technical team. The curtains of the windows are washed and cleaned frequently.
- **Free Medical Facilities for students, staff:**

Medical health-care facility is available in the campus in the form of Rural Health Centre. The medical facilities and medicines are given free of cost to the students, staff. Specialized doctors are made available on weekly basis. Also medical store is available in the campus.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 48.3

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
246	327	471	514	515

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0.04

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.3 Number of capability enhancement and development schemes –**

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**

**Response:** 25.32

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
150	193	288	217	198

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response:** 31.6

#### 5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
215	274	213	238	342

File Description	Document
Details of the students benefited by VET	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 74.14

#### 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
152	240	392	316	210

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 0.42

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 1

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 40

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	1	0

#### 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 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) during the last five years.

**Response:** 0

5.3.1.1 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-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

Taking cognizance of important role of students in different academic and administrative activities, students are nominated as members of various committees. SIMCA started separate Student Activity Centre. In addition to the Student Activity Centre the co-curricular activities also take an equally important role. This provides an excellent opportunity and awareness to every student. By this SIMCA ensures the overall development of the student as above with appropriate standards. Student members represent the various issues and present their ideas at the respective committee meetings. Their suggestions are given due importance in arriving at decisions. The involvement of students in these creates better understanding between the administration and students.

Academic Bodies Student chapters of various bodies like - Sports and Cultural Committee, Class Monitoring Committee, Library Committee, College Academic Committee.

Administrative Bodies like - Anti ragging committee, Women Grievance Redress Committee etc.

SIMCA has begun to form student's council where in there will be Student's representatives from MCA 1st, 2nd and 3rd year, under the name of SIMCA Student's Committee (SSC), who actively take part in administrative work of the institute by means of developing effective communication between students and the institute administration.

### **Members of SIMCA Student's Council**

1. Faculty Coordinator
2. Activity Coordinator Faculty
3. Student Representative members

The new student representatives are elected unanimously among the MCA first year students, while the second and third year representatives are continued from first year representatives group. The SSC comprise of 6 student members (2 each from first, second and third year (1 girl & 1 boy) selected based on following criteria:

1. Good communication skills (verbal and written)
2. Planning & Organizational skills
3. Problem solving & Reasoning skills
4. Interpersonal skills
5. Ability to give constructive suggestions and appropriate solutions

### **Role & Responsibilities of the SSC members:**

1. Organizing and participating in the meetings along with the faculty members from the council, at least once in a month preferably
2. To work as a conduit between students and college administrators.
3. To serve as liaison in bringing any issues/suggestions/feedback to the administration at meetings.
4. To relay key messages from the administration to the students (College also forward such important messages through formed whats app group as well as through official email).
5. To suggest, develop and implement solutions to problems related to campus life.
6. To collaborate with students to coordinate events to enhance students communication.

### **Role & Responsibilities of Institute:**

1. Understanding the issues raised by the student representatives related to students and providing the necessary solutions and getting feedback from the representative members about the resolution of issues.
2. Active participation of students and the representatives for organizing and conducting the activities at institute, campus level and providing the necessary support

Every year various activities are carried out under Student Activity centre, some are – Induction, Fresher's party, Teachers day, Blood Donation Camp, Technical fests and Sinhgad Karandak (Annual event of STES Group)

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 22

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
22	22	22	22	22

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The institute has registered alumni association. Date / year of foundation: **18/10/2010** and

Registration number is **Maha.2185/2010/Pune**.

Growing strength of Alumni is contributing to the betterment of SIMCA as well its Students in terms of non-financial support activities. Our Alumnus contributes to the Institute and its students in terms of;

**Strengthening Alumni Association:** The Alumni Association of SIMCA organizes various activities and events including ‘Alumni Meet’-, SIMCA alumni association facilitates get-togethers, outings with family & friends, organizes student alumni Interaction sessions, publishes Alumni Newsletter, maintains the database of alumni etc.

**Alumni Student Interaction:** The connection between the alumni and the students is one of the major goals of the Alumni Association formed at SIMCA. SIMCA organizes a frequent alumni interaction



programs with existing students, which helps students to keep the connect with the alumni, mentoring of students in terms of choosing the job profile, preparing for interview, importance of campus life while entering in corporate life, preparation required for corporate life, and how participation in college activities help student's emotional wellness and better prepare them for the real world, general awareness about the world outside and many more. This activity helps in inviting alumni to visit the campus, interact with the students, share and guide the students.

### Social Initiatives:

Beyond the regular frame of work of the Alumni Association activities, the Association has been taking up various social initiatives related to the alumni and the society at large. The association supports various social awareness initiatives taken up by SIMCA with the support and involvement of alumni and existing students, as a duty towards the society.

**Alumni Participation in Placement:** Our Alumni, which are placed in different national and multinational organizations at different positions, helps institute for summer placement as well as final placement. Alumni directly contacts our placement cell, organizes interviews and selects our students.

### To Sum-up

- Alumni have their communication network on Whatsup, Facebook groups. Alumni post their articles on various topics, their achievements, advancements and career opportunities.
- Alumni always help the institute for the summer internship as well as final Placements of students.
- Alumni visit the Institute for sharing their valuable experiences with juniors.
- They guide the institute students in their industry oriented project work.
- Alumni help the institute for identifying and making available the Guest lecturers for the academic and industry oriented development of the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response: 5**

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

##### Nature of Governance:

The institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by The Director, LMC members & faculty members, keeping in mind the vision of the Hon. President of the STES.

Sinhgad Institute of Management and Computer Application (SIMCA) was established in 2004. SIMCA shapes the personality of an individual and makes an individual competent to face the industry pressures. This is done methodically in SIMCA. SIMCA is engaged in Multi-faceted training program structure following the University syllabus and going beyond the syllabus to shape the personality of the student.

For academic excellence, SIMCA has a retinue of dedicated, devoted and determined teaching faculties, who encourage & empower students to do their best. The curriculum embraces both the vertical (industry specific) and horizontal (functional discipline specific) specialization streams. It focuses on the practice of oriented-learning thus creating knowledge-base through experience.

The Management ensures that senior leadership positions of the College and all positions in the various statutory bodies are duly filled and that meetings are conducted at the stipulated intervals. The various statutory bodies, committees, clubs and cells ensure that faculty members and student representatives are provided ample opportunities for grooming their leadership potential. Transparency is maintained in faculty appointment which is based solely on merit and the management ensures quality by refraining from charging capitation fees for staff appointment. The Management is unstinting in its efforts to reinforce a culture of excellence that is the hallmark of this prestigious institution

The IQAC coordinates all the quality-related activities by developing an organized methodology of documentation and internal communication, enhancing and integrating the various activities of the College and ensuring the adoption and dissemination of good practices. The IQAC spearheads the conduct of the internal and external Academic Audit of the Departments, which promotes quality, accountability and transparency.

##### Perspective plan

- To ensure equal opportunities and representations for women in achieving academic excellence
- Developing the institute as a research and development centre in association with the industry.
- Perspective planning for teaching and learning process.
- Build a culture of engagement and innovation with faculty, staff and students using a platform of theory to practice focused on experimental learning.

- Increase career option for all the students by broadening career path to include association with alumni and industry interaction.
- Crafting the institute for building on internal core competence, leadership, innovation, and data driven mind set.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The Narhe campus houses hostels for girl and boy students for all the three colleges located on the campus. The hostel administration functions independently and is governed by the rules and regulations laid down by the campus office guided by the parent body i.e. STES.

The girl students apply for night out leave either for visiting their local guardians or to go home in the preparatory break or vacations. The girls were found to indulge in wrong practices on some occasions to obtain leave giving rise to issues related to their safety and security. The hostel authorities found it difficult to check with each institution the genuineness of the request for leave. So they designed a form which would require the signature of the Heads of the institution and stamp of the institution for sanction of leave.

This was a good step, however it posed its own set of issues for the institution. There were instances when the Director was not available due to some engagements outside the institution or due to his preoccupation with work related issues.

The students were inconvenienced as they had to wait for long hours or make frequent trips from their classes to check the Directors' availability for verification and signature. The students conveyed this difficulty to their class coordinators and the Director decided to incorporate a system in order to resolve the issue and affect smooth sanctioning of leave.

The Director called an informal meeting of all the Class coordinators, head of the first year program and HOD's. After appraising the faculty of the issue it was decided by mutual consent that the Director would transfer this responsibility to a faculty member. Since this matter of leave was more relevant to students of the first year program, it was decided to authorize the first year Program Head to sanction the leave and give the college seal. However to avoid any other related issues cropping up, the student would first have to get the approval of his or her class coordinator, who would verify the details mentioned by the students and then recommend for leave. The Program head would then sanction the leave on the basis of the recommendation. In case of special cases the Director would still remain the final sanctioning authority.

In case both the class coordinator and Program head were unavailable on a particular day, only senior faculty were authorized to verify (check with the parents or guardian through telephonic call) and sanction leave from the hostel and a record of such cases to be maintained by the concerned faculty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

In alignment with the strategic plan, the institute has taken at most care for empowerment of women. Women Grievances cell has been established, so has to resolve issues if any and ensures the absolute security, quality of life and wellbeing of women employee and students in the campus. The cell help to promote general well-being of female students, teaching and non-teaching women staff in the institute. The cell incorporates hygiene habits and ensures a healthy atmosphere in and around the premises. The Cell promptly looks into all kind of complaints so as to protect the interests of the women, and safeguard them from any form abuse or harassment in the campus.

The institute has been celebrating Women s Day on 8thMarch,to spread the awareness of women empowerment, their roles and achievements. As it is an opportunity to reflect, rejoice and recharge ourselves together in community with women all across the globe. It's also a day to connect with one another physically, virtually and spiritually and to give thanks for the generations of amazing women who have come before us, and the generations of phenomenal women still to come.

The institute has given equal career opportunities to women by maintaining equal male female ratio in the department. The institute also ensures equal representation for women in all academic committees. LMC, Anti ragging committee have been formed and at most care has been taken to have women representatives as committee members. NAAC committee itself comprehensive 75% of lady representatives.

The institute has conducted awareness session with the help of Police department for safety of students and women staff. Cyber security awareness programs related to the safety and security of women employees and students are also conducted. Health awareness programmers on issues specifically related to women are organized for staff and students.

For any assistance required qualified female physiological counselor is available in the campus.

Women cell and various committee has brought in greater awareness and have equipped and empowered the students to be proactive in line with the vision statement of the institute.

Well qualified and trained Faculties are the foundation stone of every institute. The institute adopts all measures to enhance the capabilities of the faculties thereby delivering quality lectures to strengthen the core teaching. Faculties are trained in advance by providing them refresher course in each subject. Advance planning and systematic execution is the core of successful curriculum delivery. As a Strategic Planning of coming years institution is engaged with refresher course exercise. In the process number of

brainstorming sessions, suggestions and recommendations are collected from various stake holders viz. Faculty, Students, Industry, and experts in this field.

Sinhgad Institute of Management and Computer Application (MCA), Narhe had conducted

**STES MCA Refresher Course** in various tracks.

File Description	Document
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

**Response:**

#### Functions of GB

- Setting and monitoring the organization's mission, purpose, direction, priorities and strategies within the boundaries of the organization's constitution and legal obligations
- Actively involving key stakeholders in setting and monitoring the organization's mission etc and maintaining positive relationships with them
- Specifying key outcomes and ensuring there are adequate resources (people and finances) to achieve these
- Developing policies that allow the organization to best serve its stakeholders. Remember it's management's job to implement those policies
- Ensuring the governing body complies with statutory and contractual requirements and with the governing body's own policies
- Monitoring the organization's programmes and services
- Regularly scanning the environment in which the organization operates to ensure that what it's attempting to achieve remains relevant and achievable
- Overseeing the financial performance of the organization and making sure its money is well spent

#### Redressal of grievances Mechanism:

There are various grievance redressal committees formed in the institute such as women grievance cell, student grievance committee, and exam grievance committee etc which are made to resolve grievances. A mechanism is in place to resolve all this grievances. Initially committees are formulated, members and representatives are appointed, and the same is displaced. Meetings are conducted by respective committee members as and when required. Issues are discussed within the committee members, minutes of meetings are noted and the issues are resolved accordingly.

#### Recruitment

- After calculating the teaching workload and requirement of teachers the number of Faculty required is given to the Head office.
- A roaster is prepared Centralized for all the management Institutes under STES.
- An advertisement is given in the leading news papers like Sakal and Times of India.
- After the receipt of applications along with testimonials from the interested teachers, the date of the Interview is decided by the members of the Local Selection Committee members as per the guidelines of SavitribaiPhule Pune University, Pune.
- At the stipulated date, the Interview is conducted as per the norms of SPPU.
- As per the performance of the candidate, required eligibility and category the selection of the teacher is carried out with the issue of appointment orders.

### Promotional policies

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

We follow rules for up gradation of AGP from Rs. 6000-7000/-, Rs.7000-8000/-, Rs.8000-9000/- and Movement of Pay Band of Rs.15600-39100/- to Rs.37400-67000/- and Upgradation of AGP from Rs. 9000 – 10000/-.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

#### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

##### Response:

The following committees are operates at SIMCA.

- **Library committee:** Library committee looks after books purchasers, journal, ISSN, ISBN Journals, online journals. It takes the requirements of the books from staff as per updated syllabus and order the books accordingly.
- **Placement committee:** Guidance about the Summer Internship Project & dissertation is provided by placement cell at all stages of the Summer Internship Project. Providing SIPs, Final placements.
- **IQAC committee:** QAC act as the guiding lights to fine tune the learning ecosystem that prominently comprises academic planning, industry connect, co-curricular activities, inputs to faculty, suggestions for application oriented evaluation, assistance to conceptualize add-on/enrichment modules & contemporary inputs for the agenda of various developmental interventions. The internal quality audits by the Quality Assurance Committee (QAC) act as the mechanism to identify and address deviations, opportunities for improvements, corrective and preventive actions.
- **Women's grievance committee:** For prevention and prohibition of sexual harassment at workplace and women grievances, institution has Internal Complaint Committee. The institute yearly organizes events on women empowerment.
- **Anti-ragging committee:** Institute has "Anti Ragging Committee to handle the sensitive issues regards the students' rights and security. Equal opportunity is given to the girls and boys in various institute level activities.
- **R & D Committee:** To ensure quality research in the institute
- **Placement/Alumni/EDP Cell:** To provide job opportunities to students through industry connect and to develop entrepreneurial skills.
- **Cultural & Sports Committee:** To conduct various extra-curricular activities to ensure holistic development of students. It arranges various indoor and out-door sports.

One activity is successfully implemented based on the Minutes of the meeting of Cultural Committee. Details are as follows:

At SIMCA we believe in nurturing students by the way of giving them exposure. This is the process followed for long now. In this, we send them to various competitions and college support their participation financially.



Students are encouraged to participate in various co-curricular activities, apart from the ones conducted at Sinhgad Technical Education Society's (STES) level, like – Neon (Cultural & Sports Karandak) and Spectrum (Business Competitions), and Tectonic (Technology Competition).

Our students have participated & won prizes in various management competitions, like – Business Plan, Advertisements, Portfolio Management, One Minute CEO, etc.

We also ask them to be socially aware. Hence, we organize various CSR events or participate in those. Till date students were a part of Blood Donations, Swachh Bharat, Tree Plantations, Serving Senior Citizens at old-age Homes, etc.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

1. Teaching load of average 2-3 periods per day, so that the Faculty members can effectively manage other activities Like monitoring, assessments checking, mentoring the students under TWG group, preparing study material, spending time in their own research and higher studies.
2. Free ICT Infrastructure.
3. Financial support to faculty members for publications.
4. Conference, Seminars, FDPs and Workshops are conducted to update Faculty and give exposure.
5. Free medical treatment.
6. Maternity leaves are provided as per the government and university rules.
7. Healthy and hygienic work environment.
8. Well maintained, cubical in staff room.
9. 50 days' vacations as per norms.
10. Staff quarters.
11. Casual leaves and medical leaves are given as per policy.
12. Duty Leaves are given if required.
13. Annual and Special Increments are made as per policy.
14. 3 additional increment is given if the Faculty member gets Ph.D. awarded.
15. Holidays are given as per university calendar.
16. Canteen Facility.
17. 24 Hours security.
18. Free hospital and medicine facility.
19. Gym
20. Play ground
21. Indoor and outdoor games facility

22. Generator backup  
23. Uniform for security guards

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 35.25

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

2016-17	2015-16	2014-15	2013-14	2012-13
20	19	16	21	8

<b>File Description</b>	<b>Document</b>
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 5

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
8	2	1	6	8

File Description	Document
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 78.61

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	40	36	45	35

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

#### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

Institute has designed a Performance Appraisal form for the staff members. The form for teaching staff includes 4 parameters, based on which performance is evaluated:

- A. Academic Activities
- B. Professional Development and Institutional Contribution
- C. Research Contribution
- D. Assessment by Director

In Section A following points are included for the evaluation

A1 Teaching Learning and Evaluation related activities

A2 Co-curricular, Extra Curricular and Extension Activities

A3 Student Feedback

A4 University Exam Results

A5 Attendance of Students

In Section B following points are included for the evaluation

B1 Relevant Upgradation of Knowledge / Professional Skills / Degree

B2 Membership / Contribution in conducting activities of Professional bodies like AIMA, CSI, ISTD for either to the student or faculty

B3 Interaction with outside world

B4 Organization of Training Programme

B5 Efforts towards revenue generation other than research grant

B6 Institutional / STES level governance responsibilities assigned like Research Head/  
Committee Head/NBA / NAAC etc.

B7 Placement Support

In Section C following points are included for the evaluation

C1 Research Publications

C2 Article / Paper National/International level research papers

C3 Research Paper published in conference proceedings etc.

C4 Research Publications – Books, chapters etc.

C5 Articles published in newspapers, magazines etc.

C6 Sponsored / Funded projects carried out

C7 Consultancy projects carried out

C8 Research Guidance

C9 Involvement in student research activities

In Section D following points are included for the evaluation

D1 Punctuality

D2 Integrity and Character

D3 Reliability

D4 Relation with stakeholders

D5 Proficiency to shoulder Institute level responsibility

Non-teaching staff performance appraisal includes 4 parameters

1. Service Records
2. Interpersonal Relations
3. Initiative and co-operation
4. Quality of work

Based on this self-appraisal and the evaluation performance indicator is calculated and appropriate increments are provided to the staff accordingly. The existing appraisal system provides an opportunity to map / assess self SWOT analysis and self-development to the teaching and non-teaching staff.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Rigorous Internal Audit is conducted every year in order to verify compliance with respect to rules, regulations and standard operating procedures. Institute Budget is sanctioned twice a year, which gives directions as far as utilization of financial resources are concerned.

Incomes and expenditures proofs are maintained in legitimate formats, in case of off the budget expenditures prior permission is taken from appropriate authorities. The Tally, a financial software, is used for maintain all the quantitative financial records. The GEMS, internally developed ERP system, is used for maintaining employee records. Biometric attendance is recorded and verified against the payment of salaries.

Internal Auditor visits the branch every year and investigates all the records, with proofs, before submitting the final report to the management. Till date institute has maintained its record of not receiving any query about mobilization of financial resources or concern over SOPs.

Dates of Internal Audit conducted for last five years are given as below –

1. 27th June 2013 – for A.Y. 2012-13
2. 6th May 2015 – for A.Y. 2013-15
3. 7th February 2017 – for A.Y. 2015-16
4. 12th October 2017 – for A.Y. 2016-17

External Audit is conducted every year in order to verify legal compliance. External Auditor scrutinizes all the financial statements, to see that all the Accounting Standards are followed properly. Till date institute has maintained its record of not receiving any query from the auditor.

External Auditor's report include –

1. Balance Sheet
2. Income and Expenditure Account
3. Different Income and Expenditure Schedules
4. Notes forming the part of the accounts

Dates of External Audit conducted for last five years are given as below –

1. 5th June 2013 – for A.Y. 2012-13
2. 10th June 2014 – for A.Y. 2013-14
3. 23rd June 2015 – for A.Y. 2014-15
4. 12th July 2016 – for A.Y. 2015-16
5. 14th September 2017 – for A.Y. 2015-16

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 1.35

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.05	.55	.75	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

Resource Mobilisation Policy & Procedure of the Institution:

1. Income and Expenditure Statements: (Revenue Income and Revenue Expenditure): The main source of income of the institute is Tuition fees. Major expenditure have been incurred on Educational or Academic related services such as salary to faculty members, seminars, training and placements, staff training and faculty development programmes, contribution to research activities (such as National Research Conferences and Faculty participation in research conferences, case studies conducted by other reputed institutes). There are also major expenditures on repairs and maintenance of movable and immovable assets, administrative and general expenses such as office expenses, water supply and testing charges, electricity charges and administrative expenses. There is fund allocated to student welfare account as well, which is used for various student activities such as student participation in conferences, sports and cultural events etc.

2. Balance Sheet (Capital Income and Capital Expenditure): Main Source of fund:

- Other Earmarked funds such as Depreciation and Amortization funds (schedule 1)
- Working Capital Loans and other short-term loans (schedule 3)
- Other Liabilities.
- Capital is also raised through Trust Funds (Branch & Division)

3. Utilization of Capital (Resources):

- Institute has utilized its capital mainly on Asset Augmentation (Movable and Immovable assets/properties)
- Institute has maintained Fixed Deposits under the head 'Investment and Deposits' with regularities such as AICTE, DTE as per norms of Affiliation & Recognition.
- Institute also considers Library department as great resource to support quality education and it provides adequate funds to purchase Library books, journals etc.
- Funds also provided and utilised to purchase computer, computer equipment and their configurations and updated softwares etc.
- There is huge amount of fees receivable under headings Income Outstanding and Interest receivables and other receivables however Institute has been continuously taken follow up and efforts to collect these outstanding and endeavoured to have a better receivable management.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

#### Response:

Two significant practices institutionalized as a result of AMC initiatives, during last five years are:

#### 1. Standard Operating Procedures for Academic processes

Standard Operating Procedures Academic i. e. teaching learning and evaluation processes of SIMCA were done to achieve efficiency, quality output and uniformity of performance.

- Academic calendar is prepared. All are involved in preparing it.
- Subject allocation and Internal Evaluation scheme is done according to the choice and expertise of the faculties.
- Course time table and individual faculty time table is prepared and send to faculties and students.
- Faculties prepare their course file and practical workbooks. Its presentation will be done before the department committee to assess the effectiveness of the plan.
- Academic infrastructure support such as classrooms, seminar hall, ITC facilities, Computer labs are configured and made ready to use before commencement of each academic semester.
- The expert lectures or trainings from industry experts.
  
- The academic calendar is finalized incorporating the action plan of the full semester and communicated to faculties and students.
- Analysis of Attendance of students at the end of every month, In-house examination results toconduct for weaker students and slow learners.
- The industry persons are invited in all the departments to give awareness of new technologies in the field.
- International conference, seminars and research methodology workshops are conducted yearly to get updated with the current aspects.
  
- Students are asked to provide faculty feedback for analysis and corrective action at the end of semester.

#### 1. Staff Empowerment Strategies and Quality enhancement Activities

Institute's IQAC provides welfare measures and service benefits to the teaching and non-teaching staff. Teaching load of average 2-3 periods per day, so that the faculty members can effectively manage other activities like monitoring, assessments checking, mentoring the students under TWG group, preparing study material, spending time in their own research and higher studies. Free ICT Infrastructure with high speed internet. Financial support to faculty members for publishing research papers in national and



international journals. Institute also provides financial support for attending national and international conferences, seminars, FDPs and STTPs. Every year institute organizes Conference, Seminars, FDPs and Workshops to update faculty members and give exposure. Free medical checkup and treatment for teaching and non-teaching staff. The faculty members are eligible to avail 15 days casual leaves per year and half pay/medical leaves as per the policy. There is a provision of 6 months maternity leave for lady staff as per the government and university rules. Faculty members are allowed to avail benefit of 50 vacations and all holidays as per university calendar. Duty Leaves are given if required, as well as there is a provision for study leave of 365 days. Annual and Special increments are made as per policy. 2 and 3 additional increments are given if the faculty member gets M.Phil and Ph.D. awarded respectively. Some eligible staff members are covered under employees provident fund scheme. SIMCA has healthy and hygienic work environment with well-maintained cubicals in staff room. Staff quarters, Canteen facility and 24 Hours security is also provided.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

IQAC of SIMCA has been monitoring the quality of teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals during quarterly meetings. Institute presents Annual Quality Assurance Reports (AQARs) to the IQAC and the various aspects of teaching-learning are discussed during those presentations.

Two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC:

#### 1. Feedback System

SIMCA IQAC has 'III Tier Feedback Systems' based on its purpose.

- At the end of every semester (Online student satisfaction survey) feedbacks on all the subjects are taken from the students for every semester. The feedback is analyzed and evaluated on the scale of 5 and every teacher is provided with a copy of feedback for making necessary corrections. Further, teachers are counseled by the head of the department, Principal and Director if require. The head of

the institution also interacts with few students of each class and takes the feedback on the teachers about the effectiveness of their classes and learning material provided.

- Feedback is also taken from educational stakeholders like teachers, employers, students, aluminizes are taken regarding design and review of MCA syllabus. The inclusion of teachers and other education stakeholders made the process participatory and enriching. Furthermore, this feedback is also part of the process in order to ensure that participants' experience and recommendations are taken into consideration for the future enhancement of the MCA syllabus/curriculum. After scientific analysis of this feedback the reports with recommendations were communicated with BOS
- Feedback form parents are also taken for the improvement of institutional quality. The feedback form mainly focuses on the various Security, Discipline, Quality of teaching, Extracurricular activities, Campus facilities, Examination system, Student amenities like transportation, Wi-Fi, power back up, library etc.

## 2.AMC Audits of course files

Faculties prepare their course files which includes - University syllabus, Course time table, Individual timetable, Overall Session plan, PPTs, teaching notes and MCQs for each individual session, List of text books/reference books/e-learning resources, Planned Assignments and cases studies/ projects, previous University Question papers, MCQ, Question Bank, Last academic year result of the subject, Attainment of course outcome. The course file presentation will be done before the AMC committee to assess the effectiveness of the plan. The suggestions are incorporated and the course file will be finalized for each subject. The practical workbooks will be made ready in the similar fashion. It includes the assignments and sample solution for each session. Academic progress is monitored by Director every month. Academic audit is done for the number of lectures planned and the number of lectures actually conducted. This ensures identification of gaps, if any, and necessary corrective actions are taken for filling the gap.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 0

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>

#### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

##### Quality enhancement initiatives in the Academic -

2013-14

- Code of Conduct for Teachers & Students
- Seminar, FDP is conducted for Quality enhancement of faculty.
- Establishment of Research Centre for the promotion of research.
- Teachers ward group was initiated (TWG)
- Initiated Social Awareness Programs
- Student Training Programs initiated
- National conference was initiated

2014-15

- Conducted Subject and Industrial Experts Sessions
- Plan of each activity through Academic Calendar
- Student Training Program.
- 2nd National conference was conducted
- Social Awareness Programs

2015-16

- Initiated MOU's with Industries
- Soft Skill program in regular Time Table
- Decided to give "Best Student Awards"
- Initiated 1st Inter-national conference was conducted
- Initiated management and IT oriented games for students.

2016-17

- Decided to go for Accreditation
- Sent students for hackthon conducted by MHRD, Govt. of India.
- Received Impact factor for research journal
- SIMCA's Journal was indexed with UGC

2017-18

- Decided to give "Best Teacher Awards" for motivating the teachers
- Applied for NAAC
- Initiated Refresher course for faculties for faculty enhancement.
- Use of E – resources was initiated. (NPTL, Swayam, NDL, shodh ganga etc)

#### **Quality enhancement initiatives in the Administrative -**

- Tally ERP-9 was started in the year 2004-05
- PAYWHIZ FOR SALARY & TAXES started in the year 2008-09
- GEMS ERP SOFTWARE has been started in the year 2013-14, prior to that manual system was there.
- APEX S/W Pvt. Ltd 9 started in the year 2017-18
- ZOOM SOFTWARE FOR COLLECTION OF FEES software started in the year 2017-18.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 8

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	2	2	1

#### File Description

#### Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

Sinhgad Institute of Management And Computer Application has reserved 30% seats for ladies in the recruitment of faculty as per University/State Government Policy. College strives for gender sensitive environment by ensuring equal rights for men & women. Grievances committee, Anti-ragging committee and Harassment/violence to female committee constantly monitor the gender issues. The Committee has been formed in order to ensure transparency by technical institutions in admissions, preventing unfair practices, redressal of Women, and Sexual Harassment Cell. These committees scrutinize any grievances reported and initiate necessary action. When a complaint is received by the Cell, an enquiry is conducted to identify the gravity of the offence. Based on the first hand information and prime-facie evidence, the committee submits its report to the Director for further action.

The institute has two separate girls hostels (Savitri Hostel & Krishna Hostel). In order to ensure campus safety, it has been provided with 24 x 7 security guards, warden and most of the area has been covered under CCTV surveillance. A specially designed permission form is being used to grant the night out permission for girls on the basis of mobile SMS confirmation from parents/guardian and with the sign of head of department. The hostel is provided with annual health checkup, medical facility – First aid and

hospital admission facility. All these hostels are facilitated with generator backup for uninterrupted electricity supply (125 KVA).

The institute gives equal opportunities to girls in leading various student activities and allows them to become member of Student Council that is formed well at the beginning of every academic year. The premise of Sinhgad Institute of Pharmacy is well secured by 24×7 electronic surveillance CCTV and security guards. Regular Counseling Sessions are conducted to supports the career progression and development of female professional and academic staff. It provides women with opportunities to grow in their leadership capabilities build professional skills and It provides women with

participate in important activities in the institute. No preference and discrimination is made. Fairness, give the same benefit. Balance is maintained. The Equity in the Classroom is also being implemented. It aims at facilitating equal participation of girls and boys in the classroom. Admission ratio of girls has improved over the period of time. International Women's Day is celebrated every year to boost the morale. Various programs are conducted for women empowerment along with sessions on health & hygiene and training programs on women safety & self defense. Adequate Washroom facility, counseling rooms & sick room are available separately for boys and girls. Institute has introduced greater gender sensitivity in the classroom to create a better environment for learning and education. More emphasis is given by the institute on having equal participation by the students and faculty in every activity. Various group activities with great importance are conducted to bring greater gender sensitivity. Group discussion, small projects, debates, sports, team building games, business plan competitions, management fest etc are conducted amongst boys and girls.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 10

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 4800

7.1.3.2 Total annual power requirement (in KWH)

Response: 48000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.4 Percentage of annual lighting power requirements met through LED bulbs****Response:** 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 213

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

**7.1.5 Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

**Response:**

The institution is very conscious about environmental issues and waste management. The campus is residential and dustbins have been provided at every corner of the each classroom, staff cabins, computer laboratory, washrooms canteens, mess, hostels, library, on all the academic floors, corridors and outside the main building also. Daily solid garbage and waste is collected through the campus in truck and disposed without polluting the environment. Wet and biodegradable waste is collected from the canteens and is dumped. Paper waste, cardboards, carton boxes, used files etc are sold to external agency for recycling after frequent intervals.

To make students aware about e-waste and other types of waste SIMCA organizes 'best out of waste' competition for students every year. Guest lectures on waste management and personal hygiene (especially for girls) are arranged.

To minimize e-waste, efforts are taken to recycle and reuse. The life of computers, projectors, electronic equipment is extended by appropriate upkeep and minor repairs carried out by technicians. The e-wastes are disposed periodically through a professional e-scrap vendor.

- Solid waste management
- Liquid waste management
- E-waste management

Waste Management steps include:

**A. Solid waste management:**

1. The Green-colored dustbins are meant for wet and biodegradable wastes.
2. Red dustbins are meant for disposal of plastic wrappers and no biodegradable wastes.
3. Also meant for papers and glass bottles.
4. Cleaning or emptying of the dustbins is being done on a regular basis at 10:00 to 11am and 3:00 pm every day.

**B. Liquid waste management:**

Liquid waste from the points of generation like the canteen, laundry, and toilet is segregated and disinfected and let out as effluent into a common drainage facility. This liquid waste effluent could trigger various infections and can cause disease outbreaks among the people, if they end up in the some local water bodies like lakes, rivers etc

**C. E-waste management:**

There is a simple process of e-waste management at the end-of computers useful life, they are collected from different locations of the campus by designated technicians and sent to vendor professional e-scrap vendor. There computers are sometimes repaired and some are likely not repaired due to the level of damage.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**7.1.6 Rain water harvesting structures and utilization in the campus****Response:**

The Institute has implemented rainwater harvesting which has saved significant quantum of water going waste. This retention and conservation of rain water proved to be economically fruitful. The cement concrete storage tank has been designed as per the water requirement, rain fall and catchment area and it is located below the ground. The conveyance system (gutter and pipes) is made from PVC. Water is collected by a gutter and down pipes which runs to the storage tank. Necessary treatment is carried out on the collected water and it is used as a supplementary source of water, specifically in summer season for wash rooms and for other domestic purposes when the water supply from civil administration is limited.

Terrace of all eight buildings in our campus are used as a catchment area for rain water which is around 9000 sq.m. Cleaning and maintenance of the storage tank, roof, gutters, mesh filter and downpipe is carried



out before rainy season and as and when required as per maintenance schedule.

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### Response:

1. Plantation is an ongoing activity in the campus where in lot of plants and greenery is seen, both inside and outside of the campus. Green marathon titled “GO GREEN”, “GREENATHON” is a regular activity conducted by the students in the campus for the supports & conservation of environment.

Various water conservation techniques are adopted in the campus. Placards like GO GREEN, SAVE WATER, SAVE ELECTRICITY are placed in and around the campus at various places to inspire and continually reminds the students and staff to conserve energy. Students & staff members are advised to use bicycle, public transport and vehicle pooling to avoid unnecessary usage of vehicles in the campus & also in the town. Efforts are underway to reduce the use of plastic bags and bottles on campus. Volunteers of ‘Green Campus ’are working towards a plastic free campus. The campaign is a part of this effort. Facilities like canteen, laundry, cafeteria, Xerox shop and ATM are provided on campus for students and staff on walkable distance so that use of vehicle can be avoided, which supports to reduce carbon footprint. The institute implemented paperless governance through MIS software system – Governing Educational Management System (GEMS).

2. SIMCA alumni network has started a green initiative campaign from last 3 years in collaboration with forest department headed by alumni chairman Mr. Ravi Phadke.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 0.58

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.21	0.84	1.98	2.0	4.66

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 9

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	3	1	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response: 5**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	2	1	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Details of initiatives taken to engage with local community during the last five years	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response: Yes**

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

### 7.1.13 Display of core values in the institution and on its website

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

### 7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.15 The institution offers a course on Human Values and professional ethics

**Response:** Yes

### 7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

**Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

### 7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

**Response: 7**

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

Every year our institute organizes the national festivals and birth / death anniversaries of the great Indian personalities. India is a land of multi-ethnicity where people of different languages and cultures live together with peace and harmony. India is worldwide known for its cultural diversity and colorful festivals. Apart from these festivals, we also have national festivals such as the Independence Day and the Republic Day.

At birth, a person has only potential. At the end of life, a person's accomplishment is complete. If the accomplishment made someone famous, that is what is celebrated.

Believing on this thought and keeping in mind that coming generations should be aware about the great personalities of INDIA, we at SIMCA use to celebrate various birth and death anniversaries of great personalities of INDIA.

The Institute organizes following national festivals and birth/death anniversaries of the great Indian personalities. Dr. sarvpalli radhakrishna birthday as Teachers Day, Gandhi Jayanti, Student Day on the birth anniversary of Dr. Abdul Kalam.

**Gandhi Jayanti** is celebrated to commemorate the birth anniversary of the Father of the Nation, Mahatma Gandhi. Every year, this auspicious occasion is celebrated on 2nd October with great zeal and enthusiasm.

**Republic Day** is amongst the three national festivals of India. This auspicious day is celebrated on 26 January to commemorate the adoption of constitution. Flag hoisting ceremony and cultural programmes are organized on the Republic Day. It is celebrated with much enthusiasm to commemorate the event.

**Independence Day**, Every year, 15 August is celebrated as Independence Day to commemorate India's freedom from British rule. This auspicious day is also marked as a birth of the world's biggest democracy, India.

**Teachers day**, Every year, teacher day is celebrated on **5th September**. Students takes the responsibility of the academic schedule and felicitate faculty members.

**International Women's Day**: Every Year, International Women's Day is celebrated at on the 8th of March by honoring women who have striven to achieve a balance between their home and work life.

**International Day of Yoga**: Since its inception in the year 2015, June 21st is celebrated as The

International Day of Yoga all over the world. This idea was proposed by our Prime Minister, Mr. Narendra Modi. He said, “Yoga is an invaluable gift of India’s ancient tradition. It embodies unity of mind and body; thought and action; restraint and fulfillment; harmony between man and nature; a holistic approach to health and well-being. It is not about exercise but to discover the sense of oneness with yourself, the world and the nature. By changing our lifestyle and creating consciousness, it can help in well being.”

With reference to the CBSE Circular No. Acad-20/2017 dated 6/06/2017, the students of our Institute practiced meditation and yoga every year on International Yoga day since 2015.

#### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

##### **Response:**

The functions of the institution and its academic and administrative units are governed by the principles of participation and transparency. Formulation of development objectives, directives and guidelines with specific plans for implementation by aligning the academic and administrative aspects improves the overall quality of the institutional provisions. Effective leadership by setting values and participative decision-making process is key not only to achieve the vision, mission and goals of the institution but also in building the organizational culture. The formal and informal arrangements in the institution to co-ordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision. The institution has developed strategies for mobilizing resources and ensures transparency in financial management of the institution. Budgeting and optimum utilization of finance as well as mobilization of resources are the key issues handled by the Management. There are established procedures and processes for planning and allocation of financial resources which leads to effective & efficient use of financial resources. The Budget Process which is an inclusive and collaborative process is as follows: Departmental Budget Templates are circulated to collect the Budget Requirements for the forthcoming year. The respective HODs of the departments then submit the requirements in the Standardized format which are consolidated. The various heads of the budget include the department capital requirements, staff cost based on the manpower plan, student & faculty related expenses, event expenses, research & development, administrative expenses including lab consumables, repairs & maintenance & other infrastructure related expenses, etc. The utilization of the current year approved budget along with the budget projected for the forthcoming year is presented to the Finance Committee after discussions in the Executive Committee. After the approval of the finance committee, it is also approved by the Governing Council. . Feedback from the stakeholders on a regular basis and acting on the same is an effective mechanism to ensure transparency and effective management. Auxiliary functions are conducted in a transparent way. For this purpose, decisions are taken in staff council meetings.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

**Response:**

#### Best Practice 1

**Title of the practice:**

**Placement and practical oriented training**

**Objective of the practice**

The main objective is to **enhance the employability** of the students by providing sufficient practical exposure, soft skills and career guidance to the students. The academic standards are raised and all efforts are made to enhance the acceptability of the students by the software industry and to bridge the gap between academia and industry. Separate **Placement and Training cell** is established to dedicatedly work to accomplish the goal. .

**The Practice**

Institute believes in building a strong foundation by **strengthening the core teaching and thereby making the fundamental concepts very clear**. The students are analyzed for their weakness in the context of placement. Institute have proven policies to identify and **enhance the capabilities of slow learners** and further enhance the strength of fast learners. **Continuous evaluation and analysis of the attainment of course outcomes** is done by means of solving assignments , Midterm examination, end term examination , MCQs , presentations etc. **Well-designed practical assignments** help students in achieving the practice required by industry in each programming subject. Students are given **training, workshops, lectures from industry** of new technologies and encourage them to attain certifications to bridge the academic industry gap and enhance placements. **Aptitudetests, Group discussions, mockinterviews, soft skill training and grooming** sessions are conducted to make them confident in facing interviews.

#### Best Practice 2

**Title of the practice:**

**Faculty empowerment to enhance teaching**

**Objective of the practice:**

Well qualified and trained Faculties are the foundation stone of every institute. The institute adopts all

measures to enhance the capabilities of the faculties thereby delivering quality lectures to strengthen the core teaching.

### Practice:

Faculties are trained in advance by providing them **refresher course** in each subject. Advance planning and systematic execution is the core of successful curriculum delivery. Faculties **prepare their coursefiles well** in advance before the commencement of the semester. Faculty Development programs, trainings, workshops are conducted regularly. Faculties are encouraged to carry on research. Research funds are made available to faculties to carry on quality research. Faculties are given all opportunities to attend seminars, FDPs and conferences in any part of the world to update themselves with all the current aspects thereby benefiting student.

### Best Practice 3

Title of the Practice

#### GEMS ERP for managing Academics

#### Practice

Institute uses GEMS , the State-of-the-art software solution for small and big educational institutes.

#### Evidence of success

GEMS help to govern, communicate, manage, organize, monitor, measure, report and analyze all of your day-to-day academic operations. Extreme fast and easy to use. Less paper work and can access and use from anywhere. Some important modules are given below.

#### Academics

Gems help to manage all academic related stuff like academic plan, online test , lecture schedule etc. The detailed are given in the below screenshot

#### Personal Management

This module handles weekly plan, leave management , feedback, salary details etc

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>



## 7.3 Institutional Distinctiveness

### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

#### Response:

The academic programmes which the institution offers are well in tune with the institution's goals and objectives as outlined in the vision and mission statements. There is also a judicious selection of curricular and co-curricular activities, which are designed to foster the all-round development of the students. Given below are some of the ways in which the academic programmes reflect the mission of the institution:

#### **Institute Distinctiveness: Academic Excellence with Focus on Research and development**

1. In order to promote a climate for academic excellence with openness to learning, research and development of professional skills, the Institute has started a **Research Centre since 2017**. The Research Centre **offers PhD programmes in Management** including various streams like

1. Computer Management
2. HR Management
3. Knowledge management
4. Production Management
5. Marketing management

**2. Strengthening Research Aptitude among students**– It is made compulsory each student have to submit a **research paper** as a part of the subject 'Research Methodology' The **research papers of students** are presented before the committee and best papers are published in International Journal of Information Systems ( ISSN No. 2229-5429, listed in UGC Approved **List of Journals and Indexed by J-Gate, Impact Factor = 5.406**) or Samudhanta Research **Journal ISSN No 2229- 5720, or Conference Proceeding with ISBN NO (978-93-5254-640-5)**. The students are motivated and guided through the mentor to participate in National and International conferences/seminars. Institute organizes national, International conferences, workshops regularly.

**3. Faculties regularly took up BCUD sponsored research projects, participate in research conferences, present and publish research papers in reputed International, national journals.**

**4. Organizing Programming Contests and ensuring the participation of students in various Hackathons** organized by Industry and Government bodies ensures the nurturing of students with the technical skills they need to get acceptable to industry.

5. Extra certifications and trainings are conducted in collaboration with **IIT** and industry help in student acceptability by software industry

**6. Harvard Business Article discussion-**

This activity involves the discussion (presentation) of a Harvard Business Review article by the faculty for the students. This session is focused on educating the students on various concepts through practical knowledge and equipping them with the know-how about latest developments and practices in the world of management and business.

**7. Management Games (Beer Game, Ball Game and Goal Setting, Ring Game etc.) and Management Movie Session**

Power of film as a tool for teaching management lessons essentially lies in former’s ability and credibility to forge an emotional connection with the students, which eventually enable them to internalise the various management concepts. Functional area wise management games have been used in class to give practical approach to the management students.

8. The institute primarily focus on planning and executing a well-planned and well documented teaching learning process thereby ensures a **well-structured knowledge delivery.Refresher course** is provided to faculties. Faculties are continuously involved in updating themselves and majority of the faculties are involved in research.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

---

### **Additional Information :**

The institute is imparting IT and management education since 2004 in despite of having many constraints and serving the society.

### **Concluding Remarks :**

SIMCA is having clearly defined vision and mission statements striving to impart good quality education and believes in the holistic development of teachers and students in conducive environment. Being adopted with best practices like Placement oriented Training, GEMS and Faculty and student empowerment, Institute is ensuring quality education which would in turn help in building a strong, qualified and highly motivated students and youth that can assist in Nation Building.

SIMCA cordially invites NAAC peer team to visit the campus, evaluate and asses the institute for accreditation process.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>10</td> <td>15</td> <td>5</td> <td>17</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>13</td> <td>14</td> <td>4</td> <td>6</td> </tr> </tbody> </table>	2016-17	2015-16	2014-15	2013-14	2012-13	14	10	15	5	17	2016-17	2015-16	2014-15	2013-14	2012-13	17	13	14	4	6
2016-17	2015-16	2014-15	2013-14	2012-13																	
14	10	15	5	17																	
2016-17	2015-16	2014-15	2013-14	2012-13																	
17	13	14	4	6																	
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships</p> <p>Answer before DVV Verification : 767</p> <p>Answer after DVV Verification: 8</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>1</td> <td>2</td> <td>1</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2016-17	2015-16	2014-15	2013-14	2012-13	3	1	2	1	3	2016-17	2015-16	2014-15	2013-14	2012-13	0	0	0	0	0
2016-17	2015-16	2014-15	2013-14	2012-13																	
3	1	2	1	3																	
2016-17	2015-16	2014-15	2013-14	2012-13																	
0	0	0	0	0																	
2.6.3	<p>Average pass percentage of Students</p> <p>2.6.3.1. Total number of final year students who passed the examination conducted by Institution.</p> <p>Answer before DVV Verification : 1786</p> <p>Answer after DVV Verification: 237</p> <p>2.6.3.2. Total number of final year students who appeared for the examination conducted by the</p>																				

institution

Answer before DVV Verification : 1919

Answer after DVV Verification: 257

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	6	2	19	7

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
2	5	2	6	5

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
6	7	5	4	3

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
7	3	4	2	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13

6	2	2	2	1
---	---	---	---	---

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
203	259	212	239	341

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
215	274	213	238	342

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) during the last five years.

5.3.1.1. 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-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
20	19	17	17	16

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
33	38	37	40	45

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
20	19	16	21	8

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
21	10	6	17	10

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	2	2	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	2	2	1

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	3	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	2	1	0

7.1.15 The institution offers a course on Human Values and professional ethics

	<p>Answer before DVV Verification : Yes                  Answer After DVV Verification: Yes</p>
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>Answer before DVV Verification : 9                  Answer After DVV Verification :7</p>

**2.Extended Profile Deviations**

<b>Extended Profile Deviations</b>
No Deviations

