



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Sinhgad Technical Education Society's S.K.N. Sinhgad School Of Business Management
• Name of the Head of the institution	Dr. Prachi Pargaonkar
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02024354036
• Mobile no	8975769599
• Registered e-mail	director_sknsbm@sinhgad.edu
• Alternate e-mail	drprachipargaonkar.sknsbm@sinhgad.edu
• Address	S.N. 10/1, Ambegaon (BK)
• City/Town	Pune
• State/UT	Maharashtra
• Pin Code	411041
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	Savitribai Phule Pune University
• Name of the IQAC Coordinator	Dr. Shalaka Rahul Sakhrekar
• Phone No.	02024354036
• Alternate phone No.	02024354036
• Mobile	9922402945
• IQAC e-mail address	shalakasakhrekar.sknsbm@sinhgad.edu
• Alternate Email address	sakhrekar@yahoo.co.in
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://sinhgad-sknsbm.in/media/539655/aqar%202021-22.pdf">http://sinhgad-sknsbm.in/media/539655/aqar%202021-22.pdf</a>

4. Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		<a href="http://sinhgad-sknssbm.in/sknssbm_mgt/academic-calendar.aspx">http://sinhgad-sknssbm.in/sknssbm_mgt/academic-calendar.aspx</a>			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.06	2018	02/11/2018	01/11/2023
6. Date of Establishment of IQAC			02/08/2017		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty		Scheme	Funding Agency	Year of award with duration	Amount
NIL		NIL	NIL	NIL	NIL
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
9. No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No		
• If No, please upload the minutes of the meeting(s) and Action Taken Report			<a href="#">View File</a>		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?			No		
11. Significant contributions made by IQAC during the current year (maximum five bullets)					
1. To conduct Alumni meet and Parent meet					
2. To create awareness and organized programmes related to Environment and Social issues.					
3. To conduct Research conference and motivate the faculty members for research publication in various conferences.					
4. Financial Audit, Green Audit, energy audit, Environmental Audit of the Institute					
5. To create awareness and organize programme related to Health.					
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year					
Plan of Action		Achievements/Outcomes			
1. Financial Audit of the Institute		Suggestions given by the auditor to institute have been implemented in the current academic year.			
2. To conduct Alumni meet		The problems and development issues of the students and college has discussed with Alumni. And suggestions have been implemented			
3. To conduct parent meet		The problems and development issues of the students and college has discussed with Parents. And suggestions have been implemented. They were sensitized regarding NEP 2020.			
4. To conduct research conference		1. National Level Research conference organized by the college and more than 100 participants are benefited. 2. Research papers are published in UGC Care research Journal.			
5. To create awareness and organize programme related to Health.		1. Celebrated International YOGA Day to increase the awareness. 2. Invited doctors for First aid guidance			
6. To create awareness and organized programme related to Environment and social issues		The college organized different programmes on Environment and social issues like, 1. Tree plantation, 2. On various occasions college is giving saplings as a token of gift in place of other precious things. 3. Stakeholders are made aware about paperless communication. 4. We encourage reuse of papers. 5. Organized Blood donation camp in the Institute 6. Cleanliness drive 7. Waste management programme			
7. To conduct skill based courses		The college has organized various programmes, lectures for employability enhancement			
8. To conduct awareness about gender sensitization		1. Follow the gender practices on regular basis. 2. Women's day celebration, 3. opportunities and responsibilities are shared by women and men in equal measures.			
9. To conduct Faculty development programme		To understand the procedure and importance of Research methodology, Plagiarism, Ethics in publication and also the procedure of filing IPR			
10. To conduct Energy audit		It helps in understanding energy usage and ways to use energy better			

11. To conduct environmental audit	One can understand, how to do waste management, and pollution.
12. To conduct Green Audit	One can understand, How and where we can reduce generation of paper waste. How to keep campus green.
13. Whether the AQAR was placed before statutory body?	
Yes	
• Name of the statutory body	
Name	Date of meeting(s)
IQAC Surveillance Committee	24/04/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	09/12/2022
15. Multidisciplinary / interdisciplinary	
<p>Mission Statement of the Institute: "Holistic development of students and teachers is what we believe in and work for. We strive to achieve this by imbibing a unique value system, transparent work culture, excellent academic and physical environment conducive to learning, creativity and technology transfer. Our mandate is to generate, preserve and share knowledge for developing a vibrant society."</p> <p>Vision Statement of the Institute: To be renowned management institute of excellence and responsible leadership, that is Indian in character and global in relevance.</p> <p>On the basis of vision and mission of the Institute, we have identified core values and defined goal of our Institute.</p> <p>Identified core values are : Excellence, Transparency, Commitment, Socially Responsible etc.</p> <p>Goal of the Institute : "To develop holistic thinking among our students to make them more employable as well as develop entrepreneurship abilities among them"</p> <p>To fulfill these core values and to achieve the goal of the Institution, Institute offers the innovative and flexible multidisciplinary curriculum through various major and minor specializations with different combinations.</p> <p>Major specializations which student can opt are Marketing, Finance, Human Resource, Operations and Supply Chain management, Business Analytics etc.</p> <p>And Minor specializations which student can opt are Marketing, Finance, Human Resource, Operations and Supply Chain management, Business Analytics, Rural and Agribusiness Management, Pharma and Healthcare Management, Tourism and hospitality management, International Business etc.</p> <p>Along with that Institute offers some value based courses like Human Rights, Cyber Security, Indian Constitution etc.</p> <p>Institute is also conducting several CSR activities like Blood Donation, Tree Plantation, Road safety awareness drive, E-waste, wet and dry waste drive. First Aid Training Programme. etc.</p> <p>Institute organized Industrial Visits to Godrej and Boyce, Crompton Greaves for getting knowledge of various functionalities.</p> <p>Similarly Institute is recommending summer internship projects on inter-disciplinary approach which are the combination of different specializations.</p> <p>Institutional Plan : Institute has plan to adopt a village in which students will do a survey and find out the problems faced and try to give solutions.</p> <p>Good Practice :</p> <p>1) The institute conducts Competency mapping for MBA Students. The primary objective of this activity is to suggest appropriate specializations as per the competencies of the students. This activity helps the students to choose the correct specialization as well as to identify their skill gaps.</p> <p>2) Institute is also conducting several CSR activities like Blood Donation, Tree Plantation, Waste management drive, First Aid Training Programme. etc.</p>	
16. Academic bank of credits (ABC):	
<ul style="list-style-type: none"> <li>• SKN Sinhgad School of Business Management is an official member through Savitribai Phule Pune University, Pune of the National Academic Depository (NAD) which is Government Endeavour to offer online repository for all academic awards under the digital India Programs. The National Academic Bank of Credit (ABC) has now been integrated in nad.digilocker.gov.in.</li> <li>• SKN Sinhgad School of Business Management is affiliated to Savitribai Phule Pune University and approved by All India Council for Technical Education (AICTE) therefore It is mandatory to run Curriculum designed by University and prescribed by AICTE. In 2022 Savitribai Phule Pune University has revised the curriculum for MBA Programme where academic flexibility is added into syllabus as follows:</li> </ul>	

1. Horizontal or Lateral Credit Transfer: Horizontal or Lateral Credit Transfer shall be permitted between the MBA and the MCA programme of SPPU for the equivalent number of credits provided the courses are related to the MBA programme's PEOs and POs and are opted by the students during the period of his enrolment for the MBA programme.
2. Block Credit Transfer: Block credit transfer refers to a group of courses, such as a completed certificate or diploma program that are accepted for transfer of credit into a degree program.
3. Credit Transfer for MOOCs: Learners are encouraged to opt for MOOCs (Massive Online Open Courses) through SWAYAM, NPTEL, EdX, Coursera, UdeMy as a part of ASCC.
4. Professional Certification Programmes: Learners may opt for Professional Certification Programmes as a part of ASCC. These Professional Certification Programmes shall be offered by National, International organizations, Apex bodies, Chambers of Commerce, Professional certifying bodies, E-learning companies of repute.
5. Start-up: Launching and Sustaining' program: Learners opting for the 'Start-up: Launching and Sustaining' program shall earn the credits for the Generic Core (GC), Subject Core (SC) & Generic Elective (GE - UL); with the minimum desired CGPA.
6. As an Institution SKN Sinhgad School of Business Management has taken efforts to communicate provisions made in New Education Policy (NEP) to students through Induction programme.
7. Instructions are given to students for downloading digi-locker and register for ABC id.
8. Faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework of Savitribai Phule Pune University, In-fact one of the faculty has designed certificate course syllabus approved by the University. Faculty members are writing text books, helping students to select reading material.

**Good Practice :**

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

**17.Skill development:**

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

Marketing		Finance		HR		OSCM		BA	
Skills		Skills		Skills		Skills		Skills	
*Communication		*Verbal & Non-Verbal Communication		*Communication Skills		*Communication Skill		*Communication Skill	
*Creativity & problem solving		*Mathematical Aptitude		*Advising Skills		*Organization skill		*Analytical Thinking & Problem Solving skills	
*Attention to Detail				*Problem Solving		*Decision Making skill		*Decision-making skills	
*Interpersonal skills				*Presentation Skills		*Problem solving skill		*Tools and Technology	
*Leadership						*Time Management			
*Adaptability						*Presentation skill			
Ability		Ability		Ability		Ability		Ability	
*Data Analysis & Analytics		*Problem Solving & Innovation		*Mental Ability		*Proactive Approach		*Proactive Approach:	
*Know Your Audience				*Divergent thinking		*Quick learner		*Quick learner	
*Commercial Skills and Awareness				*Speaking Ability		*Adaptable with situation		*Adaptable with situation	
Knowledge		Knowledge		Knowledge		Knowledge		Knowledge	
*Technical Skills and Awareness		*General Knowledge of finance		*Basic Knowledge of HRM		*Basic Domain Knowledge of OSCM		*Data Analysis & Analytics	
*Know how New Technology will Change the Market				*Psychology		*Administration and Management		*Statistical Analysis	
						*MS Office - Word, Excel, PowerPoint		*Business Knowledge	
								*Business Analysis Planning and Monitoring	
								*Strategy Analysis	
								*MS Office - Word, Excel, PowerPoint	
Personal Attributes		Personal Attributes		Personal Attributes		Personal Attributes		Personal Attributes	

*Critical and Creative thinking			*Assertiveness	*Creative	*Ethics, personal accountability, trustworthiness
*Know how to Tell a Great Story			High *Emotional Intelligence	*Analytical	
*Interpersonal & Communication Skills			*High Energy Level	*Self-motivated	
*Know how to Listen and Learn				*Perseverance	

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

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

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

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

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

Institute is conducting certification workshop of Human Rights.

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

Good Practice :

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

India

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

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

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

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

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

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

Good Practice :

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

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

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

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

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

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

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

2. Define Core Values of the Institute : According to Mission and Vision statement, Core Values of our Institute are: Excellence, Transparency, Commitment, Socially Responsible.

3. Study Programme Educational Objectives (PEOs), and Programme Outcomes (POs) as defined by Savitribai Phule Pune University (NAAC accredited A+)

4. Define Programme Specific Outcomes (PSOs) for the Institute. This is defined by the specialization wise faculty teams.

5. Setting key Goal for the Institute based on Mission, Vision, Core Values, PEOs, POs, and PSOs. "To develop holistic thinking among our students to make them more employable as well as develop entrepreneurship abilities among them"

6. Identify Skills, Abilities; Knowledge, and Personal attributes to help achieve Goal of the institute and PSOs. This is defined by the specialization wise faculty teams.

7. Each department to define problem statement and course outcome (using Bloom’s taxonomy) for subjects under its specialization. Problem statement is what the subject teacher/s collectively expect from the students at the end of the course. The problem statement gets reflected in the CO-PO mapping and accordingly the weightages are assigned. It also helps the teacher to decide the rubrics and sub-rubrics for their subjects.

8. Based on stages VI and VII, each department to develop assessment rubrics to attain COs and POs which is defined and developed by the subject coordinators.

9. Develop CO-PO mapping matrix for each component of assessment rubrics

10. Analyze the attainment of COs and POs through structured attainment level monitoring and measurement mechanism.

11. a) For the outcomes that have attained the desired level of attainments, continue and reinforce existing rubrics.

b) For outcomes that have attainment gap, redevelop the problem statement and rubrics to bridge the gap. Follow Define-Measure-Analyse-Improve-Reinforce (DMAIR) cycle for continuous improvement.

Good Practice :

1) On the basis of PSOs, we identified skills, abilities, knowledge, and personality traits required for each specialization which is listed out by our faculty

members according to their specialization.

2) By CO-PO mapping, Institute gets to know which POs need more inputs and accordingly Institute organizes Guest Sessions, Value added workshops etc.

**20.Distance education/online education:**

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

Section	Courses	SEM1	Cour	SEM2	Cour	SEM3	Cour	SEM4	Credits	Internal Marks	External Marks	TOTAL
<b>Compulsory Core Courses (Generic (GC) + Subject Core(SC) + Summer Internship Project (SIP))</b>												
A	1	GC-1	1	GC-7	1	GC-11	1	GC-14	66	1050	1050	2100
	2	GC-2	2	GC-8	2	GC-12	2	GC-15				
	3	GC-3	3	GC-9	3	GC-13 (SIP)	3	SC-5				
	4	GC-4	4	GC-10	4	SC-3	4	SC-6				
	5	GC-5	5	SC-1	5	SC-4						
	6	GC-6	6	SC-2								
GENERIC ELECTIVE COURSES (UNIVERSITY LEVEL) GE-UL												

B	7	GE-UL1	7	GE-UL4	6	GE-UL7	5	GE-UL10	22	550	550	
	8	GE-UL2	8	GE-UL5	7	GE-UL8	6	GE-UL11				
	9	GE-UL3	9	GE-UL6	8	GE-UL9						
GENERIC / SUBJECT ELECTIVE COURSES (INSTITUTE LEVEL) GE-IL/ SE-IL												
C	10	GE-IL1	10	GE-IL4	9	SE-IL3	7	SE-IL6	22	550	550	
	11	GE-IL2	11	SE-IL1	10	SE-IL4	8	SE-IL7				
	12	GE-IL3	12	SE-IL2	11	SE-IL5						
	12		12		11		8	= 43	110 Credits	1600	1600	3200
FOUNDATION COURSES (OPTIONAL)												
D		Foundation1		Foundation7					0 to 10 Credits			
		Foundation2		Foundation8								
		Foundation3		Foundation9								
		Foundation4		Foundation10								
		Foundation5										
		Foundation6										
ENRICHMENT COURSES (OPTIONAL)												
E		Enrichment1		Enrichment7					0 to 10 Credits			
		Enrichment2		Enrichment8								
		Enrichment3		Enrichment9								
		Enrichment4		Enrichment10								
		Enrichment5										
		Enrichment6										
ALTERNATIVE STUDY CREDIT COURSES (OPTIONAL)												
F		ASCC1		ASCC4		ASCC7		ASCC10	0 to 22 Credits			
		ASCC2		ASCC5		ASCC8		ASCC11				
		ASCC3		ASCC6		ASCC9						

- The basic programme structure comprises of Block A, B & C above.
- Variations to the basic programme structure shall be defined at the institute level using any permissible combination of A,B,C,D,E and F blocks depicted above, taking into consideration institutional vision-mission focus areas, industry demand, student learning capabilities, faculty competencies, availability of learning resources, etc. PSOs shall be appropriately defined by the institute.
- Institute is always motivating students for MOOCS courses and get some additional knowledge through it.
- Several faculty members are also successfully completing various MOOCS (SWAYAM) courses.
- Last year i.e. in 2021-22 , 65 students have enrolled for different courses on MOOCS from SKNSSBM.

**Good Practice :**

1) Every year Institute conducts an orientation programme for students in which Institute guides them about online MOOCS, SWAYAM and other certification programs. Students have successfully completed certification programs like TCSion, GTT, First Naukari etc.

2) For some specializations like Business Analytics, Some lectures are getting conducted in online mode.

3) In pandemic lockdown, Institute conducted lectures in online as well as offline Mode. For online mode MS-TEAMS, ZOOM, GOOGLE Classroom interactive platforms were used.

### Extended Profile

#### 1.Programme

1.1	121
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	343
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	176
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	322
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 3.Academic

3.1	20
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	30
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 4.Institution

4.1	12
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Total number of Classrooms and Seminar halls	
4.2 Total expenditure excluding salary during the year (INR in lakhs)	159.60
4.3 Total number of computers on campus for academic purposes	107

## CURRICULAR ASPECTS

### 1.1 - Curricular Planning and Implementation

#### 1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Being an Affiliated Institute, Institute follows the curriculum designed by Savitribai Phule Pune University.

The Effective Curriculum Delivery at SKN Sinhgad School of Business Management is a systematic approach designed then meticulous preparation of a Course Pack, including a Rubric, Session Plan, CO-PO matrix, and relevant Case Academic Monitoring Committee (AMC) plays a crucial role in ensuring alignment of the curriculum with the desire

Curriculum Implementation Phase: To achieve Course Outcomes (COs) and Program Outcomes, four distinct methods of Participative-Learning Techniques. These methods contribute to a holistic educational experience.

The Curriculum Implementation phase is augmented by Curriculum Enrichment activities, such as workshops and gues

Feedback collected from students, teachers, parents, alumni, and employers ensures the curriculum stays up-to-da

File Description	Documents
Upload relevant supporting document	
Link for Additional information	

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

The Institute is affiliated to Savitribai Phule Pune University (SPPU) and needs to follow the reforms done by S

The academic calendar outlines a well-structured timeline for activities at the institute. The initiation involv Academic Monitoring Committee Meeting which ensure quality control throughout the process.

Faculty meetings play a pivotal role in shaping the upcoming semester. The preparation phase involves crafting a

Lectures and Continuous Internal Evaluations extend over months, promoting a continuous learning atmosphere. The

Internal assessments, subject preference form distribution for next semester, and faculty orientation mark the t

The calendar continues into the next year with a consistent schedule of lectures, evaluations, and exams.

The academic cycle concludes with the commencement of SPPU examinations and the Summer Internship Project Orient

File Description	Documents
Upload relevant supporting document	
Link for Additional information	<a href="http://">http</a>

#### 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating Univers the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs D Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description
Details of participation of teachers in various bodies/activities provided as a response to the metric
Any additional information

### 1.2 - Academic Flexibility

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

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

1

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

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

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

36

File Description

Any additional information

Brochure or any other document relating to Add on /Certificate programs

List of Add on /Certificate programs (Data Template )

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

410

File Description

Any additional information

Details of the students enrolled in Subjects related to certificate/Add-on programs

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

At SKN Sinhgad School of Business Management, our dedication to holistic education transcends conventional academic boundaries in our curriculum. Courses like "Introduction to Human Rights and Duties," "Human Rights of Vulnerable and Disadvantaged groups," and "Foundational subjects, such as "Basics of Marketing" and "Organizational Behavior," underscore the significance of these values.

Beyond the confines of traditional classrooms, our institute hosts engaging guest lectures, workshops, and active learning initiatives like the Cyber Security Awareness Program, a Business plan competition focused on sustainable rural development, and various social service projects that encourage students to not only excel as professionals but also emerge as socially responsible and ethically conscious individuals.

File Description

Any additional information

Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

1

File Description

Any additional information

Programme / Curriculum/ Syllabus of the courses

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses

MoU's with relevant organizations for these courses, if any

Institutional Data in Prescribed Format

**1.3.3 - Number of students undertaking project work/field work/ internships**

301

File Description

Any additional information

List of programmes and number of students undertaking project work/field work/ /internships (Data Template)

**1.4 - Feedback System****1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employees Parents Alumni**

File Description

URL for stakeholder feedback report

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management

Any additional information

**1.4.2 - Feedback process of the Institution may be classified as follows**

File Description

Documents

Upload any additional information

URL for feedback report

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

300

File Description

Any additional information

Institutional data in prescribed format

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy d****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

176

File Description

Any additional information

Number of seats filled against seats reserved (Data Template)

**2.2 - Catering to Student Diversity****2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

Students are assigned to mentors. We are using following steps

- 1 - Using attribute tests and interviews, students are scored on basis of quick learning ability, critical think
  - 2 - Their individual scores are compared with average scores if more, they are classified as Advanced Learners,
  - 3 - a) The list of advanced learners is sent to mentors who keep a tab on their CIE Marks and compare attend of se  
b) List of Slow learners is also sent to the mentor, who is expected to counsel .The Slow learners, on other han
  - 4 - At the end of semester, if their marks are at par with Step 1, then, they are advised some Enrichment Course mentee.
  - 5- For Slow Learners, their CIEs evaluated, and if it is showing improvement, then, it is compared with Advance
- Students are encouraged to participate in various programs and MOOC .

File Description

Documents

Paste link for additional information

Upload any additional information

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students

600

File Description

Any additional information

**2.3 - Teaching- Learning Process****2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learn**

Student Centric Methods approach provides knowledge to the students to develop models or solve the problems by a knowledge about the subject area.

1. Experiential Learning- In this process students can have learned through action, learning by doing, learning

List :

- Research based Project
- Subject related projects
- Industrial Visit
- Live project
- Organising various Programs
- Case discussions on various subject areas
- Creation of blogs

2. Participative learning: In this method students feel, think and act out of their comfort zone in order to cha

List :

Summer Internship Projects

Industrial visit

Role Play

Debate

Group Discussion

Workshop

Field visit

Guest Lectures

ISR Activities

Value based courses

3. Problem solving - In this Method Institute provides platform from various activities .

List :

Case Study

Assignment

Quizzes

Puzzles

Mini Research projects

4. Lecture Method: Traditional way of teaching method.

5. Distance Learning

File Description	Documents
Upload any additional information	
Link for additional information	

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

- Information & Communications Technology (ICT) enabled teaching methodologies is being followed by the faculty. We have created google classroom to share the study material and give assignments.
- Separate PC is offered to each faculty member which is equipped with multimedia, software and with internet
- Well-equipped computer lab with internet facility is available to students for their self-development and co
- The Digital Library is provided to students for referring E-resources.
- Classrooms with Information and Communication Technology (ICT) facility:
- Classrooms are equipped with facilities like projectors for presentations, audio visuals
- All the computers are connected by Local Area Network (LAN).
- Internet facility is available in all Computer labs to utilize web resources for teaching learning. The camp
- Facilities like Wi-Fi and internet keep students connected to huge knowledge.
- Students are also encouraged to give presentations by using these means and tools.
- Institute is having excellent infrastructure in the form of ICT enabled classrooms for making teaching more

File Description
Upload any additional information
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

2.3.3.1 - Number of mentors

20

File Description
Upload, number of students enrolled and full time teachers on roll
Circulars pertaining to assigning mentors to mentees
Mentor/mentee ratio

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

20

File Description
------------------

Full time teachers and sanctioned posts for year (Data Template)	
Any additional information	
List of the faculty members authenticated by the Head of HEI	
<b>2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest de</b>	
<b>2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year</b>	
10	
File Description	
Any additional information	
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Temp	
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
103	
File Description	
Any additional information	
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	
<b>2.5 - Evaluation Process and Reforms</b>	
<b>2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.</b>	
This Evaluation reforms applied by institute are as follows: The IQAC coordinator of institute prepares academic accordingly. The Academic monitoring committee conduct regular meetings for academic planning; before and after teaching one course, then decision about course outline, CIE techniques is done collectively. To ensure a consis includes session plan, rubric along with assessment details and weightage assigned, study material and tentative committee conducts End Term examination after completion of syllabus. The Question Paper Pattern for Examination also takes care of collection of internal marks, marks entry.	
File Description	Documents
Any additional information	
Link for additional information	
<b>2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient</b>	
At beginning of the semester faculty members inform students about various components in assessment process	
b) Time Bound: The Institute is affiliated to (SPPU) follow reforms in (CIE) .The processes of evaluation are stu Committee to provide support to students. The Director conducts timely meetings of the Internal Examination . In	
Mechanism to deal with examination related grievances:	
a) Transparency:	
Assessment within the time frame	
c) Efficient:	
Internal Evaluation Process is well structured and executed. Grievance addressed resolved with structured system	
1.If a student raises any grievance in internal assessment, the Internal exam committee discuss all the queries .	
2. If the concerned Internal exam committee is unable to solve the grievance, it is reported to the grievance re	
3.Grievance Redressal Committee solve such grievances amicably after discussion with concerned faculty and stude	
4.If the grievance is not addressable at the department level, then the matter is forwarded to the Director for	
File Description	Documents
Any additional information	
Link for additional information	<a href="https://sinhgad-sknssbm.i">https://sinhgad-sknssbm.i</a>
<b>2.6 - Student Performance and Learning Outcomes</b>	
<b>2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teach</b>	
In S.K.N Sinhgad School of Business Management Pune; follow rules prescribed by Savitribai Phule Pune University Communication 5. Leadership and Team Work 6. Global Orientation and Cross-Cultural Appreciation 7. Entrepreneurs' Graduates will successfully integrate management Knowledge in real world practices in all aspects 12. PEO2 MBA G managerial decision making as leader. 14. PEO4: MBA Graduates will be ready to engage in successful career pursu innovation, integrity & sensitivity. Our institute has defined Programme Specific Objectives (PSO) for All Speci project , participation in various activities, contribution in research , exam performance and placement.	

File Description	Documents
Upload any additional information	
Paste link for Additional information	
Upload COs for all Programmes (exemplars from Glossary)	

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

OBE is an educational theory that bases each part of an educational system around outcomes. In the meeting points Each Specialization team shall define problem statement and course outcome with Bloom's taxonomy. Develop the as teacher to decide the rubrics and sub-rubrics for their subjects. After this process specialization team analyze of attainments will continue after testing and reinforce existing rubrics.CO-PO matrix is framed by counting num Attainment will be monitored using direct assessment and indirect assessment. For continuous improvement, Define 2022-23 is attached in additional information.

File Description	Documents
Upload any additional information	
Paste link for Additional information	

2.6.3 - Pass percentage of Students during the year

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

235

File Description
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)
Upload any additional information
Paste link for the annual report

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details)

<https://sinhgad-sknssbm.in/media/539729/2.7.1%20student%20satisfaction%20survey%20scanned.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

File Description
Any additional information
e-copies of the grant award letters for sponsored research projects /endowments
List of endowments / projects with details of grants(Data Template)

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

3.1.2.1 - Number of teachers recognized as research guides

03

File Description
Any additional information
Institutional data in prescribed format

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

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

0

File Description
List of research projects and funding details (Data Template)
Any additional information
Supporting document from Funding Agency
Paste link to funding agency website

3.2 - Innovation Ecosystem

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

S.K.N. Sinhgad School of Business Management (SKNSSBM) has successfully cultivated an ecosystem that prioritizes The institution's Innovation Council, coupled with the Entrepreneurship Development Cell (Ankur), contributes to workshops and lecture series, Institute ensures a comprehensive understanding of legal aspects and encourages in Furthermore, the institution actively supports faculty in pursuing Ph.D. and advanced degrees. Research support, fostering a culture of continuous learning and development.

In recognition of faculty research efforts, two faculty members filled a patent in the specified year, exemplify journal, "Confluence," where research publications showcase academic excellence and contribute to the scholarly

In conclusion, SKN Sinhgad School of Business Management not only establishes a robust ecosystem for innovation

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year

22

File Description
Report of the event
Any additional information
List of workshops/seminars during last 5 years (Data Template)

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description
URL to the research page on HEI website
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)
Any additional information

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

31

File Description
Any additional information
List of research papers by title, author, department, name and year of publication (Data Template)

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings y

01

File Description
Any additional information
List books and chapters edited volumes/ books published (Data Template)

### 3.4 - Extension Activities

#### 3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and im

S.K.N.Sinhgad School of Business Management prioritises holistic development, extending beyond academics. Collab awareness. This commitment reflects the institute's dedication to comprehensive growth and education beyond trad

The institute celebrated Marathi Bhasha Sanvardhan Pandharvada 2023, embracing cultural roots. Gender Sensitivit

Institute , in line with social responsibility, organized an Old Age Home Visit Donation Drive, bringing joy to Actively engaging in community initiatives, including Tree Plantation, Cleanliness Drive, and Awareness Programs being.

Partnering with the Rotary Club in Pune, Institute organised 'Jal He to Kal He,' stressing the significance of w healthy and active lifestyle.

The institute excels academically while instilling social responsibility, cultural appreciation, and personal we

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

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise

10

File Description
Any additional information
Number of awards for extension activities in last 5 year (Data Template)
e-copy of the award letters

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the program

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations

17

File Description
Reports of the event organized
Any additional information
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Governm

1514

File Description
Report of the event
Any additional information
Number of students participating in extension activities with Govt. or NGO etc (Data Template)

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

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

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

##### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc

10

File Description
e-Copies of the MoUs with institution./ industry/corporate houses
Any additional information
Details of functional MoUs with institutions of national, international importance, other universities etc during the year

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

#### 4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment

The Institute has adequate infrastructure and physical, academic and support facilities for teaching- learning a

Classrooms: Institute has 10 classrooms which has sitting capacity of 60 students; equipped with LCD projector, i

Seminar hall: Two seminar halls are available with sitting arrangements of 250 & 100 students respectively. Semi with LCD Projector, Internet Facility, Audio-Video facility, Fans and Chairs. Natural fresh air and sunlight is

Laboratories and computing equipments: Computer Laboratory with 60 computers are available for the students.



Departmental Library: Institute has the departmental library situated in same building, making it convenient for

Washroom and Drinking Water Facilities: Institute Building has 3 floors. Every Floor has separate washrooms with

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

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

#### 1. Cultural Activities

Sinhgad Cultural Center (Open Air theatre) having ample space with Dias, Chairs, Lights, fans, LCD Projector and Under the banner of 'Sinhgad Karandak', annual Cultural fest-NEON is arranged every year to encourage the student and interstate level.

This platform provides the students to showcase extra-curricular talent, leadership and organization skills. It offers others.

#### 2. Sports and Games

Sinhgad organizes 'Sports Karandak' every year. The facilities for organizing both indoor and outdoor sports include board, chess.

3. Yoga Center: Yoga and meditation sessions are conducted for the students and staff.

4. Gymnasium: Gymnasium facility is available in the campus for the students and staff.

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

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

12

File Description
Upload any additional information
Paste link for additional information
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0.77

File Description
Upload any additional information
Upload audited utilization statements
Upload Details of budget allocation, excluding salary during the year (Data Template)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

S.K.N. Sinhgad School of Business Management Library

College libraries provide students with access to a wide range of academic resources, including textbooks, reference

Books and Journals: College Library is very rich in Reference books and Journals. These resources are essential

Reading Room: Libraries provide a quiet and conducive environment for studying. They offer spaces for individual Chairs, and Wi-Fi, enabling students to work on assignments, research projects, or online learning activities.

News Paper Section: Libraries promote lifelong learning by catering to learners of all ages and backgrounds. New

Our Institute Library is using KOHA library management software from December 2022.

Koha is an award winning Open- Source Integrated Library System (ILS). It is the system in which facility of both

Software: Linux server -Debian, Apache -Webserver, Mysql or Maria database, Perl language

Hardware: Pentium 4, 2.4 GHz or higher, RAM-minimum-2GB, Harddisc -80 GB

File Description	Documents
Upload any additional information	

Paste link for Additional Information	
---------------------------------------	--

#### 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Rem

File Description
Upload any additional information
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

1.19717

File Description
Any additional information
Audited statements of accounts
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed aca

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

62

File Description
Any additional information
Details of library usage by teachers and students

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Institute is having adequate ICT facilities and Wi-Fi enabled campus to meet the requirement.

The infrastructure and application support are regularly updated to meet the ever-changing needs of the syllabus other computer peripherals.

The institute has 24x7 Wi-Fi facility in the campus for the student and faculty members to avail internet connec  
IT infrastructure facilities are created taking into consideration the requirements of all the stakeholders. Ins  
Institute has developed the online process for student admission, fees payment, and registration for different c  
Data availability leading to better planning and control. Its avoid duplicate entries and multiplicity of work.  
Institute is having a biometric machine for taking attendance of faculty and staff members.

Various activities,event details, Student and faculty achivementsare posted on social media likeFacebook and Ins

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

##### 4.3.2 - Number of Computers

107

File Description
Upload any additional information
List of Computers

##### 4.3.3 - Bandwidth of internet connection in the Institution

File Description
Upload any additional Information
Details of available bandwidth of internet connection in the Institution

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component

82.92591

File Description
------------------

Upload any additional information
Audited statements of accounts
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sport

**Institute Level Maintenance:**

For the purpose of regular maintenance and repairs the Institute has appointed the staff as below: 2 System Admini

System Administrator maintains the register of Repairs & Maintenance and Verifies the Dead stock.

- Classrooms, Seminar Hall and Tutorial Rooms

Before the commencement of every semester, technical assistants inspect the class rooms, seminar halls and tutorial condition. The regular maintenance of ICT tools in classrooms, seminar hall are taken care by technical assistant

- Central Library

The Central Library of the institute is well maintained and each section in it is taken care by an assigned person maintenance and weed out activity as and when required.

- IT infrastructure

The computers of the institute are maintained by Technical Assistant. The power backup facilities including UPS

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

526

File Description
Upload self attested letter with the list of students sanctioned scholarship
Upload any additional information
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description
Upload any additional information
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills (physical fitness, health and hygiene) ICT/computing skills

File Description
Link to Institutional website
Any additional information
Details of capability building and skills enhancement initiatives (Data Template)

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

2466

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

2466

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Involvement of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online

**grievances Timely redressal of the grievances through appropriate committees**

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

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

115

File Description
Self-attested list of students placed
Upload any additional information
Details of student placement during the year (Data Template)

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

02

File Description
Upload supporting data for student/alumni
Any additional information
Details of student progression to higher education

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TO****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TO**

0

File Description
Upload supporting data for the same
Any additional information
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (awa****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (a**

21

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

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student c****Response :**

The institute has student representatives in many of the academic and administrative bodies/committees of the in Sinhgad Student Council, which is a student association with a perfect blend of clubs to produce competent studen

**2. Student Grievance Redressal Committee**

This committee comprises of Director, Faculty members and student representatives. Students personal & academic

**3. Sexual Harassment Committee**

Sexual harassment cell resolves the issues of students by taking proper disciplinary actions. The frequency of t

**4. Anti-Ragging Committee**

Anti - ragging committee and squad comprising of Director, Senior faculty, Student representatives, Police Offic

Along with the above mentioned participation, the student representatives are actively engaged in various other

File Description	Documents
Paste link for additional information	<a href="http://sin">http://sin</a>
Upload any additional information	

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the in

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

43

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

### 5.4 - Alumni Engagement

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

##### Response :

In order to cultivate a bond with almmater, improve job opportunities, and create a networking platform to shar theassociation is "Maharashtra /1548/2015/ Pune/Nov 7 , 2015." The alumni association hasestablished a strong bo from each department. At present the alumni association does not contribute financially to the development of th guest lectures, industrial visits and participation in various social activities. Some of the Alumni responsibili

- 1.Planning and Organization of yearly Alumni Meet.
- 2.Help in organizing various events / activities such asGuest lecture, seminar, workshop, referee or judge for t
- 3.To invite the Alumni for First year Induction Program for Inspirational Speech.
- 4.To create and update the yearwise alumni database. 5. To generate innovative ideas for grooming the current s

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	
Upload any additional information	

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Vision and Mission of the institute have been developed with the involvement of all faculty members. The Vis circulars, display boards, and the college admission brochure thus making it available to all the stakeholders. Well-qualified teaching faculty take efforts for excellent academic performance of students, good placement reco programs which are conducive for the overall growth of the students.

File Description	Documents
Paste link for additional information	<a href="http://sinhgad-sknssbm.in/media/539814/6.1.1%20-%20the%20gover">http://sinhgad-sknssbm.in/media/539814/6.1.1%20-%20the%20gover</a>
Upload any additional information	

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

The involvement of faculty members is seen in all aspects of academic and administrative activities. The Institu address the academic and personal issues of any of the students. Each faculty member is assigned about 20 studen management ensures autonomy to the staff and effective and efficient functioning of the Institute.

File Description	Documents
Paste link for additional information	<a href="http://sinhgad-sknssbm.in/media/539817/6.1.2%20-%20the%20effective">http://sinhgad-sknssbm.in/media/539817/6.1.2%20-%20the%20effective</a>
Upload any additional information	

### 6.2 - Strategy Development and Deployment

#### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic plan is to undertake efforts to develop students through various skill enhancement a learning process. Based on the inputs collected through various stakeholders, the institution strives to improve good placements.

The institute is committed for the overall development of students which involves curricular, co-curricular and Program is implemented to enhance students' communication, language and soft skills. The institute had conducted

File Description	Documents
Strategic Plan and deployment documents on the website	
Paste link for additional information	<a href="http://sinhgad-">http://sinhgad-</a>
Upload any additional information	

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

The institute has a well-structured administrative setup. Multiple committees are formed for appropriate coordin responsibilities, leave rules, code of conduct, qualifications for recruitment and scales of pay and promotion p section takes care of conduct of internal and external examinations by coordinating with SPPU. The accounts depa of employees, etc. Multiple committees are constituted for effective coordination and implementation.

File Description	Documents
Paste link for additional information	<a href="http://sinhgad-">http://sinhgad-</a>
Link to Organogram of the institution webpage	<a href="http://sinhgad-skn">http://sinhgad-skn</a>
Upload any additional information	

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

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

6.3 - Faculty Empowerment Strategies

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

Personal/ General Welfare Schemes for all staff incude maternity leave of 180 days for women staff, EMBF, implem families, availability of an ambulance at the campus, provision of medical treatment at concessional rates at Sh and their families, faculty and staff quarters at the campus, availability of Canteens and Mess facility for stu measures. There are also welfare schemes for professional growth of teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="http://sinhgad-">http://sinhgad-</a>
Upload any additional information	

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodi

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bo

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

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

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

File Description	
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	
Reports of Academic Staff College or similar centers	
Upload any additional information	
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development F

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course,

15

File Description

IQAC report summary

Reports of the Human Resource Development Centres (UGCASC or other relevant centers)

Upload any additional information

Details of teachers attending professional development programmes during the year (Data Template)

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

The Institute has well established process for appraisal of teaching and non-teaching staff. It is compulsory for different for the teaching and non-teaching staff. The performance appraisal system has self-appraisal and appra

**1. Performance Appraisal System of the Teaching Staff**

Part 1: Student Centric Activities

Part 2: Professional Development and Academic Contribution

Part 3: Research Contribution

**2. Performance Appraisal System of the Non- Teaching Staff also includes relevant areas for performance apprais**

File Description

Documents

Paste link for additional information

<http://sinhgad-sknssbm.in/media/539832/6.3.1>

Upload any additional information

**6.4 - Financial Management and Resource Mobilization****6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out du**

The institute conducts transparent internal and external financial audits periodically. The copies of invoices, accounts department of the institute. All the documents are verified by the accounting officer. During the inter same. Necessary guidance is also given by them for improvement in account maintenance. These measures ensure no Accountant every financial year. A comprehensive examination and verification of all the financial transactions the internal auditor, and the accounts department. The short comings in the auditor's report are addressed and r

File Description

Documents

Paste link for additional information

!

Upload any additional information

**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description

Annual statements of accounts

Any additional information

Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)

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

The financial budget for the academic year is prepared by considering all the possible income and expenditure. T to the college comes from the fee paid by the students. Every year, the college fees is approved by the Fee Regu admission process of all the programs as per the norms of the government and the fee is collected in the form of Government of Maharashtra. The Institute has a well-defined process for repairs and maintenance of electric work utilized for the purchase of books, newspapers, magazines, journals and other e-resources.

File Description

Documents

Paste link for additional information

<http://sinhgad-sknssbm.in/media/539838/6.4.3>

Upload any additional information

**6.5 - Internal Quality Assurance System****6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**

1. Performance appraisal (Learning Curve): Implementation of the suggestions of the committee.

2. Financial Auditor: Implementation of suggestions of the auditor.

3. Alumni Meet: discussion about problems/development issues with Alumni, implemented suggestions.

4. Parent Meet: The problems and development issues of the students and college have discussed with Parents and

5. Research: Provided financial support, staff participated in various programs. Providing facilities for resear

- 6. Organized health awareness programme: Celebrated International Yoga Day./ Invited Doctors for First Aid guidance.
- 7. Skill based courses: Organized employability enhancement programs.
- 8. Gender sensitization awareness: Gender practices, Induction meet successfully increased the confidence level among students.
- 9. Faculty Development Programs on "Research Methodology, Ethics in Publication, Procedure of filing IPR.
- 10. Environment/Social Issues awareness programs: Tree Plantation, E-waste Campaign, Plastic Ban, On various occasions.
- 11. Motivation for online courses: Students and Faculty members have successfully completed various online certification courses.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through the following measures:

- A) Adherence to Academic calendar : The institute has a well-defined standard operating procedure to develop the academic calendar.
- B) Improving instructional methods and using pedagogical initiatives : Subject allocated, detailed course plan, as per the syllabus.
- C) Methodologies to support Slow Learner and Advance Learner students : Institute assesses the learning levels of students and provides remedial classes. For slow learners, extra sessions were organized for students to bridge the gap.
- D) Quality of Class Room Teaching The teaching by the faculty in the class, with the effectiveness is signified with the following measures.
- E) Student feedback of teaching learning process and action taken Purpose of Student feedback : Student feedback helps in the improvement of standards and quality of its provision.

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

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

File Description
Paste web link of Annual reports of Institution
Upload e-copies of the accreditations and certifications
Upload any additional information
Upload details of Quality assurance initiatives of the institution (Data Template)

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution is committed to a policy of impartially assigning teaching responsibilities and acknowledging faculty members, where they competently carry out their duties. Recognizing that education shapes human habits, the institution focuses on decision-making processes, the institute has taken serious strides. Efforts are underway to reduce the enrollment gap. Ensuring the safety of female students is a top priority on institute campuses. The institution provides a constant video surveillance to enhance security measures. To mark the importance of gender equality, the institution organizes various activities.

File Description
Annual gender sensitization action plan
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other

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

File Description
Geo tagged Photographs
Any other relevant information

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)

The Institute is committed to employing diverse techniques for the effective management of both degradable and non-degradable waste. To facilitate proper waste disposal, various containers have been strategically placed at different locations, reducing costs and labor. The institute employs appropriate techniques for the final disposal of solid waste, with a preference for eco-friendly methods.



Recognizing the critical distinction between hazardous and non-hazardous biomedical waste, the institute, equipment re-separated, collected, stored, and then transported for subsequent treatment. This meticulous process ensures the institute has entered into a Memorandum of Understanding (MoU) with Aadhaar Poonawala. This partnership promotes

File Description

Relevant documents like agreements / MoUs with Government and other approved agencies

Geo tagged photographs of the facilities

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

File Description

Geo tagged photographs / videos of the facilities

Any other relevant information

**7.1.5 - Green campus initiatives include**

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

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

File Description

Geo tagged photos / videos of the facilities

Various policy documents / decisions circulated for implementation

Any other relevant documents

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environmental campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description

Reports on environment and energy audits submitted by the auditing agency

Certification by the auditing agency

Certificates of the awards received

Any other relevant information

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material**

File Description

Geo tagged photographs / videos of the facilities

Policy documents and information brochures on the support to be provided

Details of the Software procured for providing the assistance

Any other relevant information

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic**

The Institute actively embraces the diversity of cultural and regional festivals, underscoring its commitment to national values, emphasizing social and community harmony as well as national integration.

In aspiring to cultivate a generation of youth characterized by nobility and moral responsibility, the institute

Initiated and supported by leadership, commemorations on campus serve as not just moments of relaxation but also service, witnesses active participation from students, faculty, and staff. Their voluntary contributions go beyond

Actively seeking to foster an inclusive environment, the Institute encourages students to organize and participate

File Description

Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)

Any other relevant information

**7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens**

Constitution Day Celebration - Annually observed on the 26th of November, Constitution Day is commemorated with sensitizing students to their responsibility towards constitutional values, rights, duties, and the broader responsibilities

societal ethos.

Human right Workshop -In alignment with fostering a philosophy centered on human rights and values, coupled with engaging participants in thoughtful discussions on the importance of human rights. By cultivating a deep appreciation for the rights of others in a spirit of equality and justice.

File Description

Details of activities that inculcate values; necessary to render students in to responsible citizens

Any other relevant information

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

File Description

Code of ethics policy document

Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs

Any other relevant information

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

At the Institute, we actively commemorate significant days, both national and international, as well as organize Leaders. During these celebrations, the faculty, staff, and students unite under a common banner to collectively the values that resonate with the ideals set forth by our National Leaders. Through these events, we endeavor to Jayanti, Sadbhavna Diwas, International Yoga Diwas are celebrated with great enthusiasm at SKN Sinhgad School of leadership in the business world Festivals like Ganesh Chaturthi, navrati are also celebrated at S.K.N Sinhgad S

File Description

Annual report of the celebrations and commemorative events for the last (During the year)

Geo tagged photographs of some of the events

Any other relevant information

**7.2 - Best Practices**

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

1.The Student Training Program (STP) is designed to cultivate and showcase the diverse skills of our students, e capabilities. Developed with a keen understanding of recruitment industry requirements, STP serves as a valuable integrating Group Discussions (GD), Personal Interviews (PI), and value-added programs into its curriculum. Regu effectiveness.The successful implementation of STP is evident in the marked improvement in student placements

2.Faculty Orientation Program (FOP): The Faculty Orientation Program, themed "Train the Trainer," was meticulous Management Sciences, the program covered diverse areas, including updates on educational policies, new concepts, The program underscored the significance of faculty orientation initiatives across all management specialties.

File Description

Documents

Best practices in the Institutional website

Any other relevant information

**7.3 - Institutional Distinctiveness**

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

Competency mapping program:

The Competency Mapping Program, meticulously conceptualized, planned, and executed for First Year students, serv approach, competency mapping is a robust tool designed to define key skills, abilities, and behaviors. This proc inherent and acquired aspects. It forms a pyramid structured on the foundation of inherent talents, incorporatin

Objectives:

Provide a comprehensive list of behaviors and skills essential for maintaining satisfactory performance levels i:

Identify the competencies required for different specializations.

Assist students in selecting specializations aligned with their competencies.

Facilitate students in aligning their competencies with available career options.

Enable students to recognize their strengths and weaknesses for holistic self-awareness.

The execution of Competency Mapping involved in-depth interview sessions with First Year students, gathering inf

File Description

Appropriate web in the Institutional website

Any other relevant information

#### 7.3.2 - Plan of action for the next academic year

S.K.N Sinhgad School of Business Management conducted the competency mapping test of students to identify the strengths and weaknesses. With this, this activity will also help us to understand major skill gaps of students. Accordingly, S.K.N SSBM is developing programs to improve the Communication, conceptual, technical and behavioral skills of the students. The institute is planning to arrange the session of different industry experts to improve the identified skill sets and ability so that they can perform their jobs effectively and efficiently. For improvement of practical knowledge, it is going to promote human resource faculty members for further research in the area of competency mapping.