



YEARLY STATUS REPORT - 2022-2023

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 A. Nakhate**
- Designation **Director**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02114673306**
- Mobile no **09881476714**
- Registered e-mail **director_sibaca@sinhgad.edu**
- Alternate e-mail **director_sibaca@sinhgad.edu**
- Address **Gat No. 309/310, Kusgaon (Bk.),
Off Pune-Mumbai Expressway, Pune,
Maharashtra 410401**

- City/Town **Pune, Maharashtra**
- 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. Rajendra Bhadale**
- Phone No. **9766314576**
- Alternate phone No. **09881476714**
- Mobile **02114673306**
- IQAC e-mail address **sibaca.aqar@sinhgad.edu**
- Alternate Email address **vidyanakhate.sibaca@sinhgad.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)

http://sinhgad-sibaca.in/wp-content/uploads/2024/01/SIBACA_AOAR_2021-22.pdf

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/wp-content/uploads/2024/04/2022-23-Academic-Calendar.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	263	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**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- 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**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

1. Skill Development through STP as a part of one of our best practices.
2. To initiate the process of Center of Excellence.
3. To enhance Industry and Institute Interaction which includes signing the MOUs (International and Academic MOUs) for the benefits to the students as well as faculty and society at large and industry visit out of Pune for the students.
4. To create awareness and organize various extension and outreach activities related to Environment and Social Issues. Also to conduct various CSR activities which is a part of our Best Practices.
5. To perform regular processes of SIBACA which includes, Administrative and Academic Audit (AAA), application for NIRF ranking.

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>1. Curricular Aspects</p>	<p>1. Feedback on curriculum content and ambience is sought from various stakeholders. 2. initiated the process of OBE and implemented the process of Program Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs). 2. Each departments have systematically planned and implemented course content through teaching plan, timetable and periodical evaluation 3. IQAC has initiated various programs under Research methodology, IPR and Entrepreneurship. 4. Value addition certification programs being offered to the students. in</p>
<p>2. Quality teaching - Learning Process with intent of ensuring enhanced learning outcomes</p>	<p>During the odd semester and even semester the speculated number of days were used for teaching and learning-evaluation process. During the AY 2022-23, 234 days were used for teaching-learning-evaluation process. We prepared, implemented and validated teaching plan -To facilitate enhanced learning outcomes learner centric teaching-learning-evaluation process is practiced. -Teaching methodologies and learning aids like participative learning, interactive method, experiential, collaborative learning, LMS, PPT's, Videos, Case studies, etc., are practiced for effective learning. All the faculty members are trained in ICT methodology and every class room</p>

	<p>were given for option for PPT, Screen, AV facility and Lap top.</p>
<p>3. Examination, Evaluation and Results</p>	<p>-Exam dates are announced in the 1st week of semester-Test question papers were set by internal staff. Unit test time table and Term end exam time tables were announced before the examination -End Semester Examination question papers are set by internal paper setters -Proper seating arrangement is made for the student and the same is announced to the students through college notice board -Hall tickets are issued one week prior to the examination-Valuators are expected to complete the valuation within 10 days from the last exam -Results are announced within 3 weeks of the last exam. It is done through Learning Management System.Result analyse specializationwise was done for Dec 2022 and April 2023 examinations.</p>
<p>4. Research output</p>	<p>Faculty members have published the papers in reputed journals. They have also contributed in Patent and Copyright publications.</p>
<p>5. Collaboration, Extension and Innovations</p>	<p>Various MOUs including and Academic MOU and International MOUs being signed. And under these MOUs various activities under Extension and Innovations were conducted for students as well as faculty. Under CCC various programs of Entrepreneurial initiatives were conducted and under IIC</p>

	<p>various Guest sessions and workshops related to innovations and startup being organised.</p>
<p>6. Student Support, Development and Recognition</p>	<p>The Counseling sessions were offered to students with the objective ensuring overall wellbeing. Some of the major issues usually brought by the students to the counselors are: balancing work and college life, emotional regulation, relationship issues, financial struggles, academic issues, addictions, and depression.</p> <p>Notable observation of commemorative days to raise awareness of an issue & to mark important aspects of human life & history was done. Fee Installment to almost all the students were given flexibility to pay their annual fees in 2-3 installments.</p>
<p>7. Continuous improvement in Infrastructure and Learning Resources was planned for upgradation</p>	<p>ICT Teaching aids for faculty and students like LCD projectors, printers and other electronic gadgets were provided to the Program. The economically poor students are allowed to borrow books from the Book Bank facility for one full semester.</p>
<p>8. Conferences, Seminars, Workshops and Guest lectures</p>	<p>State level seminar on</p>
<p>9. Governance, Leadership and Management</p>	<p>Financial assistance by the management to enhance and support learning resources, faculty skills/capacity, infrastructure, faculty financial needs, Various sports activities and cultural days were organized annually during the month of January to foster togetherness and synergy among</p>

	staff.
10. Institutional Values and Best Practices	Accompaniment of students through continuous mentoring, counselling and engaging students to develop their overall well being - Empowering, engaging and enabling students to participate in social awareness, social service, ecological sensitization programs. As Best practices STP and TTT (Faculty Orientation Program) were conducted successfully.
11. Student Satisfaction Survey	All the students were administered Student Satisfaction Survey to understand the perception of students pertaining to academic, administration, assessment and other facilities
12. Alumni Engagement	An Alumni meet was organised and few are invited to deliver talks and share experience
13. IQAC Internal Validation and Documentation of Departments	-Annual department audit for the academic year 2022-2023 was conducted. The entire process of validation was coordinated by IQAC coordinator. The audit team comprised of Director, Principal, IQAC Coordinator. The major areas validated were : areas validated were - curricular, co-curricular and extra-curricular activities, annual action plan, and timetable, teaching plan

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	28/02/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SINHGAD TECHNICAL EDUCATION SOCIETY SINHGAD INSTITUTE OF BUSINESS ADMINISTRATION AND COMPUTER APPLICATION
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• Designation	Director
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13. Whether the AQAR was placed before statutory body?	Yes
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• Name of the statutory body

Name	Date of meeting(s)
IQAC	28/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	08/02/2024

15. Multidisciplinary / interdisciplinary

The National Education Policy (NEP)-2020 focuses on skill, competencies and relevant knowledge befitting the 21st century and Industrial Revolution 4.0. A multidisciplinary education on cognition, skills, social, physical, emotional and moral development leading to holistic personality development is the focused theme. This kind of comprehensive learning is advocated in a methodical way in all of the programmes, whether they are professional, vocational, or technical. They must mainly aim at employment, entrepreneurship, innovation and placement. Sinhgad Technical Education Society (STES) was established in the year 1993 under the dynamic leadership of Prof. M. N. Navale, Founder President. The sole objective of the society is to provide quality education in the field of Engineering and Technology, Health Science, Management, Computer Application, Architecture, Medical, Dental, Pharmacy, Law, Arts, Science, Commerce and School Education. All the institutes under STES are recognized by the concerned statutory authorities and meticulously fulfill the norms and standards laid down by them. Sinhgad Institute of Business Administration and Computer Application (SIBACA), was established in the year 2004. The vision and mission of the institute is to inculcate holistic development of students and teachers. The mission statement focuses on the needs of the society in explicit terms, namely imbibing a unique value system, transparent work culture, and excellent academic and physical environment for conducive to learning & creativity to accomplish the vision of the institution. SIBACA is residential B-School offering Master of Business Administration (MBA) wherein the course related to humanities and social sciences like

Environmental Studies, Human Rights, Skill Development, Introduction to Cyber Security etc. The institute is recognized by All India Council for Technical Education (AICTE) New Delhi and Directorate of Technical Education (DTE) Government of Maharashtra. It is affiliated to Savitribai Phule Pune University (SPPU), Pune. To serve the interest of the student community as well as the corporate industrial sectors, STES maintains a close liaison with industry and other leading organizations. The institute has already implemented choice based/elective pattern as per the guidelines of UGC/Savitribai Phule Pune University and the curriculum is competence and outcome based. Emphasis is given to industrial training, summer internship as well as research projects based on field studies/industrial visits.

The institute encourages students of in developing multi-disciplinary projects in the form of market research, lean management, stock market decisions, environmental issues , IoT based projects and others so that the student participates in national and international competitions thus suggest solutions to society's issues and challenges. Value-based multidisciplinary education in the form of field visits, role play, case studies, webinars, seminar, activities like Yoga, value added programs, expert lectures etc are provided to the students with the intention of developing humanistic, ethical, social, constitutional, intellectual, and universal human values.

However, since the institute is governed by AICTE and as per their regulations there is no lateral exit. Thus, the vision of the institute has realized the salient features of NEP.

16.Academic bank of credits (ABC):

The institute has positively responded to the new Academic Bank of Credits concept that was presented in NEP 2020. In this regard, we had registered our institute on www.nad.digilocker.gov.in site and identified one of our faculty Prof. Amruta Dhande, Chief Examination Officer as a Nodal agent. At the time of registration, we had downloaded the required 15 templates, beginning with the SSC marks sheet and continuing all the way up to degree certificates. Moreover as per the guidelines of the affiliating University regarding NAD, the students have been educated on the goals and significance of such efforts, and relevant connections have been supplied to them. The students will receive assistance in this regard from both the exam section and their respective class teachers. The institute shall act in accordance with any additional essential

instructions or directions, as and when they are sent to it by the relevant authorities. The institution is willing to introduce dual degree / twinning programs with credit transfer facilities. Institute shall take necessary steps for the preparation of the same.

SIBACA has signed an Academic MOU. Faculties are encouraged to design their own pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc.

17.Skill development:

The college has continuously offered opportunities for students to develop their skills in tandem with changing needs. Add-on courses align the curriculum with relevant industries to make them job ready by the time they graduate. Furthermore, students' skills are further augmented by frequent interactions with alumni and industry experts. This enhances their preparedness for the world outside the college. SIBACA is participating and conducting most of the activities under IIC ([MoE Innovation Cell](#)). The Institutional Innovation Council organizes lecture series and conducts various activities which provide a platform for the students to nurture their startup and entrepreneurship abilities. The institution is also planning to start a course with NSDC in this aspect. Our Training and Placements Committee oversees technical and soft skill trainings through inhouse and external collaborations and are imparted through various, Customized Training Programs, Addon Certificate Courses, Hands-on Training workshops, Entrepreneurship skills and Seminar/Conference/FDPs, enriching employability skills, interpersonal skills, communication skills.

National Occupational Standards (NOS) are statements of the skills, knowledge and understanding needed for effective performance in a job role and are expressed as outcomes of competent performance. SIBACA is providing Value-based education to inculcate positivity amongst the students that include the development of humanistic, ethical, Constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc. ?

Apart from imparting professional PG programmes, we are also offering add-on certificate courses which cater to the need of vocational education in the chosen area of specializations. Value education is to be inculcated through co-curricular and extracurricular activities, our institute is focusing on the overall development of students by providing human orientation and experiential learning on human values, societal concern, and environmental awareness. Cultural team is actively engaged in social activities. Owing to their constant encouragement, a large number of students are actively involved in various social activities and showcase their responsibilities towards society. The universal values are inculcated by organizing various social activities like blood donation camps, tree plantation drives, and sensitization, clothes and food donation drives etc. The students also take up the mandatory course on constitution prescribed by the affiliating university.

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

SIBACA integrates the Indian Knowledge system (teaching in Indian Language, culture etc,) into the curriculum using both offline and online courses. The institute is governed by AICTE/SPPU regulations and their curriculum and hence it is imperative that all MBA and Ph.D. programme adhere to the use of the English language as the medium of communication. However, during remedial and tutorial classes, efforts are made by the subject teacher to explain the difficult concepts in regional/national language. The college, on the other hand, observes significant days such as Marathi Bhasha Divas and other traditional days in order to raise awareness of India's national and regional languages as well as the culture that is linked with each of those languages. The college annual cultural festival known as "Sinhgad Karandak" and inter collegiate competition hosted by STES include a variety of Indian dance, drama styles as well as musical performances in Marathi as well as Hindi languages. Many a times the role plays related to various on field or office situations simulated in classrooms are encouraged to be performed in Marathi and Hindi languages since in practice local and national languages are most frequently used in these situations. Thus the Institute devotes all of its efforts to the incorporation of the Indian Knowledge system into its operational culture and to the dissemination of this knowledge. Faculty members of the institutions are providing the classroom delivery in bilingual mode (English

and vernacular).

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

Competency/Outcome-based education, often known as OBE, is an approach that is performance based and has recently emerged as a prominent model for the reform of education on a global scale. Our institute has adopted the outcome-based education model notified by SPPU/AICTE. The POs, COs, PSOs and their attainment has been worked out in accordance with the requirements of the NAAC, NBA and AICTE. Exams and other ways of student assessment play a significant part in determining the overall quality of an educational experience. They are required to not just evaluate the accomplishments of the students (and their grades), but also to determine whether or not the specified learning goals have been attained. It is essential to demonstrate that accurate and reliable evaluations have been conducted in order to demonstrate that programme objectives and results have been achieved.

The following reforms were introduced in evaluation:

01) Drafting of question paper by including incorporating Revised Bloom's six levels of competencies within the cognitive domain

02) Assessment and attainments of Course outcomes and Programme outcomes and their mapping The institute's current assessment and evaluation methodology is in line with the requirements of NEP 2020, and any new inputs will be applied in accordance with the recommendations provided by competent authorities.

20.Distance education/online education:

SPPU, the affiliating University offers a variety of online courses which students are opting as per their interests. Before, after and since Pandemic, faculty members are used to provide lecture notes to the students and presentations via ERP.

Whatsapp gps enhanced student communication and comprehension. Content beyond syllabus and recent advancements were delivered by organizing Webinars/Workshops which included the experts from industry and academia through online and offline platforms. Students' learning efficacy was tracked using google forms. Continuous assessments were conducted by short presentations, posters, and flier preparations. Internal examinations were conducted through ERP platform and LMS portals. The mode of examinations conducted were of Multiple Choice Questions and Subject based assessments. Before the online University

examinations, students were trained on the revised examination pattern by conducting preliminary examinations through online mode. Students will be encouraged to undertake online skill development courses through ODL Coursera, SWAYAM/NPTEL Platforms. National level Faculty Development programmes, conferences and Employability skill tests etc were conducted using online platforms. Online placement support was provided by delivering orientation on CV preparation, performing online skill tests and interviews, and Campus drives utilizing online platforms. Now online and offline modes of teaching are also included in NEP.

SIBACA promotes online education through organizing national FDPs, Workshops, certification courses. The liberalization of the economy, including educational institutions, has paved the way for 'PHYGITAL' learning, which integrates online and offline resources. According to the New Education Policy, this is the new normal. Our institute is ready to adopt NEP2020's Digital Education Policy due to the above mentioned facilities and practices.

Extended Profile

1.Programme

1.1

89

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

115

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

30

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File
2.3	56
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	6
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	6
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	8
Total number of Classrooms and Seminar halls	
4.2	76.54
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	

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. 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://sinhgad-sibaca.in/wp-content/uploads/2024/01/Course-File-Sample-2022-23-Final.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 cocurricular 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
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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

A. All of the above

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)

18

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

112

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum. MBA is professional course which imparts the discipline, professional ethics and human values in the students. Institute is imparting value added courses and activities, out of which few are not directly linked with students discipline of study and it contributes to sensitize students to crosscutting issues relevant to gender, environment and sustainability, human values and professional ethics, development of creative and divergent competencies. The curriculum offered by the Savitribai Phule Pune University includes the various courses to addresses the cross-cutting issues are mentioned below:

A. Professional Ethics: Organizational Behaviour, Entrepreneurship Development, Legal Aspects Of Business, Verbal Communication Lab, Selling & Negotiations Skills Lab, Qualitative Research Methods, Marketing Research, Integrated Marketing Communications, Indian Ethos & Business Ethics, Corporate Social Responsibility & Sustainability, Management Fundamentals and Business Communication Lab.

B. Gender: Enterprise Analysis - Desk Research and Current Trends & Cases in Human Resource Management.

C. Human Values: Organizational Behaviour, Business Research Methods, Consumer Behavior and Marketing Strategy.

D. Environment and sustainability: Management Fundamentals, Start Up and New Venture

Management, Strategic Management, Sustainable Supply Chains, International Business Environment and Corporate Social

Responsibility & Sustainability.

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

52

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 **A. All of the above**

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	http://sinhgad-sibaca.in/feedback/
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://sinhgad-sibaca.in/wp-content/uploads/2024/01/2022-23-Action-Taken-Report-stakeholders-feedback-1.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

59

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

29

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 caters to advanced and slow learners separately to enhance their learning abilities and acquire and excel in different skill sets. The institute has a well-designed mechanism to facilitate them through various activities. The activity for Advanced Learners includes.

- Institute arranges various Seminars/Conference/Guest Lectures for students.
- Center of Excellence
- Various add on Certification courses.
- Conducted Industry Visits to explore different sectors in which the students are passionate about it.

For Slow learner

- The activities for Slow Learners includes
- Special counseling of students is done during Mentor mentee meetings.

- Remedial classes and self-learning sessions are arranged beyond the working schedule.
- Special Alumni talk is conducted for slow learners
- 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.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.2.1.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
115	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

The institution has a mechanism to promote student-centric learning through experiential participative and problem-solving methodologies using ICT facilities.

A. STUDENT-CENTERED EXPERIENTIAL LEARNING METHODS.

- **Industrial Visit:** Industrial Visits are arranged for experiential learning while visiting the organization.
- **Project based Teaching:** Students undertake Internship projects that provide opportunities for Students to find solutions to real-life problems.

- Ad on Programs: Students enrolls in various Add-on Courses on latest technologies with Business Analytics using Power BI Tableau, Adv. Excel, and Digital Marketing.
- B. STUDENT-CENTERED PARTICIPATIVE LEARNING METHODS.
- Student Training Program. STP is conducted for students to prepare themselves for the upcoming challenges.
- CSR Activity: Corporate Social Responsibility Activity to Samparc Balgram in Lonavala, Blood donation camp, Trees Plantation activates is conducted for students.
- Entrepreneurship Awareness Program: The Institute conducts Seminars, guest sessions to meet and interact with entrepreneurs & understand real-life corporate Problems
- Guest sessions: Guest lecture by eminent experts from industry.
- C. STUDENT-CENTERED PROBLEM SOLVING METHODS :
- Case Study Analysis and Discussion: The case method is a participatory, discussion-based way of learning where students gain skills in critical thinking.
- Papers Presentation: Research activities are conducted in each Department under the guidance of seniorfaculty where the students of different semester get knowledge about emerging area

File Description	Documents
Upload any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.3.1.pdf

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.

ICT Tools 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.

- **INTEGRATION OF ITC TOOLS used by Faculty members:**

Faculty members ensure effective utilization of ICT through various measures and tools for participative and experiential learning. The mission of 'Digital Campus' accelerates their potential in advancing the technology in teaching and learning practices.

- Self-paced and individualized learning through ICT enabled learning environment with smart classrooms and LMS.
- Interactive teaching-learning systems, E-Learning resources, Microsoft team apps, and Wi-Fi- enabled networks with internet access.
- Well-established Classrooms with Well-equipped computers, LCD.

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

70

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.

The institution is affiliated to Savitrabai Phule Pune University (SPPU) and adheres to the Examination Scheme of (SPPU) which includes Continuous Internal Evaluation (CIE).

- A detailed CIE schedule is prepared and displayed on the notice board for the students.
- Faculties discuss the CIE schedule with students during the first lecture.
- After each CIE are shared with students to have an idea of their performance in the evaluations. If they come across any doubts or grievances, are addressed and resolved by the subject teacher.
- Subject faculty member evaluates the answer sheets of End term examinations within three to four days of the conduction of the examination.
- Evaluated answer sheets are shown to the students.
- Retest for the Internal Assessment are conducted for those remain absent for any CIE due to genuine reason.
- The results of each evaluation are displayed to the students and areas of improvement are discussed.
- The Grievances (if any) reported by students after going through their answer sheets are addressed.
- Final Internal Assessment marks are entered in the University web portal.
- Changes in marks (if any) are incorporated into the database accordingly.

File Description	Documents
Any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.5.1-F.pdf

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

The institution is affiliated to Savitrabai Phule Pune University (SPPU) and adheres to the Examination Scheme of (SPPU) which includes Continuous Internal Evaluation (CIE), end-semester Examination. The institute has developed a structured mechanism to deal with examination related grievances in a transparent, time-bound and efficient manner. The Institute follows strictly the guidelines and rules issued by the university. Institute has established Institute level Examination Committee to handle any grievance issues.

Institute has Internal examination grievance redressal mechanisms:
 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

File Description	Documents
Any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.5.2-Final.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 institute, in tune with its Vision and Mission, accreditation board and affiliated university Guidelines, has established a mechanism to define program educational objectives and Course Outcomes
- Course outcomes are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members teaching the same course. The COs are discussed in detail in faculty orientation workshops conducted by the respective institute.
- Program Education Objectives, Program Outcomes and Course Outcomes for all Programs offered by the Institute are clearly stated, displayed on the Institute website And communicated to teachers and students..
- Incorporated in the preparation of Teaching Plan and course

file.

- Apart from the above places, all theCos are displayed on the e contents
- At the beginning of semester, teachers discuss PEOs, POs, PSOs and COs and their correlation.
- Teaching Plan, assignments, tutorials etc., teachers take care of COs in the course and explain the students.
- During Teaching learning process COs are discussed and mapped with internal evaluation at Every stage.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	sinhgad-sibaca.in/wp-content/uploads/2024/01/3-2.6.1.-Cos-1.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.

- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) play Significant role in evaluating the attainment of the course and program outcomes.

- Internal (Direct and Indirect) Assessment

Direct assessment methods include an assessment based on the internal evaluation by the institute and university examinations.

- Internal assessment is based on unit tests, assignments, presentations and End term exam. The faculty evaluates students continuously and encourages them to improve in performance.
- According to the university exam pattern, 50% weightage is to the Internal Evaluations, and
- 50% weightage is to the End-semester examination.
- Results declared by the University at the end of each semester are thoroughly analyzed in academic Audits of programs.

- Once all COs are computed, a rigorous qualitative analysis is done to attain the COs.
- External Assessment
- Institute has a mechanism in place to interact and get feedback from its distinguished Students
- At the end of every academic year, students graduate exit survey is conducted, analyzed and used as an attribute to evaluate attainment.
- Distinguished alumni are invited as expert resource persons to inspire and motivate students by
- Regular interaction is done with the Industry/employers and feedback is obtained about the Performance of our students,

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/1.subject-wise-Cos-Pos-Attrainment-sheet-Link.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

49

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://sinhgad-sibaca.in/wp-content/uploads/2024/02/Pass-students-2022-23.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://sinhgad-sibaca.in/wp-content/uploads/2024/02/SSS-final.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

SIBACA, Lonavala has taken up steps to cater to the rapidly changing business world, driven by Innovation. As a part of innovation and strong research approach, SIBACA has established MHRD's Institutional Innovation Council (IIC) in the A.Y. 2022-23 for creating entrepreneurial ecosystem in the Institute in order to encourage innovation, developing IPR, idea generation and its conversion into prototype.

The institute regularly organizes different Faculty Development Programs (Train The Trainer), workshops and Seminars. In SIBACA we have established Career Counselling Centre (CCC) which exhibits different activities under Innovation Cell, Entrepreneurship Development Cell, and Higher Education Cell etc. Establishment of IPR Cell is a part of IIC activity.

SIBACA has a recognized Research Centre which is affiliated to SPPU. There are Three research guides associated with the SIBACA Research Centre. Currently 5 research scholars are pursuing Ph.D. program under research centre and 17 research scholars have been awarded Ph.D till 2023. Some of the key actions were the conduction of Ph.D. course work at Institute, organizing a series of research based seminars and workshops. Institution offers various courses which foster the environment for Innovation as per curriculum of the MBA program such as BRM, QRM etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/Center-of-excellence.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

42

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://sinhgad-sibaca.in/research-centre/
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

9

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

0

File Description	Documents
Any additional information	No File Uploaded
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. Swatchata Abhiyan 5. Health Checkup Camp 6. Tree Plantation The Objectives behind this extension activities are : 1. To arouse social consciousness of the students by providingthemopportunities to work with and among the people. 2. To develop an awareness and knowledge of social realitiesto have concernfor the well-being of the community andengage in creative and constructivesocial action. 3. To provide with rich and meaningful educational experiencesto them inorder to make their education complete andmeaningful. 4. To develop skill needed in the exercise of democraticleadership andprogramme development to help them get selfemployed. 5. Understand the community in which they work. 6. Understand themselves in relation to their community. 7. Identify the needs and problems of the social and involvethem in problemsolving process. 8. Develop among themselves a sense of civic responsibility. 9. Develop competence required

for group-living and sharing of responsibilities. 10. Acquire leadership qualities and democratic attitude. 11. Develop capacity to meet emergencies and natural disasters. 12. Practice national integration and social harmony.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/3.4.1-word-file-of-extension-activities-2022-231.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

15

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

10

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

10

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

1

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

15

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.

Physical facilities constitute an important factor resource for implementation of Educational programs. SIBACA has an infrastructure as per the norms and guidelines of AICTE and Pune University. Both the programs are getting fully equipped facilities with the necessary infrastructure to meet the requirements with adequate classrooms, seminar halls, tutorial rooms, IT Labs and sufficient space for hosting all academic activities.

Classrooms:

Well-equipped 07 Classrooms which are ICT enabled and equipped with LCD projector. 01Smart Class Room and 01Tutorial Room. All classrooms are well-ventilated, spacious and good ambiance for effective teaching and learning. All classrooms are equipped with Dais, Desks, and Fans, Tube lights, Green boards, Whiteboards, Podium and curtains.

IT Labs:

well equipped IT Labs with computing equipment to meet the requirement of Curriculum as well as Program Outcomes. In addition to this, IT Labs are devoted to research and consultancy

activities also. The research lab is equipped with modern tools like an Artificial Intelligent, MS Office, Share Market.

ICT Facilities:

Total of 60 computers are available. Talley Servers (Power Edge-R210 Intel Xeon processors), 02 Laptops,13 printing facilities along with one plotter, 03 scanners . Internet connectivity of 100 Mbps speed and Wi-Fi connectivity is available throughout the entire campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.1.1-A.pdf

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

The institute has Amphitheater, gym hall and cultural room for cultural events such as Meghmalhar, Sinhgad Karandak, Flashmob,Dandia Night & Holi Celebration. The students and cultural committees are actively involved in organizing the above events. A separate budget is allocated by the institute for organization of various activitiesand students. The Institute has a sports complex which includes running track, football ground, cricket ground, basketball court, lawn tennis court, Netball, volleyball and indoor games likes Table tennis, Chess, Carrometc. A separate gymnasium facility for boys and girls is provided in the institute campus. Students are encouraged to play and participate in different sports. STES has cricket academy for offering the platform to students who want to develop a career in cricket. Yoga and meditation sessions are conducted for the students in the premises at sports complex.

The institute lays considerate emphasis on students' participationin extracurricular activities like sports, cultural activities, and recreation.The Sports Academy was started on 06th March 2016 inaugurated by Mr.Pravin Amre- former Indian cricketer. He is the mentor of the sportsacademy and under his guidance we have developed cricket pitches andnets in 2016. The cricket ground was inaugurated by well-known cricketer Mr. Sanath Jaya Suriya on 06th January2012.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/4.1.2-AQAR-for-Link.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://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.1.1-A.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)

0.06

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 INFLIBNETSIBACA Library has SLIM Software which is an online library management system to automate library processes and provides for an interactive user experience. ILIM 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

Library is fully automated with KOHA ILS software and currently using latest version 22.11.04.000 Rosalie

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd_iI6Im5uOnU4ZGVWNmYwOXpMblZSWlV4dnc9PSIsInZhbHVlIjoir2J0OW5Ydk1mOkRCMnFvVjlWemlOOHBycHpmeTNERzZoOWEwbERRRkdiMC9UdHN4bm9mTTcwYkw2NW5oTjZkOCIsIm1hYyI6IjhhMGYwYmY2NTFjZjNhZmYwZmY5MzdhYTM5ZjhlNTVkyZk1ZWm0NjgyMDJmZGMxZTlhMGZkNzZiY2VlYTAwYmIiLCJ0YWciOiIifQ==

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 A. Any 4 or more 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)

28477

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

In this electronic communication era, the internet communication is very important in teaching learning process. to fulfill the norms of AICTE and University, the institute has very strong IT infrastructure. Institute has enough facilities which are used to continuously nurture the student. The Institute has separate

centralized maintenance system in order to support the IT infrastructure, campus facilities and equipment. Faculty members are provided with the computer and Internet connection at their respective locations. All the Computer laboratories and facilities are connected with the Internet and are made available to the faculties and students for their academic needs in their respective departments.

The institute has massive network of 60 computers with 110 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.

The institute is well - equipped with a strong IT infrastructure, for academic as well as administrative purpose, central computing facility with 110 MBPS speed Internet connectivity is available. For uninterrupted computing, generator backup is available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.3.1-IT-Infrastructure.pdf

4.3.2 - Number of Computers

60

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)

10.56

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 adopts standard established systems and procedures for maintaining the physical, academic and support facilities that are mentioned in the maintenance policy document of the institute. There are college level committees that look after the various aspects of the utilization and maintenance of the physical, academic and support facilities. The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Dead Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis. IT infrastructure maintenance is divided :server, desktop, backup and security. Cleanliness of classrooms and Conference hall is maintained on regular basis. Physical director handles sports complex and the facilities are maintained by the Estate office. Sports equipments are periodically inspected and necessary repairs are done as and when required. Estate department carries out maintenance of

infrastructural facilities. Estate Manager carries out the creation and maintenance of all Civil Engineering assets, Water supply assets, Electric supply assets, Solar water heaters, 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 the register of the library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/4.4.2-policy-procedures.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

88

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 benefitted 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://sinhgad-sibaca.in/wp-content/uploads/2024/03/5.1.3-supporting-document_pagenumber.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

115

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

115

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

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

1

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	View File
Any additional information	View File
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.

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student centricity approach is must for the holistic development of students to get industry ready. Delegation of responsibilities is the very essence of building a sense of responsibility. SIBACA has ensured participation of students in activities as follows

1.Student Representation in Administration

Students are included in Anti ragging committee which takes care of good code of conduct of students and take note of any complaint related to ragging and takes necessary action.

Internal complaint committee also comprises of students who can raise their complaints related to various issues in day-to-day operations of academic session and the problems students face related to various aspects.

Student grievance redressal committee takes care of student grievance. Student are given representation in this committee to have their say related to a specific grievance.

Statutory committee also includes various committees like Minority cell, OBC cell, and SC/ST cell are formed by the institute and student are a part of these specific committees.

2.Co-curricular Activities

Student coordinators and volunteers plan and execute co-curricular activities during academic session like poster presentation related to management and case participation in case study competition.

3.Extra- CurricularActivities

Students participate in our annual event Megmalhar, Sinhgad Karandak, Spectrum etc.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/5.3.2-Student-represeantion-in-various-committees-reports.pdf
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

29

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development

of the institution through financial and/or other support services

SIBACA had formed an alumni association in the year 2009 with a registration number: F-24525/Pune dated 18/02/2009.

SIBACA Alumni contributes significantly in various manners as follows

1. Alumni Meet:

SIBACA organizes alumni meet at regular intervals to foster a bond and build a network for mutual benefit.

2. Alumni Talk:

Alumni from various business domains frequently visit the institute to interact with students who are pursuing MBA program. It helps them to develop better insights about the recent developments in the industry and how to get ready with the industry challenges in the ever changing economic landscape.

3. Assistance for Job Placements:

Alumni also provide leads of job opportunities which are beneficial to our students. Reference and recommendation to employers open doors of opportunities to our students. It also helps for getting internship assignments as a part of MBA Curriculum to get an experiential learning.

4. Non-Financial Contribution to Library:

Alumni also contribute to SIBACA in non-financial manner. They have contributed different books relevant to MBA program. This donation is of immense importance as it helps students to get access to a new stream of knowledge.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/5.4-alumni-Engagment.pdf
Upload any additional information	View File

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

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

The institute aims at the holistic development of students and teachers by implementing education and other initiatives to strategically meet the development goals of the institute. Transparency is maintained in administrative affairs of the college for unique work culture.

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 institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by Director, CDC members & faculty members looking towards vision of the Hon. President of the STES. Being residential campus, Management always supports excellent infrastructure, resources required for students and staff members in the campus and institute. SIBACA aims at achieving excellence in management education with recognition at national level through our commitment to provide excellent infrastructure and quality technology interface to students and faculty.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.1.1-index-master-for-Link.pdf
Upload any additional information	View File

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

Decentralization and participation in the institutional governance

1. Institute arranges various activities like seminars, conferences and workshop, guest lecturers for which the required budget is allocated by the director and IQAC. The final resources are sanctioned by the director. Roles & Responsibilities are assigned to the faculty members for various programs, activities, departments, examination, library, research, cultural etc. The delegation of authority remains with the concern faculty members. The heads and in charge takes all the decisions for the smooth functioning of the activities.

2. Institute promotes a culture of participative management. Faculties and students are also involved in the process.

- Faculties concern and issues are represented by faculty representative.
- Students concerns are represented by the student's representative.
- Students are also part of IQAC, which monitors the teaching learning process.
- Academic head regularly conducts the meetings with the staff.
- Regular meetings are conducted between Director, Heads, and Teaching & Non- Teaching Staff on different agendas. Issues and concern are recorded and efforts are made to solve them.
- Participative management culture is also observed at the campus level for the admissions strategy, Sports meetings, cultural activities, etc.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.1.2-Final-link-Decentralization-and-Participatory-Management_pagenumber.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institution has a well defined perspective plan. The perspective plan of the institution suggests improving the quality of teaching learning process, to encourage research among staff and students, to enhance industry institute interactions and development of infrastructure. Perspective plan and deployment documents are provided on the institute website.

Institute has successfully established an organizational structure to facilitate the efficient and effective management of the academic processes.

The institute has Established Start-up and Innovation cell and Institution’s Innovation Council (IIC)

The Startup and Innovation cell at SIBACA aims to create an ecosystem that brings together its students as young aspiring entrepreneurs by nurturing and empowering their new and growing startups. The IIC aims aspiring to help these entrepreneurs coordinate and synergize various strands of excellence, innovation and entrepreneurship and turn their ideas into action; thereby producing more job creators and social reformists. Startup and Innovation Cell ecosystem includes faculty, staff members, students, alumni and invitee members from industry that can translate knowledge and technological innovations to the societal development and economical growth of the Nation

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.1-Final-link-One-Activity-Implemented-IIC.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.

Institute has successfully established an organizational structure to facilitate the efficient and effective management of the academic processes.

The governing body is the highest decision-making body, consisting of members of the management, principal, director and faculty members. The Local Management Committee includes three members elected amongst the teachers, one member of the non-teaching staff and director along with other members as per AICTE guidelines. The implementation of strategic plan will be monitored time to time by Director, IQAC and other committees through periodic review.

Faculty and staff are involved in the decision making process, policy formulation and planning key programs. The institute ensures commensurate authority with the responsibilities assigned to an individual. Institutional committees ensure wider representation of faculty & staff.

Institute has internal organizational structure as: The governing body, frames various policies, establishes administrative setups, makes recruitments, and frames service rules for the employees. The effective implementations of strategies are leading to effective coordination and smooth functioning of the institute. The tasks taken up by it include academic, infrastructural, administrative and overall developments. The processes in line with the vision of the institute and their implementation procedures are set by the Governing body.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.2-Final-Link-Handbook-of-circulars.pdf
Link to Organogram of the institution webpage	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.2-Final-Link-on-website-Organogram-of-the-Institute.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 institute gives highest priority to the welfare of teaching as well as non-teaching staff as follows:

- Accidental insurance- Accidental insurance policy (EMBF) is also available with the deduction of Rs.20 for teaching and Rs.10 for non-teaching staff which provides benefits up to Rs.1 Lac.
- Residence for Employee: Staff quarters are provided to all categories of employees, 1 RK, 1BHK, 2BHK, and 3 BHK and Directors Residence. Quarters are equipped with a 24 Hrs. Security Services, CCTV Surveillance, Electricity Backup, Water Supply and WiFi facility. Nominal maintenance charge is charged.
- Gratuity: This scheme is for retirement benefits or on leaving the job and it is implemented in the institute. An employee receives a gratuity in exchange for their contributions to the institute.
- Medical treatment- Free medical service is provided as and when required.
- Maternity leaves are provided as per the government and university rules
- Employee Provident Fund (EPF) with 100% gratuity for all staff-Employees' Provident Fund is availed to all eligible as per STES policy and applicable Act.
- An Internal Complaint Committee is established for both staff and students. Girl's common room is available. Equipped with necessary facilities.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd iI6Iis5UlliM2RveE1pcXkrclpvOTBVMHc9PSIsInZ hbHVlIjoiM2dZeUJtcjY2N3h2aXY1RVlYSF dQL3VLC j1JWFZpODBiL1Vucjl4S1pnc01kVGFNa05nWWFUSnB 1NW1WbzUwSCIsIm1hYyI6IjU3YjRkMzIwNzc3ODg2Z DgxZWQyMTc5ZWQ3MGMxNGNiNWU4ZW M1NGUwYTEzYzQ 2NGQzNzVhNzJjODYyZjk1ODAiLCJ0YWciOiIifQ==
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

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The performance appraisal is one of the significant and important parameters in the development of faculty and institute. It is used in the promotions of the faculty members. The institute conducts performance appraisal through self-performance appraisal form. The

institute conducts performance appraisal periodically. For evaluation of the performance of the faculty the performance index (PI) and their appropriate weight-age are defined.

The performance index parameters are categorized as; Teaching Learning and Evaluation related activities, Co-curricular, extracurricular and extension activities, Students Attendance, Feedback and Results, Professional Development and Academic Contribution, Research Contribution, etc.

Form is filled by the individual faculty member later on it passes further to the HOD after he gives his comments and marks it progresses to the Director and after the Director gives his remarks it proceeds to the President of the Organization.

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.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.3.5-Final-Link-Performance-Appraisal-of-Teaching-staff-1-18.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

External Audit:

1. External Audit conducted by Statutory Auditor who checks accounts day to day activities like bank transactions, cash transactions, purchases etc.
2. The period for External Audit is April to September & October to March of every year.
3. The purpose for External Audit is to check & rectify our accounts transactions.
4. The External Auditor finalizes the Balance sheet for every financial year.
5. The report of External Audit is submitted to head of the

Institute & Society's Finance office.

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://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.4.1-Final-link-External-Audit-Report-2022-23.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)

0.9

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 has a well formulated financial policy in place that ensures effective and optimal utilization of financial resources for academic, administrative and development of activities at the institute.

The Institute has made the appropriate provisions in its books of account to ensure that available sufficient funds are used efficiently for each academic year.

The variance reports of sanctioned budget and actual expenditure are maintained and reviewed on a regular basis, the institute utilizes funds as per sanctioned budget, as per guidelines from management and Principal.

The Institute has defined the standard operation procedure to monitor effective and efficient utilization of sanctioned financial resources for various activities. Every year, the budget is prepared well in advance after taking into consideration the financial requirement of the Institute. The finalization of the tentative budget is proposed to the management for discussion and prepared in the meetings of AMC. It comprises both recurring and nonrecurring expenses.

The Director puts up the budget in the College Development committee meeting and after discussion and necessary corrections/modifications; committee recommends the budget for approval to the Governing body.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.4.3-FINAL-Link-Mobilization-of-Funds-new.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

Quality initiatives are taken by IQAC for promoting quality culture. The Internal Quality Assurance Cell (IQAC) was set up in the academic year 2017-18. IQAC is instrumental for coordinating quality-related activities in the institute. It develops a framework for conscious, steady and synergetic work culture for better performance of employees and students through extension of various academic and administrative activities in the institution and set benchmark for quality.

The institute has competent teaching faculty and designing learning environment in tune with stakeholder's perception.

Institute adopts different pedagogies to make learner-centric education effective. Teaching staff provide a variety of learning experiences and making learning process constructive.

Institute uses student centric method which is based on experiential learning, participative learning and problem solving methodologies. This gives to the students appropriate Academic - Industry interface, so that the students meet the exact requirements of the organization.

Two practices institutionalized as a result of IQAC:

1. Mentor Mentee Program- In order to ensure the satisfactory performance of the students in the evaluation process mentor mentee meeting helps to discuss the strength and weakness of students.

2. The institute has Established Start-up and Innovation cell and Institution's Innovation Council (IIC).

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.1-Final-Link-IIC-Formation.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

IQAC takes various initiatives to build up employability skills

and aims for comprehensive development. Student feedback and result analysis are then reviewed by IQAC members for the course conduct and result improvement.

The institute prepares academic calendar in-line with 'SPPU' academic calendar. It incorporates all curricular, co-curricular, extra-curricular activities in the calendar and separate CIE calendar. This calendar is displayed on notice board and institutional website at the beginning of semester and also circulated among all the faculty members as well as students on the first day of induction.

Regular meetings and reviews are conducted by teachers, coordinators, director. The reviews and corrective actions if any are discussed in the director's meeting. The institute adheres to the academic calendar for conduct of CIE.

- Subject wise different evaluation parameters are set in accordance with university requirement.
- The academic schedule is displayed on notice board and shared with students well in advance and also is reminded by subject teacher from time to time.

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

1. Case Study

2. Students Training Program (STP)

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.2-Final-link-Incremental-Improvement.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit

A. All of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.3-Final-link-on-website-Annual-report.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has initiated several measures in gender equity & sensitization in curricular and cocurricular activities can be seen from the participation of all male and female students in various committees. In accordance with grievance committee regulations, the institution established Antiragging, Internal complaint committee, Women Cell, SC/ST and mentoring committees. The tasks of these committees are described on the institution's website and during Induction activities. Institute correspondingly conducts Gender Audit every year in the precise format. Students' the institute correspondingly conduct gender audit every year in the precise format. The gender audit committee also takes action based on the received suggestion. Further based on the analysis of the survey conducted by the institute, decide the course of action on the same. The institution promotes gender sensitization through co-curricular activities which are organised by IQAC and other committees, such activities includes workshops, seminars, guest lectures, street plays, poster exhibitions, counselling etc. The institution organized 'Self-defence training', a guest session on healthy women healthy nation for the girl students of the institution and women empowerment, various career opportunities in various sector. Gender awareness programs like importance of human rights, Rights of Women in Domestic violence problems, etc.

File Description	Documents
Annual gender sensitization action plan	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.1-index-gender-plan-link.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://sinhgad-sibaca.in/wp-content/uploads/2024/01/facilities-women-final.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures **A. 4 or All of the above**
Solar energy
Biogas plant Wheeling to the Grid **Sensor-based energy conservation**
Use of LED bulbs/ power efficient equipment

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

Solid waste management: Daily garbage is collected by housekeeping personnel and handed over to Municipal garbage vehicle. Institute has installed sewage disposal plant of 2.31 Lakh litre capacity. FAB reactor of 3.55 Lakh litre is used to treat around 3.5 lakh litre waste from the campus

Liquid waste management: All waste water lines from toilets; bathrooms etc. are connected to Municipal drainage mains after passing through sewage disposal plant. Secondary tube settler of 0.77 lakh litre, Sludge dig ester tank of 1.485 lakh litre, chlorine contact tank of 1.485 lakh litre, pressure sand filter and activated carbon filter of 10 lakh litre each are set up at waste disposal plant.

Biomedical waste management: Biomedical waste from institute hospital and hostels is collected at the RHTC department as per the category of waste. This waste is transported to Pune at

Shrimati Kashibai Navale hospital of STES. Collectively waste is given to the agency to dispose.

E-waste management: The e-wastes are disposed of periodically through a professional e-scrap vendor. Inspection of computer and different E material is done periodically by expert teams.

Waste recycling system: Recyclable waste material like plastic, papers, etc. are collected and sold out to scrap vendor from time to time.

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).

Culture Days Celebration: traditional day is an annual gathering event organized by SIBACA this events includes Singing, Dance, Fashion Show, Mr. and Miss SIBAC , Stage Play, etc.

Regional Festivals: Celebrations of regional festivals are an important part of any culture. Students come together to celebrate traditions and shared experiences. The various religion festivals allow students to learn about other cultures. Institute offer a unique opportunity to the students to learn about other cultures. By participating in such festivals, students can gain a better understanding of the customs and beliefs of people from other countries.

Linguistic activities and commemoration days provide a sense of community and being part of a community is an important part of the institute. This provides a great opportunity for students to connect with others who share their interests. Participating in festivals can help students feel more connected to their campus. Apart of exam such days help students to understand others culture.

Institute provides holistic environment and create healthy atmosphere by celebrating various culture, regional and linguistic activities. It play important role in students life apart from the academics

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

Sinhgad Institute of business administration and computer application Lonavala carried out various activities for Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.

Tree Plantation: Our Institute comes under a big campus with a lot of open spaces. So we launched an extensive Tree Plantation Programme on the occasion of the World Environment Day and Institute foundation day. The students and teachers selected the empty places and to plant saplings in a well-organized way. The saplings were supplied by the local government nursery. In order to restore the eco-balance, the forestation drive was taken with all seriousness. 4. Blood Donation:

Blood Donation: Blood is a significant component of our body which constitutes almost 7% of the body weight. Blood donation is a noble act where a healthy person donates blood for the use of ailing people. Our institute organizes blood donation campus well.

Indian Constitution: The institute also added subject code 395 Indian constitution in Curriculum and aware the student about it. This Subject information was useful for the student to understand the Indian constitution

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.9-index-activity-aqar-link.pdf
Any other relevant information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.9-additional-link.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

Institutional distinctiveness refers to the unique characteristics and qualities that distinguish an educational institution. Along with regular education the Institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them achieve excellence in the institute is active in social responsibility (CSR) activities which are distinct from its vision. Efforts are taken to make students conscious towards the social responsibilities and are encouraged to take initiatives in the social sector for the betterment of the society. Every year institute organized certain outreach program. The institute is very insightful to the impact of activities on its students, faculty, as well as on the regional community and on the environment. It aims at improving the lives of people in and around Lonavala. Giving to charity builds and strengthens community: Donating to charity is a major mood-booster. The knowledge that you're helping others is hugely empowering and, in turn, can make you feel happier and more fulfilled. Research has identified a link between making a donation to charity and

increased activity in the area of the brain that registers pleasure proving that as the old adage goes, it really is far better to give than to receive.

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.

Best Practicel:-STUDENT TRAINING PROGRAMS (STP) this programs are specially designed programs to get students equipped with industrial practices, where every branch set up the program in relevant to academics and currently in use in industries.

Objectives of the Practice:

1. To bridge the gap between Institution and Industry
2. To enrich the knowledge of students beyond the curriculum
3. To prepare the students for placement
4. To inculcate life -long learning among the students for career development and growth
5. To facilitate the students to get certificates from renowned industries and other agencies

Best Practice 2:-TRAIN THE TRAINER (TTT) this program aims at enhancing the academic and intellectual environment in the Institute by providing faculty members with the knowledge, idea and skills to improve the quality of education. The success of an institute curriculum is closely related to its effective implementation. Teachers have to be personally aware of the institute curriculum and improve and enhance the necessary skills to interpret the concept changes accurately. The need for a training programme for teachers plays an essential role in successful education reform. The main goal of the TTT is to prepare faculty members to present information effectively, respond to student's questions, and lead activities that reinforce

learning.

File Description	Documents
Best practices in the Institutional website	http://sinhgad-sibaca.in/wp-content/uploads/2024/03/Best-practices-index.pdf
Any other relevant information	http://sinhgad-sibaca.in/wp-content/uploads/2024/03/Best-practices-index.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

Institutional distinctiveness refers to the unique characteristics and qualities that distinguish an educational institution. Along with regular education the Institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them achieve excellence in the institute is active in social responsibility (CSR) activities which are distinct from its vision. Efforts are taken to make students conscious towards the social responsibilities and are encouraged to take initiatives in the social sector for the betterment of the society. Every year institute organized certain outreach program. The institute is very insightful to the impact of activities on its students, faculty, as well as on the regional community and on the environment. It aims at improving the lives of people in and around Lonavala.

Giving to charity builds and strengthens community: Donating to charity is a major mood-booster. The knowledge that you're helping others is hugely empowering and, in turn, can make you feel happier and more fulfilled. Research has identified a link between making a donation to charity and increased activity in the area of the brain that registers pleasure - proving that as the old adage goes, it really is far better to give than to receive.

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. 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://sinhgad-sibaca.in/wp-content/uploads/2024/01/Course-File-Sample-2022-23-Final.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 cocurricular 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://sinhgad-sibaca.in/wp-content/uploads/2024/02/1.1.2-Master-Index-for-AOAR-2022-23.pdf

1.1.3 - Teachers of the Institution

A. All of the above

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

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)

18

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

112

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum. MBA is professional course which imparts the discipline, professional ethics and human values in the students. Institute is imparting value added courses and activities, out of which few are not directly linked with students discipline of study and it contributes to sensitize students to crosscutting issues relevant to gender, environment and sustainability, human values and professional ethics, development of creative and divergent competencies. The curriculum offered by the Savitribai Phule Pune University includes the various courses to addresses the cross-cutting issues are mentioned below:

A. Professional Ethics: Organizational Behaviour, Entrepreneurship Development, Legal Aspects Of Business, Verbal Communication Lab, Selling & Negotiations Skills Lab, Qualitative Research Methods, Marketing Research, Integrated Marketing Communications, Indian Ethos & Business Ethics, Corporate Social Responsibility & Sustainability, Management

Fundamentals and Business Communication Lab.

B. Gender: Enterprise Analysis - Desk Research and Current Trends & Cases in Human Resource Management.

C. Human Values: Organizational Behaviour, Business Research Methods, Consumer Behavior and Marketing Strategy.

D. Environment and sustainability: Management Fundamentals, Start Up and New Venture

Management, Strategic Management, Sustainable Supply Chains, International Business Environment and Corporate Social Responsibility & Sustainability.

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

52

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
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File Description	Documents
URL for stakeholder feedback report	http://sinhgad-sibaca.in/feedback/
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://sinhgad-sibaca.in/wp-content/uploads/2024/01/2022-23-Action-Taken-Report-stakeholders-feedback-1.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

59

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

29

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 caters to advanced and slow learners separately to enhance their learning abilities and acquire and excel in different skill sets. The institute has a well-designed mechanism to facilitate them through various activities. The activity for Advanced Learners includes.

- Institute arranges various Seminars/Conference/Guest Lectures for students.
- Center of Excellence

- Various add on Certification courses.
- Conducted Industry Visits to explore different sectors in which the students are passionate about it.

For Slow learner

- The activities for Slow Learners includes
- Special counseling of students is done during Mentor mentee meetings.
- Remedial classes and self-learning sessions are arranged beyond the working schedule.
- Special Alumni talk is conducted for slow learners
- 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.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.2.1.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
115	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

The institution has a mechanism to promote student-centric learning through experiential participative and problem-solving methodologies using ICT facilities.

A. STUDENT-CENTERED EXPERIENTIAL LEARNING METHODS.

- **Industrial Visit:** Industrial Visits are arranged for experiential learning while visiting the organization.
- **Project based Teaching:** Students undertake Internship projects that provide opportunities for Students to find solutions to real-life problems.
- **Ad on Programs:** Students enrolls in various Add-on Courses on latest technologies with Business Analytics using Power BI Tableau, Adv. Excel, and Digital Marketing.
- **B. STUDENT-CENTERED PARTICIPATIVE LEARNING METHODS.**
- **Student Training Program.** STP is conducted for students to prepare themselves for the upcoming challenges.
- **CSR Activity:** Corporate Social Responsibility Activity to Samparc Balgram in Lonavala, Blood donation camp, Trees Plantation activates is conducted for students.
- **Entrepreneurship Awareness Program:** The Institute conducts Seminars, guest sessions to meet and interact with entrepreneurs & understand real-life corporate Problems
- **Guest sessions:** Guest lecture by eminent experts from industry.
- **C. STUDENT-CENTERED PROBLEM SOLVING METHODS :**
- **Case Study Analysis and Discussion:** The case method is a participatory, discussion-based way of learning where students gain skills in critical thinking.
- **Papers Presentation:** Research activities are conducted in each Department under the guidance of seniorfaculty where the students of different semester get knowledge about emerging area

File Description	Documents
Upload any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.3.1.pdf

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.

ICT Tools 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.

- INTEGRATION OF ITC TOOLS used by Faculty members:

Faculty members ensure effective utilization of ICT through various measures and tools for participative and experiential learning. The mission of 'Digital Campus' accelerates their potential in advancing the technology in teaching and learning practices.

- Self-paced and individualized learning through ICT enabled learning environment with smart classrooms and LMS.
- Interactive teaching-learning systems, E-Learning resources, Microsoft team apps, and Wi-Fi- enabled networks with internet access.
- Well-established Classrooms with Well-equipped computers, LCD.

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

70

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.

The institution is affiliated to Savitrabai Phule Pune University (SPPU) and adheres to the Examination Scheme of (SPPU) which includes Continuous Internal Evaluation (CIE).

- A detailed CIE schedule is prepared and displayed on the notice board for the students.
- Faculties discuss the CIE schedule with students during the first lecture.
- After each CIE are shared with students to have an idea of their performance in the evaluations. If they come across any doubts or grievances, are addressed and resolved by the subject teacher.
- Subject faculty member evaluates the answer sheets of End term examinations within three to four days of the conduction of the examination.
- Evaluated answer sheets are shown to the students.
- Retest for the Internal Assessment are conducted for those remain absent for any CIE due to genuine reason.
- The results of each evaluation are displayed to the students and areas of improvement are discussed.
- The Grievances (if any) reported by students after going through their answer sheets are addressed.
- Final Internal Assessment marks are entered in the University web portal.
- Changes in marks (if any) are incorporated into the database accordingly.

File Description	Documents
Any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.5.1-F.pdf

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

The institution is affiliated to Savitribai Phule Pune University (SPPU) and adheres to the Examination Scheme of (SPPU) which includes Continuous Internal Evaluation (CIE), end-semester Examination. The institute has developed a structured mechanism to deal with examination related grievances in a transparent, time-bound and efficient manner. The Institute follows strictly the guidelines and rules issued by the university. Institute has established Institute level Examination Committee to handle any grievance issues.

Institute has Internal examination grievance redressal mechanisms: 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

File Description	Documents
Any additional information	View File
Link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/2.5.2-Final.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 institute, in tune with its Vision and Mission, accreditation board and affiliated university Guidelines, has established a mechanism to define program educational objectives and Course Outcomes
- Course outcomes are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members teaching the same course. The COs are discussed in detail in faculty orientation workshops conducted by the respective institute.
- Program Education Objectives, Program Outcomes and Course Outcomes for all Programs offered by the Institute are clearly stated, displayed on the Institute website And communicated to teachers and students..
- Incorporated in the preparation of Teaching Plan and course file.
- Apart from the above places, all theCos are displayed on the e contents
- At the beginning of semester, teachers discuss PEOs, POs, PSOs and COs and their correlation.
- Teaching Plan, assignments, tutorials etc., teachers take care of COs in the course and explain the students.
- During Teaching learning process COs are discussed and mapped with internal evaluation at Every stage.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	sinhgad-sibaca.in/wp-content/uploads/2024/01/3-2.6.1.-Cos-1.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.

- Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) play Significant role in

evaluating the attainment of the course and program outcomes.

- **Internal (Direct and Indirect) Assessment**

Direct assessment methods include an assessment based on the internal evaluation by the institute and university examinations.

- Internal assessment is based on unit tests, assignments, presentations and End term exam. The faculty evaluates students continuously and encourages them to improve in performance.
- According to the university exam pattern, 50% weightage is to the Internal Evaluations, and
- 50% weightage is to the End-semester examination.
- Results declared by the University at the end of each semester are thoroughly analyzed in academic Audits of programs.
- Once all COs are computed, a rigorous qualitative analysis is done to attain the COs.
- **External Assessment**
- Institute has a mechanism in place to interact and get feedback from its distinguished Students
- At the end of every academic year, students graduate exit survey is conducted, analyzed and used as an attribute to evaluate attainment.
- Distinguished alumni are invited as expert resource persons to inspire and motivate students by
- Regular interaction is done with the Industry/employers and feedback is obtained about the Performance of our students,

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/1.subject-wise-Cos-Pos-Attrainment-sheet-Link.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

49

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://sinhgad-sibaca.in/wp-content/uploads/2024/02/Pass-students-2022-23.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://sinhgad-sibaca.in/wp-content/uploads/2024/02/SSS-final.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

SIBACA, Lonavala has taken up steps to cater to the rapidly changing business world, driven by Innovation. As a part of innovation and strong research approach, SIBACA has established MHRD's Institutional Innovation Council (IIC) in the A.Y. 2022-23 for creating entrepreneurial ecosystem in the Institute in order to encourage innovation, developing IPR, idea generation and its conversion into prototype.

The institute regularly organizes different Faculty Development Programs (Train The Trainer), workshops and Seminars. In SIBACA we have established Career Counselling Centre (CCC) which exhibits different activities under Innovation Cell, Entrepreneurship Development Cell, and Higher Education Cell etc. Establishment of IPR Cell is a part of IIC activity.

SIBACA has a recognized Research Centre which is affiliated to SPPU. There are Three research guides associated with the SIBACA Research Centre. Currently 5 research scholars are pursuing Ph.D. program under research centre and 17 research scholars have been awarded Ph.D till 2023. Some of the key actions were the conduction of Ph.D. course work at Institute, organizing a series of research based seminars and workshops. Institution offers various courses which foster the environment for Innovation as per curriculum of the MBA program such as BRM, QRM etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/Center-of-excellence.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

42

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://sinhgad-sibaca.in/research-centre/
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

9

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

0	
File Description	Documents
Any additional information	No File Uploaded
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. Swatchata Abhiyan 5. Health Checkup Camp 6. Tree Plantation The Objectives behind this extension activities are : 1. To arouse social consciousness of the students by providing them opportunities to work with and among the people. 2. 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. 3. To provide with rich and meaningful educational experiences to them in order to make their education complete and meaningful. 4. To develop skill needed in the exercise of democratic leadership and programme development to help them get self-employed. 5. Understand the community in which they work. 6. Understand themselves in relation to their community. 7. Identify the needs and problems of the social and involve them in problem solving process. 8. Develop among themselves a sense of civic responsibility. 9. Develop competence required for group-living and sharing of responsibilities. 10. Acquire leadership qualities and democratic attitude. 11. Develop capacity to meet emergencies and natural disasters. 12. Practice national integration and social harmony.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/3.4.1-word-file-of-extension-activities-2022-231.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

15

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

10

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

10

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

1

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

15

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.

Physical facilities constitute an important factor resource for implementation of Educational programs. SIBACA has an infrastructure as per the norms and guidelines of AICTE and Pune University. Both the programs are getting fully equipped facilities with the necessary infrastructure to meet the requirements with adequate classrooms, seminar halls, tutorial rooms, IT Labs and sufficient space for hosting all academic activities.

Classrooms:

Well-equipped 07 Classrooms which are ICT enabled and equipped with LCD projector. 01Smart Class Room and 01Tutorial Room. All classrooms are well-ventilated, spacious and good ambiance for effective teaching and learning. All classrooms are equipped with Dais, Desks, and Fans, Tube lights, Green boards, Whiteboards, Podium and curtains.

IT Labs:

well equipped IT Labs with computing equipment to meet the requirement of Curriculum as well as Program Outcomes. In addition to this, IT Labs are devoted to research and consultancy activities also. The research lab is equipped with modern tools like an Artificial Intelligent, MS Office, Share Market.

ICT Facilities:

Total of 60 computers are available. Talley Servers (Power Edge-R210 Intel Xeon processors), 02 Laptops,13 printing facilities along with one plotter, 03 scanners . Internet connectivity of 100 Mbps speed and Wi-Fi connectivity is available throughout the entire campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.1.1-A.pdf

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

The institute has Amphitheater, gym hall and cultural room for cultural events such as Meghmalhar, Sinhgad Karandak, Flashmob, Dandia Night & Holi Celebration. The students and cultural committees are actively involved in organizing the above events. A separate budget is allocated by the institute for organization of various activities and students. The Institute has a sports complex which includes running track, football ground, cricket ground, basketball court, lawn tennis court, Netball, volleyball and indoor games like Table tennis, Chess, Carrom etc. A separate gymnasium facility for boys and girls is provided in the institute campus. Students are encouraged to play and participate in different sports. STES has cricket academy for offering the platform to students who want to develop a career in cricket. Yoga and meditation sessions are conducted for the students in the premises at sports complex.

The institute lays considerable emphasis on students' participation in extracurricular activities like sports, cultural activities, and recreation. 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/4.1.2-AQAR-for-Link.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://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.1.1-A.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)

0.06

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 INFLIBNETSIBACA Library has SLIM Software which is an online library management system to automate library processes and provides for an interactive user

experience. ILIM 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

Library is fully automated with KOHA ILS software and currently using latest version 22.11.04.000 Rosalie

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6Im5uQnU4ZGVWNmYwOXpMblZSWlV4dnc9PSIsInZhbHVlIjoir2J0QW5Ydk1mQkRCMnFvVjlWemlQOHBycHpmTNERzZoOWEwbERRRkdiMC9UdHN4bm9mTTcwYkw2NW5oTjZkOCIsIm1hYyI6IjhhMGYwYmY2NTFjZjNhZmYwZmY5MzdhdhYTM5ZjhlNTVhYzklZWw0NjgyMDJmZGMxZTlhMGZkNzZiY2VlYTAWYmIiLCJ0YWciOiIifQ==

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources **A. Any 4 or more 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)

28477

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

In this electronic communication era, the internet communication is very important in teaching learning process. to fulfill the norms of AICTE and University, the institute has very strong IT infrastructure. Institute has enough facilities which are used to continuously nurture the student. The Institute has separate centralized maintenance system in order to support the IT infrastructure, campus facilities and equipment. Faculty members are provided with the computer and Internet connection at their respective locations. All the Computer laboratories and facilities are connected with the Internet and are made available to the faculties and students for their academic needs in their respective departments.

The institute has massive network of 60computers with 110

Mbpsinternet connectivity and WI - FI facility to fulfill the academic and research need. Centralized server room is used for networkmonitoring, management and internet security.

LAN Facility:-3 Layer switching (core, Distributed and Access)

Network is available for the entire campus: core layer switches inthe buildings have been connected with the optical fiber Ring Network.

The institute is well - equipped with a strong IT infrastucture, foracademic as well as administrative purpose, central computing facility with 110 MBPS speed Internet connectivity is available. Foruninterrupted computing, generator backup is available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/01/4.3.1-IT-Infrastructure.pdf

4.3.2 - Number of Computers

60

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)

10.56

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 adopts standard established systems and procedures for maintaining the physical, academic and support facilities that are mentioned in the maintenance policy document of the institute. There are college level committees that look after the various aspects of the utilization and maintenance of the physical, academic and support facilities. The books and journals are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Dead Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis. IT infrastructure maintenance is divided :server, desktop, backup and security. Cleanliness of classrooms and Conference hall is maintained on regular basis. Physical director handles sports complex and the facilities are maintained by the Estate office. Sports equipments are periodically inspected and necessary repairs are done as and when required. Estate department carries out maintenance of infrastructural facilities. Estate Manager carries out the creation and maintenance of all Civil Engineering assets, Water supply assets, Electric supply assets, Solar water heaters, 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 usesregister of the library.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/4.4.2-policy-procedures.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

88

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
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File Description	Documents
Link to Institutional website	http://sinhgad-sibaca.in/wp-content/uploads/2024/03/5.1.3-supporting-document_pagenumber.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
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115

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

115

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

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

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

36

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

1

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	View File
Any additional information	View File
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.

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student centricity approach is must for the holistic development of students to get industry ready. Delegation of responsibilities is the very essence of building a sense of responsibility. SIBACA has ensured participation of students in activities as follows

1.Student Representation in Administration

Students are included in Anti ragging committee which takes care of good code of conduct of students and take note of any complaint related to ragging and takes necessary action.

Internal complaint committee also comprises of students who can raise their complaints related to various issues in day-to-day operations of academic session and the problems students face related to various aspects.

Student grievance redressal committee takes care of student grievance. Student are given representation in this committee to have their say related to a specific grievance.

Statutory committee also includes various committees like Minority cell, OBC cell, and SC/ST cell are formed by the institute and student are a part of these specific committees.

2.Co-curricular Activities

Student coordinators and volunteers plan and execute co-curricular activities during academic session like poster presentation related to management and case participation in

case study competition.

3.Extra- CurricularActivities

Students participate in our annual event Megmalhar, Sinhgad Karandak, Spectrum etc.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/5.3.2-Student-represeantion-in-various-committees-reports.pdf
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

29

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

SIBACA had formed an alumni association in the year 2009 with a registration number: F-24525/Pune dated 18/02/2009.

SIBACA Alumni contributes significantly in various manners as

follows

1. Alumni Meet:

SIBACA organizes alumni meet at regular intervals to foster a bond and build a network for mutual benefit.

2. Alumni Talk:

Alumni from various business domains frequently visit the institute to interact with students who are pursuing MBA program. It helps them to develop better insights about the recent developments in the industry and how to get ready with the industry challenges in the ever changing economic landscape.

3. Assistance for Job Placements:

Alumni also provide leads of job opportunities which are beneficial to our students. Reference and recommendation to employers open doors of opportunities to our students. It also helps for getting internship assignments as a part of MBA Curriculum to get an experiential learning.

4. Non-Financial Contribution to Library:

Alumni also contribute to SIBACA in non-financial manner. They have contributed different books relevant to MBA program. This donation is of immense importance as it helps students to get access to a new stream of knowledge.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/5.4-alumni-Engagment.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

The institute aims at the holistic development of students and teachers by implementing education and other initiatives to strategically meet the development goals of the institute. Transparency is maintained in administrative affairs of the college for unique work culture.

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 institute is governed by Sinhgad Technical Education Society (STES), Pune. The quality policy is designed by the management and implemented by Director, CDC members & faculty members looking towards vision of the Hon. President of the STES. Being residential campus, Management always supports excellent infrastructure, resources required for students and staff members in the campus and institute. SIBACA aims at achieving excellence in management education with recognition at national level through our commitment to provide excellent infrastructure and quality technology interface to students and faculty.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.1.1-index-master-for-Link.pdf
Upload any additional information	View File

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

Decentralization and participation in the institutional governance

1. Institute arranges various activities like seminars, conferences and workshop, guest lecturers for which the required budget is allocated by the director and IQAC. The final resources are sanctioned by the director. Roles & Responsibilities are assigned to the faculty members for various programs, activities, departments, examination, library, research, cultural etc. The delegation of authority remains with the concern faculty members. The heads and in charge takes all the decisions for the smooth functioning of the activities.

2. Institute promotes a culture of participative management. Faculties and students are also involved in the process.

- Faculties concern and issues are represented by faculty representative.
- Students concerns are represented by the student’s representative.
- Students are also part of IQAC, which monitors the teaching learning process.
- Academic head regularly conducts the meetings with the staff.
- Regular meetings are conducted between Director, Heads, and Teaching & Non- Teaching Staff on different agendas. Issues and concern are recorded and efforts are made to solve them.
- Participative management culture is also observed at the campus level for the admissions strategy, Sports meetings, cultural activities, etc.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.1.2-Final-link-Decentralization-and-Participatory-Management_pagenumber.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institution has a well defined perspective plan. The perspective plan of the institution suggests improving the quality of teaching learning process, to encourage research among staff and students, to enhance industry institute interactions and development of infrastructure. Perspective plan and deployment documents are provided on the institute website.

Institute has successfully established an organizational structure to facilitate the efficient and effective management of the academic processes.

The institute has Established Start-up and Innovation cell and Institution's Innovation Council (IIC)

The Startup and Innovation cell at SIBACA aims to create an ecosystem that brings together its students as young aspiring entrepreneurs by nurturing and empowering their new and growing startups. The IIC aims aspiring to help these entrepreneurs coordinate and synergize various strands of excellence, innovation and entrepreneurship and turn their ideas into action; thereby producing more job creators and social reformists. Startup and Innovation Cell ecosystem includes faculty, staff members, students, alumni and invitee members from industry that can translate knowledge and technological innovations to the societal development and economical growth of the Nation

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.1-Final-link-One-Activity-Implemented-IIC.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.

Institute has successfully established an organizational structure to facilitate the efficient and effective management

of the academic processes.

The governing body is the highest decision-making body, consisting of members of the management, principal, director and faculty members. The Local Management Committee includes three members elected amongst the teachers, one member of the non-teaching staff and director along with other members as per AICTE guidelines. The implementation of strategic plan will be monitored time to time by Director, IQAC and other committees through periodic review.

Faculty and staff are involved in the decision making process, policy formulation and planning key programs. The institute ensures commensurate authority with the responsibilities assigned to an individual. Institutional committees ensure wider representation of faculty & staff.

Institute has internal organizational structure as: The governing body, frames various policies, establishes administrative setups, makes recruitments, and frames service rules for the employees. The effective implementations of strategies are leading to effective coordination and smooth functioning of the institute. The tasks taken up by it include academic, infrastructural, administrative and overall developments. The processes in line with the vision of the institute and their implementation procedures are set by the Governing body.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.2-Final-Link-Handbook-of-circulars.pdf
Link to Organogram of the institution webpage	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.2.2-Final-Link-on-website-Organogram-of-the-Institute.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance

A. All of the above

and Accounts Student Admission and Support Examination

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 institute gives highest priority to the welfare of teaching as well as non-teaching staff as follows:

- Accidental insurance- Accidental insurance policy (EMBF) is also available with the deduction of Rs.20 for teaching and Rs.10 for non-teaching staff which provides benefits up to Rs.1 Lac.
- Residence for Employee: Staff quarters are provided to all categories of employees, 1 RK, 1BHK, 2BHK, and 3 BHK and Directors Residence. Quarters are equipped with a 24 Hrs. Security Services, CCTV Surveillance, Electricity Backup, Water Supply and WiFi facility. Nominal maintenance charge is charged.
- Gratuity: This scheme is for retirement benefits or on leaving the job and it is implemented in the institute. An employee receives a gratuity in exchange for their contributions to the institute.
- Medical treatment- Free medical service is provided as and when required.
- Maternity leaves are provided as per the government and university rules
- Employee Provident Fund (EPF) with 100% gratuity for all staff-Employees' Provident Fund is availed to all eligible as per STES policy and applicable Act.
- An Internal Complaint Committee is established for both staff and students. Girl's common room is available. Equipped with necessary facilities.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdjI6Iis5UllmM2RveE1pcXkrclpvOTBVMHc9PSIsInZhbHVlIjoim2dZeUJtcjY2N3h2aXYlRVlYSFfOL3VLcjlJWFZpODBiL1Vucjl4Slpnc01kVGFNa05nWWFUSnB1NW1WbzUwSCIsIm1hYyI6IjU3YjRkMzIwNzc3ODg2ZDgxZWQyMTc5ZWQ3MGMxNGNiNWU4ZW1NGUwYTEzYzQ2NGQzNzVhNzJjODYyZjk1ODAiLCJ0YWciOiIiIifQ==
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

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The performance appraisal is one of the significant and important parameters in the development of faculty and institute. It is used in the promotions of the faculty members.

The institute conducts performance appraisal through self-performance appraisal form. The institute conducts performance appraisal periodically. For evaluation of the performance of the faculty the performance index (PI) and their appropriate weight-age are defined.

The performance index parameters are categorized as; Teaching Learning and Evaluation related activities, Co-curricular, extracurricular and extension activities, Students Attendance, Feedback and Results, Professional Development and Academic Contribution, Research Contribution, etc.

Form is filled by the individual faculty member later on it passes further to the HOD after he gives his comments and marks it progresses to the Director and after the Director gives his remarks it proceeds to the President of the Organization.

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.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.3.5-Final-Link-Performance-Appraisal-of-Teaching-staff-1-18.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

External Audit:

1. External Audit conducted by Statutory Auditor who checks accounts day to day activities like bank transactions, cash transactions, purchases etc.
2. The period for External Audit is April to September & October to March of every year.
3. The purpose for External Audit is to check & rectify our accounts transactions.
4. The External Auditor finalizes the Balance sheet for

every financial year.

5. The report of External Audit is submitted to head of the Institute & Society's Finance office.

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://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.4.1-Final-link-External-Audit-Report-2022-23.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)

0.9

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 has a well formulated financial policy in place that ensures effective and optimal utilization of financial resources for academic, administrative and development of activities at the institute.

The Institute has made the appropriate provisions in its books of account to ensure that available sufficient funds are used efficiently for each academic year.

The variance reports of sanctioned budget and actual expenditure are maintained and reviewed on a regular basis, the institute utilizes funds as per sanctioned budget, as per guidelines from management and Principal.

The Institute has defined the standard operation procedure to monitor effective and efficient utilization of sanctioned financial resources for various activities. Every year, the budget is prepared well in advance after taking into consideration the financial requirement of the Institute. The finalization of the tentative budget is proposed to the management for discussion and prepared in the meetings of AMC. It comprises both recurring and nonrecurring expenses.

The Director puts up the budget in the College Development committee meeting and after discussion and necessary corrections/modifications; committee recommends the budget for approval to the Governing body.

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.4.3-FINAL-Link-Mobilization-of-Funds-new.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

Quality initiatives are taken by IQAC for promoting quality culture. The Internal Quality Assurance Cell (IQAC) was set up in the academic year 2017-18. IQAC is instrumental for coordinating quality-related activities in the institute. It develops a framework for conscious, steady and synergetic work culture for better performance of employees and students through extension of various academic and administrative activities in the institution and set benchmark for quality.

The institute has competent teaching faculty and designing learning environment in tune with stakeholder's perception.

Institute adopts different pedagogies to make learner-centric education effective. Teaching staff provide a variety of learning experiences and making learning process constructive.

Institute uses student centric method which is based on experiential learning, participative learning and problem solving methodologies. This gives to the students appropriate Academic - Industry interface, so that the students meet the exact requirements of the organization.

Two practices institutionalized as a result of IQAC:

1. Mentor Mentee Program- In order to ensure the satisfactory performance of the students in the evaluation process mentor mentee meeting helps to discuss the strength and weakness of students.

2. The institute has Established Start-up and Innovation cell and Institution's Innovation Council (IIC).

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.1-Final-Link-IIC-Formation.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

IQAC takes various initiatives to build up employability skills and aims for comprehensive development. Student feedback and result analysis are then reviewed by IQAC members for the course conduct and result improvement.

The institute prepares academic calendar in-line with 'SPPU' academic calendar. It incorporates all curricular, co-curricular, extra-curricular activities in the calendar and separate CIE calendar. This calendar is displayed on notice board and institutional website at the beginning of semester and also circulated among all the faculty members as well as students on the first day of induction.

Regular meetings and reviews are conducted by teachers, coordinators, director. The reviews and corrective actions if any are discussed in the director's meeting. The institute adheres to the academic calendar for conduct of CIE.

- Subject wise different evaluation parameters are set in accordance with university requirement.**
- The academic schedule is displayed on notice board and shared with students well in advance and also is reminded by subject teacher from time to time.**

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

1. Case Study

2. Students Training Program (STP)

File Description	Documents
Paste link for additional information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.2-Final-link-Incremental-Improvement.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above
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File Description	Documents
Paste web link of Annual reports of Institution	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/6.5.3-Final-link-on-website-Annual-report.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has initiated several measures in gender equity & sensitization in curricular and cocurricular activities can be seen from the participation of all male and female students in various committees. In accordance with grievance committee regulations, the institution established Antiragging, Internal

complaint committee, Women Cell, SC/ST and mentoring committees. The tasks of these committees are described on the institution's website and during Induction activities. Institute correspondingly conducts Gender Audit every year in the precise format. Students' the institute correspondingly conduct gender audit every year in the precise format. The gender audit committee also takes action based on the received suggestion. Further based on the analysis of the survey conducted by the institute, decide the course of action on the same. The institution promotes gender sensitization through co-curricular activities which are organised by IQAC and other committees, such activities includes workshops, seminars, guest lectures, street plays, poster exhibitions, counselling etc. The institution organized 'Self-defence training', a guest session on healthy women healthy nation for the girl students of the institution and women empowerment, various career opportunities in various sector. Gender awareness programs like importance of human rights, Rights of Women in Domestic violence problems, etc.

File Description	Documents
Annual gender sensitization action plan	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.1-index-gender-plan-link.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://sinhgad-sibaca.in/wp-content/uploads/2024/01/facilities-women-final.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
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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

Solid waste management: Daily garbage is collected by housekeeping personnel and handed over to Municipal garbage vehicle. Institute has installed sewage disposal plant of 2.31 Lakh litre capacity. FAB reactor of 3.55 Lakh litre is used to treat around 3.5 lakh litre waste from the campus

Liquid waste management: All waste water lines from toilets; bathrooms etc. are connected to Municipal drainage mains after passing through sewage disposal plant. Secondary tube settler of 0.77 lakh litre, Sludge dig ester tank of 1.485 lakh litre, chlorine contact tank of 1.485 lakh litre, pressure sand filter and activated carbon filter of 10 lakh litre each are set up at waste disposal plant.

Biomedical waste management: Biomedical waste from institute hospital and hostels is collected at the RHTC department as per the category of waste. This waste is transported to Pune at Shrimati Kashibai Navale hospital of STES. Collectively waste is given to the agency to dispose.

E-waste management: The e-wastes are disposed of periodically through a professional e-scrap vendor. Inspection of computer and different E material is done periodically by expert teams.

Waste recycling system: Recyclable waste material like plastic, papers, etc. are collected and sold out to scrap vendor from time to time.

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

A. Any 4 or all of the above

water recycling Maintenance of water bodies and distribution system in the campus

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

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	<p>A. Any 4 or All of the above</p>
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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

<p>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</p>	<p>A. Any 4 or all of the above</p>
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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

<p>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</p>	<p>A. Any 4 or all of the above</p>
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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

<p>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).</p> <p>Culture Days Celebration: traditional day is an annual gathering event organized by SIBACA this events includes Singing, Dance, Fashion Show, Mr. and Miss SIBAC , Stage Play, etc.</p>
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Regional Festivals: Celebrations of regional festivals are an important part of any culture. Students come together to celebrate traditions and shared experiences. The various religion festivals allow students to learn about other cultures. Institute offer a unique opportunity to the students to learn about other cultures. By participating in such festivals, students can gain a better understanding of the customs and beliefs of people from other countries.

Linguistic activities and commemoration days provide a sense of community and being part of a community is an important part of the institute. This provides a great opportunity for students to connect with others who share their interests. Participating in festivals can help students feel more connected to their campus. Apart of exam such days help students to understand others culture.

Institute provides holistic environment and create healthy atmosphere by celebrating various culture, regional and linguistic activities. It play important role in students life apart from the academics

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

Sinhgad Institute of business administration and computer application Lonavala carried out various activities for Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.

Tree Plantation: Our Institute comes under a big campus with a lot of open spaces. So we launched an extensive Tree Plantation Programme on the occasion of the World Environment Day and Institute foundation day. The students and teachers selected the empty places and to plant saplings in a well-organized way. The saplings were supplied by the local government nursery. In order to restore the eco-balance, the forestation drive was

taken with all seriousness. 4. Blood Donation:

Blood Donation: Blood is a significant component of our body which constitutes almost 7% of the body weight. Blood donation is a noble act where a healthy person donates blood for the use of ailing people. Our institute organizes blood donation campus well.

Indian Constitution: The institute also added subject code 395 Indian constitution in Curriculum and aware the student about it. This Subject information was useful for the student to understand the Indian constitution

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.9-index-activity-aqar-link.pdf
Any other relevant information	http://sinhgad-sibaca.in/wp-content/uploads/2024/02/7.1.9-additional-link.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institutional distinctiveness refers to the unique characteristics and qualities that distinguish an educational institution. Along with regular education the Institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them achieve excellence in the institute is active in social responsibility (CSR) activities which are distinct from its vision. Efforts are taken to make students conscious towards the social responsibilities and are encouraged to take initiatives in the social sector for the betterment of the society. Every year institute organized certain outreach program. The institute is very insightful to the impact of activities on its students, faculty, as well as on the regional community and on the environment. It aims at improving the lives of people in and around Lonavala. Giving to charity builds and strengthens community: Donating to charity is a major mood-booster. The knowledge that you're helping others is hugely empowering and, in turn, can make you feel happier and more fulfilled. Research has identified a link between making a donation to charity and increased activity in the area of the brain that registers pleasure proving that as the old adage goes, it really is far better to give than to receive.

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.

Best Practicel:-STUDENT TRAINING PROGRAMS (STP) this programs are specially designed programs to get students equipped with industrial practices, where every branch set up the program in relevant to academics and currently in use in industries.

Objectives of the Practice:

1. To bridge the gap between Institution and Industry
2. To enrich the knowledge of students beyond the curriculum
3. To prepare the students for placement
4. To inculcate life -long learning among the students for career development and growth
5. To facilitate the students to get certificates from renowned industries and other agencies

Best Practice 2:-TRAIN THE TRAINER (TTT) this program aims at enhancing the academic and intellectual environment in the Institute by providing faculty members with the knowledge, idea and skills to improve the quality of education. The success of an institute curriculum is closely related to its effective implementation. Teachers have to be personally aware of the institute curriculum and improve and enhance the necessary skills to interpret the concept changes accurately. The need for a training programme for teachers plays an essential role in successful education reform. The main goal of the TTT is to prepare faculty members to present information effectively, respond to student's questions, and lead activities that reinforce learning.

File Description	Documents
Best practices in the Institutional website	http://sinhgad-sibaca.in/wp-content/uploads/2024/03/Best-practices-index.pdf
Any other relevant information	http://sinhgad-sibaca.in/wp-content/uploads/2024/03/Best-practices-index.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

Institutional distinctiveness refers to the unique characteristics and qualities that distinguish an educational institution. Along with regular education the Institution is to mould and empower students in the pursuit of knowledge, values and social responsibility and help them achieve excellence in the institute is active in social responsibility (CSR) activities which are distinct from its vision. Efforts are taken to make students conscious towards the social responsibilities and are encouraged to take initiatives in the social sector for the betterment of the society. Every year institute organized certain outreach program. The institute is very insightful to the impact of activities on its students, faculty, as well as on the regional community and on the environment. It aims at improving the lives of people in and around Lonavala.

Giving to charity builds and strengthens community: Donating to charity is a major mood-booster. The knowledge that you're helping others is hugely empowering and, in turn, can make you feel happier and more fulfilled. Research has identified a link between making a donation to charity and increased activity in the area of the brain that registers pleasure - proving that as the old adage goes, it really is far better to give than to receive.

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. **Promotion of professional development:** The College will promote professional development for students, faculty and staff to keep them updated with the latest teaching and learning practices through MoUs with other institutions and collaborations.
2. **Improvement of infrastructure:** The College will improve the infrastructure which includes upgrading facilities, providing necessary equipment, and ensuring the safety and security of students and staff.
3. **Strengthen ties with the community:** The College will strengthen its ties with the local community by engaging in community service, outreach programs, and partnerships with local businesses, entrepreneurs and organizations.
4. **Monitoring and evaluation:** The College, through its IQAC, will strictly monitor and evaluate the progress of the academic year to ensure that it is meeting its objectives. Annual assessments and feedback will be conducted to make necessary adjustments and improvements.
5. **Focus on skill development:** College will focus on skill development by providing training and workshops on soft skills, communication, leadership, and problem-solving. SIBACA will upgrade its Center of Excellence.
6. **Strengthen alumni relations:** college will strengthen its alumni relations by organizing alumni events, creating networking opportunities, and engaging alumni in mentoring and career guidance