



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	SHRI SHIVAJI MARATHA SOCIETY'S INSTITUTE OF MANAGEMENT AND RESEARCH
Name of the head of the Institution	Tushar Vaman Dagade
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-24214310
Mobile no.	7028971219
Registered Email	director@ssmsimr.edu.in
Alternate Email	imrpune@rediffmail.com
Address	SR. NO. 74/1A, 74/1B, PARVATI, NEAR SHINDE HIGH SCHOOL, TALJAI ROAD, ARANYESHWAR, PUNE - 411009
City/Town	Pune
State/UT	Maharashtra

Pincode	411009																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	private																		
Name of the IQAC co-ordinator/Director	Gazala S Nadap																		
Phone no/Alternate Phone no.	02024222612																		
Mobile no.	9975314789																		
Registered Email	director@ssmsimr.edu.in																		
Alternate Email	gazala.nadap@gmail.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.ssmsimr.edu.in">http://www.ssmsimr.edu.in</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.ssmsimr.edu.in/">http://www.ssmsimr.edu.in/</a>																		
<b>5. Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.28</td> <td>2019</td> <td>15-Jul-2019</td> <td>14-Jul-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B	2.28	2019	15-Jul-2019	14-Jul-2024
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B	2.28	2019	15-Jul-2019	14-Jul-2024														
<b>6. Date of Establishment of IQAC</b>			16-Sep-2017																
<b>7. Internal Quality Assurance System</b>																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries															

Academic & Administrative Audit	21-Sep-2019 03	10
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MBA	NA	Nil	2019 0	0
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

? Regular meeting of Internal Quality Assurance Cell (IQAC) timely submission of Annual Quality Assurance Report (AQAR) to NAAC Feedback from all stakeholders collected, analysed and used for improvements ? Academic Administrative Audit (AAA) conducted and its follow up action ? Participation in NIRF ? ISO Certification

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Introduce and improve the teaching learning process by adopting outcome based education process. The	All the courses taught have been covered under OBE and each of the faculty have been required to work

process involves defining the targets for course outcome attainments in each of the courses, laboratories and striving to achieve them.	towards the achieving the targets set. Further the faculty is required to continuously improve the process to reach out to higher targets if the set targets have been achieved and analyse and initiate corrective action if the targets are not achieved.
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
Date of Visit	29-Jun-2019
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2019
Date of Submission	08-Jan-2019
<b>17. Does the Institution have Management Information System ?</b>	No

### Part B

#### **CRITERION I – CURRICULAR ASPECTS**

##### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Shri Shivaji Maratha Society's Institute of Management and Research is affiliated to Savitribai Phule Pune University (SPPU) hence implements curriculum given by the university. The Institute has a structured, organized plan to implementation the curriculum. In order to ensure the effective curriculum delivery we strictly follow the academic calendar of Savitribai Phule Pune University (SPPU) and in accordance with SPPU's academic calendar we prepare our own academic calendar for effective planning of different activities. Faculties maintain course files for every semester to maintain all the records of academics like timetable, attendance sheets, teaching plans, and academic notices and subject notes. The CBCS (Choice Based Credit System) offers flexibility for students to choose the course as per their likes and preference. These courses are offered to the students considering the industry demands, students' capabilities, expertise, availability of resources and value addition that happen to the students' skills as an outcome of the course. Students are having freedom to select the subjects of their choice from the offered subjects of university of Pune. Students can opt for dual specialization to learn more than one subject. The Institute persistently makes efforts to enrichment the University's Curriculum. Relentless efforts are made

for providing exposure to the students to industries. To enhance student's life skills various courses are offered which are imparted through curriculum based activities. Such as every academic year students go for industrial visit. Guest lecture by well-known industries are organized every year to get the insight of real business scenario. Such as Barclays training program, Business Stock Exchange (BSE) Training programs. Students are engaged in various extracurricular activities throughout the year such as Sports activities, cultural events and various competitions like Poster, Mehandi which helps in overall development of students. The Institute is also in a meeting with many industries through its faculties who are mentors of students for various field projects and internship. The Institute believes in continuous growth and development of students as well as society thus providing qualitative education in affordable fees by adopting student centric and practical teaching pedagogy. Different scholarship schemes given by government of India to economically backward classes are provided to students so they can avail these benefits. At the time of admission our faculty members inform students about all various government scholarship schemes and also help our students to complete the online process to avail these benefits. To improve the performance of teaching and learning Institute takes feedback from the stakeholders regarding curriculum and curriculum delivery. After analysis of the feedback the essential action in terms of feedback to the management and improvement of academic processes is initiated.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Digital Marketing	Nil	08/01/2019	2	yes	Enhanced technical skills

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	MBA	01/08/2018

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Skill development I	01/08/2018	83
Introduction to Cyber Security III	01/08/2018	83

[View File](#)

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	MBA	83

[View File](#)

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

#### Feedback Obtained

1.4 FEEDBACK SYSTEM (Student, Teacher, Alumni) To ensure the excellent quality education SSMS's Institute of Management and Research conduct Feedback from students, alumni and faculty to know their views on different parameters like curriculum, quality of faculties, college infrastructure . Institute is having an IQAC as a quality consistence and quality improvement measure. Under the guidance of IQAC special committees like Career Guidance, Anti-Ragging and Sexual Harassment Committee look after the smooth conduction of academics. Institute organizes Alumni Meet every year to take suggestions and feedback from Alumni. The collected feedback is discussed in faculty meetings to take necessary actions to improve it. Feedback from faculties of various specializations is taken by institute to know their opinion regarding syllabus and curriculum. Faculties take feedback from current students to review their opinions on the curriculum and suggestions on overall syllabus.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	MBA	120	130	120

[View File](#)

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	Nil	120	Nil	12	Nil

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
12	12	4	4	Nil	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring at IMR :- At IMR we have Mentor- Mentee counseling process, for the development of students and also to kept them in touch with a particular faculty who can take care of the issues of the students till they pass out. The Process is as follows – 1. After the admissions process is complete the mentoring process begins at IMR. The Director of the institute allocates the total number of students to the faculty members . The director also take care about the overall mentoring apart the regular mentoring done by the faculty mentors allocated to the students. 2. The next round of mentoring is done by the Librarian of IMR, wherein the student is made cognizant about the various utility and usage of library and its recourses. 3. The training Placement Officer also is an overall Mentor of the student as he endeavors more on the Grooming soft skill development and career counseling of the students regarding the Internships Placements of the students. 4. Every Faculty is allotted with proportionate number of students, wherein all the details of the students are maintained by the faculty. There are open discussions between the Mentor mentee regarding any issues or suggestion for the good results. Objectives of Mentor Mentee Process – 1. Solving queries and doubts related to studies, overall development. 2. Mentors also observe the mentees behavior in class, and the fellow students. 3. Guiding the students to improve in academics, building their confidence levels, make them participate in co-curricular activities. 4. Mentors identifies the slow advance learners. Role of Mentors:- 1. To prepare Mentees profile documents. 2. To schedule meeting for the overall progress of mentees. 3. For SIP /Dissertation allocation and for selection of topics. 4. Mentees are encouraged to identify work on their strengths weakness.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
120	12	1:10

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	12	Nil	2	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of
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			semester-end/ year-end examination	results of semester-end/ year- end examination
MBA	12	2	15/05/2019	06/07/2019
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The academic calendar is designed for the Academic year. HOD Faculty members prepare teaching plan for their respective subjects, course file preparation and assessment strategies for internal evaluation of the students. Course Structure and syllabus of the respective programme are displayed on University website and in Library. At the commencement of the semester, students are notified about the criteria for evaluation of term work. Coordinators and subject faculty inform students about the evaluation process. The continuous internal assessment based on students attendance and concurrent evaluation parameters. Additional teaching hours are included for difficult subject. The information in all these processes are informed to the industry at the time of Training Placement cycle. The institute is affiliated to SPPU and hence strictly follows University evaluation processes. All the necessary circulars and notices are available on University website. The institute has separate examination cell working under College Examination Officer (CEO) which takes care of dissemination of University circulars and notices to the institutes. At the beginning of academic year, students are informed about the examination question paper pattern. Concerned faculty inform the students how to prepare, write the answers at the University and Internal Exams. Concerned staff informed students about concurrent evaluation system for internal and external subjects. The examination committee follows all the rules, ordinances etc. to ensure the sincere implementation of the system. In the Examination Control Room, an advanced photocopier machine is installed for printing the question papers. Results of internal examinations are notified in the Notice Board. The choice Based Credit System (CBCS) offered by the affiliated university offers wide range of choice for students to opt for courses based on their aptitude and their career goals. CBCS enables a student to obtain a degree by accumulating required number of credits prescribed for that degree. The Institute has been given the freedom under CBCS pattern to decide the pattern of Internal Marks (30 marks) and accordingly the evaluation pattern for Internal Assessment is framed by the Institute itself. The evaluation is carried out continuously. The internal evaluation process is designed with the help of exam committee and the academic monitoring committee. Evaluation formats for the various activities have been made. All the faculty members maintain record of performance of students in their subjects and display on notice board. The reforms at the University Level The major reform in the evaluation process at the Savitribai Phule Pune University is online submission of exam forms, online hall tickets of students, online exam reports and online results. The SPPU creates question banks for various subjects and courses to facilitate random selection of question papers. The question bank is also created for multiple choice questions for various generic core and core subjects for respective specialization. The grading system is used instead of marks and therefore CGPA and SGPA is calculated.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Savitribai Phule Pune University, Pune publishes academic calendar bi-annually (SEM wise) for MBA Course and other Faculties. Academic Calendar are prepared as per the SPPU guidelines • Commencement and Conclusion of teaching • Practical / Oral / Theory Examination dates • Result declaration dates • Submission dates • Holidays This university calendar is used as a reference



point to prepare academic calendar of the institute. The academic calendar is prepared at the beginning of each term and separate exam calendar is prepared which includes the timeframe for activities and examination that are scheduled throughout the term. The academic calendar gives the students idea about upcoming examination like internal , external online exam, internal and external SIP viva, Internal and external Dissertation viva. Internal and external theory exam along with other co-curricular/cultural events. The class test, GD, assignments, role-play, presentations etc. are part of CIE .It is the discretion of subject faculty to conduct the exam and give the schedule prior to the exam. The session lesson plan includes the schedule of the CIE for the respective subjects as prepared by subject teacher. The Faculty members send mail to the students regarding upcoming exam or any other planned activity. The academic calendar is prepared by inviting schedules and proposed activities from each department and committees. The academic plan after discussion with the faculty members in the meeting is circulated to students, teaching and non-teaching staff. The academic calendar is followed to a large extent, but due to some inevitable emergency, it can be revised and new schedule of the exam or activity is communicated to the students and staff members.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

**No Data Entered/Not Applicable !!!**

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1	MBA	General	83	68	82
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
FDP on IPR	MBA	26/08/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>0</b>	<b>0</b>	<b>0</b>

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<b>MBA</b>	<b>Nil</b>

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>International</b>	<b>Engineering, IT and Social Sciences</b>	<b>4</b>	<b>6</b>
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>MBA</b>	<b>Nil</b>
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	7	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Skill Development/Corporate Awareness	Rubicon/Barclay	Industrial Visit	2	30
<a href="#">View File</a>				

### 3.5 – Collaborations

#### 3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2100000	1331755

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Others	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Autolib NG	Partially	Autolib NG	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18	8711	Nill	Nill	18	8711
Reference Books	60	13146	3000	325000	3060	338146
Journals	Nill	Nill	16	125440	16	125440
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	98	24	98	0	56	6	12	50	0
Added	0	0	0	0	0	0	0	0	2
Total	98	24	98	0	56	6	12	50	2

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
J-Gate	<a href="https://jgateplus.com/home/">https://jgateplus.com/home/</a>
NDL	<a href="https://ndl.iitkgp.ac.in/">https://ndl.iitkgp.ac.in/</a>

#### 4.4 – Maintenance of Campus Infrastructure

##### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
996000	805321	2991000	2129324

##### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

IMR has a well-developed mechanism for maintenance of the facility. All physical facilities like Computer Laboratories, Library, Classrooms, and Digital Library Language Laboratory are made available to students. Institute has also made arrangements of sports and cultural requirements by providing sports ground and seminar hall respectively. The classrooms and furniture facilities are utilized regularly by the students. The maintenance and the cleaning of the classrooms, labs are taken care of by the non-teaching staff. The college has an adequate number of computers with internet connections and the utility software's distributed in different locations like office, labs, library, etc. The library has a reading hall and digital library for students to access e-journals. The library staff provides the facilities to the students and staff by regularly exchanging the books. The library is having a sufficient number of books for issuing purposes. The teachers also obtain the requisite number of books from the Library. Thus the college library staff helps in attending the teachers and student's demand. The library has also provided LAN facility for the computers. The Digital library is provided LAN facility for the computers. Library and computer labs have defined their rules and regulations for the utilization of the facilities such as books and computer lab to the students. The institute ensures that the infrastructure facilities meet the requirements of students with physical disabilities by Ramp/Rails,

Rest Room and support during writing exams. Library books or any other reading material is made available to them as per their requirement on the ground floor only. There is a special toilet block on each floor. The Institute and the staff can make use of the computer system with the internet at their seating places. The computer laboratory connected in LAN is open for the students, the office computers which are also connected through the LAN is consisting of the all the required software making work easier and are restricted to use only by the appointed office staff. The college website is developed and regularly maintained by the in-house team. Anti-virus software is purchased and is renewed annually for the smooth working of all the computers in the institute. The total teaching-learning process is student-centered. The college teachers make their lectures more students centered by making the use of various lecture methods like a case study. Especially the key aspects are narrated through the help of ICT. Practical lessons of excel are carried in the computer lab. The institution at the beginning of the year prepares the detailed financial budget. This budget is sent to the society for approval, after obtaining the approval by adopting due procedure the expenditure on such head mentioned in the budget is carried out. Building extension and maintenance, furniture repairs and maintenance, Purchases of equipment's and computers are provided for and due expenses are carried out. The institute has a playground area 8145.2 Sq. Ft. With facilities for different outdoor games. The institute also has adequate infrastructure for indoor games. For encouraging students to have active.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Skill Development /Corporate Awareness	23/01/2019	30	Rubicon/Barclay
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	NA	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	1. Harbinger 2. State Street HCL Pvt Ltd. 3. BnY Mellon 4. Syntel 5. Canara HSBC 6. JCB 7. Northern Trust 8. Cognizent 9. Addmatrix 10. Larsen Toubro Infotech 11. Nirmal Bang Securities Pvt. Ltd. 12. WGBL India Pvt. Ltd. 13. Amway India Enterprises Pvt	78	30

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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	10	MBA	MBA	SSMSs IMR	MBA Dual Spl

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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Independence Day Celebration Nill	Institute Level	32
Republic Day Celebration Nill	Institute Level	23
Teachers Day Celebration Nill	Institute level	19
Jijau Jayanti and yuva Din Nill	Institute Level	22
Shiv jayanti Nill	Institute Level	35
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	Nill	Nill	0	0
2019	NA	National	Nill	Nill	0	0
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

For the active participation of each and every student, Institute creates different students councils to improve the qualities within the students which ultimately encourages improving their soft skills and leadership qualities. Roles Responsibilities of Students academic administration committees:

- Each student council has its own representative which gives a democratic process to give students a voice. They are the point of communication from the side of students and from the institution.
- This representative brings and share student's ideas, interests and requests about academic and administrative activities.
- Students' councils help in organizing social and extracurricular events as well.
- The respective student council representatives are involved in planning and execution of social events, community projects e.g. Blood donation camp, organizing Yoga and meditation camp, helping people in need, raise funds for social events, etc.
- Academic administrative committees encourage giving the students' feedback regarding events and happenings in institute.
- These committees are responsible for organizing regular council discussions and to do reports so that no one can miss out anything which is going on in the college. We have formed the below student committees:

• Cultural committee • Sports committee • CSR committee • Placement committee • Academic committee • Library committee

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Institute firmly believes that Alumni are the face of the institute which always gives a value addition to the institute. Alumni are actually the current and future leaders in the market. So, the institute has initiated the formation of Alumni Committee which is beneficial to the institute and alumni as well. We organize alumni meet every year as 'Smurti'. The Alumni Association of SSMS's



Institute has been significantly involved in various programs of institute. The Association always takes part in various activities related to development of the institute. Some of the activities conducted by alumni association are as follows. • Planning and execution of events related to curriculum as well as non curriculum activities. • Alumni always support to academic and infrastructural development of the institution. • Alumni Association cooperates to arrange some events e.g. blood donation camp, tree plantation, and annual cultural day. • Alumni have been working to create placements in different companies which are beneficial for current students. • They share their experiences with current students by taking seminars, delivering guest lecturers as per their expertise etc. • Alumni share feedback on various programs held in institute at the same time institute collects feedback from them. Such activities build connections between alumni and current students to bring up the community and healthy relation between generations. To do all these communications and transactions we have formed a core committee of alumni.

5.4.2 – No. of enrolled Alumni:

6

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

6.1.2 The institution practices decentralization and participative management. The management of the Institute believes in participative management and strives to bring in excellence by structured organizational system with the involvement of all the stakeholders. Various stakeholders of the institute are the members of the statutory bodies and their meetings are conducted regularly. The Institute collects feedback from all the students on teaching, curriculum and support services. The feedback from employers and alumni are used to improve the overall performance of the institute. The Director who works closely with administrative team comprising faculties, co-coordinator and senior teachers, offers effective leadership by setting values and participative decision making process, coordinating the academic and administrative aspects. The Institute promotes culture of participative management at various levels. The Institute involves its stakeholders in important decision making and management process. The Governing Body, the highest policy making body delegates all authority of implementation to the CDC Chairman and Director. Employers can participate by offering their expertise for Institute management. The Institute ensures participative management through a number of strategies: - • Strategic plan for the activities of an academic year is formed out by the Director in consultation with the various committees. • Consultations are sought from the faculties in decisions making related to curriculum, teaching learning and assessment processes. • The non-teaching staffs take care of the smooth running of the administrative system in collaboration with the teaching staff. • Teaching and non-teaching members are included in different committees like Academic, Anti-ragging, Co-curricular and Examination Committee. • Class representative leads to all the activities like Sports, Cultural and Intra-Institute activities etc. • Feedback from alumni is

collected for the improvement of the services provided. • Decentralized structure of the administrative system of the Institute in planning and implementation of all activities has developed an atmosphere of co-operation, sharing of knowledge, innovations and empowerment of the staff. • Empowerment of the faculty members and staff is ensured as they are included in various committees. Thus, they can play active role in policy making and its implementation. • The Institute promotes the participation of students, faculty and staff in all curricular, co-curricular, extra-curricular, community development Social works. Director and Faculty meet every month to discuss on academic initiatives, students and faculty development and administrative support required for all the activities. Director interacts with the faculty regularly to convey the policies and take the related feedback. Director takes the review and monitors the overall functioning of the Institute

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The admission procedure is planned and executed by the Admission Committee in keeping with the rules and regulations directed by AICTE and DTE. All admission are done through DTE Cap rounds. The institute restructured the website and made it more students friendly. Many important tabs/ information have been added to the webpage. Many new links are added to the portal for the benefit of our students. All the efforts of IMR are directed towards enhancing the employability of our students. Along with academics as part of holistic development of our students efforts are taken to expose them to the trends in the business environment through industry-academia interactions, industrial visits, through summer internships and through real-life experiences.
Industry Interaction / Collaboration	Industry experts / representatives are invited to be members of all the Boards of Studies, of the Governing Council, Academic Council and the IQAC. Their guidance is sought and their inputs and suggestions are welcomed and often implemented. Such interaction serves to enhance job opportunities and facilitate the introduction of programmes with industry collaboration. Seminars, workshops and talks with experts from industry as resource persons are organised by the departments. In addition some

departments employ guest faculty from industry and conduct guest lectures by industry experts. The Entrepreneurship Development Club is instrumental in motivating and developing entrepreneurship skills in the students

Human Resource Management

Motivating and facilitating the faculty members to participate in refresher and orientation courses. Programmes like Yoga Day, Women's Day are also organized for stress management and awareness. Teaching faculties are given Duty Leave to participate in national and international conferences.

Library, ICT and Physical Infrastructure / Instrumentation

Provision for the wifi facility in the campus for use e learning resource Increase of the internet band width from 15mbps to 80mbps through broadband and lease line to facilitated computer lab. Provision for access of ebook facility through online resource. Separate Internet connection in the Library to access the e resources and J-Gate database is also made available.

Research and Development

The faculty members were encouraged to engage in activities that promote research and development and strengthen consultancy services. In its efforts to train, motivate and reward faculty, the institution encourages members to attend courses/conferences/workshops/seminars/training programmes, etc, and to be research - oriented. The IQAC gives directions and monitors the activities of research committee to improve the quality of Research initiatives in the institution.

Curriculum Development

The Institute has a structured, organized plan to implement the curriculum. In order to ensure the effective curriculum delivery we strictly follow the academic calendar of Savitribai Phule Pune University (SPPU) and in accordance with SPPU's academic calendar, we prepare our own academic calendar for effective planning of different activities. Faculties maintain course files for every semester to maintain all the records of academics like the timetable, attendance sheets, teaching plans, and academic notices and subject notes. The CBCS (Choice Based Credit System) offers flexibility for students to choose the course as per their likes

and preference. These courses are offered to the students considering the industry demands, students' capabilities, expertise, availability of resources and value addition that happen to the students' skills as an outcome of the course. Students have the freedom to select the subjects of their choice from the offered subjects of the University of Pune. Students can opt for dual specialization to learn more than one subject. The Institute persistently makes efforts to enrich the University's Curriculum. Relentless efforts are made for providing exposure to the students to industries. To enhance student's Life Skills various courses are offered which are imparted through curriculum-based activities, such as industrial visit is organized for every batch

Teaching and Learning

The College ensures a proper teaching learning environment. The College organizes orientation programmes for the freshers at the institution and department level. Mentoring, counselling, remedial classes are provided to students. Wide access to internet facility to inculcate online learning management resources. E Book, E journal facility for carrying out project work. Learning through field work, industrial visit. Enhancement of learning skills of the students through participation in different seminars.

Examination and Evaluation

The institute is affiliated to SPPU and hence strictly follows University evaluation processes. All the necessary circulars and notices are available on the University website. The institute has separate examination cell working under College Examination Officer (CEO) which takes care of dissemination of University circulars and notices to the institutes. At the beginning of the academic year, students are informed about the examination question paper pattern. Concerned faculty informs the students how to prepare, write the answers at the University and Internal Exams. Concerned staff informs students about the concurrent evaluation system for internal and external subjects. The examination committee follows all the rules, ordinances etc. to ensure the sincere implementation of the system.

In the Examination Control Room, an advanced photocopier machine is installed for printing the question papers. Results of internal examinations are notified in the Notice Board.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>IMR has a perspective plan on the continuous qualitative teaching process. Further Management works to elevate the strategic process to increase overall student strength for MBA program. IMR proposed in IQAC meeting that the Alumina Registration should be done. Faculty Development program, national Seminar, and lectures to be organized in each year. Institute is also planning to start a Doctoral program in various streams of management. After successful completion of NAAC, we will apply for permanent affiliation of SPPU also apply for autonomy so that we can offer various industry-based courses which help our students to become business leaders in today's business world.</p>
<p>Administration</p>	<p>The College makes continuous efforts to go paperless in all its administrative and official works. All online and computerized functioning is done to practice transparency while sharing information within the college, faculties and departments. Administrative systems and practices have been stream lined to meet expectations of all internal and external stakeholders. It fulfills all licence processes. Some examples include , bio-metrics , official maintenance of Identifications, maintenance of leave records and correspondences through email.</p>
<p>Finance and Accounts</p>	<p>1. Day to day transactions, vouchers and bills are done through easy software system. 2. Reports are generated using the Tally software system.</p>
<p>Student Admission and Support</p>	<p>The institute restructured the website and made it more students friendly. Many important tabs/ information have been added to the webpage. Many new links are added to the portal for the benefit of our students. Besides that online messages</p>

and short messaging services are also used to inform and notify students about different academic and official activities. The teaching faculty has also created google groups and whatsapp groups to post updates and news related to academic and official documents.

**Examination**

As we are affiliated to SPPU, exam systems are on line as regards question papers. The evaluations are also available on-line. In cases of CCEs (comprehensive concurrent examinations) technology is used to minimize paper in several case. CCEs are internal assessments and evaluations. It is the prerogative of the institute and the subject teachers to select an appropriate assessment criteria.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Awareness of ERP" in Academic and Admin workAwareness of ERP" in Academic and Admin work	Awareness of ERP" in Academic and Admin workAwareness of ERP" in Academic and Admin work	05/08/2018	05/08/2018	12	6
2018	FDP on Intellectual Property Right	FDP on Intellectual Property Right	26/08/2018	26/08/2018	8	Nil
2019	National Seminar On	NA	28/01/2019	29/01/2019	7	Nil

Current Trends in Management

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1.Our institution promotes research culture and motivates teachers to undertake research projects, participate in seminars and conferences. Similar encouragement is given to organizing seminars and workshops in the college. 2.Our institute offers complete autonomy to the faculty to be engaged in the university examination duties such as paper setting, assessment, and moderation. On Duty, leaves are liberally sanctioned for University work such as selection committees, LIC committees, Flying squad, Paper assessment, and senior supervision. Duty leaves are also sanctioned for participation in seminars and conferences. This provides sufficient motivations for the teachers to work in a stress-free environment.</p>	<p>Free medical checkup for newly joined non-teaching staff, guidance about healthy eating habits and diet, training for Yoga and meditation are some of the healthy practices provided by our institution. Peons wear uniform given by the institute during their regular work duties. Two sets of uniform are given and the charge is borne by the institute. Provident fund is also given to the non teaching staff</p>	<p>Guidance for various Scholarships for students is provided to new students. Free WI FI connections on the campus as well as in computer laboratory. Felicitation to meritorious students in the academic, co curricular and extracurricular activities in the form of non-monetary prizes. The Canteen is located at central place of the college campus at reasonable prices in a very clean and hygienic environment providing snacks and beverages from early morning to late evening. The college has a mentor-mentee program to help students in career and personal progress.</p>

6.4 – Financial Management and Resource Mobilization



6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Shri Shivaji Maratha Society is the parent body of the Institute of Management and Research. Shri Shivaji Maratha Society ensures that the mobilization of the fund must be in the utmost useful manner for the benefit of the Institute and SSM Society. Director, Faculty Members and Accounts Department prepare and propose the budget at the beginning of every year. Accounts Department defines and monitors the limit of budget. The Financial Budget includes all the necessary expenditures needed an institution such as salary (Teaching and non-teaching staff), Physical Facilities, Academic Support Facilities, other expenses like library purchases, funds for Annual Programs, Guest Lectures, Industrial visits, Alumina Meet etc. An Internal approval system for all expenses is in place. Accordingly, bill/voucher is recommended by the proposer and approved by the Director. For Necessary expenditure, if required, approval of College Development Committee (Previously known as Local Managing Committee) is taken. Every detail is discussed and briefed to the internal audit team and queries are raised, if there is any discrepancy. After the Internal Audit, the report is prepared by the Internal Auditor and handed over to the director and Secretary of the SSMS. Each and every element is discussed in College Development Committee (Previously known as Local Managing Committee) and curative options are considered. An external Auditor is appointed by the Institute to execute the statutory audit who audits all the accounts yearly. External Auditor verifies all receipts expenses bills and payments of the Financial Year. After conducting an audit of the institution, financial auditor issues statutory audit report along with discrepancies, (if any) to the Director and Management for further action. Then audited report is submitted by a Chartered Accountant to the Institute. The audit reports are sent to the society and the copy is uploaded to various regulating authority such as Shikshan Shulk Samiti, AICTE, DTE, and Savitribai Phule Pune University. External audit is carried out once in a year. Our institute maintains books of accounts regularly and presents before the Local Management Committee/ College Development Committee for primary approval. In addition to statutory financial audit separate mandatory audit is conducted for different grants and financial assistance received under Quality Improvement Program (QIP) of Savitribai Phule Pune University and The Board of College and University Development. For the disbursement of scholarship offered by a government, institute submits its documents such as Utilization Certificates to comply with their documentation process in the form of certificates to the concerned Departments.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	Nil
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Faculty from other college	Yes	IQAC



		expert		
Administrative	Yes	Finance officer	Yes	Auditor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) Providing valuable suggestion for development of the institution. 2) Pointing out the weaknesses of the college related Departments and suggesting rectification. 3) Communicating views which the students feel shy to communicate directly to the teachers about the college and the department.

6.5.3 – Development programmes for support staff (at least three)

1. Computer Training 2. Yoga training stress management 3. Soft skill training

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Various batches of alumni have been contacted for strengthening the alumni contribution. 2. Signing of MoU with institutions corporate. 3. Planning is underway to adopt nearby villages to enhance water conservation, social upliftment etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Awareness of ERP" in Academic and Admin work Awareness of ERP" in Academic and Admin work	05/08/2018	05/08/2018	05/08/2018	12
2018	FDP on Intellectual Property Right	26/08/2018	26/08/2018	26/08/2018	8
2019	National Seminar On Current Trends in Management	28/01/2019	28/01/2019	29/01/2019	7

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the	Period from	Period To	Number of Participants
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programme				
			Female	Male
Women Day Celebration	08/03/2019	08/03/2019	19	15

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The Institute has fitted LED tube throughout the campus. Total lighting load of the campus is 23364kwh/annum and Total LED lighting load is 1260 kwh/annum therefore of LED to lighting load is 5.39

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	17/01/2019	1	Demonstration of VVPAT machine with EVM Machine for upcoming election in India	People are not so aware about the handling of VVPAT machine And electronic machine , avoid wastages of valuable votes and problems .	33
2018	Nil	1	16/02/2018	1	Awareness program on health and hygiene at dandekar pool, parvati area ,Pune	Lack of awareness in the community at slum area about Health and hygiene, prevent diseases and to	27

						lower down the death rates through knowledge and hygiene of society.	
2018	Nil	1	08/10/2018	1	Tree Plantation	Environmental issues like deforestation, erosion of soil, desertification in semi-arid areas, global warming.	36
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct For Staff	01/08/2018	Code of conduct and Code of Ethics applies to all the teaching and non teaching staff. Staff should be aware that breaching the Code of Conduct will considered as serious offence. The Director and the management have meticulously drafted the staff code of conduct to cover all the areas of concerns in educational institute.
Code of Conduct For Students	01/08/2018	Code of conduct and Code of Ethics applies to all the teaching and non teaching staff. Staff should be aware that breaching the Code of Conduct will considered as serious offence. The Director and the management have meticulously drafted the student code of conduct to cover all the areas of concerns in educational

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2018	15/08/2018	32
Teachers Day Celebration	05/09/2018	05/09/2018	19
Jijau Jayanti and Yuva Din	12/01/2019	12/01/2019	22
Republic Day Celebration	26/01/2019	26/01/2019	23
Shiv jayanti	19/02/2019	19/02/2019	35
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## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green Practices Shri Shivaji Maratha society's IMR always take initiative to adopt green practices such as tree plantation, reduce paper use, plastic free campus. We took steps regarding green practices in our campus also improve student's awareness about using bicycles avoiding plastic uses. We take continues efforts to maintain the greenery at campus by planting trees and plants every year. We have deputed garden staff to take care of the greenery with all the necessary tools. We are using natural recourses and traditional methods to conserve the garden like bio-composting and vermin-composting. Natural fertilizers are used to grow the garden. We have different types of flower plants as well as trees like fruits, medicinal, air purifying. These plants help us to keep the proper eco balance by producing pure oxygen and reducing Ozone depletion. Green landscaping improves aesthetic qualities to our campus which provides peaceful and pleasant teaching learning environment. The Institute is situated in the heart of Pune City. Due to the location advantage of the Institute being connected by main roads, it is having good accessibility of buses. Many of our faculty, staff and students prefer to travel using public transport service helping to reduce pollution. Every year one day is observed as No-Vehicle Day/Bicycle day and no cars and bikes are allowed in the Institute premises. These kind of initiatives helps reduce air pollution, fuel scarcity and energy consumption. We are trying to implement paperless office concepts in our daily routines. We use digital communication mediums like email, what's app group to inform staff and students about notices and other information which reduces the uses of papers. We have created official email groups to keep the communication paperless. Pedestrian friendly roads encourage people to walk rather than drive. We promote Plastic free campus to sustain the environment and natural visuals. Dustbin are kept to collect different types of waste so campus will be clean and the greenery will not be affected by the hazardous effect of plastic and other waste.

## 7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

1. **Practical Learning Environment:** Goal: For achieving effective practical learning by students. The Context: Effective learning can be achieved if practical exposure is given to individual The Practice: We motivate students to select small projects in industries in the field of their interest. Faculty guide is assigned to students with whom they can discuss their problems as well as progress individually. After completing the project successfully students get the certificate from the respective company as well as institute. Industry

visits are organized by institute for every batch. One faculty along with students visits industries from different sectors like manufacturing, IT etc. During the industrial visits students get the opportunity to observe the real working environment of various industries. During industrial visit students get chance to interact with industry experts. Eminent industry professionals share their views on current market situations and industry requirements.

Various guest lecturers are organized by training and placement cell of institute. Our alumni's are working in various sectors of industries like marketing, operations, IT, finance. They are in contact with institute and guide our current students many times. They share the updated knowledge and changing trends from their area to our current students which is a great help to our students to get a complete insight of what is happening in the industry. Evidence of success: Improvement in understanding and confidence about the core concepts among students can easily be found. It also helps in achieving skills required for the professional practice. ? Soft Skills of students are increased ? Level of Confidence in student's behavior can be seen ? Knowledge of Business Research among students increased ? Students can compare theory and practical knowledge during industry visits which helps them to understand the industry academia gap.

2. Sustaining environment and Bio-composting: Goal: Sustaining the environment and promoting green Practices To provide a pollution free campus to improve the mental health of students as well as staff The Context: Sustainable environment and preserving the nature is our sole responsibility. We have adopted and promote green practices to protect the ecosystem. Natural fertilizers are created using Bio-compost and vermin-compost techniques to grow the garden. The Practice: We take initiative to adopt green practices such as tree plantation, reduce paper use, plastic free campus, production of natural fertilizers. Institute is taking continues efforts to sustain the ecosystem through planting variety of trees every year. Shri Shivaji Maratha society's Institute of Management and Research institute is located at the prime location of Pune city surrounded by eco-friendly environment .IMR also gives importance to provide stress free and pollution free environment to students and staff. We give shelters to animals and birds. Green landscape is our aesthetic quality which we protect by natural resources like bio composting and worm composting. We maintain green landscape at our campus by dedicating experienced employees to cater it properly. We are having variety of plants and trees like flower plants, fruit trees. Because of the greenery variety of Birds are seen on campus like sparrows, parrots, crows, cuckoo bird. To give these birds a natural shelter we have provided them natural looking nests so they can have comfortable habitat. The Institute has opted route of Bio Composting the waste is collected in pit and with the help of Bio Culture it is converted into a bio fertilizers which in turn is used for our own garden. Compost is organic matter that has been decomposed in a process called composting. This process recycles various organic materials otherwise regarded as waste products and produces a soil conditioner .Compost is rich in nutrients and it is used for garden and green. The compost itself is beneficial for the land in many ways, including as a soil conditioner, a fertilizer, addition of vital humus or acids, and as a natural pesticide for soil. In ecosystems, compost is useful for erosion control, land and stream reclamation, wetland construction, and as landfill cover. At IMR Institute leaves for various trees and other compostable waste is collected in one large tank and it is left for decomposition. After it is converted into compost we use it for garden. Success of Evidence: o Our Green landscape gives very pleasant and peaceful environment. o Various plants and trees help in absorbing harmful gases and pollution also adds to the serenity and an aesthetic sense to the area nearby. o We have Plants like Areca palm which works as air purifiers. Azadirachta indica (Neem) is extremely beneficial to save the environment from pollution since its in-florescence is purifying 'with its feathery crests tossing fifty feet into the sky'. Like other trees, it exhales out oxygen and keeps the oxygen level in the atmosphere balanced.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Shri Shivaji Maratha Society's Institute of Management and Research aim to spread the light to imparting quality education. The vision of the Institute is to create and develop competent and knowledge-based young managers by imparting them a quality education. We continuously take efforts to deliver quality education through modern and interactive teaching methods. IMR Institute has given many entrepreneurs to the world. IMR believes in creating job gives more than job seekers and tirelessly work towards imparting education and training that nurtures an entrepreneur's attributes in students. Our alumni's Mr. Vivek Mishra, Mr. Omkar Gaikwad, Mr. Amey Gongle, Mr. Hrushikesh Hiremath, and Miss. Mohini Gaikwad is successful entrepreneurs and running their startups to date.

Our alumni Pradip Vilas Phadatare is currently working as Director of Bhuvadhan Green Pvt Ltd. Pune. His firm works for identifying and supporting agribusiness ventures through the development of suitable, cost-effective, pioneering products and modern technologies. Our alumni Mr. Kunal Bhumkar an entrepreneur (Runs a Travel Company- Kunal Travels), Mr. Aniket Ghanekar (Runs coaching and career counseling academy- M. G. Coaching Academy). Institute has developed ED Cell (Entrepreneurial Development) to provide guidance and motivation to future entrepreneurs. Institute continuously takes efforts to enhance the soft skills of students by arranging guest lectures, seminars on current trends of the industry, national and state conferences and workshops.

Students get an opportunity to present their ideas and research, formulate clear and significant arguments convincingly defend them through the modes of formal oral presentation, indecision and through a written assignment and essay questions to enhance creativity and competitive spirit, students are deputed to participate in various competitive events within the institution/intercollegiate/ state and national level. Various group discussions, debates, and national and state level seminars on current topics are organized in which students explore new ideas and also get a chance to listen to the expert views of eminent professionals. IMR Institute creates an atmosphere where our students are exposed to the challenges of corporate life, by making them interact with industry experts and our alumni students who are working at a superior level in the industries. Our various alumni are holding positions of responsibilities in the corporate world. We approach practical based learning through Academia-Industry meet as well as fruitful interactions with successful alumni through Alumni Meet, Guest lectures. Our trust Shri Shivaji Maratha Society's motto is strengthening the needy community. Institute strictly follows this and every year we give concession in fees to the students of weak economic background. We are providing a quality based professional education in the most economic fees which are affordable by most of the people. We take continues efforts to provide all the government scholarship and other benefits like free-ship and EBC schemes to our students so students from lower class can pursue higher education. Institute is a part of Shri Shivaji Maratha Society which is having a legacy of 100 years and having other under graduate's collages of various programs like B.com, BCA, B.Sc, B.Ed. Our faculties visit these colleges for career

Provide the weblink of the institution

### 8.Future Plans of Actions for Next Academic Year

1. To encourage the faculty for obtaining funding projects. 2. To conduct seminars, symposium and conferences in all the disciplines at International level  
3. Exploration of opportunities for collaborative research with leading institutions/organizations 4. Coaching classes for competitive examinations 5. To strengthen the e-governance facilities 6. Effective involvement of Alumni in various College Activities 7. Plagiarism check for Project Assignment submissions.