



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SINHGAD TECHNICAL EDUCATION SOCIETY SINHGAD INSTITUTE OF BUSINESS ADMINISTRATION AND COMPUTER APPLICATION
• Name of the Head of the institution	Dr. Vidya Nakhate
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02114673306
• Mobile no	9881476714
• Registered e-mail	director_sibaca@sinhgad.edu
• Alternate e-mail	vidyanakhate.sibaca@sinhgad.edu
• Address	Sinhgad Institute of Business Administration and Computer Application, GAT No. 309, Off Mumbai Pune Expressway, Kusgaon (Bk.), Lonavala, Pune
• City/Town	Lonavala
• State/UT	Maharashtra
• Pin Code	410401
2.Institutional status	
• Affiliated /Constituent	SPPU
• Type of Institution	Co-education

• Location	Rural				
• Financial Status	Self-financing				
• Name of the Affiliating University	Savitribai Phule Pune Univerisity, Pune				
• Name of the IQAC Coordinator	Dr. Krishna Sharma				
• Phone No.	9890081231				
• Alternate phone No.	02114673306				
• Mobile	9766314576				
• IQAC e-mail address	pravinbodade.sibaca@sinhgad.edu				
• Alternate Email address	director_sibaca@sinhgad.edu				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sinhgad-sibaca.in/sibaca_mba/academics/naac/aqar-2020--21.aspx				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://sinhgad-sibaca.in/media/525684/academic%20calender%20may%20onwards.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.63	2018	02/02/2018	01/11/2023
6.Date of Establishment of IQAC			10/08/2017		
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	Nil	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Skill Development 2. Participation in NIRF 3. To create awareness and organized program, related to Environment and Social Issues 4. Enhancement of Industry and Institute Interaction which includes signing the MOUs for the benefits to the students as well as faculty and society at large and industry visit out of Pune for the students. 5. Application based teaching methodology which includes case studies to be include by the faculty members while studying their respective subjects. 6. Administrative and Academic Audit 7. To conduct Alumni Meet</p>		
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	
<p>Enhancement of Industry and Institute Interaction</p>	<p>Students gained practical hands of application while visiting Industry and obtained knowledge as per their specialization i.e Marketing, Finance, Human Resources, Operation, Supply</p>	

	<p>Chain Management, Students Training Program (STP) helped them to be job ready, MOU's helped for enhancing Institute Industry interaction, Guest sessions provided an opportunity to students to get to know updated corporate knowledge. MOU's helped to up skill, enhancing Institute Industry interaction.</p>
Students Training Programme (STP)	Skill development helps students to be job ready
Application based teaching methodology	Solution based analytical study of business problem
Guest lectures	Guest sessions provided an opportunity for students to get updated corporate knowledge
NIRF	Participated in NIRF
Administrative and Academic Audit	Suggestions given by the Auditor to institute have been implemented in the current academic year.
To conduct Alumni Meet	The problems and development issues of the students and college has discussed with Alumni . And suggestions have been implemented.
o create awareness and organized program, related to Environment and Social Issues	The college organized different programmes on Environment and Social Issues like : - Tree Plantation, - Waste management Campaign, Stakeholders are made aware about paperless communication, we encourage reuse of paper. Organized Blood donation camp in the Institute.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
IQAC	05/07/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	24/12/2021

15. Multidisciplinary / interdisciplinary

The institute is affiliated to Savitribai Phule Pune University (SPPU) and offers two years full time management (MBA) programme where an opportunity is provided to all the students to select the specialization from Marketing/Finance/Human Resource/Operations and Supply chain Management/Business Analytics as Major and Minor. Institute follows credit based system as directed and instructed by SPPU. Students can choose major and minor specializations students are exposed to various business functions to cross functional internship programs. This multidisciplinary approach helps students in obtaining multiple job opportunities in industry. Institute is having SPPU affiliated research Centre where research scholars can contribute by addressing issues related to society and business.

AT SIBACA:

a) The institute conducts Competency mapping for MBA Students. Due to this activity, we 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.

b) Institute is also conducting several CSR activities like Tree Plantation, Road safety awareness drive, Waste Management drive in association with Rural Health centre and Local Government Schools, etc.

16. Academic bank of credits (ABC):

Institute is affiliated to Savitribai Phule Pune University and follow the credit system as prescribed by the University. The revised MBA Curriculum 2019 builds on the implementation of the Choice Based Credit System (CBCS) and Grading System initiated in the AY 2013. The curriculum takes the MBA programme to the next

level in terms of implementing Outcome Based Education along with the Choice Based Credit System (CBCS) and Grading System.

1. Credit: *In terms of credits, for a period of one semester of 15 weeks:*

1. *every ONE hour session per week of L amounts to 1 credit per semester*
2. *a minimum of TWO hours per week of T amounts to 1 credit per semester,*
3. *a minimum of TWO hours per week of P amounts to 1 credit per semester,*

Each credit is a combination of 3 components viz. Lecture (L) + Tutorials (T) + Practice (Practical / Project Work / Self Study) (P) i.e. LTP Pattern. Indicative LTP, for each course, is documented in the syllabus.

The course teacher may modify the LTP of the course in view of the course requirements, nature of the course, the level of learners and the type of pedagogy and assessment tools proposed. The modified LTP shall have to be approved by the Director / Head of the Department / Designated academic authority of the Institute.

The course teacher may modify the LTP of the course in view of the course requirements, nature of the course, the level of learners and the type of pedagogy and assessment tools proposed. The modified LTP shall have to be approved by the Director / Head of the Department / Designated academic authority of the Institute.

Each teaching-learning, evaluation session shall be of 60 minutes. However, institutes shall have the flexibility to define their time slots in a manner as to use their faculty and infrastructure resources in the best possible way and ensure effective learning.

Session on Course Announcement: The institute shall announce the elective courses and specializations it proposes to offer the students out of the wider course basket. It is not mandatory to offer all the specializations and all the electives. The decision of the Director shall be final in this case. However, in the spirit of Choice Based Credit System, institutes should offer choices to the students for the elective courses and not offer only the minimum number of electives.

Course Registration: It is mandatory for every student, to register every semester, for the courses opted for that semester. Each student, on admission shall be assigned to a Faculty Advisor who

shall advise her/him about the academic programs and counsel on the choice of courses considering the student's profile, career goals and courses taken in the earlier semesters. With the advice and consent of the Faculty Advisor, the student shall register for a set of courses he/she plans to take up for the Semester. Students shall have to register for the courses for the semester within first week of Semester I and immediately after conclusion of the preceding term for subsequent Semesters II, III and IV.

Faculties are encouraged to design their teaching pedagogical approaches as per the SPPU syllabus, within the approved framework. A continuous assessment in semester system (also known as Continuous Internal Evaluation (CIE) or internal assessment/comprehensive assessment) is spread through the duration of course and is done by the teacher teaching the course including home assignment, subject domain presentation, class test, group discussion and viva-voce.

AT SIBACA:

a) 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:

The Institute follows the outcome based education programme as developed by Savitribai Phule Pune University, Pune which is designed in such a way to groom overall personality of students throughout the year. Apart from University guideline Institute follows its specific programme which is closely associated with student training programme (STP) where focus is given on industry based learning and various modules i.e as group discussion, aptitude test, psychometric test, Personal Interview sessions, case study teaching methodology are used and added in routine time table of the Institute. 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.

Marketing Specialization:

Skill - Communication, Creativity and Problem- Solving, Interpersonal Skills, Leadership and Adaptability

Ability- Advanced Excel, Commercial Skills and Awareness and Counselling

Knowledge- Technical Skills and Awareness, Know how New Technology will Change the Market

Personal Attributes- Critical and Creative thinking, Know how to Tell a Great Story and

Interpersonal and Communication Skills

Finance Specialization:

Skill: Verbal and Non- verbal Communication, General as well as Mathematical aptitude

Ability: Problem Solving

Knowledge: General Knowledge of finance

HR Specialization:

Skills- Communication skills, Problem solving, Presentation skill and People management

Ability- Mental Ability, Divergent thinking and Speaking Ability

Knowledge- Basic Concepts of HRM, Psychology Personal Attributes, High EQ

Operations and SCM Specialization:

Skills- Communication Skill, Decision Making skill, Problem solving skill, Organization skill, Time Management, Presentation skill

Ability- Proactive Approach, Adaptable with situation

Knowledge- Basic Domain Knowledge of OSCM, Administration, MS Office - Word, Excel, PowerPoint

Personal Attributes- Creative, Analytical and Self-motivated Persistence

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.

AT SIBACA:

1. Institute conducts competency mapping of MBA Students to provide a list of behaviors and skills.
2. During Induction Program, Institute is conducting workshop on Human Rights.

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

The overall development of students are purely depend upon an effective integration of complete mix which provide information related to culture and Indian system . Institute organized various cultural programmes time to time i.e Holi festival, Dandia, Ganesh Utsav, Navratri, Shivaji Jayanti, Savitribai Phule Janmautava, Sinhgad karandak where different people from different background and nearby colleges participate in progreamme such as dance competition, singing competition, drama, road show which connect people with each other to develop competencies . All such programmes are organized in regional language which help them and develop a sense of identity, belonging, as well as an appreciation of other cultures and identities. It is through the development of a strong sense and knowledge of their own cultural history, arts, languages, and traditions that children can build a positive cultural identity and self-esteem.

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

AT SIBACA:

a) Institute organizes various cultural programmes time to time i.e Holi festival, Dandia, Ganesh Utsav, Navratri, Shivaji Jayanti, Savitribai Phule Janmautava, Sinhgad karandak where different people from different background.

b) Nearby colleges participate in programme such as dance competition, singing competition, drama, road show which connect people with each other to develop competencies .

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

1. Outcome Based Education (OBE) Approach: Outcomes are about performance, and this implies:
 1. There must be a performer - the student (learner), not only the teacher
 2. There must be something performable (thus demonstrable or assessable) to perform
 3. The focus is on the performance, not the activity or task to be performed
2. Programme Educational Objectives (PEOs): Programme Educational Objectives are a set of broad future-focused student performance outcomes that explicitly identify what students will be able to do with what they have learned, and what they will be like after they leave school and are living full and productive lives. Thus PEOs are what the programme is preparing graduates for in their career and professional life (to attain within a few years after graduation).
3. Graduate Attributes (GAs): Graduate Attributes (GAs) are the qualities, knowledge and capabilities that students are encouraged to take responsibility for developing throughout their studies and are the defining characteristics of the students passing out of the MBA program. These attributes include, but go beyond, the disciplinary expertise or technical knowledge.
4. Programme Outcomes (POs): Programme Outcomes are a set of narrow statements that describes what students (learners) of the programme are expected to know and be able to perform or attain by the time of graduation.
5. Programme Specific Outcomes (PSOs): Programme Outcomes are a set of narrow statements that describes what students (learners) of a particular specialization of the programme are expected to know and be able to perform or attain by the time of graduation. PSOs are also a function of the various course combinations offered by the Institute.
6. Learning Outcomes: A learning outcome is what a student CAN DO as a result of a learning experience. It describes a specific task that he/she is able to perform at a given level of competence under a certain situation. The three broad types of learning outcomes are:
 1. Disciplinary knowledge and skills
 2. Generic skills
 3. Attitudes and values
7. Course Outcomes (COs): A set of specific statements that describes the complex performances a student should be capable of as a result of learning experiences within a course.

8. **Teaching and Learning Activities (TLAs):** The set of pedagogical tools and techniques or the teaching and learning activities that aim to help students to attain the intended learning outcomes and engage them in these learning activities through the teaching process.
9. **Outcome Based Assessment (OBA):** An assessment system that asks course teachers to first identify what it is that we expect students to be able to do once they have completed a course or program. It then asks course teachers to provide evidence that they are able to do so. In other words, how will each learning outcome be assessed? What evidence of student learning is most relevant for each learning outcome and what standard or criteria will be used to evaluate that evidence? Assessment is therefore a key part of outcome-based education and used to determine whether or not a qualification has been achieved.

AT SIBACA:

- a) On the basis of PSOs, SIBACA identified skills, abilities, knowledge, and personality traits required for each specialization.
- b) By CO-PO mapping, Faculty get to know which POs need more improvement in the for of inputs so that we can organize Guest Sessions, Value added workshops, certification courses, etc for the students.

20.Distance education/online education:

Online and distance education is one of the best medium to teach. The importance of online education has been observed very seriously during the pendimic situation of Covid-19 where this was the only medium to provide education with safety. Institute as well as Universities conducted the online examination by using various online modes . SIBACA also imparted and conducted online session through Microsoft Team during pendemic situation and avoided any academic loss of students. Even today Institute conducts various guest sessions online and motivate to students to register various online programmes of SWAYAM, NPTEL ETC.

Extended Profile

1.Programme

1.1	89
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Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template		View File
2.Student		
2.1 Number of students during the year		114
File Description		Documents
Institutional Data in Prescribed Format		View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		30
File Description		Documents
Data Template		View File
2.3 Number of outgoing/ final year students during the year		41
File Description		Documents
Data Template		View File
3.Academic		
3.1 Number of full time teachers during the year		8
File Description		Documents
Data Template		View File
3.2 Number of sanctioned posts during the year		6

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	8
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6.19
4.3 Total number of computers on campus for academic purposes	30

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

The Regulations and Curricula are fixed by the affiliating University. Within this framework, the Institution offers a wide range of electives wherever possible. The institute develops and deploys action plans for the effective implementation of the curriculum in the following ways:

1. At the beginning of the each semester subject choices are taken from faculty members.
2. Faculties are required to prepare the course file of each allotted subjects
3. Institute follows the cafeteria approach - by providing Generic Core/Elective, Subject Core/Elective Courses to the students in each semester. The students have the flexibility to choose any one specialization from the offered specialization.
4. The institutes plan the various activities for holistic & personality development of the students such as Induction program, Hands on Training, Internship, Assignments and Case Studies.
5. The interaction with the research bodies and Industry happens through guest lecture conducted by eminent guest lecturers from other Institutes/Industries.

6. Remedial classes for slow-learners are arranged also encouraged to participate in various management events.
7. Faculty has the flexibility to design the evaluation components but required minimum of three evaluation components per full credit course and five evaluation components for each half credit courses.
8. Conducted various online sessions and webinars during Covid -19
9. For Ph.D. we follow Plans and Documents given by SPPU.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sibaca.sinhgad.edu/media/493680/1.1.1%20-%20the%20institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

SIBACA follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar of events which includes details like the total number of working days and holidays, CIE dates (evaluation submission dates), guest lectures, online workshops, online webinars, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances.

The academic calendars help faculty members to plan their respective course delivery research work academic and co-curricular activities. CIE is decided well in advance before commencement of the semester.

Internal Assessment tests (IA), assignments, MCQs, Presentation, Case studies and Group Discussion sessions are part of the

Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. Continuous evaluation and assessments are also done for Summer Internships. Conduction of viva-voce, Submission of assignments are the major components of CIE.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sibaca.sinhgad.edu/media/532970/1.1.2%20course%20file.pdf

1.1.3 - Teachers of the Institution participate in D. Any 1 of the above 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

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)

5

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

183

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

The curriculum offered by the Savitribai Phule Pune University includes various courses to addresses the cross-cutting issues are:

Human Values:

Institute imparts human values and professional ethics through its curriculum. In line with this, institute conducts events on Swami Vivekananda Jayanti, Constitution Day, Vachan Prerna Diwas, Savitribai Phule Jayanti, Yoga Day and Teachers Day.

Human Rights-I&II: Conceptual perspectives play a significant role for the promotion and

realization of human rights. It promotes dignity, tolerance, peace, defend and advocate for their

rights.

Professional Ethics:

- Introduction to cyber Security I/II/III/IV
- Contemporary Frameworks in Management
- Corporate Governance
- International Business Environment

Gender related initiatives:

Institute follows co-education practices to provide equal opportunities to all in various activities such as coordinators /volunteers/participants. Institute also organizes events on women's grievances & empowerment. For this, eminent personalities were invited to address the students on Gender Equality.

Environmental and sustainability related initiatives:

Institute takes efforts for participation of students in the activities such as Save Tree, Save Electricity and Save Water. STES has a vision to develop a green campus and therefore following initiatives are taken such as Sewage treatment plant, Tree plantation, Solid and liquid waste handling, Drip irrigation & solar water heaters.

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	View File
MoU's 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

50

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

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://sibaca.sinhgad.edu/media/528930/stakeholder%20feedback%20for%20link%20and%20upload.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://sibaca.sinhgad.edu/media/533853/final%201.4.2%20link%201212.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

56

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

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

The chief objective of our educational institute is to strive for an excellent education. The students are from different domiciles and have different educational scholastic abilities Learning levels of students are identified on the basis of various entrance examinations & qualifying examination scores at the time of induction & foundation course.

For Advance learner

- Institute arranges various / Seminars for students. Institutes conduct various Seminars and conferences wherein they are exposed to best-in-class industry and academic experts. Students are also encouraged to participate in the seminars, and conferences conducted by other Institutes to enhance their knowledge base.
- Guest sessions- Eminent speakers are invited from the corporate world to provide real-time information and knowledge to the students.
- To participate in an entrepreneurship workshop
- To take up online employability courses GTT, IBM Certification
- Conducted Industry Visits to explore different sectors in which the students are passionate about it.

For Slow learners.

- Special counseling of students is done during Mentor mentee meetings.
- Remedial classes and self-learning sessions are arranged beyond the working schedule.
- Special attention is given by internal project guides during the summer internship program for the holistic development of slow learners and the enhancement of employability skills. The core

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/533877/2.2.1%20addational%20info.pdf
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
114	8

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

- **Experiential learning**
- **Participatory learning**
- **Problem-solving methodologies**
- **Project-based learning**
- **Roleplay**
- **Self-directed learning**
- **Interactive methods**
- **Role Plays**

I.Experiential learning:

a)Department conducts add-on programs to support students in their experiential learning.

b)Teaching through demonstration, visual aids, Periodical industrial visits, Organizing exhibitions, Presenting papers, Analyzing case studies and Participating and conducting quiz on theory topics.

c)Students Training program (STP) -Digital Marketing, Training of Excel , Book Review, Industry sector analysis, Soft skill building &

personality development.

II. Project - based learning: The students work in industry for 8 weeks hands on job as a part of SIP.

III. Participative Learning:

a) Seminars, group discussions & projects

b) Annual cultural program

c) Activity-based Learning

d) CSR Activities

e) Management Fest

IV. EDP activity- The Institute conducts real-time workshops/guest sessions like to meet and interact with entrepreneurs & understand real-life corporate Problems.

V. Team building activities - expedition, Treasure hunt, and fun games.

VI. Case-Based Learning: The case method is a participatory, discussion-based way of learning where students gain skills in critical thinking, communication, and group dynamics.

VII. Interactive Methods: Group discussion, role-play, subject quiz, news analysis, educational games, discussion and Q&A on current affairs, etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/academics/academic_1.aspx

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Faculty are combining technology with the traditional mode of instruction to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education to

support, enhance, and optimize the delivery of education.

ICTTools used by the Institute:

1. Projectors- in different classrooms.
2. Desktop - Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- installed at Labs, HOD Cabins and all prominent places.
4. Photocopier machines
5. Scanners- Multifunction printer is available.
6. Seminar Hall- Is equipped with all digital facilities.
7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
8. MOOC Platform (NPTEL)
9. Digital Library resources

ICTtools used by Faculty:

- A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors and are equipped by digital library, online search engines and websites.
- B. Industry Connect- Seminar is digitally equipped where guest lectures, expert talks are organized for students.
- C. Online quiz- Faculty prepare online quizzes as a tool of evaluation with the help of GOOGLE FORMS.
- D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.
- E. Video lecture- Recording of video lectures is made available.

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

8

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

8

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

7

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 specialty / 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

89

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.

A detailed CIE schedule is prepared and displayed on the notice board for the students..

Teachers discuss the CIE schedule with students during the first lecture.

The results of each evaluation are displayed to the students and areas of improvement are discussed. Accordingly.

The final cumulative marks for all internal subject-wise evaluations are displayed on the notice

board with the students and the Examination department.

End-term examinations: ETE is conducted at the end of the semester to help the students to gain

confidence and to achieve good results in University Examinations.

Concurrent Internal Evaluation patterns and schedules are shared with the students during the

induction & initial sessions by individual course teachers. This helps the students understand how their performance will be evaluated.

Evaluation / Formative Evaluation):

- Introduction to a variety of evaluation modes within each category of Concurrent Internal
- Evaluation criteria are Subject-specific and have variations in the weight ages depending on the nature of the subject and employability enhancement objectives.
- Linkages of Concurrent Internal Evaluation are made amongst the subject's nature, the learner's perceived difficulty level, and the intended predefined learning outcome from a course.
- Introduction of project-based evaluations in specific courses.

File Description	Documents
Any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/media/532794/revisioned%20course%20work%20for%20ph%20d,%20under%20ofaculty%20of%20commerce-management%20from%200a%20y%20%202020-21_03.122020.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Institute has two levels of grievance redressal mechanisms:

A. Grievances in internal Examinations

B. Deal with grievances on SPPU examinations.

A. Institute level:

1. Internal Committees for Internal Examination to analyze the grievances and offers solutions.

2. Internal examinations are scheduled as per the academic calendar.

3. Internal squad is appointed for ensuring the smooth conduct of

the internal examination.

4. Subject faculty member evaluates the answer sheets of internal examinations within three to four days of the conduction of the examination.

5. The evaluated answer sheets are shown to the students.

6. The Grievances (if any) reported by students after going through their answer sheets are addressed

7. Changes in marks (if any) are incorporated into the database accordingly.

B. University level:

There is a system at the university level that takes care of the student's institute grievances with reference to evaluation.

The institute displays notices on notice boards on a regular basis with the university examination office as and when required. All the discrepancies regarding examination, faced by the college, are immediately brought to the notice of the COE of the University; and corrections, if any, are done only after getting instructions from the University.

The problem can be solved only on the advice of the COE.

Three-level Grievance redressal Mechanism : (a) Before the Examination (b) During the Examination (c) After the Result Declaration

File Description	Documents
Any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/media/533883/2.5.2%20addational%20info.pdf

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.

The Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are defined by the IQAC in line with the

University syllabus.

follow rules prescribed by SPPU. The Programme Outcomes (POs) of MBA are:

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

Institute takes due care for informing POs and COs to all the faculty members & students. The same is available on the website. POs and COs are discussed with the students on first day of induction program. Faculty members adhere to POs & COs. Faculty members includes COs of their respective course in the teaching plan. Faculty members discuss COs of respective subjects with students during class room sessions.

Programme Educational Objectives (PEOs):

PEO1: MBA Graduates will successfully integrate management Knowledge in real world practices in all aspects

PEO2 MBA Graduates will possess excellent communication skills.

PEO3: MBA Graduates will be appreciative of the significance of Indian ethos and values in managerial decision making as leader.

PEO4: MBA Graduates will be ready to engage in successful career pursuits covering a broad spectrum of society.

PEO5: MBA Graduates will be recognized in their chosen fields for their managerial competence, creativity & innovation, integrity & sensitivity.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sibaca.sinhgad.edu/media/528918/2.6.1%20course%20outcome.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.

Continuous evaluation during the semester: As institute practices, CIE rigorously where the respective subject teacher continuously assesses the performance of each candidate during sessions. These outcomes are also evaluated through various activities and subjects specific evaluations conducted by the subject teacher. At the end of every semester, End semester examinations are also shown. Apart from this, the level of attainment of COs is evaluated through students' performance during the entire semester by the subject teacher.

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. 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 OBE in institute.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sibaca.sinhgad.edu/media/529664/2.6.3.1%20result%20analysis%20report%20link%20(1).pdf

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

39

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	http://sibaca.sinhgad.edu/media/529664/2.6.3.1%20result%20analysis%20report%20link%20(1).pdf

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://sibaca.sinhgad.edu/media/530390/271.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

The institution has a recognized research Centre which is affiliated to SPPU, Pune. Research Centre approval no is CA/814 Dated:

10/4/2013 and extension letter no CA/856 dated 09/06/2022(Extension up to 2025).

Out of 7 research scholars 3 students awarded Ph.D. Some of the key actions were the attending of PhD course work at Institute, attending a series of research based seminars and workshops, programmes on utilization of library and technology resources for research, more faculty members applying for BCUD sponsored research projects. There is a full course on Business Research Methods in the MBA curriculum. Several other courses such as Enterprise Analysis Desk Research (EADR), Industry Analysis Desk Research (IADR), Excel Lab, Contemporary Marketing Research, Summer Internship Project, Dissertation etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/530646/321.pdf

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

6

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

0

File Description	Documents
URL to the research page on HEI website	http://sibaca.sinhgad.edu/sibaca_mba/research-centre.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

3

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

1

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

The Institute has conducted several extension and outreach programmes during the year which includes:

1. Blood Donation Camp
2. CSR Activity which includes visit to Orphanage
3. Gender Equality Program
4. Traffic Awareness Program
5. Swatchata Abhiyan
6. Health Checkup Camp
7. International Women's Day
8. Tree Plantation

The Objectives behind this extension activities are

- To arouse social consciousness of the students by providing them opportunities to work with and among the people.
- To develop an awareness and knowledge of social realities to have concern for the well-being of the community and engage in creative and constructive social action.
- To provide with rich and meaningful educational experiences to them in order to make their education complete and meaningful.
- To develop skill needed in the exercise of democratic leadership and programme development to help them get self-employed.
- Understand the community in which they work.
- Understand themselves in relation to their community.
- Identify the needs and problems of the social and involve them in problem solving process.
- Develop among themselves a sense of civic responsibility.
- Develop competence required for group-living and sharing of responsibilities.
- Acquire leadership qualities and democratic attitude.
- Develop capacity to meet emergencies and natural disasters.
- Practice national integration and social harmony.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/533799/3.4.1%20link%20to%20be%20prepared.pdf
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

File Description	Documents
Any additional information	View File
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

7

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

292

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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	View File
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 classrooms of SIBACA are well furnished with a seating capacity of 60 students. All the classrooms are well equipped with LCD projector, white board, PC with internet connection etc. The classrooms are well illuminated and aerated for comfortable sitting of students.

To facilitate hands on learning for our students we have state of the art computer-laboratories which are equipped with modern computers. The Institute has established global connectivity through high speed uninterrupted internet access to the students to keep pace with the latest developments in the corporate world. The multimedia lab is utilized for e-learning, research projects, online creative work and academic assignments.

An interactive language lab has been set up where the students listen to the native speakers of English and also imbibe the phonetic sounds of the English language. Language lab of SIBACA is well equipped with ICT facilities.

Seminar Hall & Syndicate Rooms to support the unique teaching learning process, SIBACA is fully equipped with 2 seminar halls, 2 syndicate rooms and 1 conference hall where the interactive sessions and the interface with the experts from the corporate world take place. These are equipped with audio visual aids like OHP, LCD, TV, Movie Projector, etc

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533781/4.1.1_link%20for%20additional%20information.pdf

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

Sinhgad Technical Education Society has always encouraged and supported the co-curricular and extracurricular activities in its institutes. It has given priority to sports for overall development of the students. The facilities given by our institute for Cultural, sports, indoor and outdoor games,

Gymnasium etc, are spread across around 40 acres in the campus.

The institute lays considerate emphasis on students' participation in extracurricular activities like sports, cultural activities, and recreation. Indoor and outdoor sports facilities are available on the campus for boys and girls Separately

The Sports Academy was started on 06th March 2016 inaugurated by Mr. Pravin Amre- former Indian cricketer. He is the mentor of the sports

academy and under his guidance we have developed cricket pitches and nets in 2016. The cricket ground was inaugurated by well-known cricketer Mr. Sanath Jaya Suriya on 06th January 2012.

We provide all the necessary sports materials to students for their practice and matches. The institute has following Outdoor and Indoor sports which are hosted in Sports complex

- Jogging Track of 800 mtrs with 11lanes
- Hockey ground
- Foot Ball ground
- Two Hard core lawn tennis courts
- Two Basket Ball courts
- Two Volley Ball courts
- Skating court

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/528879/4.1.2%20%20pdf%20file%20for%20link.pdf

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

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533526/4.1.3%20update.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

File Description	Documents
Upload any additional information	View File
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)

SIBACA Library is a key learning resource integral to the teaching learning process Managed by the Librarian and his team along with the Library Committee. The Library is a holistic space to further augment student and faculty's intellectual acumen, the library is fully managed by (library automation software). It has OPAC facility and the students have intra access to e publications via INFLIBNET

SIBACA Library has SLIM Software which is an online library management system to automate library processes and provides for an interactive user experience. SLIM follows a modular approach and the essential modules like Acquisition, Cataloguing, Circulation and Serials to help user acquire, catalogue and circulate books, films, sound recordings, drawings, clippings, articles, reports, letters, pamphlets, serials publications etc.

SIBACA Library able to give statistics services to user through advanced modules like CAS, SDI, SMS etc

Online public access catalogue:-

- Powerful, accurate and faster search engine with relevant filters to narrow down search results.
- Contact library staff and access News Items
- Easy and secured access to Digital Material
- Evaluate collection with Rating and Review platform
- See Book Preview available on Google Books
- Single Sign On
- Collaborative Capabilities

Name of the ILMS software

SLIM21 System for Library Information and Management

Fully or Partially

Fully Automated

Version

2.6.8.29.78

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://sibaca.sinhgad.edu/media/533910/4.2.1%20link%20for%20adtdional%20information%20ii%20on%2026may%202023.pdf

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)

19470

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

22

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

The institute is well - equipped with a strong IT infrastucture, for academic as well as administrative purpose, central computing facility with 100 MBPS speed Internet connectivity is available. For uninterrupted computing, generator backup is available.

Learning Management Systems (LMS) - for smooth and effective conduction of academics in all respect, the institute has provided license copy of Microsoft Teams as a common online platform for teaching - learning. It has helped the faculty and students immensely during the pandemic situation

The institute has massive network of 30 computers with 100 Mbps internet connectivity and WI - FI facility to fulfill the academic and research need. Centralized server room is used for network

monitoring, management and internet security.

LAN Facility:-3 Layer switching (core, Distributed and Access) Network is available for the entire campus: core layer switches in the buildings have been connected with the optical fiber Ring Network. This core switching is further extended to distributed switching for departments where 100 Mbps (Gigabyte switches) are installed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/534309/4.3.1%20-%20institution%20frequently%20updates%20its%20it%20facilities%20including%20wi-fi.pdf

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

938926

File Description	Documents
Upload any additional information	View File
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 has adopted standard established systems and procedures for maintaining the physical, academic and support and support facilities. There are institute level committees that look after the various aspects of the utilization and maintenance of the physical, academics and support facilities

Laboratory and Library Facilities: The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and record is maintained at uses register of the library Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In charge as and when required. The purchase committee handles

Respective the repair/maintenance/calibration request appropriately. As a part of regular practice laboratory in charge, along with laboratory assistant, ensures proper working of all equipment at the beginning of each semester. SIBACA is having very rich resource of learning at library in the form of huge collections of new books, journals and magazines are continuously added as per the need and requirement of the syllabus of SPPU. Stock verification of the library is done on annual basis

Computers: All the computer related facilities including hardware, computer peripherals, UPS and generator are maintaining by Lab assistants and electricians

Sport Complex SIBACA is having world class amenities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/534312/4.4.2%20paste%20link%20for%20additional%20information.pdf

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

62

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

10

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://sibaca.sinhgad.edu/media/529661/513.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

211

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

211

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

A. All of the above

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

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

26

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

2

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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	No File Uploaded
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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

5.3.2 The Sinhgad Student Council (SSC), a students' elected body. The SSC is the overall governing students' council which acts as a coordinator for, and provides administrative support to, various student activities and events at Sinhgad Institute besides taking policy decisions regarding student affairs in consultation with the specific event coordinator. The SSC has six clubs and seven cells to organize events under their domain; like: Management, Finance, Marketing, Operations, The event includes Alumni Talks, Case study session, group discussions, quizzes corporate interaction. Funds for such activities are provided by the Institute and in addition, The Placement Committee works directly under the guidance by Corporate Placement Director. The Placement Officer helps to get summer internships for the junior batch and Final placements for the outgoing senior batch. The Team of senior students is responsible for conducting induction programmes for the incoming batch every year. The program consists of personality development, public speaking, interpersonal behavior, stress management, team building and organizing students in various governingbodies. In addition, the Student Councils also supervises the annual function Sinhgad Karandak where solo singing, dance, Fashion show, stage show etc. are conducted across the campuses.

Roles & Responsibilities of the Student Representtives/Coordinators are to organize, Participein the Committee meetings and servingas a liaison.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
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

5

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Sinhgad Institute of Business and Computer Application (SIBACA) has strong base of alumni spread in different part of country, and Placement cell is actively engaged in developing a strong and active network of these cherished former students. SIBACA graduates have achieved success in diverse fields and hold positions of responsibility and influence as distinguished corporate leaders, pioneering entrepreneurs, eminent academicians, and inspirational leaders. The SIBACA seeks to foster life-long intellectual and emotional bonding between the institute and its alumni, and to provide the current students at the institute an opportunity to connect with the alumni across the globe. This is the common practice in SIBACA also facilitates a common platform for professional networking and business, career development, and

sustained learning opportunities. The focus of the SIBACA is to offer a platform for the alumni to connect with their alma mater and contribute to enhancing the legacy of SIBACA. The Placement Cell a student and faculty body that functions to organizes guest lectures, assists in the career mentorship program of SIBACA students, maintains the Alumni database, and keeps alumni and students updated through the official social media handles.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528894/541%20additional%20info%20for%20upload.pdf
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 benchmark business school in human capital transformation through academic rigour and business research approach.

Mission: Continuous innovations in academic and research practices to achieve new standards of performance. Comprehensive transformation of students to make them better citizens of tomorrow.

Nature of Governance:

The Sinhgad Technical Education Society is one of the renowned technical educational Group in Pune (India), and it has gained its name in the field of education, by implementing their plans and policies effectively and efficiently through the participative type of the governance. The Top Management comprises of:

1. The Founder President/Secretary

2. The Governing Body

3. The Local Management Committee.

The quality policy is designed by the management and implemented by Director, LMC members & faculty members looking towards vision of the Hon. President of the STES. Being a residential campus, Management always supports excellent infrastructure, resources required for students and staff members in the campus and institute.

Reflection of Mission and Vision in the leadership of the institute in ensuring:

1. The policy statements and action plans,
2. Formulation of action plans,
3. Interaction with stakeholders,
4. Proper support for policy and planning,
5. Reinforcing the culture of excellence and
6. Adoptchanges to attain its vision and mission.

Perspective Plan:Accreditation, MOUs, excellence in management education, collaborations for higher studies,enrich research activities with various statutory bodies and student placement.

Participation of the teachers: Through participative management, the faculties are involved in various decision-making bodies of the institute.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
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 supports a trend of decentralized governance system with proper well defined functional Committees along with the

Statutory Committees. The Planning of various initiatives is proposed in Governing Body and Local Management Meetings which is formulated in College Development Committee & IQAC meetings.

Academic Committee along with Class Co-coordinators monitors functioning of academic activities. The Institute carries out various activities through committees comprised of teaching and nonteaching staff members. The committees have been given freedom to plan and execute activities after approval from Director. The Institute collects and analyses feedback from all stakeholders and uses the same for improving quality of education. In this way, the Institute works a team and practices participative style of management by involving of teaching and nonteaching staff in decision-making, planning and execution of all activities.

SIBACA`s Functional Committees like:

1. Internal Quality Assurance Cell (IQAC)
2. Grievance Redressal Committee (Student & Staff)
3. Alumni Association Committee
4. Research Committee
5. Cultural & Sports Committee
6. Examination Committee
7. Training and Placement Committee
8. Exam Grievance Redressal Committee
9. Committee for Minority, SC ST & OBC Cell
10. SPPU Examination Guidance & Counselling Committee
11. Library Committee
12. Anti-Ragging Committee
13. Internal Complaint Committee (ICC)
14. Local Managing Committee (LMC)

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective plans - The institute has set up perspective plans with a mission to innovate academic and research practices necessary for the holistic development of students thereby enabling them to become best citizens of country. The institution follows a three-fold curriculum involving curricular, co- curricular and extra-curricular activities. This curriculum is designed to enhance and empower the knowledge base of students through a unique value system leading to good citizen supported with transparent work culture in the favorable learning environment. The interaction of industry personnel with the students and faculty members helps to enrich the learning experience. Also, such interactions are helpful to depute the students in industries for internships which in turn, may provide final placement to the students. The students are put through rigorous training program to prepare them for final placements as well as facing the business world. Institute strategic plan is based on overall development of students where active participation of all the staff members is ensured that includes teaching and non teaching staff at various levels in different committees.

Participation of the teachers in the decision making bodies under various bodies and committee i.e IQAC committee, Anti Ragging Committee, College Development committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533442/621_merged%20final.pdf
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.

Recruitment

The requirement of teaching and non teaching staff is shared with the Head office after calculating the workload.

A roaster is prepared Centralized for all the management Institutes under STES.

An advertisement for the requirement is given in the leading news papers like Sakal and Times of India.

After the receipt of applications along with testimonials from the interested candidates, the date of the interview is decided by the members of the Local Selection Committee as per the guidelines of Savitribai Phule Pune University, Pune.

At the stipulated date, the interview is conducted as per the norms of SPPU.

As per the performance of the candidate, required eligibility and category, the selection of the candidate is carried out with appointment orders.

Promotional policies

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

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

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528944/622.pdf
Link to Organogram of the institution webpage	http://sibaca.sinhgad.edu/media/534323/6.2.2%20modified%20organization%20chart.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

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

Group insurance scheme.

Accidental insurance.

Staff quarters.

Free medical treatment.

Registration fee for FDP programs.

Maternity leaves are provided as per the government and university rules.

Employee Provident Fund (EPF) with 100% gratuity for all staff.

Uniform for security guards

Bus facility from Pune to Lonavala Campus

24 Hours security Free hospital medicine facility

Play ground

Indoor and outdoor games facility

Generator backup

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/493746/6.3.1.pdf
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

0

File Description	Documents
Upload any additional information	No File Uploaded
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

2

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

1

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 of SIBACA is divided into 3 parts.

In the First Section Part - A, the faculty or staff member mentions his Personal Information like Name, Designation, Date of Joining,

and Total experience. Status of appointment from the University, Qualification, FDP attended, Participation in Seminar

/ Workshop/ Conference etc.

In the Second Section Part - B, The Head of the Department discuss with faculty members one to one and verifies the details mentioned in the Part A and also grades the faculty according to his performance for that particular Academic Year. The Parameters of the Assessment like Quality/Accuracy of the Job, General Intelligence, Integrity and Character, Punctuality, Fitness to continue in the present position, Control over class & discipline, Students feedback, Proficiency in subject of Specialization & Initiative to work, any punishments or Rewards received during the reporting period Grading is done in 4 Parameters -

a) Very Good, b) Good, c) Average, d) Below Average

Very Good and Good grades are expected by the management. The appropriate increments are provided to the staff accordingly. The existing appraisal system provides an opportunity to map / assess self SWOT analysis and self development to the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/512150/performance%20appraisal%20of%20teaching%20and%20non%20teaching%20staff.pdf
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

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

External Audit:

External Audit conducted by Statutory Auditor who checks accounts

day to day activities like bank transactions, cash transactions, purchases etc.

The period for External Audit is April to September October to March of every year.

The purpose for External Audit is to check rectifies our accounts transactions.

The External Auditor finalizes the Balance sheet for every financial year.

Internal Audit:

1. Sinhgad Technical Education Society appoints an Internal Auditor who verifies accounts transaction as well as administration establishment work every year.

2. The Internal Auditor thoroughly checks every accounts transaction like receipts payments, Salary, advances Bill purchases etc.

3. Under the Establishment Department the Internal Auditor checks every personal file of all the employees in the Institute verifying Medical Earned Leave balance, continuations, increments, deputations, long leaves etc.

4. The Internal Auditor prepares a descriptive report mentioning what compliances should be made; following which respective staff complies where needed further it is presented by head of the Institute to Head of Organization.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528897/6.4.1%20audit%20report-2021-22_compressed.pdf
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

The institute being a private Un-Aided college or self-financed and not getting any financial aid/grant from the state or central government, fee collection is the only major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from university for purchases of sports, equipments and conducting workshops-seminars & conferences.

Deficit in income is adjusted by the Sinhgad Technical Education Society. Audited income and expenditure statement is available.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/529957/6.4.3%20fund%20mobilization.pdf
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

The role of committee is enlisted.

- Guidelines for mentoring the students. Developing infrastructure.
- Preparation of academic calendar. Conducting Academic Audit
- Effective and smooth functioning of academic and administration.

Monitoring:

The academic progress is constantly monitored by Quality Assurance Committee. The Director of the institute regularly conducts meetings with Quality Assurance Committee .The Quality Assurance Committee reviews the various academic activities every month and guides the staff members accordingly.

Internal audit: The IQAC undertakes internal academic audit in following matters:

- Verification of course plan and record of each faculty is carried out by Quality Assurance Committee members periodically. This ensures audit of all aspects of teaching learning process.
- A separate audit about coverage of syllabus is conducted every month.

IQAC prepare internal quality policies in following ways.

- Continuous assessment scheme is an internal mechanism to generate internal term work marks of a student. The Term work marks are included in the examination results by the university.
- Internal Quality Assurance Committee and the faculty members propose the Up gradation for infrastructure as and when required as per the AICTE norms. Infrastructure development is done accordingly.
- The Internal Quality Assurance Committee verifies the faculty requirement data as per the university norms.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/534367/6.5.1.pdf
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

The academic progress is constantly monitored by Internal Quality Assurance Committee. The Director of the institute regularly conducts meetings with Internal Quality Assurance Committee and faculty members.

The Internal Quality Assurance Committee reviews the various academic activities every month and guides the staff members accordingly.

Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are as follows:

Syllabus Completion review: Every semester IQAC take the review of syllabus completed by faculty members. If the rate of completion of syllabus per month is less, then, remedial measures are suggested to the respective faculty by making necessary changes in the time table.

Feedback from the students: Part of the review, regular feedback from students are taken at the mid of every semester about the teaching methodologies used by the faculty. If the feedback demands change in teaching methodologies then particular faculty is consulted and is suggested to bring changes in teaching methodologies.

Academic Audit is conducted after the semester.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/iqac-report.aspx
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	http://sibaca.sinhgad.edu/media/528903/6.5.3-annualreport_2021-2022_immp012210.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

Institute has been adhering to the idea of gender equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. Our college is committed to educating and following the idea of gender sensitization amongst the students as their prime duty and part of constitutional obligation. Successive governments have taken a lot of initiatives by implementing welfare schemes to ensure gender sensitization in the field of Higher Education by providing good education to the girl students. Every year governments provide various scholarships for the betterment of girl students. Under ICC (Internal Complaint Committee), Anti Sexual Harassment Cell, anti-ragging cell and Grievance Redressal Cell are creating awareness among the students to assert their rights .

These cells on various occasions conduct various programs and activities for the students to popularize the idea of gender sensitization and empowerment. We display posters and other circulars from the government consisting of warnings and information about stringent measures against women harassment and ragging.

Anti-sexual harassment cell has been taking special care about the girl students and trying to support in terms of instilling confidence among them while they face any types of problems within the campus or outside the campus.

File Description	Documents
Annual gender sensitization action plan	http://sibaca.sinhgad.edu/media/532964/7.1.1a%20annual%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://sibaca.sinhgad.edu/media/532967/7.1.1%20b%20specific%20facilities%20provided%20for%20women.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

A. 4 or All 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

- **Hazardous wastes can include things such as chemicals, heavy metals, or substances generated as by products during commercial manufacturing processes. All the labs are well equipped with passive safety devices like fire extinguisher, first aid kit etc. The proper management of hazardous waste is essential to protect the health and safety of the University community and to ensure compliance with laws and regulations.**

All the hazardous chemicals in the laboratory are labeled, tagged or

marked to communicate with students by showing warning which can be a message, words, pictures or symbols that reflects the hazard of that chemical.

Hazardous waste management is the collection, transport, processing, recycling or disposal of waste materials. Our Waste Management program help you manage hazardous chemical, radioactive, bio hazardous, and universal waste safely and legally.

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 **A. Any 4 or all 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: **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

A. Any 4 or all 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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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).

1. Dr. Babasaheb Ambedkar Jayanti 2022

Sinhgad Institute of Business Administration and Computer Application (SIBACA), Lonavala has organized program on Dr Babasaheb Ambedkar Jayanti, Ambedkar Jayanti or Bhim Jayanti is an annual festival observed on 14 April to commemorate the memory of B. R. Ambedkar, Indian polymath and civil rights activist. BR Ambedkar was an Indian philosopher, political leader, writer, economist, socio-religious reformer and best known as one of the main architects of the Indian Constitution. It marks Dr. Babasaheb Ambedkar 's birthday who was born on 14 April 1891.

2. Savitribai phule jayanti 2022

Sinhgad Institute of Business Administration and Computer Application (SIBACA), Lonavala has organized program on Savitribai phule jayanti to show their importance towards the Indian society and towards girls. Savitribai Phule was the first female teacher, a modern feminist, and a social reformer of India. She had the revolutionary flame to take forward women's education for the upliftment of women in the field of education and literacy. She, along with her husband, was comrades in arms in the struggle to educate women. Her birth anniversary is a significant day for all the women who are being educated in this generation as the fire was started by Krantiveer Savitribai Phule.

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

SIBACA organized various activities with reference to sensitization of students and employees of the Institution to develop values and awareness program to promote rights, duties and responsibilities of citizens i.e Traffic awareness program was conducted in Lonavala in association with Lonavala Police on 9/6/2022, Voter awareness program on 21/6/2022, Blood donation camp in campus in association with SKN Sinhgad Medical College Narhe, Poster competition was also organized with reference to promote gender equality in campus. As Sinhgad Group always contributes in the development of society and community therefore in this regard College students and faculty members visited orphan house in the vicinity of Lonavala to donate necessary goods i.e cloths, medicine and food. As well as time to time especially in the month of June Institute organized Swatchata Abhiyan in the campus to create awareness among students, staff and community members.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sibaca.sinhgad.edu/media/529303/7.1.9-activities%20for%20link.pdf
Any other relevant information	http://sibaca.sinhgad.edu/media/533886/7.1.9-link%20(1)%20248.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 **A. All of the above** **4.**

Annual awareness programmes on Code of Conduct are organized

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

Institute celebrates and organizes national and international commemorative days and events and festival time to time in campus on various occasion as a part of routine practices. Women Day, International Yoga day, Dandia, cultural events as well as jayanties of various warriors such as shivaji Maharaj Savitribai Phule Divas to develop the culture of harmony in the campus.

The institutecelebrates 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.

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	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The institute aims to enhance the employability and decision making ability of the students through bridging the gap between Academia and Industry.

The Academics in the institute is student centric based on experiential learning, participative learning and problem solving methodologies. This gives the students appropriate Academics - Industry interface. The Institute also enables students to participate in research and extension activities..

- Students Training program (STP):To groom and prepare the students employable, a robust training program is designed which includes mock Interviews, group discussions and aptitude test etc. Daily quiz is conducted to update the current knowledge of the students, this will also help students to pursue career not only in corporate world but also in public services.
- Campus Placements :-The Institute seeks faculty mentors' support in grooming, counseling and document preparation and verification of students for placement, Profiling of the students based on domain, experience, strength, weakness and their areas of interest. , .It has been planned that TPOs will share all placement related information with the faculty Mentors so that they can better understand the placement process and will conduct counseling activities and grooming activities.

File Description	Documents
Best practices in the Institutional website	http://sibaca.sinhgad.edu/media/530396/7.2.1%E2%80%93best%20practices%20web%20link%20stamp.pdf
Any other relevant information	http://sibaca.sinhgad.edu/media/533889/7.2.1%20%20placement%20-%20record%2021-22%20(2%20files%20merged).pdf

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

To gain practical knowledge through industrial visits. Some skills that can only be learned through hands on practice. Institute organized various industry visits to get the real-world knowledge of business. Class room learning is limited and not cover industry floor work all aspects. When dealing with an area of study that works with people, it is absolutely essential. Students learn to solve real time problems and get real time experience. Students learn to work in real timecondition's. Industrial visits provide the students with an opportunity to learn practically, working methods and employment practices. Industrial visit helps students to combine their theoretical knowledge with the practical knowledge of its actual functioning. The practical knowledge of how to start business and what are the real life challenges being faced can be learnt through practical experience from industrial visits. By way of interactions with the staff of the industry, students get more exposure towards the current work conditions of any industry. Another important perk of going for an industrial visit is that it acts as a bridge between the student and their dream company.

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

The Regulations and Curricula are fixed by the affiliating University. Within this framework, the Institution offers a wide range of electives wherever possible. The institute develops and deploys action plans for the effective implementation of the curriculum in the following ways:

1. At the beginning of the each semester subject choices are taken from faculty members.
2. Faculties are required to prepare the course file of each allotted subjects
3. Institute follows the cafeteria approach - by providing Generic Core/Elective, Subject Core/Elective Courses to the students in each semester. The students have the flexibility to choose any one specialization from the offered specialization.
4. The institutes plan the various activities for holistic & personality development of the students such as Induction program, Hands on Training, Internship, Assignments and Case Studies.
5. The interaction with the research bodies and Industry happens through guest lecture conducted by eminent guest lecturers from other Institutes/Industries.
6. Remedial classes for slow-learners are arranged also encouraged to participate in various management events.
7. Faculty has the flexibility to design the evaluation components but required minimum of three evaluation components per full credit course and five evaluation components for each half credit courses.
8. Conducted various online sessions and webinars during Covid -19
9. For Ph.D. we follow Plans and Documents given by SPPU.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sibaca.sinhgad.edu/media/493680/1.1.1%20-%20the%20institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

SIBACA follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar of events which includes details like the total number of working days and holidays, CIE dates (evaluation submission dates), guest lectures, online workshops, online webinars, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances.

The academic calendars help faculty members to plan their respective course delivery research work academic and co-curricular activities. CIE is decided well in advance before commencement of the semester.

Internal Assessment tests (IA), assignments, MCQs, Presentation, Case studies and Group Discussion sessions are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. Continuous evaluation and assessments are also done for Summer Internships. Conduction of viva-voce, Submission of assignments are the major components of CIE.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sibaca.sinhgad.edu/media/532970/1.1.2%20course%20file.pdf

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
<p>Details of participation of teachers in various bodies/activities provided as a response to the metric</p>	<p>View File</p>
<p>Any additional information</p>	<p>View File</p>

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

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)

5

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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

183

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

The curriculum offered by the Savitribai Phule Pune University includes various courses to addresses the cross-cutting issues are:

Human Values:

Institute imparts human values and professional ethics through its curriculum. In line with this, institute conducts events on Swami Vivekananda Jayanti, Constitution Day, Vachan Prerna Diwas, Savitribai Phule Jayanti, Yoga Day and Teachers Day.

Human Rights-I&II: Conceptual perspectives play a significant role for the promotion and

realization of human rights. It promotes dignity, tolerance, peace, defend and advocate for their

rights.

Professional Ethics:

- Introduction to cyber Security I/II/III/IV
- Contemporary Frameworks in Management
- Corporate Governance
- International Business Environment

Gender related initiatives:

Institute follows co-education practices to provide equal opportunities to all in various activities such as coordinators /volunteers/participants. Institute also organizes events on women’s grievances & empowerment. For this, eminent personalities were invited to address the students on Gender Equality.

Environmental and sustainability related initiatives:

Institute takes efforts for participation of students in the activities such as Save Tree, Save Electricity and Save Water. STES has a vision to develop a green campus and therefore following initiatives are taken such as Sewage treatment plant, Tree plantation, Solid and liquid waste handling, Drip irrigation & solar water heaters.

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	View File
MoU's 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

50

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://sibaca.sinhgad.edu/media/528930/stakeholderfeedbackforlinkandupload.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
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sibaca.sinhgad.edu/media/533853/financial201.4.2link201212.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

56

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

35

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

The chief objective of our educational institute is to strive for an excellent education. The students are from different domiciles and have different educational scholastic abilities Learning levels of students are identified on the basis of various entrance examinations & qualifying examination scores at the time of induction & foundation course.

For Advance learner

- Institute arranges various / Seminars for students. Institutes conduct various Seminars and conferences wherein they are exposed to best-in-class industry and academic experts. Students are also encouraged to participate in the seminars, and conferences conducted by other Institutes to enhance their knowledge base.
- Guest sessions- Eminent speakers are invited from the corporate world to provide real-time information and knowledge to the students.
- To participate in an entrepreneurship workshop
- To take up online employability courses GTT, IBM Certification
- Conducted Industry Visits to explore different sectors in which the students are passionate about it.

For Slow learners.

- Special counseling of students is done during Mentor mentee meetings.
- Remedial classes and self-learning sessions are arranged beyond the working schedule.
- Special attention is given by internal project guides during the summer internship program for the holistic development of slow learners and the enhancement of employability skills. The core

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/533877/2.2.1%20addational%20info.pdf
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
114	8

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

- **Experiential learning**
- **Participatory learning**
- **Problem-solving methodologies**
- **Project-based learning**
- **Roleplay**
- **Self-directed learning**
- **Interactive methods**
- **Role Plays**

I. Experiential learning:

a) Department conducts add-on programs to support students in their experiential learning.

b) Teaching through demonstration, visual aids, Periodical industrial visits, Organizing exhibitions, Presenting papers, Analyzing case studies and Participating and conducting quiz on theory topics.

c) Students Training program (STP) -Digital Marketing, Training of Excel , Book Review, Industry sector analysis, Soft skill

building & personality development.

II. Project - based learning: The students work in industry for 8 weeks hands on job as a part of SIP.

III. Participative Learning:

a) Seminars, group discussions & projects

b) Annual cultural program

c) Activity-based Learning

d) CSR Activities

e) Management Fest

IV. EDP activity- The Institute conducts real-time workshops/guest sessions like to meet and interact with entrepreneurs & understand real-life corporate Problems.

V. Team building activities - expedition, Treasure hunt, and fun games.

VI. Case-Based Learning: The case method is a participatory, discussion-based way of learning where students gain skills in critical thinking, communication, and group dynamics.

VII. Interactive Methods: Group discussion, role-play, subject quiz, news analysis, educational games, discussion and Q&A on current affairs, etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/academics/academic_1.aspx

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Faculty are combining technology with the traditional mode of instruction to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education

to support, enhance, and optimize the delivery of education.

ICTTools used by the Institute:

1. Projectors- in different classrooms.
2. Desktop - Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- installed at Labs, HOD Cabins and all prominent places.
4. Photocopier machines
5. Scanners- Multifunction printer is available.
6. Seminar Hall- Is equipped with all digital facilities.
7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
8. MOOC Platform (NPTEL)
9. Digital Library resources

ICTtools used by Faculty:

- A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors and are equipped by digital library, online search engines and websites.
- B. Industry Connect- Seminar is digitally equipped where guest lectures, expert talks are organized for students.
- C. Online quiz- Faculty prepare online quizzes as a tool of evaluation with the help of GOOGLE FORMS.
- D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.
- E. Video lecture- Recording of video lectures is made available.

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

8

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

8

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

7

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 specialty / 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

89

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.

A detailed CIE schedule is prepared and displayed on the notice board for the students..

Teachers discuss the CIE schedule with students during the first lecture.

The results of each evaluation are displayed to the students and areas of improvement are discussed. Accordingly.

The final cumulative marks for all internal subject-wise evaluations are displayed on the notice

board with the students and the Examination department.

End-term examinations: ETE is conducted at the end of the semester to help the students to gain

confidence and to achieve good results in University Examinations.

Concurrent Internal Evaluation patterns and schedules are shared with the students during the

induction & initial sessions by individual course teachers. This helps the students understand how their performance will be evaluated.

Evaluation / Formative Evaluation):

- Introduction to a variety of evaluation modes within each category of Concurrent Internal
- Evaluation criteria are Subject-specific and have variations in the weight ages depending on the nature of the subject and employability enhancement objectives.
- Linkages of Concurrent Internal Evaluation are made amongst the subject's nature, the learner's perceived difficulty level, and the intended predefined learning outcome from a course.
- Introduction of project-based evaluations in specific courses.

File Description	Documents
Any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/media/532794/rev%20ised%20course%20work%20for%20ph%20d,%20under%20faculty%20of%20commerce-management%20from%20a%20y%20%202020-21_03.122020.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Institute has two levels of grievance redressal mechanisms:

A. Grievances in internal Examinations

B. Deal with grievances on SPPU examinations.

A. Institute level:

1. Internal Committees for Internal Examination to analyze the grievances and offers solutions.

2. Internal examinations are scheduled as per the academic calendar.

3. Internal squad is appointed for ensuring the smooth conduct of the internal examination.

4. Subject faculty member evaluates the answer sheets of internal examinations within three to four days of the conduction of the examination.

5. The evaluated answer sheets are shown to the students.

6. The Grievances (if any) reported by students after going through their answer sheets are addressed

7. Changes in marks (if any) are incorporated into the database accordingly.

B. University level:

There is a system at the university level that takes care of the student's institute grievances with reference to evaluation.

The institute displays notices on notice boards on a regular basis with the university examination office as and when required. All the discrepancies regarding examination, faced by the college, are immediately brought to the notice of the COE of the University; and corrections, if any, are done only after getting instructions from the University.

The problem can be solved only on the advice of the COE.

Three-level Grievance redressal Mechanism : (a) Before the Examination (b) During the Examination (c) After the Result Declaration

File Description	Documents
Any additional information	View File
Link for additional information	http://sibaca.sinhgad.edu/media/533883/2.5.2%20addational%20info.pdf

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.

The Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are defined by the IQAC in line with the University syllabus.

follow rules prescribed by SPPU. The Programme Outcomes (POs) of MBA are:

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

Institute takes due care for informing POs and COs to all the faculty members & students. The same is available on the website. POs and COs are discussed with the students on first day of induction program. Faculty members adhere to POs & COs. Faculty members includes COs of their respective course in the teaching plan. Faculty members discuss COs of respective subjects with students during class room sessions.

Programme Educational Objectives (PEOs):

PEO1: MBA Graduates will successfully integrate management Knowledge in real world practices in all aspects

PEO2 MBA Graduates will possess excellent communication skills.

PEO3: MBA Graduates will be appreciative of the significance of Indian ethos and values in managerial decision making as leader.

PEO4: MBA Graduates will be ready to engage in successful career pursuits covering a broad spectrum of society.

PEO5: MBA Graduates will be recognized in their chosen fields for their managerial competence, creativity & innovation, integrity & sensitivity.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sibaca.sinhgad.edu/media/528918/2.6.1%20course%20outcome.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.

Continuous evaluation during the semester: As institute practices, CIE rigorously where the respective subject teacher continuously assesses the performance of each candidate during sessions. These outcomes are also evaluated through various activities and subjects specific evaluations conducted by the subject teacher. At the end of every semester, End semester examinations are also shown. Apart from this, the level of attainment of COs is evaluated through students' performance during the entire semester by the subject teacher.

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. 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 OBE in institute.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sibaca.sinhgad.edu/media/529664/2.6.3.1%20result%20analysis%20report%20link%20(1).pdf

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

39

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	http://sibaca.sinhgad.edu/media/529664/2.6.3.1%20result%20analysis%20report%20link%20(1).pdf

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://sibaca.sinhgad.edu/media/530390/271.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

The institution has a recognized research Centre which is affiliated to SPPU, Pune. Research Centre approval no is CA/814

Dated: 10/4/2013 and extension letter no CA/856 dated 09/06/2022(Extension up to 2025).

Out of 7 research scholars 3 students awarded Ph.D. Some of the key actions were the attending of PhD course work at Institute, attending a series of research based seminars and workshops, programmes on utilization of library and technology resources for research, more faculty members applying for BCUD sponsored research projects. There is a full course on Business Research Methods in the MBA curriculum. Several other courses such as Enterprise Analysis Desk Research (EADR), Industry Analysis Desk Research (IADR), Excel Lab, Contemporary Marketing Research, Summer Internship Project, Dissertation etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/530646/321.pdf

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

6

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

0

File Description	Documents
URL to the research page on HEI website	http://sibaca.sinhgad.edu/sibaca_mba/research-centre.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

3

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

1

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

The Institute has conducted several extension and outreach

programmes during the year which includes:

1. Blood Donation Camp
2. CSR Activity which includes visit to Orphanage
3. Gender Equality Program
4. Traffic Awareness Program
5. Swatchata Abhiyan
6. Health Checkup Camp
7. International Women's Day
8. Tree Plantation

The Objectives behind this extension activities are

- To arouse social consciousness of the students by providing them opportunities to work with and among the people.
- To develop an awareness and knowledge of social realities to have concern for the well-being of the community and engage in creative and constructive social action.
- To provide with rich and meaningful educational experiences to them in order to make their education complete and meaningful.
- To develop skill needed in the exercise of democratic leadership and programme development to help them get self-employed.
- Understand the community in which they work.
- Understand themselves in relation to their community.
- Identify the needs and problems of the social and involve them in problem solving process.
- Develop among themselves a sense of civic responsibility.
- Develop competence required for group-living and sharing of responsibilities.
- Acquire leadership qualities and democratic attitude.
- Develop capacity to meet emergencies and natural disasters.
- Practice national integration and social harmony.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/533799/3.4.1%20link%20to%20be%20prepared.pdf
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

2

File Description	Documents
Any additional information	View File
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

7

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

292

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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	View File
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 classrooms of SIBACA are well furnished with a seating capacity of 60 students. All the classrooms are well equipped with LCD projector, white board, PC with internet connection etc. The classrooms are well illuminated and aerated for comfortable sitting of students.

To facilitate hands on learning for our students we have state of the art computer-laboratories which are equipped with modern computers. The Institute has established global connectivity through high speed uninterrupted internet access to the students to keep pace with the latest developments in the corporate world. The multimedia lab is utilized for e-learning, research projects, online creative work and academic assignments.

An interactive language lab has been set up where the students listen to the native speakers of English and also imbibe the phonetic sounds of the English language. Language lab of SIBACA is well equipped with ICT facilities.

Seminar Hall & Syndicate Rooms to support the unique teaching learning process, SIBACA is fully equipped with 2 seminar halls, 2 syndicate rooms and 1 conference hall where the interactive sessions and the interface with the experts from the corporate world take place. These are equipped with audio visual aids like OHP, LCD, TV, Movie Projector, etc

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533781/4.1.1link%20for%20additional%20information.pdf

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

Sinhgad Technical Education Society has always encouraged and supported the co-curricular and extracurricular activities in its

institutes. It has given priority to sports for overall development of the students. The facilities given by our institute for Cultural, sports, indoor and outdoor games, Gymnasium etc, are spread across around 40 acres in the campus.

The institute lays considerate emphasis on students' participation in extracurricular activities like sports, cultural activities, and recreation. Indoor and outdoor sports facilities are available on the campus for boys and girls Separately

The Sports Academy was started on 06th March 2016 inaugurated by Mr. Pravin Amre- former Indian cricketer. He is the mentor of the sports academy and under his guidance we have developed cricket pitches and nets in 2016. The cricket ground was inaugurated by well-known cricketer Mr. Sanath Jaya Suriya on 06th January 2012.

We provide all the necessary sports materials to students for their practice and matches. The institute has following Outdoor and Indoor sports which are hosted in Sports complex

- Jogging Track of 800 mtrs with 11lanes
- Hockey ground
- Foot Ball ground
- Two Hard core lawn tennis courts
- Two Basket Ball courts
- Two Volley Ball courts
- Skating court

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/528879/4.1.2%20%20pdf%20file%20for%20link.pdf

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

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533526/4.1.3%20update.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

File Description	Documents
Upload any additional information	View File
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)

SIBACA Library is a key learning resource integral to the teaching learning process Managed by the Librarian and his team along with the Library Committee. The Library is a holistic space to further augment student and faculty's intellectual acumen, the library is fully managed by (library automation software). It has OPAC facility and the students have intra access to e publications via INFLIBNET

SIBACA Library has SLIM Software which is an online library management system to automate library processes and provides for an interactive user experience. SLIM follows a modular approach and the essential modules like Acquisition, Cataloguing, Circulation and Serials to help user acquire, catalogue and

circulate books, films, sound recordings, drawings, clippings, articles, reports, letters, pamphlets, serials publications etc.

SIBACA Library able to give statistics services to user through advanced modules like CAS, SDI, SMS etc

Online public access catalogue:-

- Powerful, accurate and faster search engine with relevant filters to narrow down search results.
- Contact library staff and access News Items
- Easy and secured access to Digital Material
- Evaluate collection with Rating and Review platform
- See Book Preview available on Google Books
- Single Sign On
- Collaborative Capabilities

Name of the ILMS software

SLIM21 System for Library Information and Management

Fully or Partially

Fully Automated

Version

2.6.8.29.78

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://sibaca.sinhgad.edu/media/533910/4.2.1%20link%20for%20aditional%20information%20oii%20on%2026may%202023.pdf

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)

19470

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

22

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

The institute is well - equipped with a strong IT infrastucture, for academic as well as administrative purpose, central computing facility with 100 MBPS speed Internet connectivity is available. For uninterrupted computing, generator backup is available.

Learning Management Systems (LMS) - for smooth and effective conduction of academics in all respect, the institute has provided license copy of Microsoft Teams as a common online platform for teaching - learning. It has helped the faculty and students immensely during the pandemic situation

The institute has massive network of 30 computers with 100 Mbps internet connectivity and WI - FI facility to fulfill the academic and research need. Centralized server room is used for network monitoring, management and internet security.

LAN Facility:-3 Layer switching (core, Distributed and Access) Network is available for the entire campus: core layer switches in the buildings have been connected with the optical fiber Ring Network. This core switching is further extended to distributed switching for departments where 100 Mbps (Gigabyte switches) are installed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/534309/4.3.1%20-%20institution%20frequently%20update%20its%20it%20facilities%20including%20wi-fi.pdf

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

938926

File Description	Documents
Upload any additional information	View File
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 has adopted standard established systems and procedures for maintaining the physical, academic and support and support facilities. There are institute level committees that look after the various aspects of the utilization and maintenance of the physical, academics and support facilities

Laboratory and Library Facilities: The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and record is maintained at uses register of the library Repair and Maintenance of laboratory equipment's/instruments are initiated by the respective Laboratory In charge as and when required. The purchase committee handles

Respective the repair/maintenance/calibration request appropriately. As a part of regular practice laboratory in charge, along with laboratory assistant, ensures proper working of all equipment at the beginning of each semester. SIBACA is having very rich resource of learning at library in the form of huge collections of new books, journals and magazines are continuously added as per the need and requirement of the syllabus of SPPU. Stock verification of the library is done on annual basis

Computers: All the computer related facilities including hardware, computer peripherals, UPS and generator are maintaining by Lab assistants and electricians

Sport Complex SIBACA is having world class amenities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/534312/4.4.2%20paste%20link%20for%20additional%20information.pdf

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

62

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

10

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://sibaca.sinhgad.edu/media/529661/513.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

211

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

211

File Description	Documents
Any additional information	View File
Number of students benefitted 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

26

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

2

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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	No File Uploaded
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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

5.3.2 The Sinhgad Student Council (SSC), a students’ elected body. The SSC is the overall governing students’ council which acts as a coordinator for, and provides administrative support to, various student activities and events at Sinhgad Institute besides taking policy decisions regarding student affairs in consultation with the specific event coordinator. The SSC has six clubs and seven cells to organize events under their domain; like: Management, Finance, Marketing, Operations, The event includes Alumni Talks, Case study session, group discussions, quizzes corporate interaction. Funds for such activities are provided by the Institute and in addition, The Placement Committee works directly under the guidance by Corporate Placement Director. The Placement Officer helps to get summer internships for the junior batch and Final placements for the outgoing senior batch. The Team of senior students is responsible for conducting induction programmes for the incoming batch every year. The program consists of personality development, public speaking, interpersonal behavior, stress management, team building and organizing students in various governingbodies. In addition, the Student Councils also supervises the annual function Sinhgad Karandak where solo singing, dance, Fashion

show, stage show etc. are conducted across the campuses.

Roles & Responsibilities of the Student

Representatives/Coordinators are to organize, Participate in the Committee meetings and serve as a liaison.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
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

5

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Sinhgad Institute of Business and Computer Application (SIBACA) has strong base of alumni spread in different part of country, and Placement cell is actively engaged in developing a strong and active network of these cherished former students. SIBACA graduates have achieved success in diverse fields and hold positions of responsibility and influence as distinguished

corporate leaders, pioneering entrepreneurs, eminent academicians, and inspirational leaders. The SIBACA seeks to foster life-long intellectual and emotional bonding between the institute and its alumni, and to provide the current students at the institute an opportunity to connect with the alumni across the globe. This is the common practice in SIBACA also facilitates a common platform for professional networking and business, career development, and sustained learning opportunities. The focus of the SIBACA is to offer a platform for the alumni to connect with their alma mater and contribute to enhancing the legacy of SIBACA. The Placement Cell a student and faculty body that functions to organizes guest lectures, assists in the career mentorship program of SIBACA students, maintains the Alumni database, and keeps alumni and students updated through the official social media handles.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528894/541%20additional%20info%20for%20upload.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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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 benchmark business school in human capital transformation through academic rigour and business research approach.

Mission: Continuous innovations in academic and research practices to achieve new standards of performance. Comprehensive transformation of students to make them better citizens of tomorrow.

Nature of Governance:

The Sinhgad Technical Education Society is one of the renowned technical educational Group in Pune (India), and it has gained its name in the field of education, by implementing their plans and policies effectively and efficiently through the participative type of the governance. The Top Management comprises of:

1. The Founder President/Secretary
2. The Governing Body
3. The Local Management Committee.

The quality policy is designed by the management and implemented by Director, LMC members & faculty members looking towards vision of the Hon. President of the STES. Being a residential campus, Management always supports excellent infrastructure, resources required for students and staff members in the campus and institute.

Reflection of Mission and Vision in the leadership of the institute in ensuring:

1. The policy statements and action plans,
2. Formulation of action plans,
3. Interaction with stakeholders,
4. Proper support for policy and planning,
5. Reinforcing the culture of excellence and
6. Adopt changes to attain its vision and mission.

Perspective Plan: Accreditation, MOUs, excellence in management education, collaborations for higher studies, enrich research activities with various statutory bodies and student placement.

Participation of the teachers: Through participative management, the faculties are involved in various decision-making bodies of the institute.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
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 supports a trend of decentralized governance system with proper well defined functional Committees along with the Statutory Committees. The Planning of various initiatives is proposed in Governing Body and Local Management Meetings which is formulated in College Development Committee & IQAC meetings.

Academic Committee along with Class Co-coordinators monitors functioning of academic activities. The Institute carries out various activities through committees comprised of teaching and nonteaching staff members. The committees have been given freedom to plan and execute activities after approval from Director. The Institute collects and analyses feedback from all stakeholders and uses the same for improving quality of education. In this way, the Institute works a team and practices participative style of management by involving of teaching and nonteaching staff in decision-making, planning and execution of all activities.

SIBACA`s Functional Committees like:

1. Internal Quality Assurance Cell (IQAC)
2. Grievance Redressal Committee (Student & Staff)
3. Alumni Association Committee
4. Research Committee
5. Cultural & Sports Committee
6. Examination Committee
7. Training and Placement Committee
8. Exam Grievance Redressal Committee

- 9. Committee for Minority, SC ST & OBC Cell
- 10. SPPU Examination Guidance & Counselling Committee
- 11. Library Committee
- 12. Anti-Ragging Committee
- 13. Internal Complaint Committee (ICC)
- 14. Local Managing Committee (LMC)

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/governance.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective plans - The institute has set up perspective plans with a mission to innovate academic and research practices necessary for the holistic development of students thereby enabling them to become best citizens of country. The institution follows a three-fold curriculum involving curricular, co-curricular and extra-curricular activities. This curriculum is designed to enhance and empower the knowledge base of students through a unique value system leading to good citizen supported with transparent work culture in the favorable learning environment. The interaction of industry personnel with the students and faculty members helps to enrich the learning experience. Also, such interactions are helpful to depute the students in industries for internships which in turn, may provide final placement to the students. The students are put through rigorous training program to prepare them for final placements as well as facing the business world. Institute strategic plan is based on overall development of students where active participation of all the staff members is ensured that includes teaching and non teaching staff at various levels in different committees.

Participation of the teachers in the decision making bodies under various bodies and committee i.e IQAC committee, Anti Ragging

Committee, College Development committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sibaca.sinhgad.edu/media/533442/621_merged%20final.pdf
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.

Recruitment

The requirement of teaching and non teaching staff is shared with the Head office after calculating the workload.

A roaster is prepared Centralized for all the management Institutes under STES.

An advertisement for the requirement is given in the leading news papers like Sakal and Times of India.

After the receipt of applications along with testimonials from the interested candidates, the date of the interview is decided by the members of the Local Selection Committee as per the guidelines of Savitribai Phule Pune University, Pune.

At the stipulated date, the interview is conducted as per the norms of SPPU.

As per the performance of the candidate, required eligibility and category, the selection of the candidate is carried out with appointment orders.

Promotional policies

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

We follow rules for up gradation of AGP from Rs. 6000-7000/-,

Rs.7000-8000/-, Rs.8000-9000/- and Movement of Pay Band of Rs.15600-39100/- to Rs.37400-67000/- and Up gradation of AGP from Rs. 9000- 10000/-.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528944/622.pdf
Link to Organogram of the institution webpage	http://sibaca.sinhgad.edu/media/534323/6.2.2%20modified%20organization%20chart.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

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

Group insurance scheme.

Accidental insurance.

Staff quarters.

Free medical treatment.

Registration fee for FDP programs.

Maternity leaves are provided as per the government and university rules.

Employee Provident Fund (EPF) with 100% gratuity for all staff.

Uniform for security guards

Bus facility from Pune to Lonavala Campus

24 Hours security Free hospital medicine facility

Play ground

Indoor and outdoor games facility

Generator backup

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/493746/6.3.1.pdf
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

0

File Description	Documents
Upload any additional information	No File Uploaded
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

2

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

1

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 of SIBACA is divided into 3 parts.

In the First Section Part - A, the faculty or staff member mentions his Personal Information like Name, Designation, Date of Joining, and Total experience. Status of appointment from the University, Qualification, FDP attended, Participation in Seminar / Workshop/ Conference etc.

In the Second Section Part - B, The Head of the Department discuss with faculty members one to one and verifies the details mentioned in the Part A and also grades the faculty according to his performance for that particular Academic Year. The Parameters of the Assessment like Quality/Accuracy of the Job, General Intelligence, Integrity and Character, Punctuality, Fitness to continue in the present position, Control over class & discipline, Students feedback, Proficiency in subject of Specialization & Initiative to work, any punishments or Rewards received during the reporting period Grading is done in 4 Parameters -

a) Very Good, b) Good, c) Average, d) Below Average

Very Good and Good grades are expected by the management. The appropriate increments are provided to the staff accordingly. The existing appraisal system provides an opportunity to map / assess self SWOT analysis and self development to the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/512150/performance%20appraisal%20of%20teaching%20and%20non%20teaching%20staff.pdf
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

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

External Audit:

External Audit conducted by Statutory Auditor who checks accounts day to day activities like bank transactions, cash transactions, purchases etc.

The period for External Audit is April to September October to March of every year.

The purpose for External Audit is to check rectifies our accounts transactions.

The External Auditor finalizes the Balance sheet for every financial year.

Internal Audit:

1. Sinhgad Technical Education Society appoints an Internal Auditor who verifies accounts transaction as well as administration establishment work every year.

2. The Internal Auditor thoroughly checks every accounts transaction like receipts payments, Salary, advances Bill purchases etc.

3. Under the Establishment Department the Internal Auditor checks every personal file of all the employees in the Institute verifying Medical Earned Leave balance, continuations, increments, deputations, long leaves etc.

4. The Internal Auditor prepares a descriptive report mentioning what compliances should be made; following which respective staff complies where needed further it is presented by head of the Institute to Head of Organization.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/528897/6.4.1%20audit%20report-2021-22_compressed.pdf
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

The institute being a private Un-Aided college or self-financed and not getting any financial aid/grant from the state or central government, fee collection is the only major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from university for purchases of sports, equipments and conducting workshops-seminars & conferences.

Deficit in income is adjusted by the Sinhgad Technical Education Society. Audited income and expenditure statement is available.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/529957/6.4.3%20fund%20mobilization.pdf
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

The role of committee is enlisted.

- Guidelines for mentoring the students. Developing infrastructure.
- Preparation of academic calendar. Conducting Academic Audit
- Effective and smooth functioning of academic and administration.

Monitoring:

The academic progress is constantly monitored by Quality Assurance Committee. The Director of the institute regularly conducts meetings with Quality Assurance Committee .The Quality Assurance Committee reviews the various academic activities every month and guides the staff members accordingly.

Internal audit: The IQAC undertakes internal academic audit in following matters:

- Verification of course plan and record of each faculty is carried out by Quality Assurance Committee members periodically. This ensures audit of all aspects of teaching learning process.
- A separate audit about coverage of syllabus is conducted every month.

IQAC prepare internal quality policies in following ways.

- Continuous assessment scheme is an internal mechanism to generate internal term work marks of a student. The Term work marks are included in the examination results by the university.
- Internal Quality Assurance Committee and the faculty members propose the Up gradation for infrastructure as and when required as per the AICTE norms. Infrastructure development is done accordingly.
- The Internal Quality Assurance Committee verifies the faculty requirement data as per the university norms.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/media/534367/6.5.1.pdf
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

The academic progress is constantly monitored by Internal Quality Assurance Committee. The Director of the institute regularly conducts meetings with Internal Quality Assurance Committee and faculty members.

The Internal Quality Assurance Committee reviews the various academic activities every month and guides the staff members accordingly.

Institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are as follows:

Syllabus Completion review: Every semester IQAC take the review of syllabus completed by faculty members. If the rate of completion of syllabus per month is less, then, remedial measures are suggested to the respective faculty by making necessary changes in the time table.

Feedback from the students: Part of the review, regular feedback from students are taken at the mid of every semester about the teaching methodologies used by the faculty. If the feedback demands change in teaching methodologies then particular faculty is consulted and is suggested to bring changes in teaching methodologies.

Academic Audit is conducted after the semester.

File Description	Documents
Paste link for additional information	http://sibaca.sinhgad.edu/sibaca_mba/iqac-report.aspx
Upload any additional information	View File

<p>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)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	http://sibaca.sinhgad.edu/media/528903/6.5.3-annualreport_2021-2022_immp012210.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

<p>INSTITUTIONAL VALUES AND BEST PRACTICES</p>
<p>7.1 - Institutional Values and Social Responsibilities</p>
<p>7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year</p>
<p>Institute has been adhering to the idea of gender equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. Our college is committed to educating and following the idea of gender sensitization amongst the students as their prime duty and part of constitutional obligation. Successive governments have taken a lot of initiatives by implementing welfare schemes to ensure gender sensitization in the field of Higher Education by</p>

providing good education to the girl students. Every year governments provide various scholarships for the betterment of girl students. Under ICC (Internal Complaint Committee), Anti Sexual Harassment Cell, anti-ragging cell and Grievance Redressal Cell are creating awareness among the students to assert their rights .

These cells on various occasions conduct various programs and activities for the students to popularize the idea of gender sensitization and empowerment. We display posters and other circulars from the government consisting of warnings and information about stringent measures against women harassment and ragging.

Anti-sexual harassment cell has been taking special care about the girl students and trying to support in terms of instilling confidence among them while they face any types of problems within the campus or outside the campus.

File Description	Documents
Annual gender sensitization action plan	http://sibaca.sinhgad.edu/media/532964/7.1.1a%20annual%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://sibaca.sinhgad.edu/media/532967/7.1.1%20b%20specific%20facilities%20provided%20for%20women.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

A. 4 or All 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

- Hazardous wastes can include things such as chemicals, heavy metals, or substances generated as by products during commercial manufacturing processes. All the labs are well equipped with passive safety devices like fire extinguisher, first aid kit etc. The proper management of hazardous waste is essential to protect the health and safety of the University community and to ensure compliance with laws and regulations.

All the hazardous chemicals in the laboratory are labeled, tagged or marked to communicate with students by showing warning which can be a message, words, pictures or symbols that reflects the hazards of that chemical.

Hazardous waste management is the collection, transport, processing, recycling or disposal of waste materials. Our Waste Management program help you manage hazardous chemical, radioactive, bio hazardous, and universal waste safely and legally.

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

A. Any 4 or all 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	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
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	A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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).

1. Dr. Babasaheb Ambedkar Jayanti 2022

Sinhgad Institute of Business Administration and Computer Application (SIBACA), Lonavala has organized program on Dr Babasaheb Ambedkar Jayanti, Ambedkar Jayanti or Bhim Jayanti is an annual festival observed on 14 April to commemorate the memory of B. R. Ambedkar, Indian polymath and civil rights activist. BR Ambedkar was an Indian philosopher, political leader, writer, economist, socio-religious reformer and best known as one of the main architects of the Indian Constitution. It marks Dr. Babasaheb Ambedkar 's birthday who was born on 14 April 1891.

2. Savitribai Phule Jayanti 2022

Sinhgad Institute of Business Administration and Computer Application (SIBACA), Lonavala has organized program on Savitribai Phule Jayanti to show their importance towards the Indian society and towards girls. Savitribai Phule was the first female teacher, a modern feminist, and a social reformer of India. She had the revolutionary flame to take forward women's education for the upliftment of women in the field of education

and literacy. She, along with her husband, was comrades in arms in the struggle to educate women. Her birth anniversary is a significant day for all the women who are being educated in this generation as the fire was started by Krantiveer Savitribai Phule.

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

SIBACA organized various activities with reference to sensitization of students and employees of the Institution to develop values and awareness program to promote rights, duties and responsibilities of citizens i.e Traffic awareness program was conducted in Lonavala in association with Lonavala Police on 9/6/2022, Voter awareness program on 21/6/2022, Blood donation camp in campus in association with SKN Sinhgad Medical College Narhe, Poster competition was also organized with reference to promote gender equality in campus. As Sinhgad Group always contributes in the development of society and community therefore in this regard College students and faculty members visited orphan house in the vicinity of Lonavala to donate necessary goods i.e cloths, medicine and food. As well as time to time especially in the month of June Institute organized Swatchata Abhiyan in the campus to create awareness among students, staff and community members.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sibaca.sinhgad.edu/media/529303/7.1.9-activities%20for%20link.pdf
Any other relevant information	http://sibaca.sinhgad.edu/media/533886/7.1.9-link%20(1)%20248.pdf

<p>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</p>	<p>A. All of the above</p>
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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

Institute celebrates and organizes national and international commemorative days and events and festival time to time in campus on various occasion as a part of routine practices. Women Day, International Yoga day, Dandia, cultural events as well as jayanties of various warriors such as shivaji Maharaj Savitribai Phule Divas to develop the culture of harmony in the campus.

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.

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	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The institute aims to enhance the employability and decision making ability of the students through bridging the gap between Academia and Industry.

The Academics in the institute is student centric based on experiential learning, participative learning and problem solving methodologies. This gives the students appropriate Academics - Industry interface. The Institute also enables students to participate in research and extension activities..

- Students Training program (STP):To groom and prepare the students employable, a robust training program is designed which includes mock Interviews, group discussions and aptitude test etc. Daily quiz is conducted to update the current knowledge of the students, this will also help students to pursue career not only in corporate world but also in public services.
- Campus Placements :-The Institute seeks faculty mentors' support in grooming, counseling and document preparation and verification of students for placement, Profiling of the students based on domain, experience, strength, weakness and their areas of interest. , .It has been planned that TPOs will share all placement related information with the faculty Mentors so that they can better understand the placement process and will conduct counseling activities and grooming activities.

File Description	Documents
Best practices in the Institutional website	http://sibaca.sinhgad.edu/media/530396/7.2.1%E2%80%93best%20practices%20web%20link%20stamp.pdf
Any other relevant information	http://sibaca.sinhgad.edu/media/533889/7.2.1%20%20placement%20-%20record%2021-22%20(2%20files%20merged).pdf

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

To gain practical knowledge through industrial visits. Some skills that can only be learned through hands on practice. Institute organized various industry visits to get the real-world knowledge of business. Class room learning is limited and not cover industry floor work all aspects. When dealing with an area of study that works with people, it is absolutely essential. Students learn to solve real time problems and get real time experience. Students learn to work in real time condition's. Industrial visits provide the students with an opportunity to learn practically, working methods and employment practices. Industrial visit helps students to combine their theoretical knowledge with the practical knowledge of its actual functioning. The practical knowledge of how to start business and what are the real life challenges being faced can be learnt through practical experience from industrial visits. By way of interactions with the staff of the industry, students get more exposure towards the current work conditions of any industry. Another important perk of going for an industrial visit is that it acts as a bridge between the student and their dream company.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

FUTURE PLANS OF ACTION FOR NEXT ACADEMIC YEAR

1. To organize Conference/Workshop on Startup and New Venture

for creating Entrepreneurship skills among students

2. To organize programs on Gender Sensitization or such relevant Women's Issues that are the need of the hour like Poster making competition like Womens` safety at workplace.
3. To arrange programs on Universal Values, Cultural Diversity (Like Holi)etc.
4. To Plan to setup Institute Innovation Council.
5. More use of digital platform instated of traditional methods.
6. To have more industry academic interface so that there is more corporate participation in academics.
7. Conducting activities to hone the creative skills of students and provide a platform to display their creativity
8. To provide the platform for the students to learn and develop Global Employbility e.g. German language clases.
9. Conducting student focused academic and skills development activities like Workshop on Advanced Excel and Power BI.
10. To Organize Peer Review learning and Faculty Development Programme on IPR and Research methodology and FOP.