



YEARLY STATUS REPORT - 2021-2022

Part A					
Data of the Institution					
1. Name of the Institution			S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT		
• Name of the Head of the institution			Dr. Prachi Pargaonkar		
• Designation			Director		
• Does the institution function from its own campus?			Yes		
• Phone no./Alternate phone no.			02024354036		
• Mobile no			8975769599		
• Registered e-mail			director_sknsbm@sinhgad.edu		
• Alternate e-mail			drprachipargaonkar.sknsbm@sinhgad.edu		
• Address			S.N. 10/1, Ambegaon (BK)		
• City/Town			Pune		
• State/UT			Maharashtra		
• Pin Code			411041		
2. Institutional status					
• Affiliated / Constituent			Affiliated		
• Type of Institution			Co-education		
• Location			Rural		
• Financial Status			Self-financing		
• Name of the Affiliating University			Savitribai Phule Pune University		
• Name of the IQAC Coordinator			Dr. Shalaka Rahul Sakhrekar		
• Phone No.			02024354036		
• Alternate phone No.			02024354036		
• Mobile			9922402945		
• IQAC e-mail address			shalakasakhrekar.sknsbm@sinhgad.edu		
• Alternate Email address			sakhrekar@yahoo.co.in		
3. Website address (Web link of the AQAR (Previous Academic Year))			http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/AQAR%2020-21.pdf		
4. Whether Academic Calendar prepared during the year?			Yes		
• if yes, whether it is uploaded in the Institutional website Web link:			http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/Academic_Calendar_2021_22.pdf		
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.06	2018	02/11/2018	01/11/2023
6. Date of Establishment of IQAC				02/08/2017	
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	

Nil	Nil	Nil	Nil	0
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
• Upload latest notification of formation of IQAC			View File	
9.No. of IQAC meetings held during the year			4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report			View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?			No	
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1. To carry performance appraisal of the staff. (Learning Curve) 2. Financial Audit of the Institute				
3. To conduct awareness about Gender sensitization 4. To conduct Alumni Meet				
5. To create awareness and organized program, related to Environment and Social Issues. 6. To motivate the faculty for Research Publication and research paper presentation in various seminars and conferences.				
7. To conduct skill based courses 8. To create awareness and organized program related to Health				
9. To motivate students and faculty members about MOOCS, SWAYAM, other online courses & certification programs. 10. To conduct Parent Meet 11. To conduct Faculty Development Programs on "Train the Trainers" and "NBA Accreditation"				
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year				
Plan of Action		Achievements/Outcomes		
1. To carry performance appraisal of teaching and non-teaching staff.		Implementation of the suggestions given by the committee to the teaching and non-teaching staff in current academic year.		
2. Financial Audit of the Institute		Suggestions given by the auditor to institute have been implemented in the current academic year.		
3. To conduct awareness about Gender sensitization		1. Follow the gender practices on regular basis. 2. Induction meet with students successfully increased the confidence level among the girls and boys students. 3. Womens' day celebration 4. Opportunities and responsibilities are shared by women and men in equal measures. 5. celebrated women's day.		
4. To conduct Alumni Meet		The problems and development issues of the students and college has discussed with Alumni . And suggestions have been implemented.		
5. To create awareness and organized programme, related to Environment and Social Issues.		The college organized different programmes on Environment and Social Issues like : - Tree Plantation, - E-waste Campaign, - Plastic Ban, On various occasion college is giving saplings as a token of gift in place of other precious things. Stakeholders are made aware about paperless communication, we encourage reuse of paper. Organized Blood donation camp in the Institute.		
6. To motivate the faculty for Research Publication and research paper presentation in various seminars and conferences.		1. The college has provided financial support to faculty members. All faculty members participated in seminars and conferences, FDP. 2. The college is providing all possible facilities for research like computers, internet, journals etc.		
7. To conduct skill based courses		The college has organized various programmes, lectures for employability enhancement.		
8. To create awareness and organized programme related to Health		1. Celebrated International Yoga Day to increase the awareness. 2. Invited Doctors for First Aid guidance.		
9. To motivate students and faculty members about MOOCS, SWAYAM, other online courses & certification programs.		Students and Faculty members have successfully completed various SWAYAM and other online certification programs.		
10. To conduct Parent Meet		The problems and development issues of the students and college has discussed with Parents and suggestions have been implemented.		
11. To conduct Faculty Development Programs on		Faculty members were trained for case based teaching and innovative teaching pedagogy, To understand the importance of NBA accreditation process.		
13. Whether the AQAR was placed before statutory body?			Yes	
• Name of the statutory body				
Name			Date of meeting(s)	
IQAC Surveillance Committee			22/04/2022	
14. Whether institutional data submitted to AISHE				
Year		Date of Submission		
2021-22		09/12/2022		
15. Multidisciplinary / interdisciplinary				
Mission Statement of the Institute: "Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbuing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society."				
Vision Statement of the Institute: To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.				
On the basis of vision and mission of the Institute, we have identified core values and defined goal of our Institute.				
Identified core values are : Excellence, Transparency, Commitment, Socially Responsible etc.				
Goal of the Institute : "To develop holistic thinking among our students to make them more employable as well as develop entrepreneurship abilities among them"				
To fulfill these core values and to achieve the goal of the Institution, Institute offers the innovative and flexible multidisciplinary curriculum through various major and minor specializations with different combinations.				
Major specializations which student can opt are Marketing, Finance, Human Resource, Operations and Supply Chain management, Business Analytics etc.				
And Minor specializations which student can opt are Marketing, Finance, Human Resource, Operations and Supply Chain management, Business Analytics, Rural and Agribusiness Management, Pharma and Healthcare Management, Tourism and hospitality management, International Business etc.				
Along with that Institute offers some value based courses like Human Rights, Cyber Security etc.				
Institute is also conducting several CSR activities like Blood Donation, Tree Plantation, Road safety awareness drive, E-waste drive in association with Aadar Poonawala Group, First Aid Training Programme. etc.				
Institute organized Industrial Visits to Godrej and Boyce, Cotton King, Nandan Dairy, Bombay Stock Exchange, RBI monetary museum and Agro Tourism for getting knowledge of various functionalities.				
Similarly Institute is recommending summer internship projects on inter-disciplinary approach which are the combination of different specializations.				
Institutional Plan : Institute has plan to adopt a village in which students will do a survey and find out the problems faced and try to give solutions.				

Good Practice :

- 1) The institute conducts Competency mapping for MBA Students. The primary objective of this activity is to suggest appropriate specializations as per the competencies of the students. This activity helps the students to choose the correct specialization as well as to identify their skill gaps.
- 2) Institute is also conducting several CSR activities like Blood Donation, Tree Plantation, Road safety awareness drive, E-waste drive in association with Aadar Poonawala Group, First Aid Training Programme. etc.

16.Academic bank of credits (ABC):

- SKN Sinhgad School of Business Management is an official member through Savitribai Phule Pune University, Pune of the National Academic Depository (NAD) which is Government Endeavour to offer online repository for all academic awards under the digital India Programs. The National Academic Bank of Credit (ABC) has now been integrated in nad.digilocker.gov.in.
 - SKN Sinhgad School of Business Management is affiliated to Savitribai Phule Pune University and approved by All India Council for Technical Education (AICTE) therefore It is mandatory to run Curriculum designed by University and prescribed by AICTE. In 2022 Savitribai Phule Pune University has revised the curriculum for MBA Programme where academic flexibility is added into syllabus as follows:
1. Horizontal or Lateral Credit Transfer: Horizontal or Lateral Credit Transfer shall be permitted between the MBA and the MCA programme of SPPU for the equivalent number of credits provided the courses are related to the MBA programme's FEOs and POs and are opted by the students during the period of his enrolment for the MBA programme.
 2. Block Credit Transfer: Block credit transfer refers to a group of courses, such as a completed certificate or diploma program that are accepted for transfer of credit into a degree program.
 3. Credit Transfer for MOOCs: Learners are encouraged to opt for MOOCs (Massive Online Open Courses) through SWAYAM, NPTEL, EdX, Coursera, Udemu as a part of ASCC.
 4. Professional Certification Programmes: Learners may opt for Professional Certification Programmes as a part of ASCC. These Professional Certification Programmes shall be offered by National, International organizations, Apex bodies, Chambers of Commerce, Professional certifying bodies, E-learning companies of repute.
 5. Start-up: Launching and Sustaining' program: Learners opting for the 'Start-up: Launching and Sustaining' program shall earn the credits for the Generic Core (GC), Subject Core (SC) & Generic Elective (GE - UL); with the minimum desired CGPA.
 6. As an Institution SKN Sinhgad School of Business Management has taken efforts to communicate provisions made in New Education Policy (NEP) to students through Induction programme.
 7. Instructions are given to students for downloading digi-locker and register for ABC id.
 8. Faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework of Savitribai Phule Pune University, In-fact one of the faculty has designed certificate course syllabus approved by the University. Faculty members are writing text books, helping students to select reading material

Good Practice :

Institute is conducting orientation programme in which details are given to students for downloading digi-locker and register for ABC id. And all the students of the Institute have registered for the same.

17.Skill development:

We at Institute prepared competency based framework in which we have listed skills, abilities, knowledge and personality traits as per the specialization.

Specialization -wise Competency Framework :

Marketing	Finance	HR	O SCM	BA
Skill <ul style="list-style-type: none"> • Communication • Creativity and Problem-Solving • Attention to Detail • Interpersonal Skills • Leadership • Adaptability 				
Ability: <ul style="list-style-type: none"> • Data Analysis & Analytics • Know Your Audience • Commercial Skills and Awareness 	Skill <ul style="list-style-type: none"> • Verbal and Non- verbal Communication: • Mathematical aptitude 	Skills <ul style="list-style-type: none"> • Communication skills: • Advising skill • Problem solving • Presentation skill 	Skills <ul style="list-style-type: none"> • Communication Skill • Organization skill • Decision Making skill • Problem solving skill • Time Management • Presentation skill • Proactive Approach • Quick learner • Adaptable with situation 	Skills <ul style="list-style-type: none"> • Communication Skill • Analytical Thinking and Problem Solving skills • Decision-making skills • Tools and Technology
Knowledge <ul style="list-style-type: none"> • Technical Skills and Awareness • Know how New Technology will Change the Market 	Ability: <ul style="list-style-type: none"> • Problem Solving & Innovation 	Ability: <ul style="list-style-type: none"> • Mental Ability • Divergent thinking • Speaking Ability 	Knowledge <ul style="list-style-type: none"> • Basic Domain Knowledge of O SCM • Administration and Management • MS Office - Word, Excel, PowerPoint 	Ability <ul style="list-style-type: none"> • Proactive Approach: • Quick learner • Adaptable with situation
Personal Attributes: <ul style="list-style-type: none"> • Critical and Creative thinking • Know how to Tell a Great Story • Interpersonal 	Knowledge <ul style="list-style-type: none"> • General Knowledge of finance 	Knowledge <ul style="list-style-type: none"> • Basic Knowledge of HRM • Psychology • Personal Attributes • Assertiveness • High Emotional Intelligence • High Energy Level 	Personal Attributes <ul style="list-style-type: none"> • Creative • Analytical • Self-motivated • Perseverance 	Knowledge <ul style="list-style-type: none"> • Data Analysis & Analytics • Statistical Analysis • Business Knowledge • Business Analysis • Business Planning and Monitoring • Strategy Analysis • MS Office - Word, Excel, PowerPoint
and Communication Skills <ul style="list-style-type: none"> • Know how to Listen and Learn 				Personal Attribute <ul style="list-style-type: none"> • Ethics, personal accountability, trustworthiness

Competency mapping is a powerful tool that makes use of more systematic and organized approach to define key skills, abilities and behaviors that lead to self-awareness and to point out where career development efforts need to be directed.

Competency mapping process will help students to choose correct specialization which fit with their competencies and they can match their competencies with available career options therefore this process helps students to identify their strengths and weakness.

In competency mapping process we conduct attribution test and interview of MBA students. Through attribution test and interview we identify skills, knowledge, abilities and personal attributes present in students which help them to select right specialization and to choose right career options

Institute has decided evaluation criteria on the basis of competencies that we have identified for different specializations.

Institute provides value based education by offering different subjects like Human Rights, Cyber security, Indian Ethos and Business Ethics etc. which will develop humanistic, Ethical, constitutional and Universal Human values, Citizenship values and also the life skills among students.

Institute is conducting certification workshop of Human Rights.

Institute has organized the guest session on topic, " Chatrapati Shivaji Maharaj : Management Guru". Similarly Institute is celebrating Constituion day etc.

Good Practice :

1. Institute conducts competency mapping of MBA Students to provide a list of behaviors and skills that must be developed to maintain satisfactory levels of performance in respective specialization as well as to identify the competencies required for different specialization.
2. Every year Institute is conducting workshop on Human Rights, Indian Judiciary system and Constitution of India.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

At SKN Sinhgad School Of Business Management, we teach Indian culture to all the students through different activities.

Institute has students from diverse backgrounds. Some of them come from rural background and find English communication challenging. Though the medium of instruction is English, to facilitate better understanding of such students, faculty members use both English and local language for teaching.

To promote Indian Art, Indian Culture and Indian tradition among students, Institute conducts various activities like :

- Rangoli competitions (Indian Art),
- Singing competition (Indian Songs) ,
- Fancy Dress Competition (Indian Tradition),
- Guest session on " A great leader Chhatrapati Shivaji Maharaj",
- Celebration of "Guru pourima",
- Celebration of Chatrapati Shivaji Maharaj Jayanti,
- Celebration of Sardar Vallabhbhai Patel Jayanti
- Celebration of Mahatma Gandhi Jayanti
- Celebration of Constitution day,
- Celebration of Yoga day
- Dussehra and Diwali Pooja etc.
- Ganapati pooja in Ganesh Festival.
- Dandiya and Durga Pooja in Navratri
- Marathi Literary Day

To promote Indian culture, values and ethics, University has prescribed a core subject "Indian Ethos and Business Ethics" in its curriculum.

Good Practice :

Every year we are celebrating "Chatrapati Shivaji Maharaj Jayanti, and similarly on the occasion of Womens day we are conducting Rangoli competition, Fancy dress Competition, Singning competition etc.

"Indian Ethos and Business Ethics" subject is taught to all the students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Process of accomplishing Outcome Based Education in SKN Sinhgad School Of Business Management:

1. Mission and Vision statements are guiding principles for effective accomplishments of outcome based education. In stage I, we critically study Institute's Mission and Vision statements.

Mission statement of the Institute: "Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbuing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society."

Vision Statement of the Institute: To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.

2. Define Core Values of the Institute : According to Mission and Vision statement, Core Values of our Institute are: Excellence, Transparency, Commitment, Socially Responsible.
3. Study Programme Educational Objectives (PEOs), and Programme Outcomes (POs) as defined by Savitribai Phule Pune University (NAAC accredited A+)
4. Define Programme Specific Outcomes (PSOs) for the Institute. This is defined by the specialization wise faculty teams.
5. Setting Key Goal for the Institute based on Mission, Vision, Core Values, PEOs, POs, and PSOs. "To develop holistic thinking among our students to make them more employable as well as develop entrepreneurship abilities among them"
6. Identify Skills, Abilities; Knowledge, and Personal attributes to help achieve Goal of the institute and PSOs. This is defined by the specialization wise faculty teams.
7. Each department to define problem statement and course outcome (using Bloom's taxonomy) for subjects under its specialization. Problem statement is what the subject teacher/s collectively expect from the students at the end of the course. The problem statement gets reflected in the CO-PO mapping and accordingly the weightages are assigned. It also helps the teacher to decide the rubrics and sub-rubrics for their subjects.
8. Based on stages VI and VII, each department to develop assessment rubrics to attain COs and POs which is defined and developed by the subject coordinators.
9. Develop CO-PO mapping matrix for each component of assessment rubrics
10. Analyze the attainment of COs and POs through structured attainment level monitoring and measurement mechanism.
11. a) For the outcomes that have attained the desired level of attainments, continue and reinforce existing rubrics.
b) For outcomes that have attainment gap, redevelop the problem statement and rubrics to bridge the gap. Follow Define-Measure-Analyse-Improve-Reinforce (DMAIR) cycle for continuous improvement.

Good Practice :

- 1) On the basis of PSOs, we identified skills, abilities, knowledge, and personality traits required for each specialization which is listed out by our faculty members according to their specialization.
- 2) By CO-PO mapping, Institute gets to know which POs need more inputs and accordingly Institute organizes Guest Sessions, Value added workshops etc.

20.Distance education/online education:

Massive Open Online Courses (MOOCs) are such online courses which are developed as per the pedagogy stated in the AICTE regulation (2016) or equivalent; following the four quadrant approach and made available on the SWAYAM platform of Government of India.

Section	Courses	SEM1	Cour	SEM2	Cour	SEM3	Cour	SEM4	Credits	Internal Marks	External Marks	TOTAL
Compulsory Core Courses (Generic (GC) + Subject Core (SC) + Summer Internship Project (SIP))												
A	1	GC-1	1	GC-7	1	GC-11	1	GC-14	66	1050	1050	2100
	2	GC-2	2	GC-8	2	GC-12	2	GC-15				
	3	GC-3	3	GC-9	3	GC-13 (SIP)	3	GC-5				
	4	GC-4	4	GC-10	4	SC-3	4	SC-6				
	5	GC-5	5	SC-1	5	SC-4						
	6	GC-6	6	SC-2								
GENERIC ELECTIVE COURSES (UNIVERSITY LEVEL) GE-UL												
B	7	GE-UL1	7	GE-UL4	6	GE-UL7	5	GE-UL10	22	550	550	
	8	GE-UL2	8	GE-UL5	7	GE-UL8	6	GE-UL11				
	9	GE-UL3	9	GE-UL6	8	GE-UL9						
GENERIC / SUBJECT ELECTIVE COURSES (INSTITUTE LEVEL) GE-IL/ SE-IL												
C	10	GE-IL1	10	GE-IL4	9	SE-IL3	7	SE-IL6	22	550	550	
	11	GE-IL2	11	SE-IL1	10	SE-IL4	8	SE-IL7				
	12	GE-IL3	12	SE-IL2	11	SE-IL5						
	12		12		11		8	= 43	110	1600	1600	3200
FOUNDATION COURSES (OPTIONAL)												
D	Foundation1		Foundation7						0 to 10	Credits		
	Foundation2		Foundation8									
	Foundation3		Foundation9									
	Foundation4		Foundation10									
	Foundation5											
	Foundation6											
ENRICHMENT COURSES (OPTIONAL)												
E	Enrichment1		Enrichment7						0 to 10	Credits		
	Enrichment2		Enrichment8									
	Enrichment3		Enrichment9									
	Enrichment4		Enrichment10									
	Enrichment5											
	Enrichment6											
ALTERNATIVE STUDY CREDIT COURSES (OPTIONAL)												
F	ASCC1		ASCC4		ASCC7		ASCC10		0 to 22	Credits		
	ASCC2		ASCC5		ASCC8		ASCC11					
	ASCC3		ASCC6		ASCC9							

The basic programme structure comprises of Block A, B & C above.

Variations to the basic programme structure shall be defined at the institute level using any permissible combination of A,B,C,D,E and F blocks depicted above, taking into consideration institutional vision-mission focus areas, industry demand, student learning capabilities, faculty competencies, availability of learning resources, etc. PSOs shall be appropriately defined by the institute.

Institute is always motivating students for MOOCs courses and get some additional knowledge through it.

Several faculty members are also successfully completing various MOOCs (SWAYAM) courses.

Last year i.e. in 2021-22, 65 students have enrolled for different courses on MOOCs from SRNSSBM.

Good Practice :

- 1) Every year Institute conducts an orientation programme for students in which Institute guides them about online MOOCs, SWAYAM and other certification programs. Students have successfully completed certification programs like TCSion, GTT, First Naukari etc.
- 2) For some specializations like Business Analytics, Some lectures are getting conducted in online mode.
- 3) In pandemic lockdown, Institute conducted lectures in online as well as offline Mode. For online mode MS-TEAMS, ZOOM, GOOGLE Classroom interactive platforms were used.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	109
File Description Data Template	Documents View File
2.Student	
2.1 Number of students during the year	339
File Description Institutional Data in Prescribed Format	Documents View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	172
File Description Data Template	Documents View File
2.3 Number of outgoing/ final year students during the year	322
File Description Data Template	Documents View File
3.Academic	
3.1 Number of full time teachers during the year	24
File Description	Documents

Data Template	View File
3.2 Number of sanctioned posts during the year	30
File Description	Documents
Data Template	View File
4. Institution	
4.1 Total number of Classrooms and Seminar halls	12
4.2 Total expenditure excluding salary during the year (INR in lakhs)	104.46811
4.3 Total number of computers on campus for academic purposes	118

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
Being an affiliated institute, Institute follows the curriculum designed by Savitribai Phule Pune University.	
Phase I: Planning	
Preparation of Academic calendar, allocation of subject coordinator and subject teacher based on preferences given, session plan, case studies and evaluation parameters are finalized. Various value-added activities regarding human rights, ethical values, career options, CSR are planned. For enrichment of curriculum institute organizes induction program and guest lectures by industry person. Activity based and participative teaching process for enhancement of employability of students. Value addition by offering certification courses & through student training program. Mentor-Mentee system is followed. Institute tries to follow paperless environment with the help of ICT. Faculty member instructed to prepare course files. Critical analysis of stakeholder's feedback and accordingly timely changes in curriculum planning.	
Phase 2: Implementation	
Institute lays great emphasis on the practical learning pedagogy apart from the traditional teaching-learning methods for that faculty adopt innovative teaching practices viz. use of Project based learning; case-based learning, role play, Model development etc. Faculty focuses on quality delivery & active participation of student. Evaluation parameters are set for continuous assessment. The institute follows cafeteria approach, conducts Specialization wise orientation, arranges the remedial classes, SIP guidance, and takes feedback from stakeholders.	

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://docs.google.com/document/d/1SwDEQH1c65vymVDK7rxm2ENF3240yu/edit?usp=sharing&oid=117039650130571524098&rtopf=true&sd=true

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)	
The Institute is affiliated to Savitribai Phule Pune University (SPPU) and needs to follow reforms done by SPPU timely and accordingly design Academic calendar which includes ContinuousInternal evaluation.	
In revised syllabus 2019, SPPU changed the system of evaluation for continuous evaluation throughout the semester. SPPU has given certain suggestive parameters for concurrent continuous internal evaluation (CCIE). As per academic calendar before starting semester subject preferences were taken from faculty members accordingly subject coordinator and subject teacher allocated for each subject. Subject coordinator and subject teacher prepares course pack for each subject. Course pack contain Rubric, Session plan, case studies, study material andonline courses for that subject. While preparing rubric subject teachers give consideration for development of different skills among the students. This Course pack is approved by director of the institute. Timetable is circulated among faculty members and students. Pre-induction & Induction program is organized for new student's .Throughout Semester faculty membersevaluate the students by using different Concurrent Evaluation (CCE) methods as decided inrubric. At the end of semester institute conduct End term Examination. As per the internal evaluation and End term examination performance internal marks were decided, compiled and entered on SPPU Internal marks portal.	

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://docs.google.com/spreadsheets/d/11xbKtMEfQJde0CTIBf9FCc_fEcFk7B5/edit?usp=sharing&oid=117039650130571524098&rtopf=true&sd=true

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

1

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

16

File Description	Documents
Any additional information	View File

Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
329	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum by the various subjects.	
Introduction to Human Rights and Duties the basic aim of the course is to introduce the students, the values and culture of human rights, and to make them aware the benefits we get out of it by strict adherence to tenets of them.	
Human rights of vulnerable and disadvantaged groups the basic aim of the course is to introduce the students the meaning and idea of vulnerable and disadvantaged groups. It will focus on the Social, Economic and Cultural problems generally faced by these groups and which are rights available for them.	
Indian Ethos & Business Ethics The basic aim of the course is to facilitate the student's ethical business behavior and promote sustainable business ecology, improve profitability, foster business relation and employee productivity and to elaborate student about Ethical dilemmas in different business areas of marketing, HRM and Finance.	
Corporate Social Responsibility & Sustainability The basic aim of the course is to introduce the students the different concepts, legislative provisions, environmental aspects, best practices, complexity, scope, reports, social framework etc. related to CSR, business ethics & sustainability development.	
File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File
1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year	
1	
File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
307	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	http://www.sinhgad.edu/2021/SKNSB/NAAC-2021/AQAR_2021/Feedback%20of%20stakeholders.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sinhgad.edu/2021/SKNSB/NAAC-2021/AQAR_2021/Feedback%20of%20stakeholders.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
339	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
175	
File Description	Documents
Any additional information	View File

Number of seats filled against seats reserved (Data Template)		View File
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
<p>SKNSSBM assesses the learning levels of students based on percentage of graduation after taking admission for MBA-Program. Under Mentor Mentee Counselling System, Mentors help the slow learners and advanced learners for their development during counseling session. SKNSSBM carried out various programs for all the students. Specialization Orientation program of subject is organized to understand various opportunities in each specialization. Workshops, Seminars, Placement Enhancement Training, STP program, and GTT Training were conducted for development of the students. Domain Specific foundation courses were also organized for acquiring the domain knowledge. Students are encouraged to participate in extracurricular activities.</p> <p>For advanced learners, students were encouraged to go ahead for various certification courses through NISM certification, BSE Certification, Swayam, UdeMY, Coursera online platform to gain expertise. SKNSSBM organized orientation program for certification and mentors also helped students to select certification programs based on their liking in counselling sessions.</p> <p>For slow learners, extra sessions were organized for students to bridge the gap which includes remedial sessions for the difficult subjects like Financial Management, Organizational Behavior, Managerial Accounting, Decision Science etc. Skill based courses like basic soft skills and excel sessions were conducted.</p>		
File Description	Documents	
Paste link for additional information	https://drive.google.com/drive/u/0/folders/1J2nRuWsa5q6sb2qPT-2wYq0jUnIcHFi	
Upload any additional information	View File	
2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)		
Number of Students	Number of Teachers	
661	24	
File Description	Documents	
Any additional information	View File	
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		
<p>SKNSSBM provides Students centric methods that are a right blend of traditional and modern techniques for holistic development of the students.</p> <p>Experiential learning-Problem based, case based, project based, computation based, corporate social responsibility (Blood donation , E & Plastic Waste awareness etc.) based activities were conducted. Students are encouraged to take up mini projects, Summer Internship projects and desk research. Students are motivated to involve in various workshops like Financial Modeling, Risk transfer through Insurance and product development, KONA KONA Shiksha Abhiyan etc. were organized.</p> <p>Participative learning: Students are involved to discuss solution for real time cases through group discussion, Industry visit, role play, SEBI Quiz etc. Proficiency in soft skills developed through soft skill development program - GTT, and student training program. Alumni enthusiastically participated in development of students on various grooming sessions. Pre-employment training was provided through Placement Enhancement activity (Aptitude Test, Group Discussion & Personal Interview). Negotiation skills, Decoding salary structure workshops and guest lectures were organized to enhance employability skills.</p> <p>Problem solving - Institute uses methodologies like case Studies, Assignments & quizzes to inculcate problem solving skills among students. E- cell supports students for development and problem solving ability.</p>		
File Description	Documents	
Upload any additional information	View File	
Link for additional information	https://drive.google.com/drive/u/1/folders/1KnV1Kjfe02cns1V08Wa08w8jJTVR4bk5	
2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words		
<ul style="list-style-type: none"> Information & Communications Technology (ICT) enabled teaching methodologies is being followed by the faculty members on regular basis in classrooms. All the faculty members use PowerPoint slides and youtube videos while teaching. All the faculty members also have created google classroom to share the study material and give assignments. Separate PC is offered to each faculty member which is equipped with multimedia, software and with internet facility. Well-equipped computer lab with internet facility is available to students for their self-development, skill based courses and completion of assignments. Various Online platforms were used for teaching learning process like Zoom , Microsoft Teams and Google classrooms. The Digital Library is provided to students and faculty members for referring E-resources. <p>Classrooms with Information and Communication Technology (ICT) facility:</p> <ul style="list-style-type: none"> Classrooms are equipped with facilities like projectors for presentations, audio visuals All the computers are connected by Local Area Network (LAN). Internet facility is available in all Computer labs to utilize web resources for teaching learning. The campus has Wi-Fi connectivity and high speed (32Mbps) Internet facility. Facilities like Wi-Fi and internet keep students connected to huge knowledge. Students are also encouraged to give presentations by using these means and tools. 		
File Description	Documents	
Upload any additional information	View File	
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File	
2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)		
2.3.3.1 - Number of mentors		
16		
File Description	Documents	
Upload, number of students enrolled and full time teachers on roll	View File	
Circulars pertaining to assigning mentors to mentees	View File	
Mentor/mentee ratio	View File	
2.4 - Teacher Profile and Quality		
2.4.1 - Number of full time teachers against sanctioned posts during the year		
24		
File Description	Documents	
Full time teachers and sanctioned posts for year (Data Template)	View File	
Any additional information	View File	
List of the faculty members authenticated by the Head of HEI	View File	

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
14	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super speciality / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
131	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>SKNSSBM is affiliated to SPPU and thereby follows rules & regulations, syllabus prescribed by SPPU. SKNSSBM has Internal Exam committee. The institute refers Concurrent Internal Evaluation methods (CIE) based on curriculum prescribed by SPPU to assess the progress of students in their capabilities in terms of knowledge, skills and attitude. In the process of CIE methods, faculty members prepare Session Plan along with Assessment rubrics before the semester starts and is approved by the Director. This is communicated to the students for transparent evaluation of respective subject.</p> <p>CIE is based on the expected learning outcomes, subject teachers allocate appropriate weightage for student's participation in seminars, co-curricular activities, online courses, assignments, certifications and extracurricular activities related to the program. In rubric various parameters are considered like Home assignment, MCQ Test, role play, research project, Open book Test, Case Study Write up, etc. Based on information provided, faculty member does the assessment of the students. Internal Evaluations of Summer Internship program is done after conducting internal viva voce. The Chairman of Internal Examination Committee conducts meetings and directs them to ensure effective implementation of the evaluation process. Internal Examination committee collects internal marks, verifies and enters marks on the university portal.</p>	
File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/u/1/folders/19F2f5d2YFrt5vxy7wu7EPacrI215i3Rx
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
<p>SKNSSBM is affiliated to SPPU and follows all reforms in continuous internal evaluation (CIE) prescribed by SPPU to assess the progress of the students. The institute is providing quality education to students through effective teaching-learning and evaluation. SKNSSBM has developed a structured mechanism to deal with examination related grievances in a transparent, time-bound and efficient manner. The college has established Grievance Redressal Committee, Internal Examination Committee and appointed Faculty coordinators for Internal and university examinations to provide support to the students. The students are encouraged to contact the faculty coordinators to resolve their internal / external examination related grievances if any. The Chairman conducts timely meetings of the Internal Examination Committee and directs them to ensure effective implementation of the evaluation and resolves grievances if any immediately. Internal Examination committee shares details to all faculty members and students.</p> <p>Mechanism to deal with examination related grievances:</p> <ol style="list-style-type: none"> 1. Transparency: At the beginning of semester faculty members inform students about various components in their assessment process during the semester. 2. Time Bound: Assessment within the time frame, Student evaluation system is informed to students. 3. Efficient: Internal Evaluation Process is well structured and executed. Grievance is addressed, resolved with structured system. 	
File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/folders/1dNYSpqoFwP-KQJyTlrD7h3n7LkLxoA9X
2.6 - Student Performance and Learning Outcomes	
2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.	
<p>SKNSSBM follow rules prescribed by SPPU. The Programme Outcomes (POs) of MBA are:</p> <ol style="list-style-type: none"> 1. Universal and Domain Knowledge 2. Problem Solving & Innovation 3. Critical Thinking 4. Effective Communication 5. Leadership and Team Work 6. Global Orientation and Cross-Cultural Appreciation 7. Entrepreneurship 8. Environment and Sustainability 9. Social Responsiveness and Morals 10. Lifetime Learning <p>Programme Educational Objectives (PEOs):</p> <ol style="list-style-type: none"> 11. PEO1: MBA Graduates will successfully integrate management Knowledge in real world practices in all aspects 12. PEO2 MBA Graduates will possess excellent communication skills. 13. PEO3: MBA Graduates will be appreciative of the significance of Indian ethos and values in managerial decision making as leader. 14. PEO4: MBA Graduates will be ready to engage in successful career pursuits covering a broad spectrum of society. 15. PEO5: MBA Graduates will be recognized in their chosen fields for their managerial competence, creativity & innovation, integrity & sensitivity. <p>SKNSSBM stated Programme Specific Objectives (PSO) and accordingly attainment of course outcomes are monitored by faculty members and action plan taken place. As per the discussion in the meeting held in the month of June 2022, attainment level procedure was finalized. The work of trial test attainment will be done in the month of September 2022 and accordingly will be implemented from upcoming semester.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sinhgad.edu/2021/SKNSSEM/NAAC-2021/AQAR_2021/MDA%20Revised%20Syllabus%202019%20Pattern%20_Sem%20I%20to%20IV_R2_25_7_2020_04.082020.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Outcome-based education (OBE) is an educational theory that bases each part of an educational system around outcomes. In the meeting following points were discussed to finalize process of attainment of program outcomes and course outcomes evaluated by SKNSSEM. This will be implemented in upcoming academic year.

Each Specialization team shall define problem statement and course outcome with Bloom's taxonomy. Develop the assessment rubrics to attain course outcomes (COs) & Programme outcomes (POs). The problem statement gets reflected in the CO-PO mapping and accordingly the weightages are assigned. It also helps the teacher to decide the rubrics and sub-rubrics for their subjects. After this process specialization team analyze the attainment of COs and POs through structured attainment level, monitoring and measurement mechanism. For the outcomes that have attained the desired level of attainments will continue after testing and reinforce existing rubrics.CO-PO matrix is framed by counting number of sub-rubrics for each CO-PO. This analysis will help to find gaps (if any) and also help the subject teachers to know the effectiveness of their deliverables. Attainment will be monitored using direct assessment and indirect assessment. For continuous improvement, Define-Measure-Analyze-Improve-Reinforce (DMAIR) cycle is followed for effective accomplishment of Outcome Based Education in institute

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/drive/u/1/folders/1cXCza-YCctG87S0icjBzfqg75aRcd9gL

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

246

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://drive.google.com/drive/u/0/folders/1pISZN6SXcraeOfq6q7nazAhFJ26iCzDc

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.sinhgad.edu/2021/SKNSSEM/NAAC-2021/AQAR_2021/2.7%20Student%20Satisfaction%20Survey%20for%20the%20Academic%20year%202021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution has created an Ecosystem for Innovations including entrepreneurship celland other initiatives for creation and Transfer of knowledge. SKN Sinhgad School of Business management has signed MOUs organised seminar, workshop to provide the information on entrepreneurship to the student and faculty.

The academic and research expertise of the SKN Sinhgad School of Business Management continually contribute to the InnovationEcosystem through breakthrough solutions and suggestion for solving critical problems, and motivating students to become Entrepreneur. Following seminars have been organised to support the innovations in the institution

1. Innovation 2 Enterprise (i-2-e)- CompetitionOrientation about Innovation 2 Enterprise (i-2-e) Competition was conductedThis orientation explores information about opportunities for new entrant in the corporate venture.
2. ANKUR E-Cell-orientation sessionE Cell orientation session was conducted on January 6, 2022, Thursday. Introduction about ANKUR -E-cell was anchored by faculty members. Mr.Viral Patel Guest speaker shared his own experience in the field of entrepreneurship , entrepreneurship qualities , need of Entrepreneurship , problems faced by him and how he overcome the situation.
3. a seminar on "Entrepreneurship opportunities in agro based industries" Rudrayani Agro India (Vidarbha)" "Rudrayani Agro India (Vidarbha)"

4. workshop " Intellectual Property Rights in Start up" by Ad. Dipti Lele to create a sustainable and defensible differentiator for the startup.	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year	
3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year	
8	
File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File
3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
3	
File Description	Documents
URL to the research page on HEI website	http://cms.sinhgad.edu/sinhgad_management_institutes/sknsbm_mgt/research-and-publication.aspx
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
26	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
5	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>SKN Sinhgad School of Business Management is actively and aggressively organizing and participating in various extension activities and outreach program to promote the Institute-Neighborhood community to sensitize the students towards community needs. Various activities like Green environment & tree plantation, E-waste collection and spreading awareness about e-waste, Gender sensitization, Blood donation camps, Womans day celebrations, Human Rights workshop with NSS, Constitution Day celebration, Agro based entrepreneurship promotion through E-cell.</p> <p>All these initiatives have gone a long way in the holistic development personality of the participants of these programs. Blood donation camps strengthen the sense of empathy and compassion among donors and also install in them a sense of commitment and ethical responsibility. Program about human rights give students to recognize and protect the dignity of all human beings. Human rights govern how individual human beings live in society and with each other, Program on women empowerment create awareness among girl students of their condition and their rights and among boys a sensitivity towards problems of women, leading to a lessening of gender bias and patriarchal prejudices. All this leads to informed, balanced, and responsible citizenship.</p> <p>All outreach program and events of Society and Committee of Institute are updated and followed and promoted through social media handles and class whatsapp groups.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year	
3	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File
3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
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., during the year	
3	
File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded

Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)		View File
3.4.4 - Number of students participating in extension activities at 3.4.3. above during year		
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year		
314		
File Description	Documents	
Report of the event	View File	
Any additional information	No File Uploaded	
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File	
3.5 - Collaboration		
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year		
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year		
0		
File Description	Documents	
e-copies of related Document	No File Uploaded	
Any additional information	No File Uploaded	
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded	
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year		
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year		
5		
File Description	Documents	
e-Copies of the MoUs with institution./ industry/corporate houses	View File	
Any additional information	No File Uploaded	
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File	
INFRASTRUCTURE AND LEARNING RESOURCES		
4.1 - Physical Facilities		
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.		
The Institute has adequate infrastructure and physical, academic and support facilities for teaching- learning as per the requirements of the statutory bodies.		
<ol style="list-style-type: none"> Classrooms: Institute has 10 classrooms which has sitting capacity of 60 students; equipped with LCD projector, white board, Internet facility, adequate sunlight and fresh air. Wi-Fi facility is available in the campus. Seminar hall: Two seminar halls are available with sitting arrangements of 250 students. Seminar hall No. 1 is regularly utilized for Induction programme, weekly guest lecture, seminars, workshops, conference and Management games. It is equipped with LCD Projector, Internet Facility, Audio-Video facility, Fans and Chairs. Natural fresh air and sunlight is also good enough in the hall. Seminar hall No. 2 is utilized for Yoga & Meditation, Indoor games, Management games and various meetings. Laboratories and computing equipments: Computer Lab with 60 computers is available for the students. Subject teacher uses this lab to conduct the lecture for practical oriented subjects, e.g., Cyber Security, MS Excel, Financial Modeling etc. MBA II students use this lab for making their Summer Internship Project Report. It is also useful to conduct MCQ test, online courses and research work. 		
File Description	Documents	
Upload any additional information	View File	
Paste link for additional information	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/4.1.1%20Infrastructure%20%20Physical%20Facilities.pdf	
4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.		
Cultural Activities: Institute organizes many cultural activities time-to-time. Seminar hall is used for internal activities. Sinhgad has its own Cultural Centre for Inter College and State or National level Cultural Programmes. Because of the Pandemic period in the first half of this academic year, it was not possible. Institute has conducted online activities and Webinars in that period. In the second half of this academic year Institute came into new normal position and started to conduct cultural activities.		
Sports, Games, Gymnasium: Institute has a Cricket Ground, Gymnasium Hall and Indoor- Outdoor games facilities for the students. Because of the Pandemic period it was not possible in the first half of the academic year to conduct all those activities. In the second half its started.		
Yoga Centre: Institute has a Seminar hall No. 2 for Yoga & Meditation. Institute has Yoga centre in the campus for the students.		
File Description	Documents	
Upload any additional information	View File	
Paste link for additional information	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/4.1.2%20Cultural%20and%20Sports%20Facilities.pdf	
4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.		
12		
File Description	Documents	
Upload any additional information	View File	
Paste link for additional information	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/4.1.1.%20SKNSSBM%20Photos%20of%20Infrastructure.pdf	
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File	
4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)		
4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)		
0.99292		
File Description	Documents	
Upload any additional information	No File Uploaded	
Upload audited utilization statements	View File	

Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
Institute has Integrated Library Management System (ILMS)	
Name of ILMS Software: GEMS ERP Software	
Nature of automation (Fully/ partially): Fully	
Version: In-House	
Year of automation: 2013-14	
SKNSBM Library used GEMS - ERP Software to issue and return books, it can search history of transaction, fine for late return etc. By using this software it is possible to maintain subject wise book list, search the books and add the new books entry.	
Member registration: All faculty members and students are registered through this ERP system. Every year new students should registered by using this software.	
OPAC: GEMS software provide web- OPAC. User can search their requirement of books and check availability by Title, Author, Subject.	
Stock Verification: GEMS provide yearly stock verification facility.	
File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	
B. Any 3 of the above	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
0.46156	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
61	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
IT Facilities including Wi-Fi: SKN Sinhgad School of Business Management has established computer Lab in 2011-12.Internet and Wi-Fi facility is available in the campus. Students and faculty members can use it for study purpose.Total 118 computers are available in the institute; out of these 75 computers are in the computer labfor students, 10 computers in the classroom, 2 computers in the Seminar halls, 25 computers for the Language Lab, 6 computers for administrative staff.	
Institute has appointed a System Administrator to maintain the computer lab and networking system. 32 MBPS Bandwidth are available of internet connection in the institution. It has been updated yearly.	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.3.2 - Number of Computers	
118	
File Description	Documents
Upload any additional information	View File
List of Computers	View File
4.3.3 - Bandwidth of internet connection in the Institution	
B. 30 - 50MBPS	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
0.99292	
File Description	Documents

Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
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.	
The Institute ensures optimal utilization of physical, academic and support facilities which are available as per the requirements of the regulatory institutions/ bodies.	
Laboratory: System Administrator maintains the computer lab and networking system.	
Repairing and maintenance of Lab equipments, Electrical equipments, and Furniture fixture are done by technicians. The Register has been maintained for the verification of Dead stock.	
Library: Librarian and the staff maintain the library. Library card has been issued to all teacher and students to maintain the record of books. Book issuing and returning policies are in place for book record keeping. Reading Room is available for the students. Library is open 24/7 hours for students.	
Computers: Computer laboratory established for teacher and students. Internet and Wi-Fi facility is available in the campus.	
Classrooms: Administrative officer takes care of all physical facilities and the maintenance of the classroom furniture and equipments.	
Cleaning: Regular cleaning of classrooms and passage area, washrooms, corridor, office, seminar halls, staffrooms, etc. is done by housekeeping team. Periodically cleaning is done of water tanks and water coolers. Institute takes care of garbage disposal, gardening, landscaping, maintenance of parking area and the cleanliness of the premises.	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
515	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
3	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AQAR_2021/5.1.3%20%20final.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
298	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
298	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
66	
File Description	Documents
Self-attested list of students placed	View File

Upload any additional information	View File
Details of student placement during the year (Data Template)	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
04	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
01	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
Though STES has the common Sinhgad Student Council, SKN Sinhgad School of Business Management has an individual, active student representation mechanism. The faculty class coordinator will choose /elect the student representatives from her/his division and make them engaged in various activities. Each division has-	
<ul style="list-style-type: none"> • Class representatives-2 (Total 20 - MBA-1&II) • Industrial Visit coordinators-2 (20) • Guest Lectures, Seminars, workshops &Conferences -2 (20) • CSR activities - 2 (20) • Cultural Coordinators - 2 (20) • Sports coordinators - 2 (20) • Placement Coordinators - 4 (20-Only MBA-1) • STP Coordinators - 2 (20) • E-Newspaper coordinators-2 (20) 	
Roles & Responsibilities of the Student Representatives/Coordinators	
1) Organizing and participating in the Committee meetings along with the faculty members	
2) To work as a conduit between Students, Faculty & College administration.	
3) To serve as a liaison in bringing any issues/suggestions/feedback related to the academics and students' welfare to the administration in meetings.	
4) To convey key messages from the faculty & administration to the students (College also forwards such important messages to the students through official email service and whats App service).	
5) To suggest, develop and implement solutions to problems related to campus life.	
6) To collaborate with students to coordinate various events & activities to enhance the skills of students and build confidence in them.	
File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1qxien3GvS6faSxmRQeONCL28wtUFW0X/edit?usp=sharing&oid=117039650130571524098&rtfpof=true&sd=true
Upload any additional information	View File
5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)	
5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year	
16	
File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File
5.4 - Alumni Engagement	
5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services	
The Institute has a registered Alumni Association for building a strong bond between alumni and present students. The alumni extend their support to the students through interaction, providing guidance, facilitating Internships and placement opportunities. The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni.	
SKNSSBM's Alumni contribution happens in various nonfinancial forms. Alumni are invited to the institute for the benefit of the juniors. They involve in grooming the students for the placements, conduct mock interviews, and discuss business career and entrepreneurship opportunities.	

Alumni share their personal experiences with students regarding the work in the organizations, Career opportunities for the fresh Post graduate students, challenges to be faced etc., They visit campus at regular intervals to support the existing batch of students in planning and organizing events. Alumni who are entrepreneurs provide inputs to the students on how to start a new venture and turning them in to job providers.

SKNSSEBM's Alumni students are invited to counsel the students to choose good career opportunities. They are also invited as judges to evaluate the performance of the students who participate in various activities.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/12K1V9-pg582jTr4pd_4QfC0KE3Hxrj/edit#heading=h.gjdgxs
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

To be a renowned management institute of academic excellence and responsible leadership, which is Indian in character & global in relevance.

Mission

Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbuing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity & technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society.

The Vision and Mission of Institute is communicated to all the students, teachers, administrative and support staff and other stake holders. The head of the institution i.e., Director administers all the activities and plays a leading role in governance and management of the institution. All activities are planned as per the guidelines of the governing body and other committees. Institute provides multiple responsibilities and various portfolios to teaching and non-teaching staff to ensure participative management. Multiple committees formed in the institute play an important role in various institutional functions. The Institute has a perspective plan focusing on the current position and desired goals to achieve growth and development of institution.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1dYjuEY9-ZaZ01JQNNqINBPG-9AGSkPrn/view?usp=sharing
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute proactively promotes decentralization and participative management. The organisation of Induction Programme for the First-Year students is one of the examples of decentralization and participative management. To orient students about the MBA Programme and make them aware about the expectations of the industry, an Induction Programme was organized by the institute on 29th and 30th December 2021. The responsibilities were allocated to teaching and non-teaching staff as well as to students for effective implementation of the Induction programme. Mr. Malhar Karwande, a Resource Person from the industry, guided the students in the inaugural session of the programme about how to effectively transition from campus to corporate. The Induction Programme included sessions on 'Universal Human Values' by Dr. Sangita Gorde, 'Being Corporate Ready' by Dr. Jayesh Minase, Dean, Central Placement Cell (CPC), 'Code of Conduct and Virtual Campus and Infrastructure' by Prof. Manjula Dhulipala, 'Interaction by Alumni', 'Case Study Orientation' by Dr. Rahul Wagh and Dr. Roza Parashar, 'Competency Mapping' by Prof. Mayuri Yadav and ice-breaking activities. The arrangements for the Induction programme were coordinated by teams of teaching and non-teaching staff and Second-Year students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1wnqOr50lHMftxd4lLeeQnQn8v_DtI_y8/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Based on the strategic plan, KONA KONA SHIKSHA ABHIYAN, an activity to promote financial literacy among the students of the institute, was implemented from 28 February 2022 to 16 March 2022. The programme has been launched by National Institute of Securities Markets (NISM) and Kotak Securities Ltd (KSL) under the Corporate Social responsibility (CSR) initiative of KSL on Education and Livelihood. The objective of the programme was to provide a good foundation for the students who aspire to build a career in the financial markets. The initiative aimed to make students industry ready in the domain of securities markets, mutual funds and the various other financial domains and help them to prepare for various job opportunities. The total duration of the programme was 10 hours and comprised of sessions conducted on 3, 4, 5, 10, 11, and 16 March 2022. More than 130 students participated in this online training programme. The Resource Person for the programme was Mr. Rohit Warman from NISM. During the program, practical applications in securities market were explained in detail. The learning of the students included knowledge about securities market, IPO, Mutual Funds etc. and calculation of financial investment and feasibility.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1rff2osysIuqBmgKh5QEa2KOKCmGf5aLf/view?usp=sharing
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of the institute is uploaded on the link provided and also uploaded under additional information. The organizational structure of the institute constitutes of the parent organization i.e., Sinhgad Technical Education Society (STES), Governing Body of the institute, Director, Internal Quality Assurance Cell (IQAC), teaching and non-teaching staff. The Institute has formed the various bodies and committees for the purpose of effective functioning of the institute and for contributing towards achieving the organizational goals. The constituted committees/bodies conduct the regular meetings and take necessary actions for the purpose of improvement. The institute has formed the below mentioned committees/ bodies: 1. Local Management Committee 2. Anti -Ragging Committee 3. Anti -Ragging Squad 4. Examination Coordination Committee 5. Internal Complaint Committee (ICC) 6. Women Grievance Cell for Sexual Harassment 7. Student Grievances Redressal Cell 8. Editorial Board for Institute Newsletter 9. Industry-Interaction Committee 10. Cultural and Sports Committee 11. Alumni Association 12. Entrepreneurship Development Cell 13.SC/ST Cell 14. Stock Verification Committee. A Grievance Redressal Committee at the institute level has been formed to address the grievances of faculty, staff and students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Uzd5Nu0waafHSe7zRAYmUzS9nhS5_NAS/view?usp=sharing
Link to Organogram of the institution webpage	http://www.sinhgad.edu/2021/SKNSSEBM/NAAC-2021/AQAR_2021/6.2.2%20-%20Organogram%20of%20the%20Institution.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
List of the existing welfare measures for teaching and non-teaching staff	
<ol style="list-style-type: none"> 1. Employee Mutual Biennial Fund (EMBF) 2. Provident Fund (PF) 3. Gratuity 4. Subsidised medical facilities for all staff in Smt. Kashibai Navale Medical College and General Hospital 5. Maternity leave 6. Uniform for security guards 7. Provision for qualification improvement 8. Staff quarters 9. Admission to the wards of staff at schools and colleges 	
File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1r04NJHJzfMK2001E9fm58cp9XvgcbM83/view?usp=sharing
Upload any additional information	View File
6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year	
6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year	
1	
File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File
6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year	
6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year	
4	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
15	
File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
Performance appraisal system for teaching staff:	
The performance appraisal of the teaching staff was conducted based on the Learning Curve information filled by the students in the Google form. The elements in the Learning Curve included identification of faculty member with whom the students were most comfortable with, teaching qualities of faculty members students liked the most, whether students were satisfied with their learnings, students' takeaways, feedback regarding mentor's guidance and placement guidance provided in the institute.	
Performance appraisal system of the non- teaching staff:	
Part A: General information and academic background, date of joining, improvement in qualification, nature of duties performed, officiating designation etc.	
Part B: Remarks by Administrative Officer in Part A which is filled by individual staff.	
Part C: Director as the case may be; shall give justification for his remarks if he is not satisfied with the remarks of Administrative Officer in Part B.	
Part D: Final Review by accepting authority.	
Director submits the report duly completed in all respect to the Founder President / Founder Secretary as the case may be for final review so as to complete process in due time.	
Annual increments and promotions are given to staff for satisfactory appraisal.	
File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1fPIvA-al_ofWDGJ4PTirseSaB5_RzuZi/view?usp=sharing
Upload any additional information	View File
6.4 - Financial Management and Resource Mobilization	
6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words	
A two-level financial audit mechanism is implemented by the institute: 1) Internal audit 2) External audit.	

1. Internal Audit Procedure

The auditor looks over the information contained in the documents and plans out how the audit will be conducted. An audit plan is then drafted.

Objective of the Audit: To check financial propriety of transactions, authorization of various transactions, and whether proper procedure is followed.

- Manual Cash Book: Check all Receipts and Payments and to see the correctness of account.
- Bank Account: To verify all the receipts and payments. During auditing of vouchers to see that all procedures regarding purchases followed, to check bank reconciliation
- Checking of fee Reconciliation, All Journal Vouchers Prospectus Reconciliation etc.
- All Pay Bills: To see increment drawn properly. All recoveries effected properly.
- Library Section: All books purchased accounted for in Accession Registered, all periodicals received, yearly verification of books has been done otherwise.

2. External Audit

Indicative Statutory Audit Checklist:

- Cash book checking
- Bank book checking
- Journal prior period entries if any to be noted.
- Fees Reconciliation Statements
- Bank Reconciliation Statements: Branch Division Balances of various branches within Campus should tally with balances as per respective Campus Books of A/c
- Bank Transactions

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ePFrN30zNrGF-LQyKKT022cfnTcRXYSd/view?usp=sharing
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Tuition Fees and Development fees from the students is the major source of receipts. STES through corpus fund takes care of deficit if any. A proper budgeting system is followed by the institute, with adequate resources for non-recurring expenses, recurring expenses (e.g., salary, faculty, enrichment, maintenance etc.), learning resources (e.g., books, and periodicals- both print and online versions), and developmental purposes (e.g., addition of new equipment and materials). A prescribed format (received from the Institute management) is circulated by the procurement section of the Institute for the budgetary requirement. In February - March of each year, the format is distributed. The Institute budget is then prepared and approved in three stages. The budgetary proposals are sent to the college management for further consideration, following the approval of the Director. Based on recommendations given by the LMC, the Governing Body of the institute is the final decision-making authority for budgetary approval. To ensure that the requirements stated in the budget are given proper justification, this decision is made in consultation with the Director. A standard operative procedure is followed for procuring and purchasing following the approval. Twice in a year, a review on budget utilization by LMC and GB is held.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1lU2YLxYQ2GAax3auORHotq4OwLkQIFkZ/view?usp=sharing
Upload any additional information	View File

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

1. Performance appraisal (Learning Curve):Implementation of the suggestions of the committee.
2. Financial Auditor: Implementation of suggestions of the auditor.
3. Gender sensitization awareness: Gender practices,Induction meet successfully increasd the confidence level among the girls and boysstudents, Womens' day celebration,Opportunities/responsibilities are shared in equal measures.
4. Alumni Meet: discussion about problems/development issues with Alumni, implemented suggestions.
5. Environment/Social Issues awareness programs:Tree Plantation, E-waste Campaign, Plastic Ban, On various occasion givessaplings as a token of gift,paperless communication, encourage reuse of paper,Blood donation camp.
6. Research: Provided financial support, staff participated in various programs.Providing facilities for research.
7. Skill based courses : Organized employability enhancement programs.
8. Organized health awareness programme:Celebrated International Yoga Day./ Invited Doctors for First Aid guidance.
9. Motivation for online courses:Students and Faculty members have successfully completed various online certification programs.
10. Parent Meet:The problems and development issues of the students and college has discussed with Parents and suggestions have been implemented.
11. Faculty Development Programs on "Train the Trainers" and "NBA Accreditation":Faculty members were trained for case based teaching andinnovative teaching pedagogy, Importance of NBA accreditation .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 and recorded the incremental improvement in various activities

- A) Adherence to Academic calendar : The institute has a well-defined standard operating procedure to develop the academic teaching plans and it follows a well-defined academic calendar.
- B) Improving instructional methods and using pedagogical initiatives : Subjectallocated, detailed course plan, assignments.Course handout and materials, are prepared keeping in mind the lesson plan and course outcomes.
- C) Methodologies to support Slow Learner and Advance Learner students : Instituteassesses the learning levels of students based on percentage of graduation after taking admission for MBA-Program.For advanced learners, students were encouraged to go ahead for various certification courses.For slow learners, extra sessions were organized for students to bridge the gap.
- D)Quality of Class Room TeachingThe teaching by the faculty in the class, with the effectiveness is signified with learning outcomes.Critical thinking must be one of the prime qualities of the student.

E) Student feedback of teaching learning process and action taken Purpose of Student feedback :Student feedback should be a key feature of Institutes' quality management processes and has two main purposes.1. The enhancement of the student experience
2. To assure the Institutes 'standards and quality of its provision.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sinhgad.edu/2021/SKNSSEM/NAAC-2021/AQAR_2021/AQAR%2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution has a policy of assigning teaching responsibilities and recognizing faculty without gender discrimination. Women teachers are nominated as coordinators and members of various committees and carry out their tasks competently. Education deals with the formation of human habits.

The Institute seriously need education focuses on promoting equal participation of women and men in decision-making processes, reducing the enrolment gap between women's and men's access, equalizing the learning process, educational outcomes and outcomes external parties and bring benefits to both. Gender equality in education means men and women have equal opportunities for economic, social, cultural and political development. Girl safety is a top priority on institute campuses. The institute offers a full range of on-site security facilities specifically for girls, through a dedicated team of security guards. The campus of the institute is under video surveillance. International Women's Day is celebrated every year.

To promote gender equality, an orientation event on gender equality will take place starting with this academic session. Even class coordinators in all activities are used without biased gender criteria. Students are encouraged to attend workshops and seminars on gender equality and gender awareness held at both university and institutional levels.

File Description	Documents
Annual gender sensitization action plan	http://www.sinhgad.edu/2021/SKNSSEM/NAAC-2021/AQAR_2021/7.1.1_%20Gender%20Sensitization%20Action%20Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.sinhgad.edu/2021/SKNSSEM/NAAC-2021/AQAR_2021/Link_7.1.1_Security%20and%20Safety%20Measures_Girls%20Commen%20room%20(1).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institute supports various techniques for the management of degradable and non-degradable waste. The main focus is to reduce waste, reuse and recycle.

Different containers for the disposal of solid waste have been set up at the different Places. This ensures that solid waste is separated at source. It is also guaranteed that the recycling of all these components will be done with minimum cost and labour. Appropriate techniques are used for the final disposal of solid waste. The waste generated is preferably treated at the point of origin.

Biomedical waste is classified as hazardous and non-hazardous, or infectious and other hazardous.

Since STES has a primary health centre and dental clinic, wastes such as single-use plastics, liquid wastes and others are re-separated, then collected and stored, then transported and finally shipped for treatment.

The institute also signed a MoU with Aadhaar Poonawala and promoted e-waste disposal initiatives to keep the environment clean and safe by collecting e-waste from different areas of the city.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities		A. Any 4 or all of the above
File Description	Documents	
Reports on environment and energy audits submitted by the auditing agency	View File	
Certification by the auditing agency	View File	
Certificates of the awards received	View File	
Any other relevant information	View File	
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading		C. Any 2 of the above
File Description	Documents	
Geo tagged photographs / videos of the facilities	View File	
Policy documents and information brochures on the support to be provided	No File Uploaded	
Details of the Software procured for providing the assistance	No File Uploaded	
Any other relevant information	No File Uploaded	
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).		
The Institute celebrates various cultural and regional festivals. Motivational lectures by eminent persons in the field are arranged for the students' holistic development, making them responsible citizens who follow the national values of social and community harmony, national integration.		
In order to build a nation of youth who are noble and morally responsible in their attitudes, the institute organizes and conducts various activities to build and promote an environment of ethical, cultural and spiritual values among students and staff.		
Commemorations are celebrated on campus at the initiative and with the support of leadership to create not only relaxation but also a sense of unity and social harmony. An annual blood camp is held where students, faculty and staff volunteer to contribute to the good cause of serving the community by donating blood and proudly adorning the blood donor badge. The Institution shall proactively seek to: an inclusive environment. The Institute encourages students to organize and participate in various programs to raise awareness of cultural, regional, language, community and socioeconomic differences.		
File Description	Documents	
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File	
Any other relevant information	View File	
7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens		
Constitution Day Celebration - Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens.		
Human right Workshop -A philosophy of human rights and values and a passion for freedom and responsibilities created awareness.		
File Description	Documents	
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AOAR_2021/7.1.9%20_1_Constitutional%20Workshop%20and%20Celebration%20of%20Constitutional%20Day.pdf	
Any other relevant information	http://www.sinhgad.edu/2021/SKNSSBM/NAAC-2021/AOAR_2021/7.1.9_2_Human%20Right%20Workshop.pdf	
7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized		B. Any 3 of the above
File Description	Documents	
Code of ethics policy document	View File	
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File	
Any other relevant information	View File	
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals		
The Institute celebrates/organizes commemorative days, national and international events and festivals. Our institution celebrates these events with great enthusiasm to pay tribute to our great National Leaders. The faculty, staff and students come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness.		
The institute celebrates Republic Day on January 26 every year, commemorating the adoption of the Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind students of the country's constitution and the need to comply with it at all times. Independence Day is celebrated every year on 15th August, parades and flag hoisting are organized and celebrated to mark India's freedom from British rule. The institution encourages students to remember our national leaders and their sacrifices. Gandhi Jayanti is celebrated every year on the 2nd of October. Sadbhavana Diwas is celebrated on August 20 every year to commemorate the birth anniversary of Sardar Vallabh Bhai Patel. International Yoga Day is celebrated on June 21 each year.		
File Description	Documents	
Annual report of the celebrations and commemorative events for the last (During the year)	View File	
Geo tagged photographs of some of the events	View File	
Any other relevant information	No File Uploaded	
7.2 - Best Practices		
7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.		
1. Student Training Program (STP): This program promotes the diverse skills of the students and prepares them for professional competition. The program enhances your employability and skills taught support the entrepreneurial development of the students. STP was developed to meet the needs of recruitment companies.		
This program aims to develop communication skills, aptitude and interview skills through the implementation of GD&PI and value added programs. Tests are carried out regularly. The institute allocated hours in its regular schedule to implement this program effectively. The effective implementation of STP evidenced by the improved placement .		
2: Faculty Development Program (FDP): A Faculty Development Program was organised on the theme "Train the Trainer". The Faculty Development Programme (FDP) intended to facilitate up-gradation of knowledge and skills.		
The FDP was organised to cover areas such as updated education policy, new concepts, methods and techniques, theory and skills development and up gradation of pedagogy, educational technology, motivation, communication skills, management and other relevant issues to keep pace with the changing scenario and recent trends in Management Sciences. It was designed to enhance the teaching and other relevant skills of the faculty.		

Through the FDP, faculty members recognized the importance of faculty development programs in relation to all management specialties. The importance was expressed in the context of improving the quality of management education, teachers' professional development and the work-based learning environment, with the overarching goal of improving not only knowledge and skills, but also the mastery of students' cognitive abilities.

File Description	Documents
Best practices in the Institutional website	http://www.sinhgad.edu/2021/SKNSBIM/NAAC-2021/AOAR_2021/Link_7.2.1%20Best%20Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Competency Mapping

The program of CompetencyMapping was conceptualised, planned and executed for the First Year students to identify skills and suggest suitable specialization to them. Competency mapping is a powerful tool that makes use of more systematic and organized approach to define key skills, abilities and behaviours that leads to better understand himself or herself and to point out the direction for career development efforts.

Competency Model:

A competency model includes both inherent and acquired aspects. It is essentially a pyramid built on the foundation of inherent talents, including the types of skills and knowledge that can be acquired through learning effort and experience.

Objectives of Competency Mapping

It provides a list of behaviours and skills that must be developed to maintain satisfactory levels of performance in respective specializations.

- To identify the competencies required for different specializations
- To help students choose correct specialization which fit with their competencies
- To help students match their competencies with available career options.
- To help students identify their strengths and weakness

Execution of Competency Mapping

The CompetencyMapping involved regress interview sessions of First Year students, collecting information through questionnaires, declaration of results and suggesting the specialization to the students based on the same.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The Institute will be applying for the Cycle 2 of NAAC Accreditation. The Institute plans to introduce additional Value-Added Courses for students' knowledge and skill enhancement. The collaborative learning and experiential learning pedagogies will be implemented more comprehensively. The training of the students for the placement will be augmented further. Various competitions for the students will be organized to provide a platform for the students to explore their abilities and learn through the same. The students' involvement in undertaking research and writing research papers based on the same will be further enhanced. The teaching - learning process will be further improved through the development and implementation of rubrics for the subjects. The student centric activities that have been regularly organized over the years will be further reinforced.