



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	MKSSS'S SMT. HIRABEN NANAVATI INSTITUTE OF MANAGEMENT AND RESEARCH FOR WOMEN
Name of the head of the Institution	Dr. Mihika Mandar Kulkarni
Designation	Director(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	020-25475977
Mobile no.	9422008665
Registered Email	hnimrw@gmail.com
Alternate Email	mihika.k@hnimr.edu.in
Address	Near Cummins Engineering College, Karvenagar
City/Town	Pune
State/UT	Maharashtra
Pincode	411052

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Suvarna Dhamdhere
Phone no/Alternate Phone no.	02025474870
Mobile no.	9765293622
Registered Email	suvarna.d@hnimr.edu.in
Alternate Email	suvarna.dhamdhere@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	_https://www.hnimr.org/aqar-report-2018-19-2/_
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.hnimr.org/academics/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A+	3.34	2019	01-Apr-2018	31-Mar-2024

6. Date of Establishment of IQAC	02-Jul-2018
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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
Certificate Course on	18-May-2020	16

Tableau - Business Analytics Tool	15	
Certificate Course on Financial Accounting with Tally ERP	18-Feb-2020 30	33
Certificate Course on Investment Banking	18-Feb-2020 5	38
Certificate Course in Digital Marketing and Analytics	25-Sep-2019 14	20
Publication of Research Papers of National Conference 2020 in UGC CARE listed Journal	18-Feb-2020 45	33
Online Faculty Development Programme on	28-May-2021 3	50
Effective Use of Free e-Resources	22-May-2020 1	250
Effective Use of e-Resources : Challenges, Opportunities and Support	12-Jun-2020 1	45
Webinar on Step-by-Step Guidance for MBA Aspirants	09-Jun-2020 1	70
Creating voice-over PPTs and effective use of Google Classroom	16-Mar-2020 1	15
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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
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1) Published Research Papers of National Conference 2020 in UGC Care List Journal	
2) Organized Online Faculty Development Programmes on 'Online Teaching Methods' for faculty members of Management, Commerce, Science, Art, Language, & Counselling and online webinars to enhance Academic-Industry Interface and corporate grooming along with online Student Engagement activities during Pandemic	
3) Initiated HNIMR Training, Research and Consultancy Cell	
4) Organized Webinars for Students, Staff and Faculty members on use of free e-resources, career guidance about MBA Admissions etc.	
5) During Covid-19 Pandemic situation organized Counselling / Mental and Physical Health Fitness Sessions for Students, Faculty and Staff Members	

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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
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Plan of Action	Achivements/Outcomes
Strengthening ICT-enabled Education	The Academic Monitoring Committee comprising of Dr. Ashok Pawar, Dr. Sonali Parchure, Dr. Jyoti Gaikwad and Dr. Suvarna Dhamdhare insisted all the faculty members for extensive use of ICT in teaching, learning and evaluation. Accordingly the faculty members planned and executed their academic activities which strengthened online teaching, learning and evaluation process during Pandemic situation.
Publishing Student e-Research Magazine	The HNIMR Research Committee comprising of Dr. Ashok Pawar, Dr. Sonali Paruchure, Dr. Suvarna Dhamdhare and Dr. Arpita Singh planned and monitored the activities about publishing Student e-Research Magazine. The students authored research papers based on their Summer Internship Projects under the

	guidance of assigned Faculty Project Guides. 30 Selected candidates were asked to make a presentation of their research papers out of which the best 3 were awarded.
Initiation of Training, Research and Consultancy activities	The Team of Students was formed which was headed by Dr. Ashok Pawar to improve academic industry interface and to provide hands on experience to the students on contemporary concepts with special reference to Digital Marketing. The College Development Committee approved the proposal in the meeting held on 16th March 2020 to establish HNIMR Training, Research and Consultancy Cell.
Designing and delivering student empowerment programmes, training programmes for faculty members (in-house and outside)	The Academic Monitoring Committee comprising of Dr. Ashok Pawar, Dr. Sonali Parchure, Dr. Jyoti Gaikwad and Dr. Suvarna Dhamdhare planned and monitored the activities about arranging Student Empowerment Programmes and Training Programmes for faculty members. Due Pandemic the planned programmes with revised design delivered online
Research Paper Publication in UGC Care Listed Journal	A separate committee has been constituted to plan and monitor the progress of publishing research papers in UGC care listed journals of Dr. Sonali Parchure and Dr. Suvarna Dhamdhare. 33 research papers of National Conference 2020 held on 5th and 6th March had been published in UGC Care listed journal named Studies in Indian Place Names having ISSN: 23943114, Vol. 40, Issue 74, March 2020.
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14. Whether AQAR was placed before statutory body ?	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>College Development Committee</td> <td>20-Oct-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	20-Oct-2020
Name of Statutory Body	Meeting Date				
College Development Committee	20-Oct-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				

Year of Submission	2020
Date of Submission	25-Jan-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Smt. Hiraben Nanavati Institute of Management & Research for Women (HNIMR) is highly dedicated to develop competent young professional women managers with the capability to contribute effectively in the challenging environment. HNIMR believes in the philosophy of adopting an inclusive curriculum by focusing on the contents that are beyond the syllabus. The Institute has follows a structured mechanism to plan, conduct and evaluate academic schedule. Faculty members are asked to give their preferences of subjects to deliver and the allotment of subjects are done accordingly. They then work on the course file which well - planned and documented. The course file includes a brief description of the course, course objectives, syllabus, teaching plan, and lesson plan with pedagogical approach, keeping in view the Lecture - Tutorial and Practical (LTP) Pattern as suggested by the Savitribai Phule Pune University (SPPU) along with the summarized attendance, text books/reference books/other reference material required during the course. Keeping in view the contents beyond the syllabus, the contemporary concepts that enable to meet the industry requirements and thereby develop the skills of the students are decided by the faculty members and experts from industry are invited to deliver the same. Certificate Courses and various add - on programmes activities associated with the subjects, such as group discussions, corporate interface, class presentations, written assignments, live projects, role play etc. become part of the extended curriculum and accordingly, academic calendars are prepared and classes are scheduled. Following the philosophy of 'student-centric education' rather than 'teacher-centric education', the students are involved in research oriented activities like carrying out surveys, data collection and analysis by way of research projects and dissertations. This helps to nurture critical thinking, creativity and scientific temper amongst the students. In-order to make the learning process more interactive and dynamic, students are encouraged to participate in academic and extra-curricular activities within institute and outside the institute. Academically, the performance of the students as suggested in the Choice based credit system (CBCS) evaluations like viva-voce, seminars, projects, group discussions, home assignments and open-book tests are conducted at the institute level specialization-wise. Even during the pandemic situation, when the entire nation called for a lockdown the Institute did not stop nurturing and developing the students. The faculty members were given orientation and training sessions of using various online platforms for session delivery and evaluations. The students were made corporate ready with various online sessions from the corporate experts. Online Presentations and viva-voce made the students ready to face the online corporate world. Counseling and Mental health sessions were conducted for the students to sustain them during the pandemic situation. At the same time, a feeling of belongingness for the community was inculcated amongst the students by conducting various online community development

activities. Thus, HNIMR fosters the overall development of the students even in the adverse situations, focusing on the overall curriculum implementation along with the academic flexibility and curriculum enrichment, thereby achieving the course outcomes, programme specific outcomes and programme outcomes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate Course on Tableau - Business Analytics Tool	N.A.	20/05/2020	15	Employability and Entrepreneurship	Business Analytical tools for Problem Solving and Business decision making
Certificate Course on Investment Banking	N.A.	18/02/2020	5	Employability	Working operations of the Primary and the Secondary Market
Certificate Course on Digital Marketing and Analytics	N.A.	25/09/2019	14	Employability and Entrepreneurship	Digital Marketing and Marketing Analytics
Certificate Course on Financial Accounting with Tally ERP 9	N.A.	18/02/2020	30	Employability	Accounting and reconciliation, preparation of financial statements, analysis and decision making.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	MBA - I	03/01/2020
MBA	MBA - I	03/01/2020
MBA	MBA - I	03/01/2020
MBA	MBA - I	03/01/2020
MBA	MBA - I	02/08/2019
MBA	MBA - I	02/08/2019
MBA	MBA - I	02/08/2019
MBA	MBA - I	02/08/2019

MBA	MBA - I	02/08/2019
MBA	Marketing Management	03/01/2020
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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	Financial Management	03/01/2020
MBA	Human Resource Management	03/01/2020
MBA	Operations and Supply Chain Management	03/01/2020
MBA	Business Analytics	03/01/2020
MBA	Marketing Management	03/01/2020
MBA	MBA I	02/08/2019

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

	Certificate	Diploma Course
Number of Students	91	Nil

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
Certificate Course in Digital Marketing and Analytics	25/09/2019	20
Certificate Course in Marriage Counseling	21/08/2019	12
Certificate Course in Child Psychology	06/10/2019	15
Diploma in Counseling Psychology	13/11/2019	30
Certificate Course on Tableau - Business Analytic Tool	20/05/2020	16
Certificate Course Financial Accounting with Tally ERP - 9	18/02/2020	33
Certificate Course on Corporate Holistic Personality	13/11/2020	71
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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	Summer Internship	178

	Programme	
MBA	On-job Training	3
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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>Smt. Hiraben Nanavati Institute of Management Research for Women has a well-developed feedback system. A structured feedback form is created for the respective stake holders i.e. students, teachers, alumnae, employers, and parents. Since, 2019 - 2020, the student satisfaction survey is also considered as important tool for feedback. The feedback is collected to fulfil the following objectives 1. To provide students with the opportunity to comment on the quality of their learning experience 2. To ascertain the value addition for enhancement of Session Lesson Plan 3. To ensure Student Progression The collected feedback is analyzed and a report of the same is created. This report enables to identify the areas of action to be taken to improvise the teaching - learning process by catering to the current and relevant add-ons as required by the industry. This action taken report in prepared and finalized by the Academic Monitoring Committee (AMC) under the IQAC. The observations brought forth by the AMC in the action taken report is then communicated to the faculty members, whereby, relevant enhancement is done in the teaching pedagogy and thus, the relevant improvisations are catered to in the respective session - lesson plans. This can be well illustrated with the following example One of the feedback received is to give contemporary add-ons to the students to meet the industry requirements. This feedback was considered by the Academic Monitoring Committee (AMC) and keeping in view the contemporary industry requirements a Certificate Course on Tableau was designed and delivered to the students in the year 2019 - 2020. Also, student's internships and training, research and consultancy cell were initiated to give a hands - on experience to the students and bridge the industry gap. Also, overall feedback about the hard and soft skills at the Institute, the infrastructure and other amenities is collected from the stakeholders, which are addressed by the AMC. This detailed feedback and the action taken on the same helps in the overall development of the Institute.</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
MBA	First Year	180	191	183
MBA	Human Resource	Nill	58	58

	Management			
MBA	Marketing Management	Nil	13	13
MBA	Financial Management	Nil	79	79
MBA	Digital Media Communication Marketing	Nil	9	9
MBA	Operations Management	Nil	11	11
MBA	Information Technology Management	Nil	6	6
MBA	Supply Chain Management	Nil	1	1
MBA	Family Business Management	Nil	1	1
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	Nil	361	Nil	17	17

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
17	17	19	12	12	13

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

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

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

Mentor-Mentee culture is a very important feature at HNIMR the process includes a defined tier system. The Mentoring process begins at HNIMR after admission of the students. The Director, engages individual session of the students. Does the overall Mentoring apart from the consistent Mentoring done by the Faculty mentors allocated to the Students. The HNIMR Library also is a vital part of this system at HNIMR, the student is acquainted about the various usage of the Library (Books Online resources) eg: Digital Library, e resources etc. by the Librarian and the staff members. Likewise, the Training Placement Officer is equally an overall Mentor of the Students as the thrust is made more on development of the students through periodic Grooming Soft skill sessions regarding the forthcoming Internships /Placement of the students The Mentoring is also done by Alumnae Cell which periodically invites the various Alumnae are actively engaged in the contemporary corporate world. Whenever required they suggest various effective changes required in the overall development of the

students. We also practice an Industry – Academia Interface, wherein we have corporates from the business world who engage sessions not only on the Domain areas but also help us to shape our students regarding developing a corporate identity, Image building, working on ones strengths and weaknesses etc. Regarding our own In house Mentor – Mentee culture in the College i.e. the teacher – student relationship Programme (Mentor – Mentee Culture) is initiated wherein , each Faculty is assigned with about 20 students from MBA Senior Junior batches of that particular academic year. The typical areas where Mentor – Mentee Programme effectively embarks upon are: • Guidance to the Mentees to help them progress in Academics, Confidence Building, Participation in co- curricular activities etc. • Mentors also keep an eye on the Mentees overall behaviour in class with fellow mates. • Mentors also identify the slow advance learners and provide them essential help accordingly. • This time (2019-2020) during COVID situations the Mentor – Mentee relation played a very important role as the Mentors took extra care regarding the well-being of their mentees living in hostels , could not reach on to their hometown on time, concerns related to their hostels, problems faced due to online learning and the remote access to every study material. It is surely a very challenging aspect to deal with such a condition where every mentee was kept in close loop with the mentors and help them constantly at all times of their Mental and Physical conditions. As everything was handled distantly including counselling, so always to be a support and have open access to the mentees was a crucial task for mentors. We have the Baya Karve Womens Study and Research Centre where specific cases which are related to Psychological issues as stress bound, family issues, related to anxiety, fear etc. are specially referred for counselling of those Mentees.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
361	17	1:21

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
18	17	1	Nil	13

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
2020	Dr. Sonali N. Parchure	Associate Professor	Best Innovative Teachers Award
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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	CBCS Pattern - 2016	Third	10/12/2019	28/02/2020
MBA	CBCS Pattern - 2016	Fourth	24/10/2020	14/12/2020
MBA	CBCS Pattern - 2019	First	30/12/2019	07/02/2020
MBA	CBCS Pattern - 2019	Second	Nil	24/07/2020

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

The revised MBA Curriculum 2019 builds on the implementation of the Choice Based Credit System (CBCS) and Grading System initiated in the AY 2013. The curriculum takes the MBA programme to the next level in terms of implementing Outcome Based Education along with the CBCS and Grading System. The outcome based evaluation system effectively used blooms taxonomy in question paper pattern as well as other components of evaluation. The students along with having domain knowledge have advance cognitive learning abilities as analysing, application and synthesizing. The evaluation methods consist of individual and group assignments and activities based on subject knowledge, creativity, use of technology and research. Faculty members use combination of evaluation methods for their respective subjects. The rubrics are used by the faculty members as a coherent set of criteria's for student's performance at various levels. The faculty members were trained through FDPs on their respective subjects for understanding the new curriculum, syllabus and outcome based teaching and evaluation by SPPU. The Institute followed various ICT based practices during the Covid 19 period. The Google classroom was effectively used during period for streaming various study material and e-resources. The presentations, group discussions were effectively conducted through Google meet platform. The class test, written assignment and internal exam papers were scanned and submitted by student on Google classroom. The Dissertation internal Viva was conducted online. The students' performance during the exam is well documented and communicated to students. The feedback is given to students on their performance.

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

The Academic calendar is prepared by the Institute at the beginning of the term with the guidelines as published by the SPPU. The academic calendar includes the dates of commencement of the term and schedule of the internal examination along with the schedule of various academic and extracurricular activities that take place throughout the semester. It specifies the dates of term end examination. The timetable is prepared by the coordinators and implemented accordingly. The subject teacher prepares session-lesson plan which has components of internal evaluation such as class test, case studies, presentation etc. In case of any change in the schedule, it is communicated to the students well in advance. However, all efforts are made by the Institute to adhere to the academic calendar for Concurrent Internal Evaluation (CIE). During the onset of pandemic the efforts were made to carry out the examination and evaluation online. The faculty members and students were oriented to adapt to the online evaluation methods using platform such as Google classroom. The class tests, presentations, MCQ test etc. were conducted online. The dissertation internal as well as external Viva was conducted online. The marks of the examinations were communicated to the students timely. The feedback is given to students on the basis of their performance. The institute adheres to academic calendar provided by the SPPU for the conduct of continuous internal evaluation.

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)

<https://www.hnimr.org/2-6-programme-outcome-program-specific-outcomes-and-course-outcomes/>

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
CBCS Pattern - 2016	MBA	Financial Management	79	79	100
CBCS Pattern - 2016	MBA	Human Resource Management	58	58	100
CBCS Pattern 2016	MBA	Marketing Management	13	13	100
CBCS Pattern 2016	MBA	Family Business Management	1	1	100
CBCS Pattern - 2016	MBA	Supply Chain Management	1	1	100
CBCS Pattern - 2016	MBA	Information Technology Management	6	6	100
CBCS Pattern - 2016	MBA	Operations Management	11	11	100
CBCS Pattern - 2016	MBA	Digital Media Communication Marketing	9	9	100

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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)

<https://www.hnimr.org/2-7-summary-of-student-satisfaction-survey/>

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
Total	0	NA	0	0

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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
National Conference	Management	05/03/2020

Leveraging the Best Contemporary Management Practices in Business Management

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
The Best Innovative Teacher	Dr. Sonali Parchure	Center for Educational Development Administration (CEDA), Pune	21/01/2020	Innovative Teacher
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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
0	0	0	0	0	Nil
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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
Management	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	Management	19	0
International	Management	4	4.5
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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
Management	2
View File	

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
0	0	0	2020	0	0	Nil
0	0	0	2019	0	0	Nil

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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
Study of Perception of Mangers towards Job Satisfaction amongst Public and Private Banks with reference to Pune city	Dr. Manasi Jawadekar Dr. Sneha Arekar	International Journal of Advance Science and Technology (Vol. 29, No. 11s, (2020), pp .2512-2525)	2020	4	Nil	MKSSSS Smt. Hiraben Nanavati Institute of Management Research for Women
A study of Burnout Mental Health of Male Female employees due to the imposed work from home situation during the COVID19 Pandemic in Pune city.	Dr. Pranita Sonar Dr. Arpita Singh	International , TEST Engineering Management Journal (Scopus Indexed) , ISSN : 0193-4120, Vol:83, Matingley Publishing Co.	2020	5	Nil	MKSSSS Smt. Hiraben Nanavati Institute of Management Research for Women

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	16	Nil	Nil
Presented papers	1	14	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil

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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	Number of students participated in such
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		activities	activities
Workshop on Atmanirbhar Mi for residential girls under CWC - Child Welfare Committee	HNIMR and MKSSSS Venutai Hostel	1	90
Certificate Course on Corporate Holistic Personality for MBA Students	HNIMR-Six Sigma and Advanced Controls Inc. USA	1	71
Blood Donation Camp	HNIMR-Jankalyan Raktpedhi	2	93
Road Safety Awareness Programme	HNIMR-Maruti Suzuki	2	34
B-Plan Competition	Carpediem-IIM Bangalore	3	5
Sadbhavana Diwas and Samajik Aikya Pandharwada	HNIMR-SPPU	2	84
Plastic Waste free Awareness	HNIMR-SPPU	2	31
Mask Preparation Home Training	HNIMR-SPPU	1	75
Tree Plantation	HNIMR-SPPU-DTE	2	15
International Yoga Day	HNIMR-SPPU	1	360
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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
0	0	0	Nil
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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
Tree Plantation	HNIMR-SPPU-DTE	Tree Plantation	2	15
International Yoga Day	HNIMR-SPPU	International Yoga Day Celebration	1	360
Swachh Bharat Abhiyan	HNIMR-SPPU	Swachh Bharat Abhiyan	1	40
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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
Faculty Exchange	13	0	220
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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
On-the-job training	Internship	Forbes Marshall	01/11/2019	31/01/2020	1
On-the-job training	Internship	Sokrati Technologies Pvt. Ltd.	01/11/2019	31/01/2020	1
Internship	Summer Internship Programme	Orgainsati ons from varied sectors	01/07/2019	31/08/2019	178
On-the-job training	Internship	Internship at Inteliment Technologies	01/11/2019	31/01/2020	1
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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
Knowledge Weavers Pvt. Ltd.	18/02/2020	Research Paper Publication for National Conference	33
Opine Group	01/07/2019	Providing corporate interface / experts in the area of Business Intelligence and Business Analytics. Also enhancing industry-institute academic interface through arranging different knowledge sharing sessions, faculty exchange programmes etc.	361

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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
60.65	26.08

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Others	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Library Easy	Fully	V 1.0.65	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23181	7255027	1469	633882	24650	7888909
Reference Books	765	Nill	69	65862	834	65862
e-Books	Nill	Nill	9796	78540	9796	78540
Journals	Nill	Nill	79	176554	79	176554
e-Journals	Nill	Nill	6831	298997	6831	298997
Digital Database	Nill	Nill	1	298997	1	298997
CD & Video	2946	Nill	13	668	2959	668
Library Automation	1	47200	Nill	Nill	1	47200
Weeding (hard & soft)	1548	318456	Nill	Nill	1548	318456

Others(s pecify)	1	Nil	1	Nil	2	Nil
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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
Dr. Suvarna Dhamdhare	MS Excel to excel Business Performance	Zoom, MS Excel, Google Classroom, YouTube Channel	25/04/2020
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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	222	3	167	0	0	9	46	20	8
Added	0	0	0	0	0	0	0	40	0
Total	222	3	167	0	0	9	46	60	8

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

60 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
Videography	https://www.youtube.com/watch?v=CK5nemY5htE
Videography	https://www.youtube.com/watch?v=x3x-rzgn3fI
Video Conferencing Tools	https://www.youtube.com/watch?v=P1wi2uls_g4
Video Conferencing Tools	https://www.youtube.com/watch?v=b4i_byp-aeY
Video Conferencing Tools	https://www.youtube.com/watch?v=ifOYV1JBMPo
Video Conferencing Tools	https://www.youtube.com/watch?v=0DUaB-IGhLA
Video Conferencing Tools	https://www.youtube.com/watch?v=uUz8TOn

	dMlE
Video Conferencing Tools	https://www.youtube.com/watch?v=dEwWGe8Usw0
Video Conferencing Tools	https://www.youtube.com/watch?v=Ux9crP6C-yUC
Video Conferencing Tools	https://www.youtube.com/watch?v=Hmy10RN01sE
Video Conferencing Tools	https://www.youtube.com/watch?v=Y8j08ttZ8PM
Video Conferencing Tools	https://www.youtube.com/watch?v=xS-U2CH_XZk
Video Conferencing Tools	https://www.youtube.com/watch?v=upOrFtl1ZhE
Video Conferencing Tools	https://www.youtube.com/watch?v=77ClvV-WoaU&t=2s
Video Conferencing Tools	https://www.youtube.com/watch?v=olWxg4B5JF8

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
73.91	64.84	125.45	162.2

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)

The Institute has a well-defined procedure for maintenance and utilization of physical, academic support facilities like laboratory, library, sports complex, computers, classroom, Girls common Room (Activity Room), Auditorium, Seminar Hall, Board Room etc. The maintenance of these services is done by the Central Purchase committee of Samstha and the institute pays the amount of the bill to Samstha. CDC /Local management committee decide the norms for the maintenance and utilization of physical, academic support facilities. The utilization of physical and support facilities are decided by the teachers by preparing an annual time-table before the academic year starts. Services like security, EPABX, CCTV, cleaning of garden and corridor, cleaning of water tanks are given to AMCs for maintenance, is reviewed and processed every year by Samstha. Timely improvisations in the centralized purchase and maintenance procedures are made which are executed accordingly. In case of maintenance of equipment of the fully equipped laboratory, the concerned laboratory-in charge issues a maintenance request to the "Purchase Committee" through the section/Department head. Based on the request, the equipment maintenance work is assigned to third

party equipment experts who also maintain the computer hardware and software of the institute. In the Library, the Library Integrated Management Software is upgraded and maintained through AMC. Library software AMC facilitates smooth functioning and operation of software as remote access can be given to the software provider and the problem or query can be solved on priority basis. Regular cleaning of the books and journals/magazines on the shelves is done to prevent damage to print material and to control the propagation of the insects.

Regarding sports, the ground at the Samstha is maintained by them and rent which is decided and revised by CDC/LMC is paid by the Institution to the Samstha. All the indoor games like Table-tennis, carom, Chess and Gym Equipment are organized in activity rooms. The maintenance of these indoor facilities is done by Institution and the expenditure is borne by institution. Classrooms, Auditorium and Seminar hall are well equipped and modernly structured. The day to day cleaning of class-room is done by peons of institution. The Electronic equipment used in class-rooms like fans and tube-lights are maintained through Samstha though maintenance charges are paid by institution. Institute has an A/C auditorium with seating capacity of 180, a Seminar hall too with the seating capacity of 100 and an interactive TV which is maintained by AMC. Institute has. Medical Room/ Sick Room with Medical kit is also maintained by our peons. Fire extinguishers are placed at proper places in building the Maintenance of which is done by "Vastu Vyavastha Vibhag" of Samstha. The Institute also has a Certified Lift System that is maintained by the AMC.

<https://www.hnimr.org/4-4-2-procedures-and-policies-for-maintaining-and-utilizing-physical-academic-and-support-facilities/>

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	Specific Donation	13	1191458
Financial Support from Other Sources			
a) National	Government of Maharashtra Welfare Department Scholarship	113	12186540
b) International	0	Nil	0

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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 implemetation	Number of students enrolled	Agencies involved
Mock Interviews Sessions	17/09/2019	138	Mr. Chetan Deulkar, Mr. Ajit Karamvelkar, Mr. Jitendra Nene, Mr. Dhaval Chitre, Ms. Rajashri Gole
Training and Aptitude Session	19/09/2019	79	Mr. Brij Mishra
GD Session	24/09/2019	81	Mr. Ajit

			Karambelkar
Resume Building Email Writing	03/10/2019	45	Mr. Salil Bongale
How to Face Interview	11/10/2019	49	Ms. Vahida Pathan
Situation Analysis	14/10/2019	38	Mr. Rohit Ghosh
The Finishing School Programme	27/02/2020	113	Ms. Pallavi Kaushik, Ms. Punam Relwani, Mr. Patwardhan, Mr. Vijay Jagtap, Mr. Jitendra Nene, Mr. Rohit Ghosh, Ms. Sheetal Vaidya, Mr. Anil Dutta, Mr. Uday deshpane, Ms. Ketaki Mistry and Mr. Gaurav Ambedkar
The Corporate Grooming Programme	27/02/2020	162	Mr. Soham Dadarkar, Ms. Saudamini Bhavsar, Ms. Swati Aatkar, Mr. Kush Agrawal, Mr. Bharat Oswal and Ms. Radha
Dressing Etiquettes	18/09/2019	135	Ms. Smita Temghare
Effective Communication Skills	17/09/2019	124	Ms. Ashwini Toley
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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	Institute Level Scheme	Nil	178	Nil	8
2020	Institute Level Scheme	Nil	183	Nil	45
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NhansMedia Pvt Ltd., LIDO Learning Pvt.Ltd., SKP , Touchmagix Media Pvt Ltd, LnT Infotech, FLIPKART , Druva Software, ICERTIS, Chhoriya Realty, BNY Mellon, BYJUs, Promettur Solutions	35	35	Motilal Oswal Financial Services, PaySquare, LG Electronics Pvt Ltd, PropDeal, Zensar, CloudMoyo, Eclerx, LnT Infotech, Norther Trust, AXA Business Services, P N GADGIL Sons, RUBICON, Marquis Marketing, PROSONIC, TEK Systems, Verve Advisory Pvt.Ltd	18	18

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	11	MBA	Management	MKSSSS HNIMR	MBA Dual
2019	1	MBA	Management	Dublin Business School	MSC. Fintech
2020	1	MBA	Management	New Arts, Commerce and Science College, Ahmednagar	MA - Economics

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

Items	Number of students selected/ qualifying
Any Other	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Panache	Intra Institute	588
Ras - Dandiya	Intra Institute	120
Ganpati Festival Celebration	Intra Institute	28
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	Nil	Nil
2019	Nil	International	Nil	Nil	Nil	Nil
2020	Nil	National	Nil	Nil	Nil	Nil
2020	Nil	International	Nil	Nil	Nil	Nil
No file uploaded.						

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

Maharshi Karve Stree Shikshan Samstha is working for more than 100 years for women empowerment through education. Smt. Hiraben Nanavati Institute of management is one of the branch of such a gigantic Institution. HNIMR runs the post graduate course i.e. Masters of Business Administration. Numerous activities have been systematizing in the HNIMR for overall development of the students. Student council is the structure which works as backbone between the college administration and the student community supported by the team of the faculty members. The very, basic purpose of the council is to provide a platform to the students to showcase and develop their leadership skills in organizing and carrying out the cultural, co-curricular, entrepreneurship and community welfare activities. Student council is the voice of the student community in the HNIMR. It is important that an opportunity should be given to council to express their views, work in the affairs of the college, working in partnership with management. Council helps students to share their ideas, their interests and concerns. Council ensures the vigorous participation of students and triumph of several goings-on. Every year student council gets established from all the students of MBA -I. Establishment of student council have an integral significance in the student community. Students fills the nomination forms to become member of the student council. These forms issued by the team of teachers who works as a in charge for student council. Nomination forms include the attributes such as personality, education, hobbies, achievements-academic / co-curricular etc. Students were interviewed by the panel of faculty members who are in-charge of the student council committee. President and Vice President get selected through the online election procedure executed by IT

department and the faculty in charge of the student council. The Student council structure comprises of 32 student representatives elected through the election / interview procedure. President and Vice President are the head of the student council. In the student council representatives of respective committee plays a significant role in coordination and implementation of all activities. It is generally desirable for team in charge of student council to attend the meetings of student council which organized time to time.

Objectives: • To empower students for organizing events for the institute • To connecting link between the Director, faculty and students. List of different committees under student Council is as follows • Kushagra/ National International Conference/AAF • Community Development Cell • Cultural • Alumni • Entrepreneurship development • Student Welfare • Placement • MDP • Library/ Bhaubeej • Sports • Examination Research • Anchoring • Technical All activities designed at HNIMR are basically blended with curriculum of MBA. Entire student council and team of student volunteers take responsibility of the activities from planning upto the implementation of the activities. Council takes initiatives in organizing the HNIMR's Signature activities Panache Kushagra i.e. academic and cultural fest. This entire activity helps students to groom their personality with the various life skills and management skills.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

923884

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)

HNIMR practices decentralization and participative management style. It reveals prosperous organization of multidimensional events and practices in the institute. A very good example of decentralization and participative practices in the institute is established by all faculty members, students and non-teaching staff. Case Study 1 On 4th February 2020, the institute organized an intercollegiate event "Kushagra." In order to execute the event smoothly, committees based on required activities were formed in advance. Organizing committee constituted invitation and follow up committee, technical committee, welcome committee, refreshment committee, escorting and attendance committee, sponsorship committee, different event committees, registration and certification committee. For this intercollegiate event Kushagra, students from different management institutes participated in management events like Fin-Fiesta, El-Feirante, Big Wig, B Quiz, Logistical Express and Horizon. Janata Sahkari bank and Budahni Brothers offered sponsorship of rupees 5000 and 300 packs of wafers respectively for the event. Students and staff performed rigorous campaigning of Kushagra before the event using e-mails, brochures, posters and social media. Registration process, event arrangements, inaugural

function and hospitality were conducted smoothly by respective committee members. Student and participants learned different management principles through this event. This multidimensional event provided rich experience to all faculty members of HNIMR. In this way institution observes decentralization and participative management not only at faculty level but it is also infiltrated to the students' level by inheriting student council committee and student representative in it. Case Study 2 The procurement of goods and services from suppliers are essential to run the institute smoothly. The library of the institute follows standard purchase procedure to purchase books and online library services from vendors. Library is a place where students visit to browse information related to curriculum. Students are allowed to access institute's subscribed portal such as EBSCO. Library needs services like SLIM 21 software, WEB OPAC (Online Public Access Catalogue), J-gate and EBSCO from vendors. Purchasing of books and services involves active participation of unit head, librarian, faculty members, purchase officer and concerned central purchase committee members. The specified format mentioning specifications and quantity as per the requirement is raised from the institute. Estimated cost of purchases are placed to LMC sanction by the head of institute. Estimated cost of purchases are placed to LMC sanction by the head of institute. The specifications and quantity which is stated in purchase requisition form is checked by the accounts and purchase department. Accounts department checks the particulars like approved budget amount for the particular year, used amount till date and balance amount. After checking details related with purchase, purchase requisition letter is sent by e mail to centralized purchase committee. Then central purchase committee asks quotations from suitable capable vendors. After the receiving of quotations, it is opened by central purchase committee members. Then evaluation of quoted prices is made by concerned purchase officer in discussion with central purchase committee to make talks. To check the specification and quantity for finalization process individual purchase head and actual end user is invited.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	HNIMR being affiliated to Savitribai Phule Pune Universit, follows the revised pattern 2019. It offers major and minor specialization for students. The Institute has strategic plan for effective implementation of the curriculum consisting of experiential learning method, participative learning method and problem solving method. Academic planning is done by IQAC committee. An academic Calendar is prepared which includes planning related to curricular, co-curricular and extra-curricular activities. The Course planning is done by faculty members which includes course delivery content, identified curriculum linkages with certification/Add-on Skill and activities.

<p>Teaching and Learning</p>	<p>An innovative Teaching Learning Process is followed at the institute that enables the institute to sharpen the varied skills of the students apart from the domain knowledge, Creative Skills etc. The Institute enables the student to have a holistic approach towards business management by using their creative skills, logical capabilities and analytical Skills.</p> <p>Considering pandemic Covid 19 situation, the institute initiated online teaching and learning process through ZOOM online sessions. Faculty members developed e-content such as voice over PPT, video-audio etc. and shared it to students through Google classroom.</p>
<p>Examination and Evaluation</p>	<p>The evaluations are done on basis of student's attendance, participation in online session activity like discussions, MCQs based examination along with the other formal evaluations This scheme comprises of: a) University Evaluation b) Concurrent Evaluation at the institute level 1. Each credit has combination of 3 components viz. Lecture (L) Tutorials (T) Practical / Project Work (P) i.e. LTP Pattern. a) Full Credit Courses (100 Marks each): 3 Credits each b) Half Credit Courses (50 Marks each): 2 Credits each Evaluation by respective subject teacher is done through Google classroom. Viva voce for dissertation project is conducted online.</p>
<p>Research and Development</p>	<p>Institute ensures that each faculty member observes standard quality policies decided by management. They work towards achievements of goal. Online lecture methods and contents are designed considering student centric learning process. E-resources like NDL, EBSCO, NPTEL etc facility has been made available for students and teachers.</p> <p>Institution organised National Conference on Emerging Trends in Management Education on 5th 6th March 2020 and Webniar on National Education Policy 10th Sept 2020. Faculty members from HNIMR have published their research papers in UGC care list journal. Publication of research papers is done by faculty members along with students.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Library is a place where students visit to browse information related to</p>

curriculum. The institute has smart classrooms with short throw projectors. Students are allowed to access institute's subscribed portal such as ebsco etc. Library uses SLIM 21 software for Library day to day transactions and data storage. Librarian conducted FDP training on effective use of e-library resources. The Placement Cell uses technology based facilities for training of the students. Girls Common Room has projector, laptops, Printer. The Conference Hall room provides a projector facility to conduct meetings. Institute has three computer laboratories named as Lab-I, Lab-II and Lab-III .

Human Resource Management

Institute works towards development of skills of employees through faculty development programmes and training programs for staff. . HNIMR organized faculty development programs on the topics like Effective Use of E-Resources: Challenges, Opportunities and Support etc. Faculty members go through constant up-skilling in the context of online teaching learning process. While teaching faculty members give real-life and industrial examples. Recruitment for non-teaching staff is done through the MKSSS Staff Selection Committee. For teaching staff, advertisement is published in the newspapers and Institute website. Interviews are conducted by SPPU approved Committee. Annual increment is given based on annual performance.

Industry Interaction / Collaboration

Sessions of industry experts are organized through offline and online modes. It helpful in providing industrial exposure to students and faculty. Students do get practical work knowledge through SIP. Institute organized National Conference on Emerging Trends in Management wherein sessions of corporate working were organized. Beside this various corporate sessions were organized during MBA Pilot Study Program, Book Shelf Activity, and Interactions with Alumnae Corporates Summer Internship projects. During pandemic period, online corporate sessions were conducted. The institute has signed numerous MoUs with reputed organizations. It enables organization

	to provide learning opportunities for students and Teaching staff.
Admission of Students	State-level MBA entrance exam for MBA course admission is conducted by Government of Maharashtra for every academic year. In order to become eligible to pursue an MBA from the management colleges in Maharashtra, students should have a Bachelor's degree in any discipline with at least 50 marks. These students are eligible to apply for state-level or national-level management exams. Students should have domicile certificate from competent authority of Maharashtra state.

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

E-governance area	Details
Planning and Development	<p>HNIMR runs under the flagship of MKSSS. CDC is approving authority for planning and development decisions. College development committee comprises chairman appointed by Samstha..</p> <p>Director of the institute looks after day to day academics and administrative activities. He also monitors admission and teaching learning mechanism and placement activities in coordination with placement officer. IT Head prepares IT infrastructure requirements and forwards to central purchase department. Faculty members ensure the effective content delivery through offline and online teaching mode.</p> <p>Librarian takes initiative in the planning and development of library. AAO regulates the work and conduct of office staff.</p>
Administration	<p>All essential communications related to academic operation is communicated by using common email. Academic time table is communicated to all concerned stakeholders through email. Notices regarding changes in the routine academic schedule, activities and holiday are communicated through by using email. Information Communication Technology plays an important role in enhancing the quality of education.</p> <p>Administration applications of ICT facilitates administration activities from data storage to knowledge management and decision making. E-mails are sent to the teaching and non-teaching staff regarding notices and event agendas of library activities.</p>

	Admissions process is carried through DTE.
Finance and Accounts	<p>Faculty members and AAO prepare and propose the budget at beginning of every year. Local managing committee approves the budget. Tally is used to maintain accounting details. Students pay the fees online through mobile phone apps, internet banking.</p> <p>Remuneration for visiting faculty members are paid by using RTGS system. Internal audit report is submitted to Institute Director and Samstha Secretary. Subsequently external audit team conducts audit in the month of October and April. All required details are briefed to external auditor and queries are solved within given stipulated time. Audited statements are prepared and signed by Director and Chartered Accountant.</p>
Student Admission and Support	<p>Admission for MBA course is processed through DTE website. The process for MBA admission starts with CET examination. The state government announces date for CET exam and declare the admission process schedule. The Competent authority invites online applications from Candidates for participating in CET. State CET and alternative entrance examination is required for participating admission process. For reservation quota, verification of document is done by competent authority appointed by state government. During the admission process, the institute offers two tier mentoring system. It includes counselling by Director and librarian who guide the students while seeking admission at the institute.</p>
Examination	<p>Institute and university level examinations are conducted for each semester to measure of students' performance, knowledge and skills. It includes Class test, internal exam assignment, case study, MCQ tests are conducted for formal assessment at institute level. SPPU conduct semester end online / offline examination consist of 50 marks. It promotes effective student learning. Strong and explicit link between the objectives and assessment performance better enables students to see the purpose of the course and to develop self-efficacy in achieving that purpose informative,</p>

timely and relevant. Viva voce for dissertation project is conducted online.

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
2020	Dr. Suvarna Dhamdhere	Certified Case Writer	Opine Group	2500
2019	Dr. Jyoti Gaikwad	Workshop on Machine Learning Using R	MKSSSSs Academy of Information Technology	2950
2019	Dr. Sonali Parchure	Workshop on Machine Learning Using R	MKSSSSs Academy of Information Technology	2950

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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)
2019	Nil	Training on Excel, Tally and E-comunication	16/09/2019	28/09/2019	Nil	3
2020	Nil	Training on Provident Fund Online Work	07/02/2020	07/02/2020	Nil	1
2020	Nil	Guidance Session on Provident Fund	14/02/2020	14/02/2020	Nil	6
2020	FDP on Use of ZOOM APP-Video Conferencing Tool	Nil	30/03/2020	30/03/2020	15	Nil

2020	Online Teaching Methods and its Management	Nil	28/05/2020	30/05/2020	50	Nil
2020	Effective use of e-resources: Challenges, Opportunities and Support	Nil	12/06/2020	12/06/2020	47	Nil
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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
Certificate course on Business Strategy from Coursera (Illinois University).	1	04/07/2019	31/08/2019	30
MBA syllabus Faculty development programme on OB and HRM at SB Patil Institute of Management.	2	03/07/2019	03/07/2019	1
FDP on Generic Elective - Institute Level Courses, Foundation Courses, Enrichment Courses ASCC	3	10/07/2019	10/07/2019	3
FDP on OSCM	1	13/07/2019	13/07/2019	1
FDP on Outcome Based Education and CO-PO Attainment	2	17/07/2019	17/07/2019	1
Workshop on Machine Learning using R	2	22/07/2019	22/07/2019	2

Certificate course on Corporate Strategy from Coursera (Illinois University).	1	19/07/2019	19/12/2020	60
IQAC Preparations for Teaching and Non-teaching Staff	1	20/01/2020	21/12/2020	2
National Level FDP on Decoding Examination During post Covid 19	4	08/05/2020	08/05/2020	1
Entrepreneurship, Innovation IPR : A way towards Being Successful Professionals	4	10/06/2020	16/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Faculty members are allowed to opt for flexi work hour / time change as per work duties with prior permission from respected college authority. 2. MKSSSS runs employee cooperative credit society for staff members. Permanent employees are eligible for its membership. It offers short term personal loan to the individual member 3. Gratuity is given to permanent employees as per Sate Govt. service rules 4. Teaching staffs are given annual increments based on their</p>	<p>1. MKSSSS runs employee cooperative credit society for staff members. Permanent employees are eligible for its membership. It offers short term personal loan to the individual member. 2. MKSSSS's offers 10 Concession in Tuition Fee for employees' daughter while pursuing professional courses run by Samstha. 3. Samstha runs Day Care Centre for employees' kids (6 months to 10 years of Age) in the MKSSSS campus. 4. Tejasvini Health Club is exclusively for women. It</p>	<p>1. The Institute provides Earn and Learn Scheme Activity for needy students 2. Canteen offers hygienic food for students of Samstha 3. Hostel facility is provided for the students from different colleges run by Samstha. 4. Samstha brings specific donations and waive off their certain components of fees of needy students. Local managing committee takes final call on it based on their economic condition of students 5. The affiliating university - Savitribai Phule Pune</p>

performance and self-appraisal. 5. MKSSS has dispensary or health care center located in the campus. The doctor is appointed by Samstha. She charges for nominal consultant fees for the employees. 6. Samstha opts common health or group medi claim insurance policy for the employees. The insurance premium contribution ratio 70:30 shared by MKSSS and employees respectively. 7. Tejasvini Health Club is exclusively for women. It offers gym, yoga practice for the employees and members. 8. The institute allows women teaching employees to avail maternity leave as per government rules. 9. HNIMR allows its employees to get special leave up to 2 years as study leave for Ph. D. work etc. 10. HNIMR organizes faculty development programs for the overall development of faculty members. Teachers are given financial assistance to participate in the seminar / conference outside college campus. HNIMR provides access of subscribed online library portal such as EBSCO, J gate plus to teaching staff. 11. MKSSS's offers 10 Concession in Tuition Fee for employees' daughter while pursuing professional courses run by Samstha. 12. Samstha runs Day Care Centre for employees' kids (6 months to 10 years of Age) in the MKSSS campus. 13. MKSSS has opened SUSWAD canteen for each campus. It offers hygienic foods to students and

offers gym, yoga practice for the employees and members. 5. MKSSS has opened SUSWAD canteen for each campus. It offers hygienic foods to students and employees. 6. Non-teaching staffs are entitled to get ten medical, thirty earned leave and eight casual leave 7. Gratuity is given to permanent employees as per Sate Govt. service rules 8. Non-teaching staffs are given annual increments based on their performance and self-appraisal. 9. Peons wear uniform given by the institute during their regular work duties. 10. Non-teaching staffs are allowed to take advance money for occasion like Diwali etc. 11. MKSSS has dispensary or health care center located in the campus. The doctor is appointed by Samstha. She charges for nominal consultant fees for the employees. 12. Samstha opts common health or group medi claim insurance policy for the employees. The insurance premium contribution ratio 70:30 shared by MKSSS and employees respectively. 13. The institute allows women non-teaching employees to avail maternity leave as per government rules. 14. HNIMR organizes training programs for the skill up gradation of non-teaching members. 15. The institute also gives complimentary off for additional work hours duties. Non-teaching are allowed to opt for flexi work hour / time change as per their work duties with prior permission

University provides health insurance coverage to the students through the Institute.

employees. 14. HNIMR (as per Samstha policy) gives ten medical and fifteen casual leave per academic year to confirmed faculty member. 15. Confirmed teaching employees are eligible for 20 winter and 40 summer vacations as per DTE norms. 16. As per the state government circular, faculty members were allowed to work from home for certain period.

from respected college authority. 16. MKSSS's offers 10 Concession in Tuition Fee for employees' daughter while pursuing professional courses run by Samstha 17. As per the state government circular, non-teaching staff were allowed to work from home for certain period

6.4 – Financial Management and Resource Mobilization

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

Maharshi Karve Stree Shikshan Samstha is the parent body of HNIMR (Hiraben Nanavati Institute of management and research). Samstha has appointed a Professional Internal Auditor, who conducts the internal audit of the Institute. They ensure that the mobilization of funds must be in the utmost useful manner for the benefit of the Institute and Samstha. The Director, Faculty members and Assistant Administrative Officer prepare and propose the budget at the beginning of every year. Account and purchase committee controls the limit of the budget. The Financial Budget includes all the necessary expenditures needed in institutions such as salary (Teaching and non-teaching staff), Electricity and internet bill, other expenses like library purchases, funds for annual programs. Management committee observes and approves the budget. An Internal approval system for all expenses is in place. Accordingly, the bill/voucher is recommended by the Head of the Department and approved by the Principal. For Necessary expenditure if required, approval of Local Managing Committee's is taken. Every detail is discussed and briefed to the internal audit team and queries are raised if there are any discrepancies. After the Audit, Internal Audit report is prepared by the internal Auditor and handed over to the director and secretary of the Samstha. Every point is discussed in LMC (management committee) and curative options are considered. An external auditor appointed by the society, executes the statutory audit. Statutory financial audit is conducted in two sessions, one in the month of October/November for the period of April to September and second in the month of April /May for the period of October to March. Every detail is discussed and briefed to the audit team and queries are raised and solved in time. Finalization of the account is completed in June/July and audited statements are prepared in July/August duly signed by the Principal, and chartered accountant. Then an audited report is submitted by chartered accountant.

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
Deshmukh Vaijayanti, MKSSS, UNIFRAX INDIA PRIVATE LIMITED., MKSSS, Explio India Company, Int. on Endowment	1738788	Needy students, for expenses of Various event function,
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6.4.3 – Total corpus fund generated

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Director invitees of Management Institutes	Yes	IQAC
Administrative	Yes	Director invitees of Management Institutes	Yes	IQAC

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

1. During 'MBA Pilot Study Program' itself a 'Parents Meet' is organized to provide a platform to parents to raise their queries and put for their suggestions. Considering the feasibility suggestions are implemented. 2. When it comes to overall grooming the students, parents extend their supportive hand to get few corporates on board at HNIMR for conducting sessions for the students. 3. Involvement of parents in various committees like Anti-ragging committee, IQAC, parents meet etc.

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

1) 16.09.2019 to 28.09.2019 - Clerks Training on Excel, Tally and E-communication. 2) 07.02.2020 - Training for Provident Fund Coordinators 3) 14.02.2020 - Seminar on Provident Fund

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

1. Training, Research and Consultancy activities 2. Promoted paper-less practices. Shifted college newsletter from hard copy to e-copy. 3. Under extensive use of ICT in the Institute's operations, made majority of books and newspaper i.e. Business Standard, Employment News available on digital platform to avoid effect of pandemic on students education.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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	Workshop on Software Marketing	03/07/2019	07/08/2019	09/08/2019	6
2019	MBA Pilot Study Programme	03/07/2019	16/09/2019	01/10/2019	173

2019	Mock Interviews Sessions	03/07/2019	17/09/2019	17/09/2019	138
2019	Image Building	03/07/2019	25/09/2019	25/09/2019	150
2019	Lecture Series on Digital Business	03/07/2019	12/10/2019	30/11/2019	181
2020	The Finishing School Programme	10/01/2020	27/02/2020	03/03/2020	113
2020	The Corporate Grooming Programme	10/01/2020	27/02/2020	03/03/2020	162
2020	National Conference on Emerging Trends in Management Education	10/01/2020	05/03/2020	06/03/2020	267
2020	Certificate Course Financial Accounting with Tally ERP - 9	10/01/2020	18/02/2020	29/04/2020	33
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Ganpati Festival	02/09/2019	04/09/2019	30	8
Teacher Day	05/09/2019	05/09/2019	31	6
Dandiya	08/10/2019	Nil	120	6
Panache [Inter-collegiate Competition]	10/02/2020	12/02/2020	326	260
Kushagra [Inter-collegiate Competition]	04/02/2020	04/02/2020	77	117
Damini [Inter-	30/01/2020	03/02/2020	55	Nil

collegiate Sports Competition]				
International Yoga Day	21/06/2020	21/06/2020	360	5
National Conference 'Leveraging the Best Contemporary Management Practices in Business Management'	05/03/2020	06/03/2020	268	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
9.44

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	01/07/2019	160	Sankalp -365	Social Responsibility	100
2019	1	Nil	01/07/2019	145	Corporate Interface	Corporate interface has taken a new direction and when	120

						it comes to the demand of professionals in the market, one with the industry knowledge is at an edge as compared to other .	
2019	1	Nill	05/03/2020	2	National Conference Leveraging the Best Contemporary Management Practices in Business Management	To bring thought academician and expert's across the country to exchange knowledge's and idea	30
2019	Nill	1	01/08/2019	150	Karmaveer bhaurao Patil Learn and	To help the poor and needy students so as to pursue the higher education independently	9
2019	Nill	1	11/09/2019	1	Plastic waste free awareness Drive	To create the awareness among the people that negative impacts of plastic bags on the environment and human health	31

						and accordingly find practical ways to reduce and avoid the use of plastic bags.	
2020	Nill	1	10/01/2020	1	Blood Donation Camp	To help society by organising blood donation camp	83
2020	1	Nill	21/01/2020	1	Entrepreneurship development - Need of an hour	The objective is to make the trainees prepared to start their own enterprise after the completion of the training program. And how to strike a balance between art and science.	63
2020	1	Nill	27/02/2020	1	Marathi Rajbhasha Gaurav Din	To create the awareness among the public regarding the Marathi Bhasha Din	256
2020	Nill	1	08/05/2020	10	Mask preparation at Home Training	Covid-19 outbreak: How to make your own face	385

						mask at home and College students distribute masks and help in COVID-19 awareness .	
2020	1	Nill	10/01/2020	1	Start-up Competition	To help entrepreneurs get their ideas and ventures to the next level through structured learning.	5
View File							

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

Title	Date of publication	Follow up(max 100 words)
Students Hand Book	01/08/2019	Every year, MKSSSS HNIMR prepares the Student handbook for the Students and parents which is issued to the students at the beginning of the year and also available on the college website. This helps the students and their parents to get clarity about the institute's vision, mission, core values and the code of conduct. It provides information about the first contact number, Exam Calendar, Evaluation Pattern, and Policies, list of holidays, Academic calendar link, the online library facility and Computer lab and Our Recruiters. Institute has received positive feedback from all the students and parents regarding the Student hand book.

Teacher Code of Conduct [As per the SPPU]	01/07/2019	The education profession is trusted with the responsibility of moulding the minds of students so that they become worthy citizens of a humane society. Such trust and responsibility calls for the highest ideals of professional service and the highest degree of ethical conduct. The code of conduct emphasises on the teaching learning and evaluation pattern in the pandemic situation following the guidelines issued by the below listed authorities from time to time 1) University Grant Commission , New Delhi 2) All India Technical Education , New Delhi 3) Directorate of technical Education , Mumbai 4) Savitribai Phule Pune University, Pune
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
MBA Pilot Study Programme	16/09/2019	01/10/2019	173
Image Building	25/09/2019	25/09/2019	150
Situation Analysis	14/10/2019	14/10/2020	38
Book Shelf	17/10/2019	17/10/2019	175
Certificate Course in Corporate Holistic Personality	13/11/2019	28/11/2019	71
The Finishing School Programme	27/02/2020	03/03/2020	113
National Conference on Emerging Trends in Management Education	05/03/2020	06/03/2020	267
Lecture Series on ERP	06/01/2020	22/04/2020	20
Session on Cyber Security IV	14/04/2020	16/04/2020	178

The Corporate Grooming Programme	27/02/2020	03/03/2020	162
View File			

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

4) RAIN WATER HARVESTING - Establishment year of Samstha and Instituted The institution has installed a rain water harvesting system in the campus. The rain water from roof of HNIMR building flows into bore wells. The institution has 3 bore wells in the natural ditch of size- 2000m 10m10m. The rain water percolates in these bore wells which increases the ground water level. In our campus two plants of water harvesting are in operation. Each plant can recycle around 3000 liter of water daily. In monsoon season, plant can accommodate 1, 40,000 liter of rain water. Water recycling unit has been installed at the -----

Water conservation:-

- Drip[irrigation and sprinklers are used on campus
- Low flush toilets are used in college building
- Waste water utilization is done for garden tree

Rain Water Harvesting Utilization: The rain water harvesting system provides approximate -58,000-liters of water for domestic and drinking purpose. The college has been implementing an elaborate rain water harvesting project that has saved for the campus a substantial amount of Rs. -----. The project involves all five institutions on the campus as result of which the ground water level in the campus has registered a significant growth. As result, barring drinking water requirements, all the campus water requirements are the taken care of by this project. It has become a permanent source of water for the all the institution of campus. the project has been helped in moving towards the goal of a green campus. The project has been implemented in the following phase:- PHASE I PHASE II Provision of solar hot water capacity 80,000 liter in hostel building thus reducing demand. Water is the essential of life thus for Samstha also devoted time towards Rain water harvesting promoting green belt environment. Two rain water harvesting plan has been installed with capacity of 58,000 liter, each carry 2 to 3 bore well project are carried out with in the campus thus reaching the ground water level. Plantation: In the college campus around 2100 trees have already been planted and are being maintained. To create awareness on the importance of tree plantation, every year the college conducts plantation activity with the help of students.

1) BIO-GAS PLANT - Objectives - 1. To study biogas initiative taken by Maharshi Karve Stree Shikshan Samstha [MKSSS's] and HNIMR 2. To study the economic benefits achieved by Samstha by this project. 3. To suggest opportunities in business. 4. To study the environmental benefits of the project. Process carried out in the Samstha under biogas project - The campus of MKSSS is spread in the area around 24 acres. There are totally 13 hostels in the campus. There are two Bio-gas plant. The total food waste from various canteens and mess in collected centrally at the biogas station. The whole food waste is firstly collected then it is segregated. In the segregation process the paper plastic if any is separated. Then the lemon, onion and tomato waste is also separated as these elements makes the mixture acidic and thus reduces the biogas production from the waste. Then the segregated waste is shredded from shredder and then send to mixing tank. The mixed waste is then send to hydrolyzer where it is kept for around whole day. The pH of the hydrolyzer is maintained between 3.56 to 3.58 so as to maximize the biogas production. The mixture is then send to digester. The digester has a capacity of 500 kg where the circulation process of the waste is carried out. The temperature of the processed mixture is maintained at 55 degree Celsius. If varied then it is maintained with the cold and hot water circulation pipes. After the circulation process within 2-3 days the biogas is generated. The generated biogas starts filling the balloons. Once the balloons are full with gas then with the help of indicators and compressor the biogas is released for storage or usage. During that process the

biogas is filtered. With the help of that plant daily 2 cylinders of biogas are produced. The recorded of pH and produced quality figures are sent to main office to Bangalore via GPS system. The generated biogas is supplied via the pipelines and used by Samsthas Sampada bakery, mess, canteens etc. The biogas flame burns with high flame than the normal LPG. Findings - • The food waste is utilized for better purpose and thus protects environment by avoiding dumping. • The cost for the dumping, transportation, and container is reduced with the help of this project. • Human resource and thus cost associated with for dumping is reduced by 1200 per month. • Processing of waste lead to mosquito free environment in nearby areas. • The produced slurry can be utilize for fertilizers. Conclusion - 1. The biogas project is economically beneficial to Samstha. 2. This project is also a stepping stone towards environment protection.

2) SOLAR ENERGY - Objectives: 1. To study the initiative taken by Maharshi Karve Stree Shikshan Samstha [MKSSS's] and HNIMRW to reduce the Electricity Consumption. 2. Benefits of utilization of solar energy. 3. Increase the awareness of using energy more efficiently for eco-sufficiency. Process carried out by Samstha for electricity conservation: Rooftop solar PV power plant has been installed on college terrace. Testing and related services of solar panels is done by respective vendors. The solar energy is used for electricity supply by connecting to the ultimate grid. Whenever possible natural light is used on college campus. Awareness is spread among students by the teachers through emails and by verbal communication. HNIMRW has installed LED lights by replacing traditional bulbs. Findings: • Average energy generated through solar system per month 32kwh • Energy generated through solar system annually 32365 11680kwh • Percentage of annual requirement of the institute met by the renewable energy resources 9.97 • Percentage of annual lighting power requirement met through LED bulbs 5.15 Conclusion : Energy efficiency is the wave of the future. The world is quickly moving towards energy sustainability. At the same time, the mankind is trying to re-establish the connection it once had with nature. An energy efficient college is a institutional step towards the direction of renewable energy, environmental protection, and sustainable living. Having such a college helps to reduce their bills and provides an excellent investment. Furthermore, energy efficiency means healthier and more comfortable living that is in line with nature.

3) VERMICULTURE - About MKSSS'S- Maharshi Karve Stree Shikshan Samstha, (MKSSS), Pune: - the 121-years-old parent body has been committed to "Empowerment of Women through Education". The Institution works relentlessly towards educating the women and thereby making them self-reliant. The Samstha was established in 1896 by the great visionary and social worker Bharat Ratna Maharshi Dhondo Keshav Karve to provide shelter to destitute women. Prof. D. K. Karve founded an Institution in a village called "Hingne" near Pune City. Earlier, the Institution was known as "Hingne Stree Shikshan Samstha". Later, it was named as "Maharshi Karve Stree Shikshan Samstha". Over the period of last 121 years, the Institution has grown like a banyan tree and at present it runs 62 educational and other units under its umbrella. These units are located at Pune, Satara, Wai, Ratnagiri, Nagpur, Kamshet and Vasai. Establishment of the Institution The Maharshi Karve Stree Shikshan Samstha is honored with the following awards: 1. Dalit Mitra Puraskar for remarkable social work awarded by Maharashtra Govt. (1978). 2. Smt. Vimlabai Tidake Award for excellent work in the field of Mahila Bal Kalyan awarded by Smt. Vimlabai Tidake Samajseva Trust, Nagpur. (1998) 3. Punyashlok Ahilyadevi Holkar Puraskar for remarkable social work, awarded by Mahila and Balkalyan Dept. of Maharashtra Government (1999-2000) and many more... ABOUT VERMICULTURE: Vermiculture is basically the science of breeding and raising earthworms. It defines the thrilling potential for waste reduction, fertilizer production, as well as an assortment of possible uses for the future Vermicomposting is the process of producing

organic fertilizer or the vermicomposting from bio-degradable materials with earthworms. Composting with worms avoids the needless disposal of vegetative food wastes and enjoys the benefits of high quality compost. 1. Vermiculture is a substantial way of reducing wastes, producing fertilizers and maintaining the balance of the ecological environment 2. Vermicomposting can produce high-quality fertilizers, which are better compared to other commercial fertilizers in the market 3. Vermiculture converts farm wastes into organic fertilizer, making it an environment-friendly technology 4. Vermiculture increases crop yield and lessens dependence on chemical fertilizers thus mitigating climate change MKSS'S initiatives such as: ? Biogas plants ? Rain water harvesting ? Plantation for in-house activities itself Issues concerned: • Marketing of products • Collection of food waste from societies and nearby areas • Transportation and vendor issues • Excess collection of fertilizers and no access to markets • 500kg of food wastage is collected daily from the overall Samstha related institutions Economical concerns of producing fertilizers: • 50kg quantity of fertilizer is sold for Rs.45 And not sold in small quantity • 4000rs per truck for outside selling or transportin

5) SANITARY NAPKIN DISPOSAL MACHINE - Objectives of the project: 1] To educate and create awareness of use of Sanitary Napkins and provide easy access to Sanitary Napkins by installation Simple Vending Machines with replenishment program in Rural Schools and Colleges so that Girls/Women get habituated to use this Sanitary Napkins for their better health care. 2] Secondly, to solve the problem of sanitary napkin disposal by installing incinerators which shall reduce spread of infection due to unhygienic disposal of sanitary napkins, reduce environmental pollution due to non-biodegradable sanitary napkin sand reduce clogging of public drainage system due to spongy nature of napkins. Specifications: • Process: Fully Automatic and Electrically operated • Loading Capacity: Approximately 150 napkins per day • Size in inches (HxWxDt): 13 x 15 x 9 • Duration to destroy: Approximately upto 10 minutes for 5 Napkins A letter dated October 17 from the Directorate of higher education had instructed all colleges to install sanitary napkin vending machines in ladies washrooms, Girls common Room. Process We propose to provide free Napkins for the period of 3 months so that we can educate and create awareness for the use for Sanitary Napkins for better health care and get them in habit of using Sanitary Napkins. College have more than two sanitary napkin machine and Samstha have disposal sanitary napkin machine where the everyday 600 napkins disposed by sansth and in this way sustain the environment.

6) GREEN CAMPUS TREE PLANTATION - Objective: To create the awareness among the student and other People To increases the importance of the Tree plantation To keep Healthy environment We have successfully completed the Phase 1 of Tree Planting, as per the planned schedule keeping in mind the arrival of monsoons.Approx. 600 trees were planted -Each costing Rs.2000 (includes cost of tree, tree guards, labour, and maintenance). Our environment is important for us. Not only locally but also globally around the world. Today its time to lay focus on the environment and peace Environment is one of the major influencing factors in our daily life. We have evergreen flowering and green plants in our campus. The green surroundings of the college do definitely put appositve impact on students mind and the overall development of their personality. The college encourages the NSS students for plantation programmers not only in the college campus but also out of the campus which in turn develops an interest, awareness and responsibility towards our environment and its protection. The various departments of our college arrange plantation programmer to create awareness among the students and to maintain greenery in our campus. The students of Eco club have taken part in "Haritha-Haram" a state government initiative of planting trees to make the near future an eco-friendly environment REPORT ON PLASTIC FREE CAMPUS Objective The overall objective of the project is to reduce plastic in waste streams saving non-renewable

resources and enabling carbon neutral energy production from waste. More specifically, the project aims at: • Identifying the main challenges and barriers for reducing plastic waste in mixed waste and residual waste streams, hereby stimulating prevention and recycling of plastic waste • Promoting recycling of plastic polymers as a substitute for virgin plastic • Diverting waste plastic from the residual waste going to incineration (creating a carbon neutral energy source) and landfill. With the great motive of "Cleanliness is next to Godliness", The Department of management, celebrated "SWACCHTA ABHIYAAN" on 2nd October 2016, to honor the birthday of our Father of Nation, Mahatma Gandhi. The theme of this activity was "SAFAI WITH SEGREGATION-PLASTIC FREE CAMPUS". To signify the SWACCHTA ABHIYAAN, all the Staff Members (Teaching and Non-Teaching) along with the students. Following was the Agenda for Safai Abhiyan: •Safai of each faculty table/Cabin by respective faculty •Removal of Old Mid Sem Papers and Old Practical journals •Safai of Ceiling Fan •Safai of classroom by students (All class mentor are requested the look after the presence of students and safai of respective class room) •Safai of each Laboratory •Safai of staff room The "Safai Abhiyaan" initiated at 10.30 AM. The Safai work started with the cleanliness of laboratories. Outcomes The outcome is dust-free and spotlessly clean (one can visualize the labs). The staff-room

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two of our Best Practices are:- 1. ICT enabled Teaching Learning Practice 2. Strengthening Research Culture at HNIMR I. Best Practice: 1. Title of the Practice: ICT enabled Teaching Learning Practice 2. Objectives of the Practice: I. To develop ICT literacy and ICT capability among students and faculty members. II. To allow e-learning or online learning for students and faculty members. III. To make teaching and learning interactive and collaborative. IV. To provide uninterrupted education during the pandemic as well. 3. The context Education is a socially oriented activity. During the year 2019-20, whole world was badly affected by Covid-19. Due to this pandemic situation, all fields get affected. Education sector was one of it. Information and Communication Technology - ICT has become an integral part of teaching learning process. Effective use of technology makes the class more dynamic, motivates students and renews teacher's enthusiasm as they learn new skills and technologies. Adoption and use of ICT in education have a positive impact on teaching, learning and research. ICT appears as a 'bridge' to break the distance and 'survive' the learning. In case of distance, teachers can use ICT through video conference to enable them teach or monitor the students learning process. 4. The Practice: In this digital era, ICT use in the classroom is important for giving students opportunities to learn and apply the required 21st century skills. All the classrooms in the institute have shot throw projectors and smart boards. All the faculty member's take the sessions using same. Whole campus is wifi connected. Even in the institute we got a digital library. At the time of induction program, popularly known as 'MBA Pilot Study program' at HNIMR training to use Library, Lab and classroom e-resources is provided to the students. During pandemic most of the subject teachers extensive used Google Classrooms for the subject. Sessions continued on online platform from remote places wherein all the participants where participating in the class from various locations. Even evaluations were conducted on online platform. The assessment happened with the use of digital devices to assist in the construction, delivery, storage or reporting of student assessment tasks, responses, grades or feedbacks. ICT Teaching enabled teaching learning at HNIMR comprises of 4 channels 1. Online education 2. Use of apps i.e. Zoom, Google Meet etc. 3. Platforms for online education i.e. Swayam, Udemy etc. 4. Different e-contents. Impact of the Practice: On the students: 1. Students started learning from online resources also. 2. Student meet teachers as well

as fellow classmate's / batch mates online and got required subject knowledge.

3. Learning is not restricted to time and place. Students could learn anytime and from any place. On the faculty members: 1. Faculty members started doing various certification programs run by famous universities to learn various skills or update subject knowledge. 2. Faculty members participated in various in-service training programs and workshops which are essential for his professional development. 3. Faculty members started guiding students more rigorously about the learning materials available on internet, e-books, e-journals, e-magazines and social sites which are helpful to students to gain subject knowledge. 5. Evidence of Success: During the interaction with mentor, students have always conveyed that they like the learning through ICT tools. In the university exam held in the month of Nov-Dec. 2019 the result of students was very promising. From 18th March 2020 the college were closed due to lockdown but due to ICT use the teaching learning didn't stop. With the help of ICT during this time the institute could complete the syllabus, evaluation and assessment of students. Various co-curricular activities were also organised on virtual platform. The institute even ensured grooming of the students with use of ICT. The institute has shifted most of its Teaching Learning functions to ICT. HNIMR trained its sister concern, a UG college - Siddhivinayak College of Arts and College on use of ICT in its operations. 6. Problems encountered: All of the students and faculty members may not be comfortable using ICT in Teaching Learning process due to various reasons i.e. Technology illiteracy, unwillingness to move out of comfort zone etc. Here the institute provided time to time training to reduce the anxiety and increase the acceptance towards ICT in education. In case of faculty members, initially few of them had a fear that if they use ICT in teaching Learning practice, they may lose control on the class. The repetitive training helped to solve this problem. Eventually faculty members realised that the content is the key. Good internet connection is a great challenge. Moreover, ensuring it at student's end is challenging further. Here the institute created blend of online and offline session. Learning from other resources was kept as per convenience of students. Initially it was hard to change students perceived cycle of education. But eventually they got adopted to use to ICT in Teaching Learning process. 7. Resources required: - Network with broadband connectivity and grid architecture. - Contents in e-formats. - Tools and techniques offering facilities to learners and faculty members. II. Best Practice: 1. Title of the Practice: Strengthening Research Culture at HNIMR 1. Objectives of the Practice: 1. To encourage students to carry out their own piece of research. 2. To improve quality of research by faculty members and encouraging them to contribute in the body of knowledge. 3. To make students look at strengths and weaknesses of different approaches, rather than blindly acquiring knowledge. 4. To publish more and better in the field of research. 2. The context: Research is careful search for new facts in any branch of knowledge. The question of quality of research underscores whether the facts gathered through research enriches the knowledge ecosystem in a significant manner. Thus the question of quality of research has become most important. Research is of fundamental importance to business school. Over the period of time HNIMR has cultivated the research culture in the institute. Research cell at HNIMR strives to strengthen it. 3. The Practice: HNIMR has a robust curricula and classroom pedagogy to arose students' intellectual curiosity. The institute uses open-ended and practical problem-solving driven teaching, learning and assessment process. In order to overcome the research-writing-skill deficiency among student's various activities are planned like article review, case study solving, theme-based writing etc. Students are also encouraged to write research papers along with faculty guide. Every year the institute organises inter-collegiate Summer Internship Project presentation competition titled - Horizon to cultivate research culture among the students. Likewise, HNIMR also organises conferences at the institute wherein students and faculty from the institute and other institute write and publish their

research papers. The institute encourages its faculty members to publish their papers in CARE reference list journals. The institute tries to maintain highest standards of integrity in academic research. 4. Evidence of Success: In the year 2019-20, 23 research papers are being written by HNIMR faculty members in National / International Journals. Out of these few are published in Scopus indexed Journals, UGC care journal and peer reviewed journals. Research papers are written along with students by the faculty members. Under majority of the subjects, one of the assignment i.e. case study, research paper/article review, drafting proposal, theme-based writing is inculcated with the intention of cultivating writing skills of the students. The students of the institute work as the editor of the college newsletter - 'Vrittant'. After joining the industry many of our students informed us that they could actually apply the theory in practice at the work place. 5. Problems encountered: All the students may not be interested to work in the field of research. From first semester only the subject teachers through subject assignments figure out the students with good writing skills and research abilities. Finding time for research from the routine work is difficult for the faculty members. Here the research cell plays a vital role is counselling them. With proper time management and prioritisation this problem gets settled. Getting student and faculty members research work published in CARE Listed Journals is challenge. During the year 2019-20 HNIMR encouraged its faculty members and students to write research papers in the National conference organised at the institute and the selected papers were published in UGC CARE Journal. Biggest problem of the research done by the students is of plagiarism. At our college we encourage the students to write the research paper along with the faculty guide which helped us to overcome this problem and ensure inculcating quality research habit in the students. 6. Resources required: Student and faculty member's willingness to do quality research, SPSS software, support from research cell.

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

<https://www.hnimr.org/7-2-best-practices/>

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

Helping students to deal with Covid-19 Pandemic Till Dec. 2019 very few could have imagined a world in which stepping out without covering our face or eating dinner outside or hugging a friend would feel like a luxury from the past. The effects of Covid-19 pandemic were unthinkable. It had an impact on mental health and psychological conditions of everyone. The students also perceived the impacts of Covid-19 crisis in early 2020 on various aspects of their lives. MKSSS's Smt.Hiraben Nanavati Institute of Management and Research for Women always strives to mentor the students on all fronts. The institute gauged that due to this new normal during the pandemic the students may experience boredom, stress and frustration. Thus the institute tried to help the students on this front. The pandemic has led to the adoption of particular hygienic behaviours (e.g. Wearing masks, washing hands) and discouraged certain daily practices (leaving home and shaking hands). During pandemic the institute weekly conducted an online survey of students, making them aware about - e.g., wearing masks, washing hands, practicing daily exercises, use of sanitizers, drinking ayurvedic kadha and maintaining social distance. Through e-mail and whatsapp messages, does and don'ts during Covid-19 were circulated among students. The institute prepared a video orienting students on importance of precautions during Covid-19. Conscious initiatives like international yoga day celebration, training for mask preparation at home, making the students and staff download the Arogya Setu App on the mobile phone by orienting them the importance of the

app and guiding them 'how to download the app' and 'use it' were taken by the institute. The institute shifted its teaching-learning-evaluation process on ICT mode. But perceiving the difficulty and dilemma which the students and parents may face, the institute prepared a handbook with key messages and actions related to Covid-19 precautions, detailed information of teaching learning and evaluation at HNIMR during pandemic to reduce their anxiety. HNIMR felt that in this situation of uncertainty the students will be most worried about their career post the pandemic. The institute is also equally concerned about the career of its students and wished that the pandemic should not become a hurdle in their bright future ahead. During the pandemic time also the institute organized numerous corporate sessions to groom them and make them industry ready. During Covid-19 pandemic students experience anxiety also due to having a relative or acquaintance who is infected with Covid-19. Spending a quarantine time was a task. At regular intervals the mentors had discussions with the students to understand their state of mind and counseled them on one to one basis. Also through survey the students were asked in case they wish take help of counsellor. Even the student welfare officer was involved in this process and extended hand to provide help to students as well as parents as far as counselling is concerned. A mental health program on 'Peaceful and blissful me' was held for the students to create awareness keep them engaged resourcefully during the pandemic.

Provide the weblink of the institution

<https://www.hnimr.org/7-3-institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

Maharshi Karve Stree Shikshan Samstha's Smt. Hiraben Nanavati Institute of Management and Research for Women (hereafter called as HNIMR) has a vision to transform the Institute imparting world class management education through skilled manpower to make a significant contribution to the nation building and cater to the needs of the society. It creates an environment that focuses on research oriented intellectual domain that initiates values of humanity, conscious co-existence and achievement of excellence. Thus, HNIMR believes in broadening the limits of knowledge in quest for development of ethical individuals. The future plan of actions for next academic year includes both the short term and long term plans. It focuses on the following future plan of action for the next academic session to reach the target: - 1. Successful completion of the projects under Research, Training and Consultancy Cell 2. Arrangement of guidance, mentoring and career counseling sessions for the students with special reference to Covid-19 Pandemic Situation 3. Implementation of ICT/e-governance in all the administrative and academic section to make the campus fully automated. 4. Promoting International collaboration for Academic Interaction and Research Resource Exchange. 5. To increase national International Linkage with Industries higher education Institutions establish skill-driven Industry-Academia atmosphere in the HNIMR Campus. 6. To ensure a plastic free, Junk food free and Tobacco free campus make the campus eco-friendly. 5. Strengthening the Alumni database and their contribution across levels. 7. To enhance and upgrade the resources of Computer Laboratory facilities for creating Advanced Research Environment. 8. Usage of e-Resources in all the academic activities. 9. Implementation of online attendance mechanism both for students. 10. Timely submission of AQAR for the upcoming academic years. 11. HNIMR plans to increase the ICT enabled teaching atmosphere and to increase the e-content development facility by teacher in the various platform of MOOCs Swayam. 12. HNIMR plans to strengthen the staff development facility and organize regular training programs capacity building workshops for both teaching and non-teaching staff members. 13. HNIMR plan to incorporate the involvement of Alumni and industry partners in the various activities of the Institute. 14. HNIMR plans to evolve its strategic plan to generate alternatives energy sources in a better way. 15. HNIMR plans to organize

orientation and training sessions on Implementation of New National Education Policy