



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	SINHGAD INSTITUTE OF BUSINESS ADMINISTRATION AND RESEARCH
Name of the head of the Institution	Dr. Avadhoot D. Pol
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-26906171
Mobile no.	8411887335
Registered Email	registrar_sibar@sinhgad.edu
Alternate Email	arpita.gopal@sinhgad.edu
Address	Flat No. 8, Kalpana Apartment, 100 B, Erandwane, Prabhat Road, Pune
City/Town	Pune
State/UT	Maharashtra
Pincode	411004

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Dr. Vijay Dhole			
Phone no/Alternate Phone no.		02026906140			
Mobile no.		9422020034			
Registered Email		vijaydhole_sibar@sinhgad.edu			
Alternate Email		registrar_sibar@sinhgad.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://drive.google.com/file/d/1J8yS97HsuWxU5hW5dG6AqYN-OIydLDh/view">https://drive.google.com/file/d/1J8yS97HsuWxU5hW5dG6AqYN-OIydLDh/view</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://drive.google.com/file/d/1ySzzr2TBjAxoWGwOeMyGNNAJietmpHfMN/view">https://drive.google.com/file/d/1ySzzr2TBjAxoWGwOeMyGNNAJietmpHfMN/view</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.47	2018	02-Nov-2018	01-Nov-2023
6. Date of Establishment of IQAC			30-Nov-2017		
7. Internal Quality Assurance System					
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		
Workshop on Cloud	19-Jul-2019		78		

computing with Amazon web services	1	
Harvard case study Mapping	19-Jul-2019 1	154
Seminar on Digital Marketing	27-Jul-2019 1	125
Student Training Program	16-Sep-2019 90	154
E-Waste Collection	23-Sep-2019 1	35
Cosset to Corporate	04-Oct-2019 2	180
Research Workshop on Art of Writing Research Paper	04-Oct-2019 1	51
Webinar on Introduction to software testing tools (Selenium, SoapUI, JMeter)	09-Jun-2020 1	410
National Level Faculty Development Program on insight in to Intellectual property right	30-Jul-2020 1	232
National Webinar on Python Programming	03-Aug-2020 1	200
No Files Uploaded !!!		

**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	Government of India PostMatric Scholarship	DBT	2019 365	8049240
MBA/MCA	Tuition Fees and Examination Fees to OBC Students	DBT	2019 365	2503130
MBA/MCA	Tuition Fees and Examination Fees to VJNT Students	DBT	2019 365	2762775
MBA/MCA	Tuition Fees and Examination Fees to SBC Students	DBT	2019 365	538580
MBA/MCA	Rajarshi Chhatrapati	DBT	2019 365	5413807

	Shahu Maharaj Shikshan Shulkh Shishyavrutti Yojna(EBC)			
MBA	Scholarship for students of minority communities pursuing Higher and Professional courses(DTE)	DBT	2019 365	75000
MBA	DrPunjabrao Deshmukh Vastigruh Nirvah Bhatta Yojna(DTE)	DBT	2019 365	53000
MCA	SC Scholarship and free ship	DBT	2019 365	150000
MCA	Hostel Maintenance	DBT	2019 365	410000
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
<p>1. Registration with NPTEL as SPOC centre 2. The hostel facilities of the Institute were used as COVID 19 quarantine centre and required health facilities were provided to the patients 3. Frequent community service activities organized taking into consideration the need of the society in and around the institute campus. 4. Started Simulation course for student and faculty members (iBizSim: International Business Simulations) 5. Case based learning (Cases from Harvard Publishing) for MBA Program and Project based learning pedagogy for MCA Program 6. Research ecosystem kick started. a. 2 Live research projects initiated. b. One research Workshop conducted c. 48 research papers published. d. One National</p>

Level Faculty Development Program on insight in to Intellectual property right 7. 341 course registrations by 170 members 8. 29 Certifications completed by 15 faculties 9. Faculty awarded "NPTEL Believer" 10. Global Certification Program in Progress a. Institute registered with the AWS academia as a partner Institute b. AWS Cloud Foundation Certification Program Initiated 11. Course Content Development Program a. Video content by student uploaded on YouTube b. Simulations are developed and used c. National Webinar on "Python Programming" d. Webinar on Introduction to software testing tools (Selenium, SoapUI, JMeter) 11. Course Content Development Program a. Video content by student uploaded on YouTube b. Simulations are developed and used c. National Webinar on "Python Programming" d. Webinar on Introduction to software testing tools (Selenium, SoapUI, JMeter) 12. Data Science Team formulates. a. 4 Faculties Certified in Data Science. b. 8 Student leaders being trained. 13. Webinar on "Web Accessibility and career opportunities" 14. Faculty members attended 72 webinars, 74 faculty development Programs, 17 workshops and many quizzes during the lockdown pandemic situation.

No Files Uploaded !!!

**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	Achivements/Outcomes
Question paper setting for University exams	Faculty members actively contributed as members of question paper setting committee for various university courses
Simulation based course for students	Started IBizSim - International Business Simulation for students
Registering the Institute as a SPOC centre with NPTEL and Encouraging students for NPTEL MOOC courses	SIBAR is now a registered SPOC centre with NPTEL and Students as well as faculty members enrolled for various NPTEL courses and completed the courses successfully a. SIBAR now NPTEL Local Chapter b. 333 course registrations by 162 members c. 21 Certifications completed by 7 faculties
Elaborate Student Training Program	Students have undergone a detailed and structured Student Training Program which included Aptitude tests, Domain specific testes, Tests on writing skills and reading skills, GD &PI etc.
Organizing Contemporary workshops	Workshops on Cyber Security, Cloud computing with Amazon web services, Cyber-crime etc. was conducted at SIBAR
Faculty members to attend Online FDPs, Seminars and Workshops	Faculty members attended various FDPs, Online FDPs, Webinars, Online Seminars especially during the Lockdown
E-Content development for courses in various platforms	Faculty members have developed E-Content for courses under University and other platforms
Simulation based course for students	Faculty members have developed

	simulator for students for better understanding of the subject topics				
Organizing Webinars	1. National Webinar on Python Programming 2. Webinar on Introduction to software testing tools (Selenium, SoapUI, JMeter) 3. Webinar on Web Accessibility and career opportunities				
Organizing a workshop on research paper writing for students and faculties	1 day Workshop The Art of Writing a Research paper and research Proposal				
<a href="#">View File</a>					
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Internal Monitoring Committee</td> <td>30-Sep-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Internal Monitoring Committee	30-Sep-2020
Name of Statutory Body	Meeting Date				
Internal Monitoring Committee	30-Sep-2020				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2020				
Date of Submission	14-Jan-2020				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The information age offers an interesting intersection of education and technology. It also presents an opportunity to the educators and administrators to leverage their digital skills to deliver their best to the stakeholder's. SIBAR utilizes its Digital Presence for collaborating, networking, sharing and generating knowledge and content. We also keep ourselves abreast with the latest trends in technology and student life by effectively using the Social Media to reach out to the stakeholders at large to spread awareness about the quality of education imparted at SIBAR. Platforms like SIBAR Face book page are heavily used to share the recent campus updates, utilize group resources and devise mechanisms to improve student life. The MCA Department uses software				

GEMS (Governing Education Management System) ( ) to achieve one stop solution for all education needs to generate quick reports. GEMS promptly help SIBAR to govern, communicate, manage, organize, monitor, measure, report and analyze all of your daytoday academic operations. Academics are supported with an easy and collaborative Content Management System such as usage of YouTube video streaming in classrooms, content sharing through group mails, whatsapp groups etc. This helps faculty to share educational content, manage projects assignments, handle notifications, conduct quizzes etc. Library module takes care of books/journals/CDs/DVDs/magazines management, membership management, catalogue management, Online Public Access Control (OPAC), Book Bank Management, transactions, digitization, auditing, reporting and other library functions. On line test module maintains question banks, can set objective/subjective question papers with random or fixed questions. Due to Covid19 pandemic situation education sector changed entire teaching learning process. Starting at April 2020 Savitribai Phule Pune University instructed Institute to use online platforms like Zoom, WebEx, Microsoft Teams etc. ( any written notice) SIBAR uses various digital modes to collate data with respect to administrative front. All admissions at SIBAR are governed by DTE and Govt. of Maharashtra for which seats are allocated by DTE and admissions are uploaded on DTE portal as per the guidelines. Examination related data is uploaded on the university portal. Decentralization of administrative and academic activities is observed at SIBAR. Every year SIBAR forms academic committees such as Industry Institute Interface, Research and Consultancy Cell, CSR Cell, Examination Cell, Training and Placement Cell etc. which plans all the proposed and forthcoming activities in the beginning of the semester and executes with the help of faculty members of the team and students.

## 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

I-Planning: At the Institute level Academic Calendar is designed taking into consideration the interests of stakeholders, which is then prepared and properly documented taking into consideration the university dates for commencement and end of the semester, Online/Practical Examinations, List of holidays, External examinations, internal assessment, and events (guest lectures, seminars, certification course, workshops) are decided which form the core of Academic calendar. Before the semester starts, the subject choices are invited from the faculties and subject are allocated as per the expertise and experience of them. The faculties prepare the course files and set the various evaluation parameters for continuous assessment of students. To review and revise strategy, the Director and the faculty members conduct regular meetings during the semester. Simultaneously, the students view point is also taken into consideration for necessary modifications. Based on the learning abilities of the students they are categorized as slow and fast learners, which is further complemented by add on programs. The infrastructure support such as classrooms, seminar hall, computer labs, and auditorium are configured and made ready, well in advance. The institute also plans Induction program for new admissions. It involves activities which act as ice-breaking sessions, personality and skill development, and also enables them to understand SIBAR culture, curriculum norms, SPPU examination pattern, SIBAR code of conduct. II-Implementation: AMC (Academic monitoring committee) (consisting of senior academicians of STES) has been established and is monitoring the performance of the institute for the past few years. Also (IQAC) has been formed according to the norms of NAAC which consists of senior faculty from different domains. MCA department has special emphasis on Project Based Learning (PBL) and Case Study Based Teaching. The main focus is on quality delivery of curriculum and continuous assessment of the students. Delivering appropriate knowledge and skills to the students through Harvard Case Study provides real life exposure which helps them capable to deal with the changing needs of the society. Students are encouraged to participate actively in classroom discussions, various programming and project competitions, in-house and other events. Apart from the day to day classroom teaching they are exposed to different tutoring practices like corporate mentoring, mentorship programs, and guest lectures from eminent personalities from industry. Students are encouraged to undertake on job training (OJT), live research projects, summer internship for MBA and six month industrial projects for MCA, which are evaluated in three stages of by project monitoring committee. Remedial classes are arranged for slow-learners enabling them to overcome their lacking areas in the subject. Mid-term Faculty feedback and End-Term faculty feedback is collected from students for each semester and corrective action if required is taken by the authorities. The faculties identify MOOC courses related to their subject and students are encouraged to take them up. Faculties also take the role of mentors for the online courses and guide students towards certifications. Classes were conducted online for half of the even semester, during the lockdown. Lectures were conducted on calling applications and study material was shared through mails. For

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
NPTEL	Nil	13/08/2019	28	Focus on e	Nil



Career enhancement by TCS	Nil	01/07/2020	3	employability Focus on e mployability	Nil
Career enhancement by Naukri	Nil	01/07/2020	1	focus on e mployability by Naukri	Nil
AWS Cloud Practitioner Certification	Nil	10/02/2020	138	focus on e mployability	Nil

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
MBA	IBM	04/08/2020
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	Marketing, Finance, HR, Operations, Business Analytics, Rural Agribusiness, Pharma, Tourism Hospi	01/08/2019
MBA	International Business Management	04/08/2020

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

	Certificate	Diploma Course
Number of Students	25	4

## 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	01/06/2019	190
Introduction to Human rights and duties	01/06/2019	190
Cyber Security	01/06/2019	190
Event Management	01/06/2019	190
Soft Skills	01/06/2019	190
No file uploaded.		

### 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	All	114

MCA	NA	150
No file uploaded.		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is the fundamental principle that underlies all self regulating systems. The feedback from all stakeholders in terms of its relevance and appropriateness are considered to be a key aspect for enhancing and redefining the Institute. Feedback is the impact to a system component that is a consequence of an action performed by that component. The Institute is committed to obtain timely and appropriate feedback from different stake holders to reflect on the progress and development effectively. Feedback, and acting on feedback, is therefore part of the enhancement process for the Institute. Faculty members are actively involved in the syllabus revision workshops and discussions. Apart from this, the teachers also participate in Syllabus revision workshops organized by various colleges/ institutes. Teachers had also worked as Resource persons in workshops organized for syllabus restructuring. There is a formal mechanism to obtain feedback from the students and stakeholders. The process is as follows: - 1. The Institute takes feedback on curriculum from the different stakeholders like students, teachers, parents, alumni, employers in a pre-defined feedback format. 2. These feedbacks are gathered and analysed by the Domain Heads and concerned subject in charge. 3. These are discussed by the Domain Heads with the Director. 4. Letters to the Board of Studies (BOS) are drafted by the subject in charge and Domain Heads. These letters are forwarded to the Director and in turn sent to the BOS. 5. Till the changes are incorporated in the syllabus, Institute organizes various guest lectures, events, content beyond syllabus to enrich the curriculum.</p>

## 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
MCA	NA	120	75	62
MBA	ALL	240	210	153
No file uploaded.				

### 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	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2019	Nil	519	Nil	48	48

## 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
48	48	Nil	26	2	Nil

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

No file uploaded.

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

The very purpose of the Student Mentoring at SIBAR is to take care of the overall development of students in terms of academic performance, building the career of the students, motivate the students to take up new challenges. At SIBAR, each Batch/division has a faculty coordinator who is responsible for day to day monitoring of the classes. Apart from the class faculty co-ordinators, Mentors (faculty) are allotted to groups of students. Each group consists of 10-15 students. The mentors monitor the performance of students under their mentorship. The Mentors provide them personal, academic and social counselling. Student-Mentor meetings are conducted minimum thrice in a semester to understand them and provide them personal, academic and social counselling. Students with low attendance are questioned for their low attendance and asked to be punctual for the classes. They are told that their absence in the classes will be communicated to their parents. If the students are still found absent in the classes the mentors call up the parents and inform them about their ward's absence. The mentors also encourage the students to share their personal problems related to study, mess, hostel, fees and try to give proper solutions to their problems. The emphasis is also laid on class participation, raising queries and responsiveness in the classroom, for categorization of the students. The students are categorized as Slow Learners and Advanced Learners. The students who are little slow in their grasping as compared to their counterparts are identified on the basis of their class participation, pass percentage, classroom performance, and regularity in submission of assignments, punctuality and personal interactions are categorized as Slow Learners. Slow learners are thought to be the ones who find it difficult in retaining as well understanding the concepts. The mentors help the students, particularly slow learners to develop their personality and move ahead. Remedial classes are arranged for slow-learners enabling them to overcome their lacking areas in the subject. Advanced learners are encouraged to participate in various intercollegiate competitions, technical events. They are provided different platforms to showcase their talents and are provided challenging avenues. They are also encouraged to teach their fellow students. This increases confidence in the advanced learners and helps them to prepare the subject in a better way. In project work also, the team combination consists of slow, average and advanced learners. This has proved to be very effective since the advanced learners being self-motivated also encourage other members of the team resulting in better performance of the team. Problems related to academic performance are reported to the concerned faculties and/or to the Director and due support is extended to the respective students. Alumni are invited for interaction with the final year students so as to help them analyse job profiles and career options after completion of their course. Guest lectures are arranged for the students to help them in overall personal and professional development. The students are encouraged to participate in various Seminars, Workshops Competitions.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
519	48	1 : 11

## 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
-----------------------------	-------------------------	------------------	--	--------------------------

48	48	0	8	14
----	----	---	---	----

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
2019	Miss. Rubina Roshangul Sheikh	Assistant Professor	Recognized as NPTEL Star-"NPTEL BELIEVER" (Jul-Dec 2019) on 14-Jan-2020
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 semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	II IV / April 2019	08/05/2019	06/07/2019
MBA	MBA	I III / Dec. 2019	03/12/2019	28/02/2020
MBA	MBA	IV / April 2020	24/10/2020	14/12/2020
MBA	MBA	I / Nov 2019	16/12/2019	07/02/2020
MCA	MCA	I	30/11/2019	21/01/2020
MCA	MCA	III	30/11/2019	21/01/2020
MCA	MCA	V	13/12/2019	21/01/2020
MCA	MCA	VI	01/11/2020	21/11/2020
<a href="#">View File</a>				

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

Continuous internal evaluation is implemented at the institute for keeping close watch on the students' progress in academics. SPPU has given the guidelines of implementing continuous internal evaluation in the course syllabus. It contains both curricular and co-curricular activities. Students are kept well informed about the detailed continuous internal evaluation implemented at the institute. Tools used for Internal Assessment: Continuous Internal Assessment involves Class Tests, Unit Tests, Prelim Examination, Assignments, Program writing, Presentations, Projects, Group Discussion Personal Interview, Aptitude Test, Case study, Viva-voce and Online Quiz. The faculty is free to select the parameters for evaluation for his/her subject as the need may be. Every assessment is followed by the result of that test. The exam schedule, syllabus or contents on which the exam is based are conveyed to the students by displaying the time-tables on the notice board. The schedules are also communicated through WhatsApp groups. Transparency in the execution of Continuous Internal Assessment: The whole CIE system is kept transparent. Students are well informed about the type of tests and the schedule of tests.

The evaluation criteria are also shared with the students, so that they know the way of assessment. After each assessment the results are declared within the announced time. Results are communicated to the students. If they wish to discuss the evaluation criteria and the marks obtained they are always welcomed by the teaching faculty. The model answers, the tips to improve presentation skills are discussed by the faculty members with the students. This helps in improving students' writing skills, presentation skills, and answering skills, in turn helping the overall personality and academic skills.

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

SIBAR is affiliated to Savitribai Phule Pune University (SPPU) and hence follows the academic schedule provided by the SPPU. The institute adheres to the Academic Calendar prepared according to the calendar provided by SPPU. The academic calendar is prepared before the commencement of each semester for smooth academic functioning. This ensures that the curriculum is enriched through related activities like Guest lecture, extension series and industry interaction. The academic calendar was prepared and followed for conduct of examination and other activities. The academic calendar is displayed on the institute website and was also shared with the faculty members so as to ensure proper execution. The academic calendar provided the schedule for the entire semester ranging from the list of holidays (national level holidays, state level holidays, local holidays and the institutional holidays), date schedule of the class/unit tests, prelim examinations, SPPU examination, etc. The commencement and conclusion dates of the semester were also mentioned in the academic calendar. The tentative dates of various departmental activities, guest lectures, seminars, workshops and placement activities were also given in the academic calendar. It also provided the dates of other activities such as social and cultural programmes, sports etc. During pandemic, after the lockdown was announced the lectures were conducted on zoom platform. The students attended lectures online using desktop/laptop/mobile as per the need. It was ensured that the syllabus was completed 100 for each subject. Time to time review was taken by the academic administrator and Director, to ensure the same. The internal marks were calculated based on the continuous assessment done through assignments, class tests and online quizzes conducted during lockdown. (July 2020-Dec 2020) Due to pandemic lectures were conducted online using Zoom, WebEx and Microsoft Teams. The students attended lectures online using desktop/laptop/mobile as per the need. It was ensured that the syllabus was completed 100 for each course. Time to time review was taken by the academic administrator and Director, to ensure the same. The internal marks were calculated based on the continuous assessment done through assignments, and online quizzes.

**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)

<http://cms.sinhgad.edu/sibar/Program/ProgramOutcomesCourseOutcome.pdf>

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
MBA	MBA	ALL	112	110	98.21
MCA	MCA	NA	146	145	99.31

No file uploaded.

## 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)

[http://cms.sinhgad.edu/sibar/Student\\_Satisfaction\\_Survey\\_Report.pdf](http://cms.sinhgad.edu/sibar/Student_Satisfaction_Survey_Report.pdf)

## 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
Nil	0	NA	0	0

No file uploaded.

### 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
Challenges in Current Business Scenario	MBA	13/02/2020
One Day Workshop on The Art of Writing a Research Paper and Research Proposal	MCA	04/10/2019
National level online FDP on Insight into Intellectual Property Rights	MCA	30/07/2020

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
Contribution to the Field of Education	Prof. Pradnya Sawate	MITCON	26/02/2020	Teacher

No file uploaded.

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
NA	NA	NA	NA	NA	Nil

No file uploaded.

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
MBA	3
MCA	1

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)
National	MBA	27	6
International	MBA	10	6.2
International	MCA	3	7.97
No file uploaded.			

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
NA	0
No file uploaded.	

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
The Determinants of Bank Profitability: empirical evidence from Indian Commercial Banks	Dr. Shital Bhusare	Studies in Indian Places names	2020	1	NA	3
No file uploaded.						

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
The Determinants of Bank Profitability: empirical evidence from Indian Commercial	Dr. Sheetal Bhusare	Google Scholar	2020	1	1	NA

Banks

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	41	93	27	12
Presented papers	11	6	5	2
Resource persons	0	3	4	9

No file uploaded.

## 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
NA	NA	0	0

No file uploaded.

## 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
MDP for Accounts Officers of Accounts and Treasuries	Award	Dean and Prof. R and P of VMNICM	45
Course for Military Intelligence officers	Award	Director-MIA	50

No file uploaded.

## 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
e-Cell	SIBAR	e-Sale activity	15	125
CSR	SIBAR	Swachta Abhiyan	10	60
CSR	SIBAR	Blood Donation Camp	12	65
CSR	Traffic Counselling Department Pune City.	Rasta Suraksha Abhiyaan Program 2019	2	80



CSR	Pune Municipal Corporation, Forest Department, Pune.	Tree Plantation	2	65
No file uploaded.				

### 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
Business Simulation Programme	28	SIBAR	90
No file uploaded.			

#### 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
Student Internship Placement	Synechron	SIBAR	01/08/2019	31/07/2020	20
No file uploaded.					

#### 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
Abhitech Energycon Limited	13/12/2019	SIP and Final Placement	114
Center of Commerce Excellence Pvt Ltd	20/12/2019	SIP, OJT, and Final Placement	121
Fuel(Friends Union for Energising Lives)	28/01/2019	For Students skill Development, Entrepreneurship (Mutual Collaboration)	45
SEED InfoTech.	16/01/2019	Campus Connect-Software Training	40
Elite Software Pvt. Ltd	27/08/2019	MDP Programs	40
miTu skillologies ,Pune	19/03/2019	To enrich the Technical Education and enhance	40

		Technical educating with Industry Standards	
Nits Global	07/03/2019	Networking Courses	26
<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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	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 patially)	Version	Year of automation
Easylib Software	Fully	6.0	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8033	2107261	14	6297	8047	2113558
Reference Books	28532	4674547	4	1400	28536	4675947
e-Books	355	Nil	Nil	Nil	355	Nil
Journals	8	13427	7	11677	15	25104
e-Journals	1137	1400	0	0	1137	1400

Digital Database	3	1400	0	0	3	1400
CD & Video	1400	0	0	0	1400	0
Library Automation	1	30000	0	0	1	30000
No file uploaded.						

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
NA	NA	NA	Null
No file uploaded.			

#### 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	579	8	45	4	7	2	2	45	0
Added	0	0	0	0	0	0	0	0	0
Total	579	8	45	4	7	2	2	45	0

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

45 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
NA	<a href="#">NA</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
3500000	3480041	2200000	2067775

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)

<p>The institute has appointed a team of personnel of all kind of maintenance staff on the payroll of the institute /society which is duly supervised by the Registrar / Office superintendent. Student and staff feedback mechanism are used to maintain/upgrade/enhance existing facilities. A need analysis is conducted for additional requirements. Proposal is scrutinized and sanctioned</p>
---

by purchase committee and accordingly requirement is forwarded to society head office. Taking need into consideration budget is allocated or sanctioned separately. The maintenance of the institute along with the classrooms, computers laboratories, faculty rooms, gardens, etc. is carried out regularly and as on requirement basis. Maintenance is done by the contract dealers / service providers. Physical, Academic and Support facilities:

- The institute has appointed housekeeping staff on pay roll for day to day cleanliness of corridors, washrooms, hostels and maintenance of the premises.
- The maintenance of water coolers is carried out by an annual maintenance contract.
- For repair and maintenance of civil works, a requisition slip is submitted by the office through the Director Estate department.
- Electrical department who look after all electrical requirement and repair and maintenance of institute throughout year. Requirement of electrical material and its maintenance is raised by office through director will be taken electrical department.
- Electrical department is also looking after maintenance of generator room.
- Maintenance of Lawn and gardening is taken care by gardening staff of campus.
- A need analysis is conducted for additional requirements.
- Common facilities of sister institutes is shared to ensure optimization of available resources.

Sports Complex: The institute has ground for Basketball, Volleyball, Tennis court etc. maintenance of these ground is taken care by office. Cleaning of these grounds are done on daily basis. Computers: The institute has technical team to take care of computer and ICT equipment. Physical verification of computers equipment's are carried out every year. Cleaning of Computer labs is done on daily basis. The instruments working are identified and are repaired by the respective vendors or service providers. Computer hardware and upgrade or replace on regular basis as per the requirement. Learning resources such as library, digital library, e-journals, and Wi-Fi facilities, CCTV for surveillance are upgraded as and when needed. Library: As per the requirement of syllabus of SPPU Books, Journals and magazines are added. To ensure the use of current and e-journals and other reading materials, time to time notification are being send to staff and students about new library. Library and reading hall cleaning is done on daily basis. Software and database of digital library and e-journals on regular basis. Class Room: Institute has class rooms as per required norms of AICTE and SPPU. Class rooms are airy and furniture used designed for comfortable seating for long duration. All windows have curtains to protect from sunlight. It is equipped projector, LAN internet as well as Wi-Fi connection. Cleaning of class rooms are done on regular basis. Cleaning class rooms are done after every semester. Technical team take care of  
ICT

[http://cms.sinhgad.edu/sinhgad\\_management\\_institutes/sibar\\_mba/more-details/infrastructure.aspx](http://cms.sinhgad.edu/sinhgad_management_institutes/sibar_mba/more-details/infrastructure.aspx)

## 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
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	DBT scholarship	376	25276449
b) International	Nill	Nill	Nill

No file uploaded.

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
Bridge Course	25/11/2019	6	SIBAR
Personal Counseling Student Mentor ship Program	01/08/2019	115	SIBAR
Career Counseling Pre-placement Training workshop	01/08/2019	115	SIBAR
Career Counseling by Safal Ho	01/08/2019	115	Safal Ho
Personal Counseling Team	01/08/2019	30	SIBAR
Web Accessibility	10/04/2020	45	Mr. Shantanu Ladkat
No file uploaded.			

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
2019	Career Counselling	Nil	28	Nil	28
No file uploaded.					

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
2	2	8

## 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
209	270	120	33	181	37
No file uploaded.					

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
No Data Entered/Not Applicable !!!					

No file uploaded.

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
Sports - Sinhgad Karandak	National	201
Cultural - Sinhgad Karandak	National	64
No file uploaded.		

### 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
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

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

Students being the integral and important part of the institute are involved in all the activities carried out in the institute. Activities like planning, procuring, functioning, control are carried out regularly. Various committees are set up to take care of all the activities. These committees are comprised of faculty members, students and non-teaching staff members. Due to this opportunity of active participation, the students come to know what happens day to day in the college and how it can be executed. Students are thus involved in various academic and administrative committees in the institute. This inculcates and induces various qualities like leadership, management, rules, regulations and execution skills amongst students. Selection of students for various committees, constitution of committees, activities is managed by the staff. Students are part of 1. Academic Monitoring Committee 2. Research Development Cell 3. Industry -Institute Interaction Committee 4. Ethical Concern Development 5. Grievance Redressal Cell 6. Library Committee 7. Infrastructure Development Committee 8. Website Development Maintenance 9. Placement Committee 10. Hostel Committee 11. Publication Publicity Committee 12. Cultural Committee 13. Sports Committee 14. Examination Committee 15. Student Welfare Committee 16. Students contribute in variety of ways. For e.g. In Academic Monitoring Committee students contribute in the following manner. ? The student members bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. ? The composition of student members is of one topper, one average and one slow learner (the one who has more integrity with other students) of each section are nominated as class representatives, for all the sections from First Year to Final Year. ? The Student Council helps students share ideas, interests, and concerns with faculty members and Director. ? They often also

help raise funds for wide activities, including social events, community projects, helping people in need and college reform. ? The funding for various activities of the internal college bodies is provided by the College Management. ? They also spontaneously participate in organizing and coordinating various events like co-curricular and extra-curricular at Institute level. Also they encourage other students to participate in various events.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Sinhgad Institute of Business Administration and Research is a registered Alumni Association under the Societies Registration Act. Formation - 11th May 2007 Registration Number (MCA) - MAH/585/207/Pune Registration Number (MBA) - F22022/Pune Alumni Registrations (MBA) - 2481 Alumni Registrations (MCA) - 1519 Total Alumni Registration - 4000 SIBAR and the Alumni association jointly believe in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. SIBAR alumni are currently working at various positions all over the globe and proving their mettle in all spheres of management. The Alumni Association Contribution through: 1. Student- Alumni Interaction through guest lectures The alumni interact with the students in the following ways ? Guest Lectures ? Group discussions ? Weekly visit The Alumni are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies trends in corporate world, application of knowledge and corporate working culture. Group Discussions are held by alumni, where the alumni guide the students and help in focusing their thinking on a topic given and current trends in IT and the knowledge base to work on. On the weekends, Alumni also pay visit to the campus to interact with their juniors and faculty members. The topic of discussions are on the situation in the IT industry, their working profile, guidance on current hiring trends, any future plans of their current company which might lead to hiring, tips on soft skill improvement, etc. The alumni also make it a point to talk to the faculty regarding various issues. 2. Contribution to Placement Activity Alumni are working in organizations at capacities. The alumni contribute towards the placement of students, by informing about vacancies in different sectors. More and more alumni are becoming referrals for the placement activity. They assist and guide the students to crack the interviews. They also share their experience with the students and motivate them for their career development in various domains. 3. Promote Industry Institute Interaction Alumni come to campus as recruiters for their companies and also recommend and promote SIBAR to their employers for campus placements. Alumni Meet An Alumni meet is organized annually. The participation of alumni's has increased every year. The event is organized at the SIBAR campus lawn in the evening. The program includes address by the Director and a faculty member. Cultural events are held, which work as ice-breakers and bond builders between the current students and Alumni. Awards to the alumni are judged on various criteria and to the best performers of the passing out batch are given away. Arrangement for dinner is also made. Alumni Feedback Feedback from alumni is collected on every occasion. The feedback forms enquiring about their time spent in SIBAR, their current working position is collected through e-mails. Alumni Meet feedbacks are also collected to ensure that the alumni are satisfied with the institute's efforts and suggest improvisations

5.4.2 – No. of enrolled Alumni:

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

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

5.4.4 – Meetings/activities organized by Alumni Association :

8

## **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)

The apex decision making body at institute level is the Local Managing Committee (LMC). The LMC has representatives from teaching as well as non-teaching staff. All the issues regarding academics, administration and enhancement of infrastructure, are decided by the LMC. The director plays the role of middle man between the management and the staff members of the institute. The Director and Office Superintendent are responsible for academic and administrative leadership of the institute. The Director meets faculty members and Office Superintendent to discuss academic and administrative issues as well as quality policy and plans. Decentralization: Institute arranges various activities like seminars, conferences and workshop, guest lecturers for which the required budget is allocated by the director after getting it approved from the management. Roles and 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 director and dean of academics take all the decisions for the smooth functioning of the activities. Participative management: The institute promotes a culture of participative management. Faculties and students are also involved in the process. Faculties and students' concern issues are represented by their respective representatives. Students are also part of IQAC, which monitors the teaching learning process. Academic head regularly conducts the meetings with the staff regarding the different decisions to be taken for the betterment of academics of the institute. Regular meetings are conducted between Director, Dean and Teaching Non Teaching Staff on different agendas. Issues and concerns are recorded and efforts are made to solve them. Serious issues are presented before the management and discussed. Participative management culture is also observed at the campus level for the admissions strategy, sports meetings, cultural activities etc.

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

Yes

### **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	Centralized Admission Process is carried out by DTE, Govt. of Maharashtra for the admission to MBA and MCA course. Institute helps the students in filling up application form for Entrance examination. The institute acts as Facilitation Center on behalf of DTE, Maharashtra, for verification



of documents and filling up the online option forms for seat allocation by CET cell. After the display of selection list of CAP rounds, the students have to report to Admission Reporting center (ARC) to choose from freeze / betterment option. Digital payment facility for payment of fees is provided to the students. After confirmation of seat students has to report to the allotted institute and complete the admission process by paying the college fees.

Industry Interaction / Collaboration

An active Industry Institute Interaction Cell has been functioning in the Institute. The function of the Cell is to promote closer interaction between the academic field and the professional field. Industry Institute Interaction Cell is established to provide closer links with industries. The purpose of the cell is to find out the gap between need of the industry and end product of the institute. The cell is the bridge between the industry, the real world and the institute. Industrial exposure of Faculty is very much helpful to guide students about latest industrial practices. Industries are able to know recent developments and inventions in their fields and implement projects for technologically driven economy. Institute also conducts industrial visit to various industries every semester. Based upon the departmental strengths and needs, Memorandum of Understandings (MoUs) were signed with reputed organizations.

Human Resource Management

Human Resources management is a critical element for starting and operating a successful institute. Institute has adequate number of Teaching, non-teaching and supporting staff headed by the director as per the norms. Teaching staff is taking care of lectures, examinations and other academic related activities. Admin staff of the institute performs the activities like maintaining the leave records of teaching and non teaching staff, maintaining personal files etc. Accounting staff takes care of all the accounting activities including purchase, salary calculation and disbursement, scholarships etc. Housekeeping staff takes care of the

<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>cleanliness and maintenance of the institute.</p> <p>The library is fully automated and digitalized which is equipped with text books and reference books of different streams. Besides these text and reference books, institute is also subscribing a large number of national and international journals, e-journals, magazines, newspapers etc. There are few computers available for the student and teachers to access to electronic resources in the library. The library is equipped with free internet and Wi-Fi connection for the staff and students. Question papers of University examinations of previous years are kept in the library. Institute has independent buildings which are used to run both the management programmes where classrooms (with smart board facility), tutorial rooms, board room, interview cabins, girls' common room, boys' common room, staff rooms and seminar hall are available. Institute also has sports ground for the students. Institute provides Girls and boys hostel and staff quarter facilities at the campus.</p>
<p>Research and Development</p>	<p>SIBAR has conducted variety of the research projects and activities of Government and non-government agencies with an active participation of students' as well as faculty members which helps to increase employability as well entrepreneurial skill of the students simultaneously. Research papers are presented by the faculty members in the national and international conferences and published in reputed journals. Faculty members are also encouraged to pursue projects funded by BCUD, SPPU. Institute has subscription to various e-journals and magazines to help researchers to be updated and informed about recent research activities across the globe.</p>
<p>Examination and Evaluation</p>	<p>All evaluation reforms of the University are adopted and effectively implemented as per the guidelines issued by the authority from time to time. Emphasis was shifted from giving marks to Attendance to actual learning of students through various subject specific criteria. For student evaluation, complete transparent system is set by the institute which is</p>

aligned with university norms. Concurrent evaluation process as per the requirement of SPPU is adopted and all the evaluations are conducted throughout the semester as per the set academic plan such as Assignments, Presentations, Group Discussions, Class test, MCQ, Unit test, Midterm examination and End term exam etc. Internal Evaluation results are displayed regularly. Internal squad comprising of senior faculty members oversees the smooth conduction of university theory examination. Internal marks evaluation process is followed as per the guidelines given by SPPU and it is strictly followed by all the faculties in their respective Subjects. CCTV cameras are deployed at selected locations to monitor the online examinations. This year SPPU has conducted external examination through online mode based on multiple choice questions (MCQs) due to the pandemic of Covid 19.

Teaching and Learning

The institute has competent teaching faculty and good infrastructure for conduction of smooth teaching. The comprehensive model of teaching and learning is blend of conventional and modern teaching methodology. Institute adopts different pedagogies to make learner-centric education effective. Teaching staff provide a variety of learning experiences to make learning process constructive. Institute uses student training program which comprises of Group discussion, mock interviews, aptitude test, programming and web designing competition, experiential learning, participative learning and problem solving methodologies. This gives appropriate Academic Industry interface to the students, so that they can cope up with the exact requirements of the organization. Institute also takes interest in research and extension, so that the students can develop their views regarding the business environment. Since March 2020, due to the pandemic of Covid 19, all the faculties have started conducting online teaching through different teaching apps like Zoom, Webex, Microsoft Teams etc.

Curriculum Development

? Curriculum Development: The

Institute follows the curriculum of Savitribai Phule Pune University (SPPU). The Institute has been making consistent and concerted efforts to supplement the University's Curriculum to ensure that the academic programme and Institution's goals and objectives are integrated. Conscious efforts were being made for providing exposure to students to other institutions/industries through eminent faculty and resource persons/social workers/ activists by conducting a series of guest lectures, seminars and workshops, project based learning and case based teaching. Various value added courses/enrichment programmes like NPTEL SWAYAM courses are offered to ensure holistic development of students, moral and ethical values, employable and life skills, better career options, community orientation through career guidance, equal opportunity and remedial classes.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The Institute undertakes the development of student simultaneously on curricular, co-curricular and extracurricular activities. The institute is equipped with a clear perspective plan for future development and strategies to maintain competitive edge in imparting quality education. As a part of strategic plan, certain activities like mentorship, Corporate Institute Interface Cell, GEMS implementation were introduced and implemented in the institute. The institute has implemented e-governance in the various areas i.e. Admission, Administration, examination etc. with the help of ERP. The institute makes use of ICT in Planning and Development for improvement in process of Administrative planning and Academic planning. The institution uses predominantly Windows 7 and 8, MS office 2010 and Tally 9, Photoshop, Autolib Library Software and SPSS.</p>
<p>Administration</p>	<p>Institute has formed governing body as well as local management committee to monitor overall functioning of the institute. Institute has adopted participative management wherein each stakeholder has well defined roles and</p>

responsibilities in decision making necessary for controlling and overall betterment of the institute. All the issues regarding academics, administration and enhancement of infrastructure etc are decided by the LMC. E-governance in education sectors allows use of information and communication technologies with the aim of improving education improve information, service delivery, encourage student participation in the decision making process, making administration transparent and effective. The institute maintains all its records like admissions, accounts, scholarships, examinations, placement of students etc. Institute also communicates to its staff and students through online mode like emails, Whatsapp, Facebook etc. College has Bio-metric attendance for Teaching and Non-teaching staff members. All day to day information is circulated through Gmail group accounts. The office is well connected with internet and Wi-Fi facility.

Finance and Accounts

The finance and accounts department is made fully online for maintaining the transparency and accuracy in the system. Softwares like Tally, APEX, ZOOM, Paywhiz and Aspire are used for maintaining the financial records. For any kind of purchase online quotations are demanded from the parties. Then the online purchase orders are created and sent through email to the parties. Online payments are made to the parties for all kind of purchases. Students can pay their fees through different online modes like RTGS, demand draft, NET banking etc. Salaries of all the employees are credited in their nationalized bank accounts through online mode. At the same time scholarships of all the students are credited into their accounts through online medium only.

Student Admission and Support

All the students willing to take admission have to fill the online applications of entrance examination through the respective web portals. Then these examinations are conducted through online mode by the respective authorities. The results of these examinations are declared on their respective websites and sent to all the

students through their registered emails. The document verification of the students is conducted by different facilitation centers through online mode. DTE conducts the CAP rounds and ask the students to fill the online option forms through their own logins. Then the DTE sends the information to the respective students about their selection in CAP rounds. Then the students have to go to ARC for online confirmation of admission. And finally the students have to report to the allotted institutes and confirm their admissions on the portal of DTE to complete the admission process.

**Examination**

Students fill the Examination form through online mode by their individual login. At the same time their hall tickets of Examination are made available through online mode. The question papers of external theory examinations are sent through the university web portals. And these papers can be accessed by the respective institutes through their college login. The examination department takes the printout of the papers and conducts the examination. This year SPPU has conducted external examination through online mode based on multiple choice questions (MCQs) due to the pandemic of Covid 19. Internal marks of all the subjects are also filled on the web portal of the university. The university declares the results on its official website and the hard copies of the mark sheets are made available in the respective institutes by the university. Students can also fill the applications of re-verification and revaluation of marks in the due date through online mode.

**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
2019	Vivek Swami	Innovative and Best Practices in Higher Education	Modern College of Arts, Science and Commerce, Pune	1000

2019	Dr. Vijay Dhole	Innovative and Best Practices in Higher Education	Modern College of Arts, Science and Commerce, Pune	1000
2019	Priya Chaudhri	Innovative and Best Practices in Higher Education	Modern College of Arts, Science and Commerce, Pune	1000
2019	Rubina Sheikh	Innovative and Best Practices in Higher Education	Modern College of Arts, Science and Commerce, Pune	1000
No file uploaded.				

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)
2020	State Level Seminar	Nil	13/02/2020	14/02/2020	18	Nil
2020	Nil	Workshop on Microsoft Excel	05/02/2020	05/02/2020	Nil	22
No file uploaded.						

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
FDP on MCA Syllabus Design at IMCC, Pune	1	17/09/2019	17/09/2019	1
NAAC Assessment and Accreditation	1	21/04/2020	25/04/2020	5
Marketing Research and Analysis	2	01/08/2019	31/10/2019	7
NAAC Awareness Program for	2	08/05/2020	14/05/2020	7

Faculty

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
48	48	49	49

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Gratuity, Insurance etc.	Provident Fund, Gratuity, Insurance etc.	GIS, All scholarships offered by state and central government

## 6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly (within 100 words each) All the major financial transactions are monitored by the Finance Director and approved by the President and Secretary. Sinhgad Institute of Business Administration and Research conduct its internal and external audits regularly. For internal audit, Quarterly Internal Audit system is established. In addition to that Finance Department of Sinhgad Technical Education Society also performs surprise inspection for all the accounts. Institute has established the system for its external audit regularly. External audit is performed for every financial year. The institution has appointed M/s K. S. Mali Co. for conducting the external audit

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	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

## 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	No	Nil	Yes	IQAC
Administrative	Yes	M/s K. S. Mali Co.	Yes	Internal Auditor

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

SIBAR has organized a Parents Teachers Meet on 9th March 2020 in which more than 75 parents have participated. The objective behind this meeting is to get the feedback from the parents of students about their satisfaction towards the growth and overall development of their ward. This overall development of the students includes the development of students towards curricular, co-curricular



and extra-curricular activities. The parents put up their expectations and gave a very positive feedback about the institute, faculties and the learning environment of the institute. The parents felt that they have made a right decision to take admission in SIBAR as they were quiet satisfied.

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

The institute regularly conducts and motivates the supporting staff towards the up gradation of their knowledge and skills by attending different workshops, conferences and seminars. The institute bares the travelling and food expenses in this regard and gives on duty leave to attend these types of programs. Few of the programs attended by the support staff is mentioned below. 1. Eligibility Training Session at SPPU, Pune 2. Effective Use of Digital Tools in Academic Administration Work from Anywhere -Anytime 3. AWS Workshop at SIBAR Campus

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

1. One day Research workshop on the Art of Writing a Research Paper Research Proposal” for Faculties/students of Computer Science/Management 2. Webinar on Introduction to software testing tools 3. National level online FDP on insight into IIPR Started the online classes through Zoom, Microsoft Teams, Google Meet, Webex etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
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
2019	Online Lectures through Zoom, Microsoft Teams, Google Meet, Webex etc.	30/09/2019	30/09/2019	31/05/2020	112
2019	Guest Lectures	30/09/2019	01/10/2019	31/05/2020	115
2019	Industrial Visits	30/09/2019	16/02/2020	24/02/2020	110
2019	Workshop on Cloud computing with Amazon web services	30/09/2019	19/07/2019	19/07/2019	78
2019	One Day Research Workshop On The Art of Writing a	30/09/2019	04/10/2019	04/10/2019	51

	Research Paper Research Proposal" for Faculties/students of Computer Science/Management				
2019	Webinar on Introduction to software testing tools (Selenium, SoapUI, JMeter)	30/09/2019	09/06/2020	10/06/2020	410
2019	Web Accessibility and career opportunities	30/09/2019	01/04/2020	01/04/2020	18

No file uploaded.

## 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 programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Equality and constitutional Rights	30/09/2019	30/09/2019	75	0
Health & Hygiene programme. (for girl student & female staff )	07/10/2019	07/10/2019	97	0
Workshop on Women Health and Hygiene	17/08/2019	17/08/2019	56	0
Blood donation	30/01/2020	30/01/2020	8	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

Percentage of power requirement of the College met by the renewable energy sources: 6.14 Total power requirement: 53750 KW. Power requirement met by renewable energy sources: 3300 KW Renewable energy sources: Solar Water Heater and Bio- Gas

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	Nil
Rest Rooms	Yes	315
Scribes for examination	No	Nil
Special skill development for differently abled students	Yes	0

#### 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	1	1	13/08/2019	1	Flood Relief	Collected in the form of Grains, Cloths, household material, Children educational material and toys etc. and donated at Sangli District	200
2019	1	2	31/08/2019	5	Tree Plantation drive	Tree plantation	45
2020	1	1	30/01/2020	1	Blood Donation	Blood donation	101
2020	1	1	28/04/2020	240	Urban Health System worked as Covid Care Center during Covid-19	Facilities : Morning hot water. Aqua guard filtered drinking	2

					Pandemic	water, Power back up with generator, Two times tea Breakfast / Snacks , food (Lunch / Diner) and other required facilities as per requirement.	
2020	1	1	30/01/2020	1	Swachhta Abhiyan	Cleanliness drive	160
No file uploaded.							

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 Students	01/06/2019	The students are briefed on the day on induction about our code of Conduct. Students are also informed about availability of Code of conduct handbook institute website for their ready reference. At the time of first day of every academic year students are reminded about code of conduct.
Code of Conduct for Teachers	01/06/2019	11 teachers are expected to know and follow the outlined code of conduct for their profession. For the same SIBAR Admin Office do briefing to all new joining faculties, about various code of conduct that they must know and follow in SIBAR. For the reference it is also uploaded on institutes website.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants

Traffic Awareness Programme	11/10/2019	11/10/2019	56
Poster Making Competition	21/09/2020	21/09/2020	48
Happiness Week	09/10/2020	13/10/2020	180
Euphoria - Cultural Week	20/01/2020	24/01/2020	150
Tree Plantation	31/08/2019	31/08/2019	45
Tree Plantation	18/09/2019	18/09/2019	57
No file uploaded.			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

SIBAR over the years has become more nature friendly by using green practices. Plastic free campus: "Rally for plastic ban - step towards Green Campus" was successfully organized. Placards and street play for the awareness of damage to the mother earth through the use of plastic was demonstrated. Ozone day was observed at SIBAR. There was a collage competition which was organized for the students, for making the youth aware about the depleting ozone layer and its harmful effects on the Humans. Meticulous use of water was the main emphasis on World Water Day. Rally for river was an initiative which was organized by SIBAR in collaboration with ISHA foundation. Pledge for the Support for Rally for Rivers was extended by a huge mob by just giving a missed call to 80009 80009. In the advent of making the working in the organization paperless, technology is mostly used in communication like WhatsApp and emails in order to communicate with the staff and students. Attendance recordkeeping is also done with the help of soft copies. Thus, the usage of paper is discouraged. GEMS-ERP system is used to maintain all academic and administrative data. Use of LED lights in the campus. Use of Solar system for Water heating in hostels. Rain Water harvesting.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

**MBA: Social Media Digital Presence:** The information age offers an interesting intersection of education and technology. It also presents an opportunity to the educators and administrators to leverage their digital skills to deliver their best to the stakeholder's. SIBAR utilizes its Digital Presence for collaborating, networking, sharing and generating knowledge and content. We also keep ourselves abreast with the latest trends in technology and student life by effectively using the Social Media to reach out to recruiters, alumni, students and public at large to spread awareness about the quality of education imparted at SIBAR. Platforms like SIBAR Face book page are heavily used to share the recent campus updates, utilize group resources and devise mechanisms to improve student life. SIBAR uses the social media to provide students with the ability to get more useful information, to connect with learning groups and alumina. Through these social networks, we incorporate social media plugins that enable sharing and interaction. SIBAR takes various initiatives on a day to day basis to share knowledge and add value through social media such as: • Insightful Wednesday • Book Reviews • Sabio SIBAR Blogs: SIBAR regularly takes initiatives to put new ideas into practice. This year, we have come up with our blogs. Our Blogs enchant the readers with knowledge and insights of what otherwise seems humongous to read or listen to. We shall keep sharing snapshots of what's in through these thought provoking bogs. SIBAR attempts to know and to inspire one and all to know as well, and that's where these blogs come into picture. Henceforth every week probably we shall share with our readers some

quick readings for knowledge enrichment. Each piece of information will surely help our readers through the journey of 'Knowing and DOING'. MCA GEMS - Governing Education Management System. Objectives 1. One stop solution for all education needs. 2. Quick reports powerful dashboards are designed. 3. Structured, integrated and systematic modules for governance of education management system. Context GEMS can promptly help SIBAR to govern, communicate, manage, organize, monitor, measure, report and analyse all of your day-to-day academic operations. Practice Academics module takes care of everything that is central to learning, education, and teaching. Academics are supported with an easy and collaborative Content Management System through which faculty can share educational content, manage projects assignments, handle notifications, conduct quizzes etc. Admissions module effectively manages admission through merit, entrance exam or a government regulated agency. The Exam module manages internal exams and concurrent assessments for institute. Placements module effectively manages the entire campus placement process. Feedback module includes academic-specific feedback, customizable evaluation parameters, flexible key process areas, grading, and more. Library module takes care of books/journals/CDs/DVDs/magazines management, membership management, catalogue management, Online Public Access Control (OPAC), Book Bank Management, transactions, digitization, auditing, reporting and other library functions. Online test module maintains question banks, can set objective/subjective question papers with random or fixed questions. Success 1. All the processes starting from admission to alumni are streamlined. 2. Students are able to access course content, notes, e-library from anywhere, anytime. 3. Online objective test are best source to practice and revise the study. Problems Training of the faculties, students and non-teaching staff for its usage. Relatively less speed of the system was a hurdle in the process initially since the usage estimation was less.

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

<https://drive.google.com/file/d/1vz88r2hwNfzzyuwOAUHLvSMGJC9ia6ft/view>

### 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

MBA Corporate Mentorship: at SIBAR facilitates continuous exchange of knowledge and interface between the industry and institute in order to improve and enhance the employability of students. It bridges the gap between practical and theoretical knowledge. Corporate Mentorship Program is an ongoing activity throughout the year in which students are mentored by very high-level professionals, CEO's Entrepreneurs, CFO and VPS. This gives the students a chance to explore the corporate world, understand the expectation of the corporate's from the budding managers, at the same there is a scope of an opportunity of pre placement offer depending upon the performance of the students. Panel discussion: At SIBAR panel discussions are conducted to enlighten students on various issues related to business and corporate. Live Projects On The Job Training: Live projects such as Dabur's Live Project on 'Big Days' was completed successfully. On the job training were taken up by students on regular basis. Winter projects: SIBAR takes keen interest in such initiative as such sessions serve as an ideal platform for students to supplement their theoretical knowledge with first hand perspectives from some of the stalwarts from the industry. Cosset to Corporate: An experience of meeting and managing corporate deadlines through various assignments, tests, presentations, making of video clipping, social work and additional responsibilities. At SIBAR we aim to build stamina for handling work challenges ahead in the corporate world. This is the basis of C2C. MCA Project based

learning approach in SIBAR MCA is practiced across five levels. • Level I First Semester: Domain Analysis Projects : This is the familiarization stage wherein a student gets a basic idea of how to develop a project. E.g. C projects - Aiming at logic development • Level II Second Semester : Basic projects : This is the practice stage, where students develop projects on current and advanced technologies as per the market demand. They are also exposed to research techniques and methodologies. Problem definition, feasibility survey, Fact finding, documentation of analysis and logical design including - database design, input form design, report design, menu design - ON PAPER • Level III Third Semester: Three Tier Architecture Projects: Here students are exposed to the concepts and implementation perspective of three tiers and web based applications. Implementation of projects done in second semester using various GUI supports, and fetching and storing data in the database • Level IV Fourth Semester: Complete Application: This is the stage for developing complete deployable application including backend database integration. Here students are exposed to the concepts and implementation perspective of three tier and web based applications • Level V Fifth Semester : Commercial product : Project to Product Transition This is the stage for developing complete deployable application including backend database integration

Provide the weblink of the institution

<https://drive.google.com/file/d/1ZJlH0yHNKJLvdgS8-KErsIycVJDv6Oyc/view>

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

Student mentoring, Alumni and Industry Institute connects and Research would be the main focus of the coming academic year for SIBAR. Due to the current pandemic situation SIBAR conducted all academic activities on online mode using different platforms such as Microsoft Teams, Zoom Meeting, Webex, Google meet etc. Till further notification of conducting academic session offline mode, SIBAR would continue with online mode. Following are the future plan of action for the next academic year: 1. Online Guest Sessions 2. Online Faculty Development Program 3. Alumni interaction with the current batch 4. Encouraging faculty members to publish research articles in UGC Care Journals, Scopus Indexed Journals and Referred Peer Reviewed Journals