



# **SELF STUDY REPORT**

**FOR**

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

**INTERNATIONAL INSTITUTE OF MANAGEMENT  
HUMAN RESOURCE DEVELOPMENT FOR WOMEN**

SR 54(1,2/1),NERE DATTAWADI, NEAR HINJEWADI INFOTECH PARK, PUNE -

411 033

411033

[www.iimhrd.edu.in](http://www.iimhrd.edu.in)

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**March 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

SaiBalaji Education Society came into existence with registration under Public Trust Act by Prof. Manish R Mundada in 2005. A man with global vision of education with MS degree from University of Tolerado, Ohio U.S.A. Prof. Manish R Mundada –Founder President with professional experience, has started his career as Professor of Management & also worked as the Director of premier Management Institution in Pune. With this global vision of professional education he took initiative to start the Management Institutions under the umbrella of SaiBalaji Education Society.

Prof.Manish R Mundada determined to bring a breakthrough in an Indian conservative traditional male dominated society with an innovative bold decision of empowering the women as management professionals. Therefore he transmitted his decision of starting International Institute of Management & Human Resource Development (IIMHRD)for Women in the year 2008 which is exclusively for girls approved by AICTE, DTE, Govt.of Maharashtra & Affiliated to S.P. Pune University.

IIMHRD(W) has sanctioned intake of 120 students.

IIMHRD(W) follows the curriculum designed through academic process of SPPU. Institute invites corporate professionals for Guest lectures to share their experiences. Conferences, workshops and industrial visits are also organized. Institute has qualified & experienced staff.

IIMHRD(W) has the sports facilities. Student celebrates the national, religious & social festivals

Institute is in the vicinity of global corporate IT hub.

IIMHRD(W) has been recognized by getting Dewang Mehta National Education award for contribution through education for women empowerment.

The students of institute have formed the Rotaract club of IIMHRD (W). affiliated with Rotary club of Chinchwad Moraya organizes various social activities

IIMHRD(W) rated the institute A+ by business B- school survey. A+ rating by India's leading "Business India",

The institute, provides additional inputs which creates employability of women managers, the institute also provides extra input of foreign language.

In spite of its outstanding performance the institute is further conscious to improve the quality of education and therefore it has opted to get accreditation by National Assessment and Accreditation Council (NAAC). During this process, we have learned a lot from the manual supplied by NAAC which is highly comprehensive, educative and self-explanatory.

### **Vision**

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To mould students into physically fit, mentally robust and professionally competent individuals, who are capable of assuming their rightful place as leaders in the industry and in the society of tomorrow.

### **Mission**

### **Mission**

To impact holistic and industry oriented management training to students thereby ensuring their evolution into industry professional at the end of their selected management programme.

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

### **Institutional Strength**

IIMHRD(W) is affiliated to S. P. Pune University which is A+ Re accredited by NAAC. The curriculum is designed by experts and approved by board of studies and faculty board.

IIMHRD(W) has highly qualified, experienced and competent teacher recruited as per prescribed norms and procedure of regulatory authorities.

The institute has state of art infrastructure adequate learning resources with books, National International Journals, e-journals, and reading rooms. Institute provides computer lab with highly qualified and trained head.

The institution provides additional input SAP, Digital marketing, Business Analytics, Tally and Six Sigma, which enhances employability of students.

The institute has landscaped beautiful gardens and it is in pollution free environment, well connected with roads, railways, airways throughout the country. The institution is effectively connected to Mumbai through express way a finance capital of India. The institution is located near globally known Hinjewadi IT park, so it has a derived strength of getting resource person of global repute for guest lectures, conferences, seminar, workshop, FDP, internship and placements.

The institution provides separate hostel facility to the girls. The institution has sports facility namely lawn tennis basket ball, volleyball, football, modern gym.

The institution has the organized and structured grooming and counseling cell.

The institution organizes a workshop for a week under the resource person Mr. Minocher Patel, Managing Director of Solitaire Pvt. Ltd. He focuses in the workshop on ordinary to extraordinary development with corporate culture and corporate role behavior.

Due to our academic and professional training to the students the institution has maximum record of placement consistently in consecutive years.

The institution organizes business plan competition of self learning of business for women students.

For Students participation and management learning a democratically elected student council provides representation of all students in all activities. The institution has rotaract club of women, which conducts various corporate social responsibility projects like visit to old age homes and orphanage children.

The institution is also organizing social, religious and national festivals to create the awareness and bond between the students and the nation.

The institution provides transport facility, group insurance to the students and the staff.

### **Institutional Weakness**

The weaknesses of the institution being only women institution are observed as follow. They are not absolute and static in nature but they are relative and dynamic in nature.

The institution is located away from city in a village surrounded by hills. Therefore it is a limitation of the institution to attract more women students from the city.

The institution has a weakness of getting the professors from IIT and IIM's to provide a world class management education to them.

The institution is affiliated to the S. P. Pune University and therefore institution has weakness of static and rigid curriculum and academic time frame. The institution lacks flexibility in curriculum designing and availability of working hours.

The institution has a weakness of students under the conservative parents for placement. The women students lack flexibility in accepting the placement. They are very choosy and rigid relatively in their attitudes.

It is observed behavior of women students that their revealed preference is for co-ed management education. Because their work place in the corporate is in a male dominated corporate sector.

It is observed in the institution that women students are shy in nature and they take relatively less initiative in interacting on various issues as well as participating in multiple activities.

It is observed that women students are relatively less serious and conscious in their careers.

### **Institutional Opportunity**

The institution has an opportunity of location in an pollution free lush green trees and hill with green coverage. The institution is located near a globally known Hinjewadi IT Park, which provides the opportunity of attraction of student to the institution.

The institution has opportunity because it is connected throughout the country by rails, roads and airways. It has also opportunity of expressway connection to the Mumbai, the finance capital of India. So institution has opportunity of getting students from all parts of the country and its location also provides the opportunity of

attracting the students.

The institution has spread and derived opportunity of its location near a globally known Hinjewadi IT Park. This provides the opportunity of getting internship, placements, resource person, industrial visits and opportunity of gateway to global exposure through IT Jobs.

Pune is a fast developing city with becoming a smart city of India. There are sectors which are growing fast namely: real estate, IT, pharmaceutical, automobile and other ancillary sectors. So Pune has a high potential of providing jobs to MBA students. So institution has multiple placement opportunities for the students.

The institution has an opportunity of expansion in future due to inflow of people from all parts of the country, well known education sector, political peace, safety and security of people and cosmopolitan culture.

Pune city is historically known as oxford of east and city of history of Maratha rule and with history and cultural heritage. Pune has favorable climatic conditions and therefore institution has opportunity of getting good human resources for all sectors as it is also known as IT and education hub.

The institution is in the cluster of management institution and universities of global repute so opportunity of getting good faculties, administrators and students. The institution has potential opportunity of having MoU's with corporate, foreign institutions and educational and research institutions of Pune.

### **Institutional Challenge**

The institution has the following core challenges:

In pune there are large number of management institution and the universities, so there is a cut-throat competition of getting the students for admission. This constitutes a high voltage challenge to the institution.

For every management institution one of the core challenge is the placement of students. The decision of every student is primarily governed by the placement index of the institution. So in a high voltage competition among management institution, it is hurculious challenge of providing placement to the students of the institution.

As there are number of management institutions and the universities in Pune there is high mobility of staff from one institution to another. So it is the challenge to get the required faculty and retain them.

The institution is governed by multiplicity of authorities namely S. P .Pune university, AICTE, DTE, FRA,ARA and SWD, Govt. of Maharashtra So it is a big challenge to comply with their requirement in a given time frame.

With the emerging trend of globalization and global market, there is growing expectation of students and parents. Therefore it is a challenge to meet their high expectations for the institution.

## **1.3 CRITERIA WISE SUMMARY**

## **Curricular Aspects**

The institution is affiliated to Savitribai Phule Pune University and approved by AICTE, DTE, Govt. of Maharashtra. Therefore the curriculum is designed by experts in academics and industry. It is mandatory responsibility of the Institution for effective delivery and coverage within given academic time frame. For academic delivery of the curriculum, the institution has a adequate, highly qualified, experienced, competent and approved faculty. The Institution designs its academic calendar, time table by keeping in mind University curriculum, co-curricular and extra-curricular activities. The Director allocates the subjects to the faculty by taking into consideration the expertise and experience of teachers. Every faculty prepares the session plans and follows classical conditioning of learning by using PPTs, Case studies, Presentations and assignments. Institution also organizes conferences, workshops and industrial visits for real life learning.

As per University guidelines, students have to take Human Rights in first and second semester as a grade subject. The subject is taught by the in-house faculties and guest lectures are also held to teach human values and human rights.

To promote universal values, the institute conduct Sports & Cultural Events.

One course-*Managing for Sustainability* is mandatory for the students. Though not a part of curriculum, institute organises guest lectures, events to sensitize students about gender issues.

## **Teaching-learning and Evaluation**

The institute admits students as per the guidelines of AICTE, University and DTE Govt of Maharashtra. We adopt the methods where students are at the Focal Point. After the completion of admission formalities, students are assigned mentors. The mentor-mentee relationship provides an opportunity for the student to seek guidance from the Mentor. In case of students lagging behind, extra remedial classes are provided.

The evaluation of all the students is made on various parameters, as mentioned by the University, such as Group/ Individual Assignments, Case Study Method, Quizzes, News Paper reading Presentations, etc. We conduct formal written test of all the courses offered.

Transparency is maintained in the evaluation process, all the students are provided an opportunity to verify the results displayed on the notice board. Institute has contributory faculty having rich experience in industry/Corporate. The faculty members are involved in setting and assignment of the internal question papers.

Institute has adequate teaching faculty as mandated by AICTE as well as DTE and SP Pune University. All the faculties extensively make use of ICT for the delivery of the contents.

The Program Outcome(PO's) Program Specific Outcomes (PSO's) and individual Course Outcomes are notified to students at the onset of the academic Session as well as the same are displayed on the web site of the institute.

### **Research, Innovations and Extension**

The Institute has an infrastructure that supports research like good library facility, well equipped computer laboratory. The Institute encourages its faculty to write and present papers in national and international conferences; The Institute has good collaboration with industries, academic institutes and professional bodies. In addition to getting visibility and identity, college has been benefitted financially and academically in a big way.

### **Infrastructure and Learning Resources**

The Infrastructure of the institution is adequate in relation to the academic requirement of the students and the regulatory authorities. The institution has indoor and outdoor sports facilities in the campus. The campus has huge sports ground. The campus is surrounded with Lush green trees and proper parking slots for the students, teachers and the guests. C.K. Prahalad is well furnished and has a capacity to accommodate approximately people. The learning resources in terms of the books in the library, title and volumes as well as international and national journals of management are adequate as per the norms prescribed by the regulatory authorities. The library is also having the e-journals, reading room available to the students. The whole campus including library is WI-FI enabled. The internet facilities are available to the students, staff and the guests throughout the day. The computer lab is well equipped, sufficient as per the IT norms.

### **Student Support and Progression**

In IIMHRD (W) for holistic development of management students as future manager provides academic and professional development through multi support systems which facilitate for his/her dream carrier.

IIMHRD (W) is highly focused, care and concern about the overall development of students which is reflected by the list of following support systems provided, namely under the following heads

- 1) **Financial support** – Scholarship of Government (students receive financial assistance from the government), Monetary Award, Fees-installment facility
- 2) **Academic level support** – Language Lab, IT Facilities, Extra curricular activity like- Cultural & sports activity, Management Game, etc.

**3) Professional level Support** - Placement, Guest Lectures, Workshops, Seminars, Conferences, Industrial Visits, Mentorship, Career Counseling, Personal Counseling Corporate Exposure Seminars, personality development program etc.

### **Set of best practices**

-Empowerment of students through the provision of Student Council Members

-Alumni Guest talks- focus on employability and employment

-Participation of students in co-curricular and extra-curricular activities

IIMHRD (W) is highly conscious in providing the above multi support systems to transform the made manager in process for their holistic development, innovative business leader and the end outcome is exhibited through its maximum placement (**PGDM, MBA STUDENT**) which is an index and testimonial of the outcome of multiple support systems.

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

SBIIMS is headed by a leader designated as Director. He is the operative functional heads, primarily responsible for achieving the mission and actualizing vision of their respective institutions.

The Director is therefore the highest authority of IIMHRD(W). Management Institution (SBIIMS) has 2 operative wings: 1) Academic and 2) Administrative

The Director ensure creating an ecosystem resulting in employability of students through grooming sessions to equip students for successful performance in the interview and of course in industry thereafter.

The Director of the institution as a prime operative leader represents the institution to the apex governing body of the trust , academic community, professionals and parents .

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

The institute core values are Dedication to excellence, Collaborative Learning, Credibility, Honesty Social Responsibility & Ethics. They are reflected in the policies/ functioning/ programs/ events conducted by the institute. To promote gender equity programs like human rights, constitution of India, awareness program about sexual harassment of women at workplace and women's day. Security guards are available 24X7 on the campus. Cameras are installed for safety and security of all the stakeholders. Anti-ragging undertaking is taken from all the students. Anti-ragging Poster is displayed near the entrance. Republic & Independence Days are



celebrated every year. Program on Birth/ death anniversary of great leaders are organized. The institute has green landscape with trees throughout the campus. Wastes are properly managed at different levels. The institute has conducted blood donation camps. Various activities were conducted for the promotion of universal values.

The institute maintains financial, academic and administrative transparency. The institute is functioning as per the professional code prescribed by statutory bodies/ regulatory authorities from time to time. Code of Conduct, Administrative Manual, Prospectus and Handbook is available.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	INTERNATIONAL INSTITUTE OF MANAGEMENT HUMAN RESOURCE DEVELOPMENT FOR WOMEN
Address	Sr 54(1,2/1),Nere Dattawadi, Near Hinjewadi Infotech Park, Pune - 411 033
City	PUNE
State	Maharashtra
Pin	411033
Website	<a href="http://www.iimhrd.edu.in">www.iimhrd.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Anand A. Deshmukh	020-66547550	9604372947	020-26709170	director@iimhrd.edu.in
IQAC Coordinator	Ashok B. Dombale	020-66547552	9657724106	020-66547520	ashokbdombale@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college		16-05-2008		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
AICTE	<a href="#">View Document</a>	10-04-2018	12	Extension of Approval for the Academic Year

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
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	Sr 54(1,2/1),Nere Dattawadi, Near Hinjewadi Infotech Park, Pune - 411 033	Rural	0.5	2129

## 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	Graduate	English	60	46
PG Diploma recognised by statutory authority including university	PGDBM,Pgd m	24	Graduate	English	60	8

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

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				2				9			
Recruited	1	0	0	1	0	1	0	1	4	5	0	9
Yet to Recruit	0				1				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				2				9			
Recruited	1	0	0	1	1	0	0	1	4	5	0	9
Yet to Recruit	0				1				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				6
Recruited	5	1	0	6
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	5	1	0	6
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	0	1	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

#### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	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.	1	0	0	0	1	0	0	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<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	4	5	0	9

<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>Total</b>
	2		2		4

**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 Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	6	5	0	0	11
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	26	34	0	0	60
	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	0	0	0	0
	Female	2	2	3	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	3	0	1	6
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	29	34	32	25
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	1	0	0	1
	Others	0	0	0	0
Total		35	36	36	32



### 3. Extended Profile

#### 3.1 Program

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

Response: 2

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
71	35	36	36	32

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	24	24	24

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

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

2017-18	2016-17	2015-16	2014-15	2013-14
69	35	33	35	31

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
12	16	16	16	16

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
12	16	16	16	16

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

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 7**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4858695	4296669	4867921	3260090	4864709

#### Number of computers

**Response: 60**

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

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

###### Response:

The International Institute of Management & Human Resource Development (W) is affiliated to Savitribai Phule Pune University. Therefore, the course curriculum is designed by following an academic process through board of studies & faculty Board. It is mandatory for the institute to effectively cover the curriculum design within the given academic time frame. The institute follows in practice the theory of management learning advocated by management Scientists namely classical conditioning of learning for effective delivery of curriculum. The institute has highly qualified, experienced & competent faculties to deliver the curriculum effectively to the students. The Director of the institute allocates the subjects to the faculties as per the specialization in the meeting. The Director takes into account the pre consent of the faculty in assigning the subjects. Each faculty is given sufficient time period for preparing the subjects in advance. The Director in consultation with senior faculties prepare the time table by taking into account the available working days & total work load assigned to the faculties. The faculties prepare the session plan for the subjects. Each faculty uses the power point presentation, case study, assignments, presentation & group discussion for effective delivery of the curriculum.

The benchmark method of effective delivery of interactive learning in the class is practiced by every faculty. Case study method is extensively used to develop applied grass root understanding of curriculum topic. It also develops the analytical skills & decisions making skills of the students. Power Point presentation of topic of curriculum effectively inserts the understanding with body, mind & intellectual connectivity of student in the class. The effective delivery with understanding is further sharpened by assignments & presentation.

The effective delivery of curriculum develops a strong frame of mind of students in the class. In order to supplement the theoretical delivery of the topic for end use of understanding of the topic the institute organizes the guest lectures. Institute invites corporate experienced professionals as a resource person to share their corporate experience with the students. Along with the guest lecturers the institute organizes conferences. In these conferences the resource persons from corporate are invited to enlighten the students about their experience sharing in such conference and workshops. Along with the experience sharing of the corporate professionals institute supplement the effective delivery by industrial visit of students. The industrial visit exposes to the students to the real corporate world and the students learn the core areas of industrial management namely plant location, layout, procedures, processes, and practice and group dynamics.

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: 5**

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	1	0	0

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: 59.21**

#### 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

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	2	2	0

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: 0**

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

File Description	Document
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: 50**

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

Response: 1

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<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: 60**

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

2017-18	2016-17	2015-16	2014-15	2013-14
71	35	36	0	0

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

The Institute is affiliated to SP Pune University. Therefore, the curriculum is designed by the academic bodies namely Board of Studies and Faculty Board. The curriculum is designed by the experts from academics, professionals, social fields, government organisations and almost all sections of society. So the curriculum prescribed by the University to the institution has the full coverage of issues listed in the question. It is mandatory for the institution to focus on these core issues while completing the curriculum in the given time frame. Prof. Manish R. Mundada, Founder President of SaiBalaji Group of Institutions has taken a bold and innovative policy decision in action of starting the formal professional management institute exclusively for women. This Management institution of women is an attempt to empower the women with professional degree for corporate carrier. So the management has created a role model management institution for women. It is an attempt in a male dominated society to create gender equality and to establish the gender equilibrium in the society.

The institute along with the covering of curriculum teaching in the class enlighten the student consciously about environment and its sustainability from the point of view of human society. The institute has the formal organisation of the student Rotaract club. This Rotaract club of women student conducts the various activities which create conscious awareness about environment and its sustainability. The institute organises the programs of tree plantation in the campus every year to increase the green coverage in the campus. The institute also organises Swachha Bharat Abhiyaan in Marunji Village. The Swachha Bharat Abhiyaan creates awareness about the cleanliness and its impact on health and happiness of human society. The institute is located in the area of lush green trees and hills. Therefore, it is surrounded by pollution free and in the natural clinic. Every attempt is made by the institute to create awareness and protection of such beautiful environment friendly atmosphere through its care and concern of sustainability.

The institute is highly focused in its policy, procedures, systems and role behaviour of staff mix which is highly serious and sensitive in discipline, sense of belongingness, honesty, commitment, integrity and respect for each other in the institute. The bond of human values is further sharpened and tighten by conscious efforts of the institutes by celebrating the religious, social and national festivals. In fact the genesis of human values is inborn in our religious, social and political festivals. So such festivals are mission & vehicles of creating the conscious commitment of human society for the human values.

The institute ignite with sensitivity for human values by laboratory approach of learning human values by organising visits to Old homes and Orphan children. The effectiveness of leadership to her subordinates depends upon the ethics in her inter personal behaviour. In a equity based organization ethics of every management professional plays a decisive role.

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: 5**

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

Response: 5

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

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

**Response: 97.18**

1.3.3.1 Number of students undertaking field projects or internships

Response: 69

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

## 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: D. Any 1 of the above**

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

**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:** C. Feedback collected and analysed

NAAC



## 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:** 59.02

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

2017-18	2016-17	2015-16	2014-15	2013-14
31	27	25	22	14

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:** 35

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

2017-18	2016-17	2015-16	2014-15	2013-14
71	35	36	36	32

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

2017-18	2016-17	2015-16	2014-15	2013-14
120	120	120	120	120

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:** 28.33

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

2017-18	2016-17	2015-16	2014-15	2013-14
15	6	2	4	7

File Description	Document
Institutional data in prescribed format	<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:**

In MBA program of SP Pune University the graduates of multi discipline are eligible for admission with 50% of marks for Open category and 45% for Reserve category at graduate level. So after admissions the graduate of Arts, Commerce, Science, Pharmacy and Engineering are admitted in the program. The graduate students excluding commerce graduates have not studied at all the subject of accountancy but they have to study financial management in the first year as compulsory subjects. The financial management is also one of the core subjects of specialization. Therefore institute organizes special coaching of subject of accountancy for non commerce students, simultaneously in the first & second semester. The faculty of finance takes care in teaching the accountancy concepts, fundamentals, principles and practises. The foundation of accountancy is prepared so that non commerce students may not have any difficulty to study the subject of financial management. The subject of financial management is one of the core subject with which all the multi subject of management are linked and dependent. Every student manager either becomes a corporate manager, professional or an entrepreneur and she has to deal with finance. Further every business functions with profit, so profit and cost are the main functional areas of financial management in business.

In a equity based corporate organization, manager has to function through financial management to increase the run rate of profit and minimize the cost, to increase the corporate wealth and to transmit that wealth to the equity owners.

In the same way all the admitted students in the program of different disciplines have to study the decision science as the compulsory subject. This subject has the coverage of complex areas namely, linear programming, simulation, transportation and decision tree analysis. These topics involve the mathematical inputs and therefore excluding engineering students all other students of different disciplines find it difficult to cope up with the subject. Therefore institution organizes the special coaching to all non engineering graduate students to create understanding of the subject from foundation and equally to bring them to the level of further understanding the topics listed above. So the institution makes every effort and

care of every student to bring to a common platform and level with all other students in the program.

During the, tenure of the programme institute conducts the tests of all subjects. This continuous assessment through tests help to classify the fast learner students and slow learner students.

For slow learner students institute makes holistic approach to bring them to the level of fast learner students. For slow learner students institute practises extra classes, assignments, and practise tests.

For fast learners, the institute encourages the students of fast learners through extra case studies, participation in debates, participation in business plan competition and recognition of outstanding performance of such students.

### 2.2.2 Student - Full time teacher ratio

**Response:** 5.92

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

**Response:** 0

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

File Description	Document
Institutional data in prescribed format	<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 practices holistic student's centric methods of learning. The student's centric methods have coverage of academic learning, professional learning and experiential learning. The institute has highly qualified and experienced faculties who conduct the classical conditioning of learning for transferring the curriculum designed by the university through participating learning, use of power point presentation, assignments, tutorials and group discussions. The major focus is on case study method, a bench mark global management learning for enhancing organizing skills, analytical skills and decision making. The institute uses role play technique, while presentation of students, a videography is done. The faculty draws the observations and shows the gaps in performance of students. This role play technique is also one of the core methods of management learning.

The institute is highly care and concern in providing experiential learning to the students to supplement their classroom theoretical learning. The experiential learning is practiced by inviting high profile corporate experienced professionals for guest lectures. These resource persons share their corporate experiences with the students. In addition to this, conclave for HR, Marketing and Finance are also

organized for enriching the experiential learning. The institute has consistent practice for experiential learning workshops for 5 days and a resource person Mr. Minocher Patel, Internationally acclaimed and India's leading motivational speaker and success coach, corporate trainer for students for corporate experiential learning.

Institute organizes industrial visit, even outside India to gain the experiential learning for core management areas, such as plant location, plant layout, processes, systems and group dynamics.

The institute practices experiential learning through on the job training such as winter internship and summer internship. In winter internship the students undergo the experiential learning for 1 month and for summer internship every student work for 60 days, under a corporate mentor and gain practical experiential learning. After 60 days, she comes to the institute and works under academic mentor to complete the project. The project report is assessed by external & internal experts appointed by the university.

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

**Response:** 100

#### 2.3.2.1 Number of teachers using ICT

Response: 12

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

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

**Response:** 5.92

#### 2.3.3.1 Number of mentors

Response: 12

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

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

The institute practices the teaching learning method advocated by Management scientist namely classical conditioning of learning and Operant conditioning of learning. These two approaches of teaching learning are highly creative in nature. The institute is highly focussed in practice of using innovative methods of teaching and learning which results in creativity of theory in nature and application in practice.

The institute practices an innovative method through the videography while presentation of student. This method is called as role play in management. While presentation of student videography is done. Through the analysis of presentation of student, the faculty present draws the observation and shows to the student her strong areas of performance and weak areas of performance. This observed reveal analysis is shown to the student and suggestions are made to bring the performance of weak areas to the level of expectation.

Innovations are generally produced in laboratory through experiment. Such innovations are the input of creativity. Management is a social science and therefore the innovations are based through living laboratories of experienced minds of people. On this principle and logic the institute organises the start-up conclave. In this, successful first generation entrepreneurs are invited as the resource person to share their success stories. The students interact with these successful entrepreneurs and thereby student can generate the ideas of business in the areas of product, material, machines and marketing opportunities. Thus start-up conclave is in itself a laboratory of innovation which leads to creativity in the minds of young potential future entrepreneurs.

The institute practices applied innovative method of creative learning by doing. So institute conducts the business plan competition of students. The students in a given time prepare Business plan and submit to the institute. The institute invites corporate experienced professionals as the experts to select the three business proposals which are innovative in nature and have potential viability in the business. The first three winners present their business plans before the experts and students interact on various areas of business plan. Thus a micro innovative learning generates a macro innovative learning and creativity of business. The institute in order to transform creativity in reality invites the angel investors and students present their business proposal before them for seed capital in the business.

The institute practises applied learning by organizing industrial visit, which enlightened the students about the real life of industrial management. It also exposes the students to the plan location, plant layout, processes, practises and work environment and persons. The institute along with indigenous industrial visits organizes industrial visits to the foreign countries to provide modern global exposure of industrial management. The institute organized study tour to Thailand. They have visited Indo-Thai Synthetic Company Ltd Of Aditya Birla Group (Textile Division). The students have learned the practise of management working style in this group and also human resource talent retention practise in action.

Our students under the laboratory learning of corporate social responsibility have created awareness about prevention and cure of AIDS among the target group of people in Thailand.

## 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>

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

**Response:** 10.83

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	1	1

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:** 10.92

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

Response: 131

File Description	Document
Any additional information	<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:** 6.58

#### 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

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	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:** 25

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	5	5	4	2

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<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:**

The institute is affiliated to the Savitribai Phule Pune University and follows the semester pattern.. Therefore an institute has to practise the examination systems which is mandatory to the institute as prescribed by the University. The reform in examination and evaluation is the jurisdiction of Savitribai Phule Pune University. The examination evaluation pattern for the institute comprises 20 marks for online examination, 30 marks for concurrent evaluation and 50 marks for university final written examinations.

So the institute follows the choice based credit system as recommended by the university. For continuous internal evaluation institute select any three criteria from the list of concurrent evaluation parameters given by the university. Hence the examination reform is the jurisdiction of the university.

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

**Response:**

The institute conducts internal tests and assessment which is fair and transparent in practise and to the students. The internal tests are conducted for all subjects and then the answer books are assessed by the respective subject concerned faculty. The assessed answer books are given back to the students and the marks are displayed on the notice board and if they have any doubt about the assessment of her answer and the marks given, she can meet the examiner and, the faculty try to explain her with justification of correct answer and the mistakes committed as well as the input requirement of the required answer. So absolute open fairness and transparency are maintained in the internal assessment.

Those students who fails in the internal assessment, the re-test for the same subject is conducted. The recorded marks displayed on the notice board are submitted through proper channel to the university.

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

#### **Response:**

After the declaration of result, if any student has grievance of less marks in any subject then that student has to apply in a given time frame with fees for photocopy of answerbook, verification and re-assessment. The university exam section will follow the due procedure and first send the photocopy of answerbook, verify the marks given to her, in terms of carry forward of marks on the front page and total. If the mistake is not there then the answer book are re- assessed by another examiner. The result of re-assessment is declared by the university and if a student fails, then a student has to re-appear in the examination conducted by the university and vice-versa.

During the university examination, if any student is found while doing the copy in the examination by vigilance squad or by supervisor, then such case is reported to the university by senior center supervisor along with the answer book and all the copy materials.

The university appoints committee for unfair means. The candidate is called before the unfair means committee and through proper investigation of the case and the explanation of the student is recorded. On the basis of holistic enquiry based on principle of law of natural justice, the verdict is given by the unfair means committee. This verdict is binding to the student.

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

#### **Response:**

The University provides the Academic Calendar to the institutes. On the basis of Academic Calendar, the institute prepares its academic plan of teaching and internal evaluation. Accordingly the internal continuous evaluations of the subjects are done in an academic plan of the institute. Every care is taken to provide sufficient time for the coverage of syllabus, so Academic Calendar of the University provides the actual working days in an academic semester and institutes make a time bound tailor cut plan for all its academic activities including its continuous internal evaluation.

## **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 MBA & PGDM are professional programs, imparting the academic soundness with business input to create employability as per corporate needs and dynamics of market. The success index in terms of program outcome is quantified or measured in terms of placements. So the institution follows the following expected program outcomes in its design and operation of the program.

### **Program Outcomes:-**

- **PO1. Preparing theoretical sound minds of students :-** Through classical conditioning of learning students are taught management principles ,theories, functions and role behaviour
- **PO2.Management Tools:-** For improving the performance, the training of management tools namely communication skill, human relation skill ,conceptual skill, decision making skill and leadership qualities are imparted.
- **PO3.Supplementing practical learning through experiential learning :-** The theoretical learning of management is supplemented by laboratory learning by inviting the high profile experienced corporate professionals to share their experiential learning with students.
- **PO4.Business Problem Analysis:-**Every student has to acquire the skill of analysis, understanding the problem, developing feasible alternatives for viable decision making.
- **PO5.Leadership Qualities:-** Every manager is a leader so student manager should be trained as leader of her team.
- **PO6.Business Planning:-** Every decision in business requires execution so student manager need to be equipped with planning, directing, coordinating and control
- **PO7.Team Work:-** Manager as a leader in business has to get the work done through the efforts of others in group dynamics. So the expected role behaviour is to lead her team to achieve organisational objectives.
- **PO8.Ethics:-** In business, ethics plays a nucleus role of success. So principles & practices of ethics are highly expected from individuals as the success of business depends on ethics.
- **PO9. Effective Communication:-** Effective communication is a strong critical expected outcome and therefore every manger must be effective in communicating the sub ordinates, higher ups and customers.
- **PO10. Corporate Social Responsibilities:-** It is statutory requirement of business, so the expected outcome is to sensitize the student managers, the role & responsibility of corporate social responsibility of business as a critical statutory expected requirement.
- **PO11. Acquaint with multicultural work environment learning:-** In a dynamic global market the student manager is required to acquire skill and adjustability to work independently in a multicultural work environment.

### **Program Specific Outcomes**

- **PSO1.** Understanding Concepts, principles, functions in management.
- **PSO2.** Understanding the group dynamics and role behaviour of an organisation.
- **PSO3.** To understand the inter-functional role and applications of HR, Marketing and finance as core areas of management
- **PSO4.** To understand the selling skills and marketing, preparing budget and to understand the HR practices in organizations.

### **Course Outcomes**

### ***Mechanism of communication of COs***

- Decided in the Academic council meeting of University
- Posted on the college website & notice board
- Intimated to the students at the time of orientation & in the class room

The Course Outcomes are measured in terms of Extension Activities, Research Activities, spirit of Unity & placement.

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

#### **Response:**

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are as mentioned below:

Method of assessment of POs / PSOs are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. Knowledge and skills described by the course outcomes are mapped to specific problems thru University Examination, internal

exams and home assignment. Throughout the semester faculty records performance of each student on each course outcome.

The tools used for the assessment of POs/PSOs and their frequencies are given below: End of Session University Examination At the end of each semester university conducts examinations based on the result published by university. The course outcomes are measured based on the course attainment level fixed by

the program. In Direct mode assignments are given at the end of each chapters. Assignments provided to students, so students will refer books and understand the expected objective of the given problem. It is the responsibility of the concerned subject teacher to ensure that all students are able to work assignments diligently. The questions asked in assignments are mostly aligned with Course Outcome of respective subject. According to performance of students in answering each question, mapping is carried out with the respective COs for assessing attainment level of specific CO of subject are conducted.

### **2.6.3 Average pass percentage of Students**

**Response:** 100

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

Response: 35

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

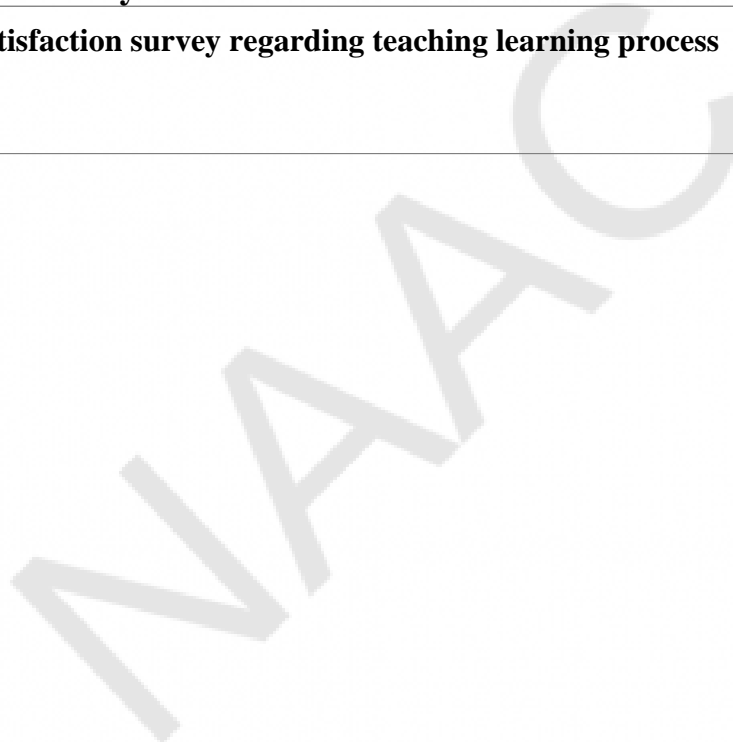
Response: 35

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

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.69



## 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:** 0

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)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of project and grant details	<a href="#">View Document</a>

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

**Response:** 8.33

3.1.2.1 Number of teachers recognised as research guides

Response: 1

File Description	Document
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

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

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 14

### 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 institute has incubation center. This center was inaugurated on 15th August, 2017 by ANKITA SHROFF, Founder of SAV Chemicals Ltd. Pune. The institute organized start-up conclave under incubation center of the institute. The first generation successful entrepreneurs were invited to share their experiences of starting a business. This start-up conclave is an attempt to provide the exposure and opportunities for becoming an entrepreneur through experience sharing of successful entrepreneurs.

**Under the Incubation Center the Institute has also organized business plan competition.** This was an opportunity to the students to generate business idea, concretized and find out the holistic feasibility of the business plan they have prepared. The institute invited the corporate professionals as experts to select first, second and third winners of this business plan competition. Accordingly the winners were awarded with awards and certificates.

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

**Response: 0**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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

**3.3 Research Publications and Awards**

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response: Yes**

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

**3.3.2 The institution provides incentives to teachers who receive state, national and international**

**recognition/awards**

**Response:** Yes

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

**3.3.3 Number of Ph.D.s awarded per teacher during the last five years**

**Response:** 4

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 4

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 1

File Description	Document
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>

**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**

**Response:** 1.45

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

2017-18	2016-17	2015-16	2014-15	2013-14
6	8	3	5	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

**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:** 1.25

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	3	5	1

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 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:**

Following are the practices through various Programs of Social Commitment by the Institute.

- **Visit to NGO Nav Kshitij:** - An organization which helps and takes care of differently able students. Student tries to provide some moment of pleasure by interacting with them, singing songs etc. Also helped them by organizing a sale of the products prepared by differently able students. Clothes collected from donors were distributed to differently able students.
- **Dr. Ganesh Rakh** from Hadapsar started humanitarian mission by providing delivery charges & charges of medicines for the birth of girl child in the massive mission of “Beti Bacho Beti Padhao Abhiyan”. Our students volunteered this program by spreading the above message to each and every person of these villages (Nere & Marunje)
- As a part of applied learning and expose the students to the real world of business the institute organized the industrial visit to Thailand. Aids Awareness public programme in Thailand was also organized as a demonstration lesson to the global social issue of human society
- **Swachha Bharat Abhiyan** was organized by students and teachers in Nere village. With the support and involvement of villagers every effort was made to clean the roads and adjoining places. Tree plantations were also organized by our students in and around campus. In every celebration of events our practice is to felicitate distinguished guest as well as the participant by giving a plant (sapling).
- **Awareness campaign** about road safety, Traffic rules by following them; wearing helmet by 2 wheeler drivers of the villages at Bhumkar Chowk by organizing rally with sign boards and slogans on the road was carried by the students.
- **Visit to Sharada Ashram** – Shirgoan village home for orphan children was organized and several activities by our students were performed along with orphan children. Common Birthday celebration of all orphan children was celebrated by cutting the cake and through various performances jointly.
- **Hon. Founder President Prof. Manish R. Mundada’s** birthday is being celebrated by organizing

blood donation camp as a noble cause towards society on 5th of February every year thereby helping the needy patients. Through this camp the students learn the lesson of service to the humanity by donating the blood.

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

**Response: 1**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	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: 11**

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

2017-18	2016-17	2015-16	2014-15	2013-14
7	1	1	1	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>



**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:** 4.28

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

2017-18	2016-17	2015-16	2014-15	2013-14
7	1	1	1	1

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

**3.5 Collaboration**

**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**

**Response:** 188

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

2017-18	2016-17	2015-16	2014-15	2013-14
68	33	29	32	26

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

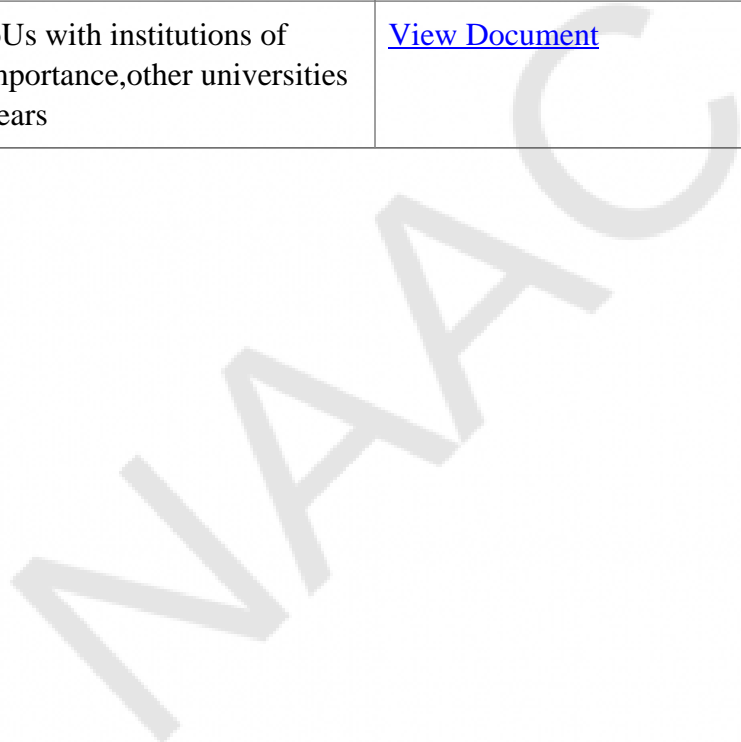
**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response:** 0

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)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>



## 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 institution has highly care and concern as well as consciously focused in providing suitable and adequate teaching learning facilities to the students. The institute has adequate classrooms as per mandatory norms of AICTE and SP PUNE UNIVERSITY. Each classroom has sufficient light and air with white board and LCD Projector inbuilt. The whole building and the campus are wi- fienabled. The institute has adequate learning resources namely the books, national journals, and international journals as prescribed by the AICTE. The institute has also online journals for references through membership of national digital library. The institute also has well equipped sufficient and latest version of computers with qualified and trained instructors in Computer Laboratory.

The library has reading room facility for students.

The institute provides extra applied learning facilities, by organizing guest lectures of corporate professionals, conclaves and industrial visits in India as well as abroad to provide the global exposure of industries. The conclaves and guest lectures are conducted in a seminar hall with recording facility of resource person.

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

**Response:**

The institution has the following indoor games facilities namely carom, Table Tennis, Chess & Box Cricket.

The institution has the outdoor facilities such as Badminton, lawn Tennis, Basket Ball, Volley Ball, Foot Ball & Cricket.

The Institution has modern Gym facilities for the students and the Yoga Centre, a Yoga teacher conducts the Yoga classes of the students. The Institution along with the Gym facilities provides the Zoomba Dance exercise to the students for physical fitness.

The Institution equally provides the opportunities through various cultural programs to the students to showcase their talents. The Institution organizes Fresher Party for the students who are newly admitted for the program in every Academic Year. In this Fresher party, the students showcase their talents through singing, dancing and performing various cultural talents. In this cultural event, Mr. Fresher & Ms. Fresher are selected based on their all-round performance.

The Institution organizes VISTA a mega cultural intercollegiate event in the month of February every year. In this event the intercollegiate competitions on Paper presentation, Quiz, Ad Mad show, Rangoli, Mehendi, Face painting, T-Shirt painting, Fashion show, Dance & singing performances etc. happens in the institute premises. In this cultural event, the intercollegiate cultural competitions are organized and Mr. & Ms. VISTA are selected based on their performances and talent.

The Institution also organizes the cultural event namely MANTHAN in the month of February every year.

In this cultural event, the intercollegiate cultural performances by Institute students happens.

Radio Mirchia famous Radio program organizes CollegeKeTashanbaaz'the intercollegiate cultural competition. Their panel of experts visits the college and selects the best talents.

Times Group organizes cultural competition among college student named 'Fresh Face Contest'. Their panel of experts visits the college and selects the best talents.

**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:** 7

**File Description**

**Document**

Number of classrooms and seminar halls with ICT enabled facilities

[View Document](#)

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

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
31	23	23	30	28

File Description	Document
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:

The Library intends to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services. Library is well equipped with contemporary amenities including Wi-Fi Technology.

Divided into parts like, Stack section, Reference section. Reading hall with a seating capacity of 60 students is available. We offer open access to the stack room so that readers can choose the books of their area of interest.

A proper process of enrolling to the library facility exists. On producing the admission receipt the admitted Students need to fill up the Library enrolling form. Once the form is processed which takes approximately 2 days, students are given a membership card.

After receiving the membership card, each Student can borrow any three books at a time & has to return within 10 days. A book bank facility is also provided to the students.

The faculty members also fill up the Library membership form & the books are issued to them and entries are made in the staff issuing register.

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

#### Response:

The library has a collection of other knowledge resources apart from books recommended by the

University. The best project reports are also kept for reference. DELNET e-resource and NDL is made available for reference.

Competition Success Review Yearbook – CSR are also available in the library. These books include current affairs, India – World events, science world, environment, health and medicine, information technology, education and career, sports and geographical information. ‘India reference annual’ gives a comprehensive view of country’s progress in the field of rural and urban development, industry and infrastructure, science and technology, art and culture, economy, health, defense, education and mass communication.

Alongwith the abovementioned books, the Autoobiographies, Motivational Books are also available.

**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:** E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<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:** 11.92

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

2017-18	2016-17	2015-16	2014-15	2013-14
2.61	3.25	51	1.25	1.50

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>

<b>4.2.5 Availability of remote access to e-resources of the library</b>	
<b>Response:</b> No	
File Description	Document
Any additional information	<a href="#">View Document</a>

<b>4.2.6 Percentage per day usage of library by teachers and students</b>	
<b>Response:</b> 12.05	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 10	
File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

<b>4.3.1 Institution frequently updates its IT facilities including Wi-Fi</b>
<b>Response:</b>
<p>Computer Lab with latest software and Internet facility is available to the students. Practical sessions are allocated within the timetable to ensure optimum utilization of the Computer lab. Students are given the timeslots for Practice also..</p> <p>The Institute has formed an IT Committee that review and analyze the condition of the computers in the Institute to facilitate and decide the type of up gradation required. Hardware and software up gradations are in line with the demand of latest syllabus as well as student feedback. The Institute purchases new version of computers as and when required. In the annual budget adequate provision is made for the same.</p>
<b>4.3.2 Student - Computer ratio</b>

**Response:** 1.18

**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:** >=50 MBPS

File Description	Document
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:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<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:** 0

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)

2017-18	2016-17	2015-16	2014-15	2013-14
27	23	37	25	40



File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

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

**Response:**

Yes

International Institute of Management & Human Resource Development for Women. is having certain systems and procedures for maintaining physical facilities. International Institute of Management & Human Resource Development for Women is having separately appointed staff like electrician and other skilled employees for the same. Any kind of repairing work when arises it is being completed by above mentioned staff. If the volume of the work is big then physical facilities enhancement work is given to outside agencies who are experts in the same support facilities to do it.

Academic support services: Yes International Institute Of Management & Human Resource Development for Women. is having full time teaching staff as per cadre ratio of the University and AICTE along with that Non-Teaching staff like Academics Coordinator who is in charge of academics functions like Time Table preparation, Classroom Monitoring, System and procedures required to smooth functioning of academic classes. Along with this computer laboratory assistant is being appointed by International Institute of Management & Human Resource Development for Women. to look after computer lab, repairs and maintains of the lab, Wi-Fi, printers of computer lab, office and faculty members PCs.

Sports Complex is being cleaned and maintained by staff appointed by International Institute Of Management & Human Resource Development for Women.. Classrooms, Library, and offices of International Institute Of Management & Human Resource Development for Women. are cleaned by housekeeping staff appointed.

Maintenance of the campus: The employees for housing keeping and cleanliness are appointed. All type of minor repairs and maintenance is carried out by the Institute.

The Institute has a policy of maintaining and upgrading the existing equipments to meet the requirements of the University and the regulatory body AICTE.

## 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:** 4.73

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	5	0	0	3

#### File Description

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

#### Document

[View Document](#)

#### 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

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### 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:** E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	<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:** 100

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

2017-18	2016-17	2015-16	2014-15	2013-14
71	35	36	36	32

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:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<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:** No

File Description	Document
Details of student grievances including sexual harassment and ragging cases	<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:** 66.47

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

2017-18	2016-17	2015-16	2014-15	2013-14
23	19	32	28	21

File Description	Document
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

5.2.2.1 Number of outgoing students progressing to higher education

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:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

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: 1**

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	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:**

The institution has a duly elected student council. The members of the elected student council representative are as follow:

- General Secretary
- Joint Secretary
- Cultural Secretary
- Joint cultural secretary
- Magazine secretary
- Joint magazine secretary
- Sports secretary
- Joint sports secretary
- Hostel Representative

On every academic and administrative issue director invites the faculty members and the representatives of duly elected student council. The director fairly and democratically deliberates the issue and with a common consensus, the academic and administrative decisions are taken in the interest of students, teachers and administrative staff. Infact in every academic and administrative issue the students, academic staff and administrative staff are the principal stake holders of the institution. Therefore the director of the institution follows in principal, policy and practice to invite the academics staff, administrative staff and representative of student council for every academic decision, administrative decision and in constitution of every committee of the institution.

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

**Response: 1**

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<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 institution has formal Alumni Association. The members of alumni association significantly contributes to the development of institution in the following ways:

The member of alumni association working on different position in different organization. So institution invites them to share their experiences as resource person with the students. Their experience sharing enlightened the students and equipped them for their dream corporate careers with corporate requirement and culture. These members of alumni association contribute to the academic development of the institution by making available the corporate experienced professionals for guest lectures, conferences and workshops. These experiences sharing of corporate professionals with students supplement the theoretical learning with applied experience sharing.

Every student has to undergo the summer internship project (SIP), the members of alumni association help the students of the institution to get Summer internship in the corporate. Every student has to work for 60 days under corporate mentor as on the job training. After 60 days the student comes back to the institution and works under academic mentor to complete her research project. This research project is assessed by the experts appointed by the university.

The management program is a professional program and students join these programs to become management professionals for corporate. An index of performance of management institution is placement. The members of alumni association immensely help in exploring the placement opportunities and also contributes to the placement of students. The members of alumni association help the institution in facilitating the industrial visit to the students as well as explore the possibilities and the areas of tie-up for industry institute interface. So the members of alumni association are ambassador, friends, philosopher and guides visibly and invisibly with their loyalty, commitment and sense of belongingness help and contribute to the holistic development of their alma mater.

### 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

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years	<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:

##### Vision

To mould students into physically fit, mentally robust and professionally competent individuals, who are capable of assuming their rightful place as leaders in the industry and in the society of tomorrow.

##### Mission

To impact holistic and industry oriented management training to students thereby ensuring their evolution into industry professional at the end of their selected management programme.

The IIMHRD (W), SBIIMS and IIMS are under the umbrella of Sai Balaji Education society. The governing council is an apex governing body of the group of management institution. The governing council has delegated the authority and responsibility to the founder president prof. Manish R Mundada. He is the dynamic leader with global perspective and effective leader in promoting the development of the management institutions as per dynamics of corporate requirements as well as dynamics of markets. His dynamic leadership is reflective in the holistic and professional development of these institutions. He constantly guides, monitor and provides a big push to the development of the institutions. His leadership and role behavior is inspiring and reflective in the Present holistic development of the institutions. His model of the management education is reflected in his thought process, policies and result oriented strategies. As an innovative leader the institutions are not only confined to the conventional role of teaching, examinations and results but his leadership is reflective in directing the institutions as per the vision and mission.

From the aggregate level of leadership, at the operational level each institution is headed by highly qualified experienced and competent directors. Under the macro reflective leadership the directors at micro level operationally reflect the leadership in developing sound academics, business inputs, and corporate training to the students. Each leader at an institutional level consciously transform the curriculum designed by the university through competent academically sound faculties to build the strong theoretical minds by supporting applied learning through conferences, industrial visit and guest lectures of corporate professionals to develop professionally competent with skill set and industry oriented management training to develop industrial professionals with national commitment and corporate social responsibility.

### **6.1.2 The institution practices decentralization and participative management**

#### **Response:**

The institution principally and functionally practices decentralization and participative management in all its academic and administrative functions. The institution is headed by director and director has decentralized academic functioning by creating head of the department, the course coordinator, librarian and the Head of computer lab. The director has delegated the functional proportionate authority and corresponding responsibility to these functional head. In the same way the administrative wing is headed by office superintendent, accounts clerk and general clerk. The director has delegated the proportionate authority and corresponding responsibility to them. The director as the apex competent authority of the institution, for every issue academic as well as nonacademic calls the meeting of faculty members and deliberates democratically and fairly through participative method takes the decision with common consensus.

## **6.2 Strategy Development and Deployment**

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

#### **Response:**

The institution has a perspective strategic plan prepared through effective participation of staff and consciously transformed into action plan. The institution is affiliated to the SP Pune University approved by AICTE, Govt. OF Maharashtra. As per the statutory norms of regulatory bodies the institution has adequate infrastructure facilities. It has lush green surrounding, sufficient classrooms with in-built LCD projectors; Wi-Fi enabled campus, 24 hour internet facility, ultra-modern computer lab, and the learning resources, national and international journals. , reading room facility, membership of national digital library, seminar hall, and in-house hostel facility for girls.

The institution also has indoor and outdoor sports facilities such as long tennis, football, basketball court, badminton , table tennis, volley ball and modern gym. The institution organizes the sports and cultural competition of students every year.

The core input of perspective strategic plan first is the quality of curriculum as critical strategic input of academic growth of students. The institution follows the curriculum designed by university through its board of studies, faculty board with holistic approach and incorporating the corporate requirement in market dynamics. The institution has highly qualified, experienced and competent faculties duly recruited as per the norms and procedure prescribed by regulatory bodies. The institution conducts at a fix time interval the performance appraisal of the staff and accordingly promotions and increments are decided purely on the basis of merit and performance.

The institution practices continuous evaluation for sound academic growth. The institutio supplements the theoretical classroom learning through applied experience learning. For this institution invites corporate

professional as resource person for guest lecturers to share their corporate experiences with the students. For applied organizational learning with industrial real life exposure, institution conducts national and international industrial visit for students. To train and equip the students for placement the institution has a formal structured cell for counseling, grooming and training. The functioning of this cell is structured as follow: in the first stage, the senior faculty develops the conceptual clarity of the subjects. In the second stage the training for personal interview and group discussion is provided and in the third stage the mock interview is conducted. In mock interview the weak areas are identified. Accordingly the skill set training is provided to fill up the gaps for effective and successful performance in the interview for students.

The institution organizes startup conclave to share the experiences of successful first generation entrepreneurs along with the laboratory learning practice is given by organizing the business plan competition among the students. The institution practices on the job training by sending students to work in the companies and acquire on the job training under corporate mentor for 60 days. After 60 days a student comes back in the institution and prepares her project based on work experience under the academic mentor.

The equity base companies founded on societies money and it is mandatory for them through social audit to perform corporate social responsibility. It is founded on the principle of trustee-ship advocated by late. Mahatma Gandhi.

### **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:**

**Governing body:** Governing body is an apex body of the institution. The rules, policies, strategic planning are passed through the governing body. The coverage of governing body for final approval comprises of budget, infrastructure, expansion, maintenance and modernization, approval of staff selection, promotion, increments, approval of curriculum, review of reports of various committees, results and placements and aggregate development plan of the institution.

**Local management committee:** The local management committee is a first action management committee of the institution. The various local issues of management of the institution are discussed in the meeting. The issues before local management committee are to a great extent routine in nature. The issues put before the local management committees are staff requirement and recruitment, funds allocation and approval, infra-structure requirements, analysis of results and placement performance, reviews of reports of all committee and proposed extra-curricular activities and their approval.

**Service rules procedures and, recruitment, promotional, policies:** The institutions is affiliated to SP Pune University and regulated by AICTE, government of Maharashtra. Therefore the service rules and administrative set up and procedures are as per prescribed norms by regulatory authority of government of Maharashtra and SP University of Pune. The recruitment is done as per the prescribed norms of AICTE and SP Pune University. The vacancies are advertised in the newspapers which have national coverage. The selection committee is duly constituted by the vice chancellor of SP Pune University Pune and accordingly due procedure described by the university is followed in selection of the candidate. So the

recruitment is strictly as per prescribed norms and procedure of regulatory authority of AICTE and SP Pune University. The promotion and increments are also awarded to the staff as per seniority, performance and performance review within the prescribed frame work of regulatory authority and SP Pune University.

**Grievance redressal mechanism:** The institution has constituted formally the women grievance committee, formal anti-ragging committee and anti-ragging squad. The institution at the time of admission as directed by AICTE takes the affidavit related to anti-ragging from students and parents. The institution has displayed the women grievance committee, anti-ragging committee and also the rules of anti-ragging and women harassment. If at any point of time there is an incidence of women harassment in the institute, then the victim can approach to the director, a competent authority of the institution and launch her complain in writing to the Director. The director will constitute a fact finding committee consisting of chairman of women grievance committee, senior faculty members, and members of the grievance committee. The committee will investigate in to the matter fairly and submit its report to the Director. The director after the study of fact finding report as well as by hearing both the parties i.e. victim and accused, he will give his final verdict. This will be the binding to both the parties.

### 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:** E. Any 1 of the above

File Description	Document
Screen shots of user interfaces	<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:**

**At the time of Recruitment of faculty members, first the Resolution is passed in the Governing Body & Local Management Committee Meetings. The vacant posts as per the Cadre Ratio are approved from Reservation Cell of S. P. Pune University & Social Welfare Department. Then the vacant posts are advertised in the newspapers having national coverage. With reference to advertisement, applications are received from Prospective candidates. Qualified, experienced & eligible candidates are selected by the Selection Committee duly constituted by S. P. Pune University. This issue is discussed in the meetings of Governing Body & Local Management Committee. Approval is taken & the same is reflected in the minutes of Meeting.**

### 6.3 Faculty Empowerment Strategies

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

**Response:**

The institution provides effective welfare measures to the staff. The effective welfare measures provided by institution includes the group insurance policy, CPF free pick-up and drop transport facility to the staff, maternity leaves for women, uniform as per dress code and paid duty leaves for attending conferences , seminars and workshop etc. The institution provides effective welfare measures to the staff. The effective welfare measures provided by institution includes the group insurance policy, CPF free pick-up and drop transport facility to the staff, maternity leaves for women, uniform as per dress code and paid duty leaves for attending conferences , seminars and workshop etc.

#### 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: 0**

##### 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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
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: 0**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
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: 11.67**

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

2017-18	2016-17	2015-16	2014-15	2013-14
7	0	0	0	0

File Description	Document
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:**

The Institution has a formal structured designed Performance Appraisal System. The performance appraisal forms with check list are provided to the faculties. On the scheduled date and time each faculty has to appear before the committee for the performance appraisal. The expert committee, through personal formal interaction, assesses the potential strong areas of the faculty. Simultaneously the weak performance areas are also communicated to the faculties. So an in depth appraisal of self evaluation as well as highlighting the self appraisal, the committee suggest the future role and the proposed task in view of the

talents, potential, attitude and interest of the faculty. Thus the performance evaluation through self appraisal before expert committee becomes the input for increments, promotions and future role behavior of the faculty. For non teaching staff, the expert committees do the performance appraisal through personal formal interaction & accordingly increments, Promotions, transfer etc. is carried on.

## 6.4 Financial Management and Resource Mobilization

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

**Response:**

The institution is headed by the Director. The Director is the academic head and the administrative setup is headed by the Registrar. Under the Registrar there is Accounts section, Academic section and Administrative section. These functional heads work under the Registrar and finally Registrar is accountable to the Director. The internal financial functioning is supervised and regularly audited by Internal Accountant. The final accounts of the institution are audited by the qualified and certified Chartered Accountants of the firm. These audited financial statements with audit reports for every financial year are submitted to the institution. As a statutory requirement of The Trust Act and Income Tax Act, these financial statements are submitted to the charity commissioner and Income Tax Dept. in every financial year. Thus, institution conducts internal & external financial audits at regular intervals.

### 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:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	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:**

The following audited financial statements show the sources of funds and the policy of allocations of funds and the ends utilization of funds of the institutions. The policy of the institution about sources of funds and mobilization of funds under different heads, reflect the policy of the institution. The following audited financial statements show the sources of funds and the policy of allocations of funds and the ends utilization of funds of the institutions. The policy of the institution about sources of funds and mobilization of funds under different heads, reflect the policy of the institution.

Income and Expenditure Statement,

Balance Sheet

Receipt and Payment AC

## 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:

The institution is affiliated to the SP Pune University. Therefore the quality of curriculum, i.e. the quality of input is prepared by the academic bodies namely the board of studies and faculty board.

The institution is highly quality conscious in delivering, this quality input designed by the university. As a quality consciousness, the institution has academically highly qualified, experienced and professional faculties. To ensure the quality through process, the university has the continuous evaluation system. The examination question papers are set by the University, supervised by the University and the assessment and results are given by the University. So macro processing the academic quality is done by the University. The institution further improves the professional quality through guest lecturers of corporate professionals, conferences, workshops, on the job training and industrial visits. So the institution through its quality consciousness ensures the academic and professional quality of students.

The above process of quality, is certified by a competent quality external authority by obtaining the certificate of ISO 9001: 2008 Standard, International Institute of Management and Human Resource Development, quality certificate given by MARS Assessor and Registrar of Management Systems

### 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:



The institution is affiliated to SP Pune University. Therefore the curriculum development, academic calendar, teaching working days, examinations schedules, question papers, assessment and results are determined by the University. The institution has highly qualified, experienced and competent faculties. Institution internally practices continuous internal assessment, case studies, presentations, assignments, group discussions, assesses the quality through periodic intervals through set academic norms. In addition to this the institution has externally certified its quality through competent certifying quality authority of management.( MARS Assessors & Registrar of Management Systems)The institution is affiliated to SP Pune University. Therefore the curriculum development, academic calendar, teaching working days, examinations schedules, question papers, assessment and results are determined by the University. The institution has highly qualified, experienced and competent faculties. Institution internally practices continuous internal assessment, case studies, presentations, assignments, group discussions, assesses the quality through periodic intervals through set academic norms. In addition to this the institution has externally certified its quality through competent certifying quality authority of management.( MARS Assessors & Registrar of Management Systems)

### 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

2017-18	2016-17	2015-16	2014-15	2013-14
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:**

IQAC in International Institute of Management & Human Resource Development was formed in 25/12/2017. Since then, efforts have been more systematic and well-coordinated across all areas for a common purpose. The areas within IQAC which have been progressively improved are as follows:

1. Teaching & Learning: The criteria for concurrent evaluation is decided before the commencement of the semester duly mapped to the course objectives(Cos). This has helped to ensure that, all different facets of development receive their due attention.

2. Administrative Process: Verification and authentication are the underpinning principles for a robust administration process. Antecedent checks and cross references are extensively used to provide this authenticity. The processes involved are,:

Providing Bonafide certificates,. Providing Transfer Certificates , Preparing Examination forms , Streamlining admission processes, Eligibility etc.

Infrastructure: Licensed software from Microsoft on windows 10 was installed.

3. The Institute has started using PlagScan Software to prevent plagiarism from Namek Technologies Pune.

Industry: We have also collaborated with industry. We see great merit in it as it will help us get access to evolved individual to share experiences with students, help in internships and placements resource persons for workshops/conferences/conclaves/seminars/FDP/Ind. Visits etc.and a variety of other initiatives that can help bridge the academic-industry gap.

There is other initiative in the pipeline pertaining to some of the above mentioned areas. They include installation of a roof-top solar system.

## 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: 5**

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

**File Description**

**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:**

The institution is highly sensitive in providing the facilities of safety and security to the girls in campus as well as in the hostel. In the institution there are security guards deployed at various distance points to ensure the safety and security throughout the day & night in the campus. The institution has organized self defense training through trained instructor to the girls in the institute on 9th & 23rd July 2017 which was conducted by Defense Sports Academy, Nigdi by instructors Mr. Arvind More & Shital More. For self defense and security the institution has separate gym in the campus for girls with a qualified trainer. The institution has separate hostel facilities with separate wardens as well as security. The safety and security of the institution is well organized and well coordinated by ex retired NSG commando of Indian Army.

**Counseling:**

The institution has a formal organized structure of counseling and grooming to the students with gender parity approach. This formal structure functions without any gender discrimination in the following stages. In the first stage the senior faculty provides conceptual clarity in the subjects and provides profile of the corporate. In the second stage counseling and grooming is done for personal interview and group discussion. In the third stage, the mock interview is conducted and gaps are identified. Accordingly

counseling and training are designed and skill sets training is provided. Thus without any gender discrimination, counseling and full proof training are provided to the students with gender equality.

If the girls have any personal problems also the mentor of counselor of the institute do the proper counseling & try to resolve the matter immediately.

Common Room :

The institution provides common room facility to the girl students.

### 7.1.3 Alternate Energy initiatives such as:

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

**Response:** 100

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

Response: 120

7.1.3.2 Total annual power requirement (in KWH)

Response: 120

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any 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)

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 highly conscious in maintaining cleanliness in campus. In order to sensitize the students and the staffs, on every Mahatma Gandhi Jayanti students and staff voluntarily clean the campus. The institution has a well organized and sufficient manpower in its housekeeping department. A taskforce persons responsible for cleaning the campus regularly collect the waste and put the collected waste in the common dustbin provided by panchayat. The dustbins are also placed in the building of institution as well as at the distant places in the campus. The director and the senior faculty members everyday regularly take the round and ensure the waste-less building and campus

The institution is highly conscious in maintaining cleanliness in campus. In order to sensitize the students and the staffs, on every Mahatma Gandhi Jayanti students and staff voluntarily clean the campus. The institution has a well organized and sufficient manpower in its housekeeping department. A taskforce persons responsible for cleaning the campus regularly collect the waste and put the collected waste in the common dustbin provided by panchayat. The dustbins are also placed in the building of institution as well as at the distant places in the campus. The director and the senior faculty members everyday regularly take the round and ensure the waste-less building and campus

#### **7.1.6 Rain water harvesting structures and utilization in the campus**

**Response:**

The institution is surrounded by hills, trees, plants and grass. There is no area in and around the institution of cement and concrete. Therefore rain water is automatically dips into the soil and it has natural storing in the land.

We in our Institution take utmost care about utilization of water. The following Practices are used:-

1. Promote water efficiency practices to all
2. Monitor and minimize the water consumption in campus.
3. Plants indigenous flora to reduce water usage.
4. Promotes planting indigenous trees in and around the IIMHRD and neighboring campuses to reduce water usage.

Campus also Promotes efforts of students, faculty and staff to implement sustainable water consumption, the students' knowledge regarding the scope and operations of rainwater harvesting and conservation techniques.

- Awareness talks.

- Water harvesting Mechanisms & Models exhibition.

#### **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:**

**Public Transport:** The institution is located in the IT Park in a village Nere next to Marunji. So the institution has a high frequency of public transport system to the students and the staff. In addition to this, institution has its own Mini bus as well as the cars. Hence institution has a sufficient network of transport system of its own for pick up and drop to the staff and students. Moreover institution has its own hostel facility for students near its campus.

**Pedestrian friendly roads:** The campus of the institution has well connectivity of pedestrian friendly roads for the students, staff and the parents. Due to globally known IT Park, these pedestrian roads are well planned and in good condition throughout the village till to the institution. These public roads are properly maintained by Panchayat as well as IT companies.

**Green landscaping with trees and plants:** The institution is surrounded by lush green trees, mountains as well as it has its own well maintained green landscaping with trees and plants.

**Plastic free campus:** The institution is highly care and concern in keeping the campus plastic free. The students are provided backpack free of charge by the institution. The staff and the students exercise the care in not carrying the plastic bag in the campus as well as if any plastic used bag is seen anywhere then the staff as well as students pick up that bag and put into dustbin. So a message and mission of plastic free campus is well knitted in the minds and actions of the students and the staff.

**Paperless office:** The institution has Wi-Fi campus and internet facility so the institution practices for academic as well as non-academic work through online measures. Thus the thrust of the institution is to practice paperless.

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

**Response:** 0

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)

2017-18	2016-17	2015-16	2014-15	2013-14
.75	.88	0	.78	.84

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<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:** E. None of the above

File Description	Document
Resources available in the institution 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:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<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:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**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>

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

**Response:** Yes

File Description	Document
Any additional information	<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

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

**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
Any additional information	<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:** 35

7.1.17.1 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 year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	7	7	7	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:**

The institute is highly conscious, committed and enriching the bond of national identities, loyalty and respect to the national symbols and sensitizing the students to the fundamental duties and rights with constitutional obligations by organizing the national festivals among students.

**Independence Day celebration:** The institution celebrates 15th August Independence day. The Honorable Founder President Prof. Manish R. Mundada performs the flag hoisting ceremony and addresses the students by providing the development profile of nation, constitutional obligations and Indian nation as the one religion, one caste, one creed and one country.

1. **Republic Day:** The institution celebrates Republic day every year. On 26th January, the flag hoisting is performed by the Honorable Founder President Prof. Manish R. Mundada and he addresses the student with a broad spectrum of freedom movement, who have sacrificed their life for national freedom with their commitment and love for national unity, national integrity, national identity and peace. On 26th January Babasaheb Ambedkar, an architect of constitution of India wrote the constitution and focused on fundamental rights and duties, equality, religious neutrality and social justice.

The following are the birth/death anniversaries of the great Indian personalities celebrated every year by the institution to develop national identity, awareness of constitutional fundamental rights and duties

**Mahatma Gandhi Jayanti:** The institution celebrates Mahatma Gandhi Jayanti, to remember, respect and follow the path of national service and sacrifice shown by the great leader who has liberated the nation without blood-shed through non- violence. He is a role model to all Indian citizens of nationality, patriotism, sense of belongingness, tolerance, sacrifice, neutrality of religion, caste, color, language, location as society of humanity and equality.

1. **National Youth Day:** The institution organizes and celebrates an auspicious day of swami vivekanand's birthday on 12th January every year. India has demographic dividend. Swami Vivekanand a great religious leader and social reformist address the youth to work hard with mantra of work is worship, nothing is impossible and work till goal is achieved. The speech delivered by Swami Ji in the world religious conference for global humanity for peace and role of youth in particular has been communicated to the students because youths are future leaders and responsible citizens of the nation.
2. **Ambedkar Jayanti:** The institution every year celebrates Ambedkar Jayanti on 14th April in the memory of Dr. Babasaheb Ambedkar, popularly known as father of Indian constitution. Baba saheb ambedkar is the architect of Indian constitution, which has led down the strong foundation of Indian parliamentary democracy. The Indian constitution written by Babasaheb Ambedkar has covered almost all aspects of humanity, administration, politics and focused on fundamental rights and duties of citizen.
3. **5th September:** The institution celebrates the teachers' day in the memory and respect to a great global renowned recognized teacher, philosopher and president of India, Dr. Sarvapalli Radha Krishnan, who stand before us as a role model as an ideal teacher and citizen of India.

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

#### **Response:**

Institution maintains a complete transparency in its financial matters. Institution has an accounts division, in the office which is looked after by an Accountant. He maintains and audits the financial statements. Financial statements and all financial matters are audited and checked by certified external CA of the CA Firm. This external certified CA finally audits all the financial statement and give audited balance sheet with audit report. The fees of students are determined by FRA and the students pay their fees in the bank. The salary of academic and administrative staff is credited in their bank accounts. Every year the budget is prepared and approved by the governing council and apex authority of the institution

**Academic:** The institution maintains complete transparency in curriculum, admissions, examinations, teaching and results. The admission of the students is exclusively done by the DTE, Govt. of Maharashtra. DTE conducts the CET, announces the result, cape round for document verification and allotment of seats as per the score of CET to the institutes affiliated to University. So there is a complete transparency in admission of students maintained by the institutions. Finally the admission are monitored by ARA

The curriculum is designed by taking into account the corporate requirement and market dynamics by experts through board of studies and faculty board of the University. The institution accepts and complete that curriculum in a given time frame.

The examinations are conducted as per notified exam schedule by the SPPU. The question papers are prepared; examinations are conducted and supervised by the university at different Exam Centers, central assessment is done by the University results are announced by the University.

For maintaining the transparency in all functional areas of academics and administrative areas, the University appoints LIC. The appointment of the LIC committee is done by the VC of the University. The local inquiry committee conducts the academic audit of the institution and ensures the transparency in all matters of the institution. The submission of positive reports of LIC, university renews the affiliation of the institution.

**Administrative:** Institution maintains transparency in appointment of the administrative staff, promotions and increments. The appointment of administrative staff and promotions are regulated by regulatory authorities. The appointment of the Director as a head of academics and administration is done as per the norms and procedure prescribed by the University, AICTE, DTE, Govt. of Maharashtra and regulatory bodies

**Auxiliary:** The institution maintains transparency in all its auxiliary functions. The institution organizes guest lectures, conclaves, workshops, faculty development program (FDP), seminars and industrial visits as per the schedule

Institution has an alumni association which helps the institution in placements, guest lectures, industry-institute interface and sharing their experiences with students.

Institution organized the workshop on ordinary to extra-ordinary. The resource person Mr. Minocher Patel, the managing director of Ecole Solitaire conducts the workshop for one week from 9 am to 6 pm.

The institution has its incubation center which organizes the start up conclave of young women entrepreneurs to share their success stories.

## 7.2 Best Practices

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

#### Response:

#### Best Practices -1

1. Title: Value added and Best Certificate Courses
2. Objectives of the practice: To provide sound academic and professional inputs to the students.
3. The Context: The institution has number of academic and professional practices..
4. The Practice: Along with sound academic with professional input institution provides the value added technical skill based certificate courses. In order to create employability of student's institution free of charge provides certificate courses namely SAP, TALLY, DIGITAL MARKETTING, BUSINESS ANALYTICS & SIX SIGMA to the students. .
5. Evidence of Success: Are seen in final placements of the students
6. Problems Encountered and Resources Required: No

#### Best Practices -2

1. Title: Holistic Grooming and training of students:
2. Objectives of the practices: To groom and train the students
3. The Context: Institution organizes grooming and training sessions in the first stage a resource person Mr. Minocher Patel conducts the grooming of students holistically of transforming students from ordinary to extra ordinary. In second stage institution through professors trains to understand the conceptual clarity of the subject. In the third stage training for personal interview and group discussion and then mock interviews are conducted and lastly gaps are identified and appropriate training is given to remove their gaps.
4. The Practice: The institution organizes role play technique in which student give presentation and his videography is done. The faculty analyzes the strong and weak areas of students and show to the students for improvement. One of the strong index resulted due to best practices as per the assessment of the NAAC is placement. The composite academic and professional practices result into the placement. So the institute has 100% placement consistently in every academic year and therefore the institute stand with credit with the parameter of placement as the guiding and strong parameter of NAAC

5. Evidence of Success: 100 % Placement of students

6. Problems Encountered and Resources Required: No

### 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:**

As per vision and the priority of all management institution have the priority of placement and the thrust area of management institution. The placement is one of the core areas of performance of management institution. In fact placement is in performance index of management institution. The placement is the principal program outcome of academic sound growth with professional input and multi industry institute practices. In the priority and one of the key areas of NAAC evaluation is placement. In this key performance analysis the institution has attained the bench mark of maximum placement appreciated, recognized and rewarded by Devang Mehta Award.

## 5. CONCLUSION

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### **Additional Information :**

SaiBalaji Education Society came into existence with registration under Public Trust Act by Prof. Manish R Mundada. A man with global vision of education with MS Degree from University of Tolerado, Ohio U.S.A. Prof. Manish R Mundada – Founder President with professional experience, he has started his career as Professor of Management & also worked as the Director of premier Management Institution in Pune. With this global vision of professional education he took initiative to start the Management Institutions under the umbrella of SaiBalaji Education Society. Prof. Manish R Mundada as a Founder President started International Institute of Management Studies in 2008.

International Institute of Management Studies is a B School with a difference. A Management Institution that believes in working 24x7x365 to procreate dynamic managers. We at IIMS firmly believe in making a student fathom the granularities of the corporate world.

It is located at stone's throw distance from the Rajiv Gandhi InfoTech Park, Pune. The institute provides a perfect ambience for management education amidst industrial needs of creativity and innovations. We are blessed with timely guidance from a wide spectrum of industry associations. IIMS is a part of SaiBalaji Education Society. SaiBalaji Education Society is a trust formed by the people coming from industry and academics with a vision and commitment to deliver the best possible global management education. IIMS is approved by AICTE Delhi, Ministry of HRD, Government of India started in the year 2008.

SaiBalaji International Institute of Management Sciences (SBIIMS) a leading growing institute in management is established in the year 2011 under the aegis of SaiBalaji Education Society Pune. The outcome of students passing from this institute are leading National, Multinationals, Mega Nationals Industries. SBIIMS offer various certificate programs designed exclusively to fulfill the need of corporates and manufacturing industries. Student's centric approach is unique in SBIIMS which made institutes as a must sought B School under the aegis of S.P. Pune University, Pune Maharashtra.

### **Concluding Remarks :**

Prof. Manish R Mundada determined to bring a breakthrough in an Indian conservative traditional male dominated society with an innovative bold decision of empowering the women as management professionals. Therefore he transmitted his decision of starting International Institute of Management & Human Resource Development (IIMHRD) for Women in the year 2008. He strongly believes that women are born managers. So if they are given the opportunity of providing the professional formal management education through industry academic interface training then they can be the best professional managers & the social disequilibrium of gender equality can be established.

The institution has strength in its location. It is located in a lush green surrounding with greenery on hills around it. So the institute has landscaped beautiful gardens and it is in pollution free environment. The institution is

well connected with roads, railways, airways throughout the country. The institution is effectively connected to Mumbai through express way a finance capital of India. The institution is located near a globally known Hinjewadi IT park, so it has a derived strength of getting resource persons of global repute for guest lectures, conferences, seminar, workshop, FDP, internship and placements.

In the process we as an institution have become conscious and aware of the systems and processes which lead to the desired objectives of high quality standards and value to stake holders. While the staff' has sense of belonging for the institute has been our hallmark leading to an impressive track record on retention of talent, the eye for details and the appreciation for standard procedures are now more visible than ever before. In spite of its outstanding performance, the institute is further conscious to improve the quality of education and therefore it has opted to get accreditation by National Assessment and Accreditation Council (NAAC). During this process, we have learned a lot from the manual supplied by NAAC which is highly comprehensive, educative and self-explanatory. We express our gratitude to the NAAC authorities for creating such a holistic framework. We wholeheartedly participate in your endeavor to secularly upgrade the quality of education in India.