



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**MKSS'S SMT. HIRABEN NANAVATI INSTITUTE OF
MANAGEMENT AND RESEARCH FOR WOMEN**

NEAR CUMMINS ENGINEERING COLLEGE, KARVENAGAR

411052

www.hnimr.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Maharshi Karve Stree Shikshan Samstha, (MKSSS) Pune was established in 1896 by the great visionary and social worker **Bharat Ratna Maharshi Dhondo Keshav Karve** to provide shelter to destitute women. The parent body is committed to **“Empowerment of Women Through Education”**. It has nearly 62 educational and other units including institutions imparting education for women from KG to Doctoral Programmes including professional educational institutions like Cummins Engineering College, Bhanuben Nanavati College of Architecture, School of Fashion Technology and **Smt. Hiraben Nanavati Institute of Management and Research for Women (HNIMR)**.

HNIMR, is an all-women management institute established in 1995; Approved by All India Council for Technical Education, New Delhi, recognized by Directorate of Technical Education, Govt. of Maharashtra and affiliated to Savitribai Phule Pune University. HNIMR has an intake capacity of 180 students per year offering Two Year Full Time MBA Programme with various specializations namely- Financial Management, Human Resource Management, Marketing Management, International Business Management, Information Technology Management, Digital Media and Communication Marketing, Family Business Management, Operations Management and Supply Chain Management. It also offers Ph.D. Programme in Management. The Institute has a state of art infrastructure and highly qualified and experienced faculty members.

HNIMR is a major sought after institute for MBA amongst female students in Maharashtra. With its strong Industry-Academia Interface, HNIMR is committed to nation building by developing competent women managers who can be an integrated human resource working for the benefit of the society and community at large.

Vision

“To develop a world-class management institute exclusively for women”.

Mission

“To develop competent, young professional women managers with the capability to contribute effectively in the challenging environment.”

OBJECTIVES:

1. To develop among women, knowledge, attitude and skills required for managerial positions.
2. To enhance managerial abilities to ensure career development among employed women.
3. To encourage self-reliance and business entrepreneurship among women.

4. To identify career avenues for women.
5. To assist and motivate women managers and business women for success in their endeavours.
6. To provide a forum for cooperation and exchange of ideas among executives.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Legacy of women empowerment through education.
2. Transparent and Value Based Governance.
3. Institute operates with a holistic perspective.
4. Well formulated blended inter disciplinary learning approach.
5. Excellent Academic performance with adoption of innovative teaching-learning methods and IT Tools.
6. Highly qualified, experienced and dedicated faculty members.
7. Centrally located safe and secured environment.
8. Strong Industry- Academia interface.
9. Outstanding performance of students at University, State, National and International Level Competitions.
10. Multi-layered Mentoring System.

Institutional Weakness

1. Few Industry-sponsored projects.
2. Moderate response for placements due to socio-economic constraints.
3. Limited research projects.
4. Limited response for Revenue generation from alumnae.

Institutional Opportunity

1. Added linkages with industry for Summer & Winter Internship Projects, Training, Final Placements, Donations-CSR Activities-Funding and Shadow Learning Programmes.
2. Expand and create customized Programmes in collaboration with industry.
3. Initiate new programs (Certificate/Diploma) in association with professional institutes of National and International repute.
4. Offer consultancy to Industry.
5. Strengthen the research Eco-system.

6. Upgrade technical and digital awareness.

7. Creating more entrepreneurs.

Institutional Challenge

1. To strengthen International Collaborations and student-Faculty exchange activities.

2. To acquaint students with the contemporary and dynamic technological changes in business world.

3. Getting Industry-funded projects.

4. To strengthen alumnae network world-wide.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institute is affiliated to Savitribai Phule Pune University, hence, follows the curriculum designed and developed by the affiliating University. The faculty members contribute in designing and developing curriculum at various levels for syllabus revision.

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 (previously called as Academic Monitoring Committee) keeping in view the parent body and Institute's Vision, Mission, and PSOs of MBA program. The processes are defined for the execution of academic activities as per the academic planning done before the commencement of the semester.

Academic Calendar 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/Transferable Skill and different activities w.r.t. experiential learning/participative learning based on pre-defined POs and COs, keeping in line with the Institute's mission. The implementation and delivery of the curriculum is regularly coordinated by Academic Coordinators (ACs) and monitored by the director.

Academic Audit is the part of the process which ensures the quality of the curriculum delivery, attainment of components of course delivery like class tests, conferences, projects, practical assignment, concurrent internal assessments and students' attendance are monitored through this audit. The Institute has taken initiative to start add-on courses to ensure all round development of students and their placement.

Feedback system of the Institute is in place to collect feedback from various stake holders on the curriculum, delivery of the course content, extension activities, faculty development, infrastructural facilities.

Teaching-learning and Evaluation

Institute takes initiatives to assess learning levels of the students through MBA Pilot Study Programme (Induction), mentoring and performance in various examinations. Based on these evaluations special activities like remedial teaching sessions are undertaken as per need for slow-learners and advanced learners. The faculty members in their respective subjects conduct various activities wherein pairing of slow and advance learners is done to facilitate peer learning. Provisions like Moodle and additional library facilities-digital library are made available to students. Library assignments forms an important parameter in the evaluation. The state of art classrooms provides opportunity for the use of e-Databases, NDL Google Classroom, smart class, NPTEL, YouTube, slide share, etc., to enhance effectiveness of teaching learning process. Innovative teaching approaches such as proactive methods, digital social learning platform, etc., are adopted by faculty members. Institute takes due care to provide required training and resources to the faculty members for implementing such innovative practices.

Institute is committed to provide quality education to students and has sufficient number of well qualified, competent, experienced teachers. Institute supports and encourages faculty members to undertake industry internships, attend National and International Seminars and Conferences to get acquainted the contemporary issues.

Institute meticulously follow all the examination and syllabus related reforms and the time line laid down by Savitribai Phule Pune University. The evaluation process is transparent and well-organized. Various innovative formative and summative assessment tools aiming at multifaceted development of student are implemented regularly. Well defined formal and informal procedure is exercised for addressing grievances.

Skills acquired are considered for measuring effectiveness of teaching learning process outcomes. The evaluations and stake holders' feedbacks are analysed and reviewed for further planning and overcoming obstacles in teaching learning process.

Research, Innovations and Extension

The Institute has full-fledged Research department affiliated to Savitribai Phule Pune University to promote research and consultancy related activities. Administrative help, academic assistance, financial support and execution autonomy is given to researchers for smooth progress and implementation of research/live projects in collaboration with industry and Board of Deans (Previously called as Board of College and University Development). Institute has received grants from Board of Deans (Previously called as Board of College and University Development) for various research projects. Also, the institute regularly conducts workshops and conferences on Intellectual Property Rights (IPR) and industry academia practices. The institute motivates faculty members and students to publish their research work in reputed journals and conferences. Institute has also stated code of ethics to check malpractices and plagiarism in research. Institute has created ecosystem for transfer of knowledge.

There is significant boost in the research publications in reputed national and international journals and conferences. Faculty members and students are motivated for research activities and encouraged to take up industry and SPPU projects.

Institute promotes and supports students to participate various challenging research activity/competitions like AVISHKAR (State Level). Institute organises HORIZON-SIP based competition. The Institute has

collaborations with various organizations to facilitate research, consultancy, training and hands-on experience to students and faculties.

The institute has strong extension activity base in line with the mission of parent body to inculcate social values amongst students. Many extension and outreach programs are conducted in collaboration with industry, community and NGO's. All the Students spend quality time in city and nearby villages and sensitise people on many issues. The institute has adopted Sangrun village and had a Plastic Free Drive in association with NGO Sagarmitra. This activity earned Best Village Award of Government of Maharashtra to Sangrun, which Grampanchayat have dedicated to our institute.

Infrastructure and Learning Resources

The physical facilities comprise of 10 classrooms, 3 computer laboratories, 1 seminar hall, Library with spacious reading room, 1 Auditorium, 1 Conference Room, spacious Girl's Common Room, 3 Staff Rooms, fully equipped Gymnasium Room, exclusive space for Training and Placement (T & P) cell, sufficient space for outdoor and indoor sports activities, related academic and administrative rooms along with Centralised Sports and other facilities like Canteen, Parking Space, Health Club, Dispensary, Auditoriums, Credit Society etc. Ramps and lifts are provided for Divyang students.

Library comprises of 23,963 books, 81 journals/magazines with 325 sq. mtr. area having reading seating capacity of 100 students. Exclusive The Library had commercial software SLIM 21 earlier and currently uses Library Easy as well as touch screen for WEB OPAC. Library has subscribed databases like Ebsco and J-gate. NPTEL and NDL study material is also available to students and faculty. Exclusive space assigned for Digital Library having 11 PCs with multimedia facilities.

Institute has an efficient IT infrastructure and augmented regularly, IT facilities in terms of hardware, software and firewall system as per need. The institute has massive network of 222 computers with 20 Mbps internet connectivity to fulfil the academic and research needs. Centralized firewall cyberoam is used for network monitoring, management and internet security. The institute has implemented enterprise resource planning (ERP) in order to make the system student centric and enhance learning from the Academic Year 2017-18 on experimental basis and fully operational in the Academic year 2018-19.

Log book of IT Laboratory equipments is maintained, which indicate the maintenance/repair/calibration of the respective equipment. For maintenance of campus facilities, the Parent Body has various department such as Vastu Vyavastha which takes care of Canteen and Campus cleaning, landscaping, Waste Management etc. The Bandhkam Vibhag takes care of General civil maintenance and upkeep of civil infrastructure. Centralised takes care of all purchases. The Parent Body has appointed personnel for housekeeping and security of campus. Emergency exits and fire fighting system are provided to counter situations like fire hazard and natural calamities.

Student Support and Progression

Institute has created an eco-system for hassle-free operations like IQAC (previously known as Academic Monitoring Committee), Academic Coordinators, Class Managers, Mentoring system, where for each class there are two Class Representatives along with Class Manager and for approx. every 20 students a faculty acts as a mentor, till the student completes his/her program. Faculty mentor looks after mentees for overall

development, academics, personal counselling.

Institute has an effective system of informing students of various schemes of scholarships and freeships. Institute has various committees such as grievance cell, anti-ragging cell to address student grievances. The teaching-learning process is enhanced by various activities such as industry expert's sessions, Shop Floor Sessions, Industrial Visits, Workshops and conferences and various certification/Add-on/Transferable Skills courses to provide exposure to students to real life practical traits. The institute takes efforts create awareness in students about various opportunities after post-graduation. Several training sessions are conducted for career guidance and entrepreneurship development.

The institute has a strong Industry-Academia Interface wherein Industry experts are invited to conduct grooming sessions for students. This endeavour results in students pursue their higher studies or opt for dual specialisation in the institute. Many students take up entrepreneurship in the later part of their life.

The Institute organizes various co-curricular and extracurricular activities in cultural and sports events which eventually help the students to showcase their talent. Our students have participated at University, state and national level. This helps the students who don't wish to work in the corporate world to identify their passion in the field of art and pursue it as their career. The alumnae contribution towards the development of the institute is through donations, participation in different institute-level committees, work as resource person for various event and activities etc.

Governance, Leadership and Management

MKSSS's HNIMR has envisaged its vision and missions with the complete women empowerment. It exhibits affordability of education with features viz. women empowerment, quality academics, infrastructure, research initiatives, industry-interaction, co-curricular and extra-curricular activities. The governance promotes participative management and plays significant role in the evolutionary reforms to lift up the Institute in preference of stakeholders.

Thorough strategic planning is done for the development of the institution. Well customary process is implemented to excel in comprehensive development through transparency in academic governance. The established organizational structure executes smooth functioning of administrative and academic processes assisted with e-governance. The policies are framed and refined time-to-time by the parent body accordingly operational strategies are framed by the College Development Committee. Thereafter, the director of the institute shoulders the responsibility of implementing it by delegating the responsibilities through Assistant Administrative Officer, IT Head, Librarian, Research Head, IQAC (previously known as Academic Monitoring Committee), Academic Coordinators, various committee incharge and the staff of the institute

Faculty/staff get benefit of sponsorship for higher studies and other facilities. They are encouraged to attend/organize workshops, conferences, skill development programs, seminars, projects, consultancies and to publish research papers. Institute has well designed performance appraisal system for faculty and staff; reviews of the same are communicated to the respective staff members. Transparent budgeting system is followed to make efficient and effective use of available financial resources. A meticulous system ensures no major objections in internal/external audits. Deficit is managed through advances from the parent body. Internal Quality Assurance Cell-IQAC (previously known as Academic Monitoring Committee) aims at continuous

enhancement of quality in teaching-learning process. Decisions taken by IQAC are intensely supported by Management. IQAC along with college administration gives suggestions based on stakeholder's feedback to improve teaching-learning process.

External and internal academic and administrative audit is undertaken periodically to improve institutional activities.

Institutional Values and Best Practices

Being a women specialised management institute, Institute always focuses on technical advancement with safety facilities like CCTV, fire extinguisher etc. Institute with centralised support has adopted eco-friendly practices as Rain Water Harvesting, Extensive Renewable Energy Usage (Solar Power), Waste Management (Solid Waste, Liquid Waste, and E-waste), Vermiculture, Bio-gas Plant, Paperless and Plastic free campus. For better utilization of natural resources solar and rain water harvesting system are deployed. Institute got locational advantage by which local community is benefitted in terms of techno-social aspects. As part of social responsibility institute always focused on extension activities such as gender equity, environmental consciousness, sustainability, moral and ethics. To inculcate universal values, among the students institute consistently celebrates national festivals.

To boost teaching and learning process institute has taken notable initiatives which provides technology based innovative environment. For this institute initiates MoUs to enhance association with industry for providing industrial exposure to the students and faculty through extensional activities. Also, institute library arranges various activities to strengthen knowledge, research culture and spread open access, e-resources awareness among students and faculties. Library gives "Best User Award" to students for maximum utilization of available resources in the library.

Institute engage students in problem based activities for students to sharpen their technical competency and capabilities. More profoundly said entrepreneurship, innovation and knowledge are interrelated, due to which institute train the students toward entrepreneurship.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MKSSS'S SMT. HIRABEN NANAVATI INSTITUTE OF MANAGEMENT AND RESEARCH FOR WOMEN
Address	Near Cummins Engineering College, Karvenagar
City	Pune
State	Maharashtra
Pin	411052
Website	www.hnimr.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Jagdish Narayan Pol	020-25475977	9850890461	020-25471449	hnimrw@gmail.com
Associate Professor	Ashok Nivrutti Pawar	020-25474870	9822541025	020-25478008	ashok.p@hnimr.edu.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college		10-07-1995		
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name	Document		
Maharashtra	Savitribai Phule Pune University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	04-04-2018	12	For a Academic Year

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Near Cummins Engineering College, Karvenagar	Urban	0.5	3234.67

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	MBA,Management	24	Graduation	English	180	158
Doctoral (Ph.D)	PhD or DPhil,Research	72	Post Graduation	English	13	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	3				5				16			
Recruited	1	0	0	1	1	3	0	4	4	9	0	13
Yet to Recruit	2				1				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				35
Recruited	14	21	0	35
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	4	2	0	6
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	3	0	1	1	0	7
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	1	0	0	1	3	0	3	8	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		9	7	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	3	0	0	0	3
	Female	7	0	0	0	7
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	155	3	0	0	158
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	2	13	12	21
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	1	1	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	14	24	56	45
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	118	107	110	114
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		134	145	179	180

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 179

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	02	02

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
335	352	318	269	310

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
75	75	75	75	75

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
177	172	139	124	176

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	19	21	22	23

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	24	24	24

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 13

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
274.20	233.54	202.76	170.10	150.90

Number of computers

Response: 222

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

HNIMR being an institute affiliated to Savitribai Phule Pune University adopts the syllabus for Masters in Business Administration under the Choice Based Credit System (CBCS) which is revised after every 3 years. The Institute has an insignificant role in curriculum designing and development. However, keeping in view the mission of the Institute, “to develop competent young professional women managers with the capability to contribute effectively in the challenging environment” and prepare young minds for imbibing knowledge, skills and sensitivity, HNIMR aims to foster the young talent to achieve:

- a. Academic Excellence
- b. Professionalism
- c. Community development, social well-being towards nation building
- d. Self-growth and self-satisfaction

HNIMR adopts an inclusive curriculum. It focuses on content beyond the syllabus. The Institute has a structured mechanism to plan, conduct and evaluate academic schedule. The allotment of subjects according to the subject preference, preparations of academic calendar, schedule of classes, Course file are an integral part of the teaching learning methodology. The course file includes a brief description of the course, course objectives, syllabus, teaching plan, and lesson plan with pedagogical approach, which enables to achieve the Course Outcomes, Program Outcomes and Program Specific Outcomes, keeping in view the Lecture – Tutorial and Practical (LTP) Pattern as suggested by the university along with the summarized attendance, text books/reference books/other reference material required during the course.

a. The Institute promotes student-centric learning by actively involving students in the teaching-learning process. The institute has made efforts to shift the balance of higher education from the ‘teacher-centric education’ to ‘student-centric education’, by supplementing the traditional learning practices, with the use of Learning Management Systems (LMSs), other e-resources available in an innovative manner.

b. The students are made to involve in research oriented activity by 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.

c. Enriching the learning experience of the students, through Certificate Courses and various add – on programmes activities associated with the subjects, Group discussions, corporate interface, local-national-international study tours, corporate treks, value adding lectures, essay / poster competitions and class presentations, written assignments, live projects, role play etc.

d. Making the learning process more interactive and dynamic with greater participation of students in academic and extra-curricular activities within institute and outside the institute e. g. Kushagra, Panache, Horizon, National & International conferences. Moreover, students are also encouraged to participate in competitions/events organized by other management institutes e. g. IIM-C Carpedium, Summer Internship Project Competitions, Avishkar Research Project Competition, etc.

e. CBCS has been implemented for the post graduate programs by SPPU. This system is based on the performance of the students in various suggested evaluations like viva-voce, seminars, projects, group discussions, home assignments and open-book tests conducted at the institute level specialization-wise. The entire exercise of curriculum implementation along with the academic flexibility and curriculum enrichment not only help to achieve the course outcomes, but also the program specific outcomes and program outcomes together.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 24

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	5	11	2	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 67.96

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	1	1	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

<p>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>Response: 100</p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 179</p>	
File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document
Any additional information	View Document

<p>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>Response: 50</p>	
<p>1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.</p> <p>Response: 1</p>	
File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 100

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
335	352	318	269	310

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

1.3 Curriculum Enrichment

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

Response:

The Institute Smt. Hiraben Nanavati Institute of Management & Research for Women runs on the guidelines of its Samstha – Maharshi Karve Stree Shikshan Samstha. MKSSS the 122-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.

Under this rich legacy, MKSSS’S HNIMR is committed to quality management education to enable women to occupy authority positions in different areas of work. It strongly believes that when women become decision makers, it has a positive impact on contribution towards economic and social development. The vision of the Institute is to develop a center for management excellence exclusively for women. The institute, along with the SPPU syllabus caters various certificate courses and adds – on programmes to develop the managerial skills of the students. Courses like Cyber Security, Human Rights help to enhance the Professional Ethics among the students. Professional ethics are inculcated among the students by training them to interact with the Corporates on and off the campus. The Internship Programmes, strong Industry – Institute Interface also help the students to sharpen the professional values and ethics.

The Institute also takes great efforts in enriching the ethical values among the students. Ethical values are

inculcated among the students by creating an awareness about the Samstha and its legacy during the Pilot Study Programme. The Aashram geet recited at the commencement of every programme and the Pasaydaan at the end, develops culture of sanctity among the students. Along with the rigorous managerial course, students are encouraged to celebrate dahi handi, ganpati and navratra festival to enrich cultural values.

The Institute imbibes the human values for environmental sustainability by involving the students to participate in reach out activities for the girl students and grandparents residing in the Samstha orphanage and old – age home respectively. The Institute has also adopted a village named Sangrun at Khadakvasla, Taluka Haveli. The Institute has rigorously worked on cleanliness for the village, wherein the students have imparted training for making paper bags and thereby, making the village a plastic – free village. The Institute has encouraged the students to impart I.T. and Yoga training to the children at Sangrun Village.

We are proud to share that Sangrun Village has been awarded as the “Aadarsh Village” at the Taluka Level.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 21

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 21

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 52.84

1.3.3.1 Number of students undertaking field projects or internships

Response: 177

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 3.95

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	13	8	13	15

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 88.44

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
158	180	179	145	134

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
180	180	180	180	180

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 68.27

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
67	66	69	38	16

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Qualifying marks and ranking in the merit list of CET, provides an idea about the caliber of the students. Mentors assess the learning level of the students after induction and via continues assessment. While majority of students in the institute are from Maharashtra state, they come from varied social, cultural, linguistic and economical background. This creates diversity in terms of the exposure, skills, subject knowledge and motivation. This creates varied competency level amongst them. Institute hence has a two-pronged holistic methodology in grooming which caters to both slow and advanced learners. Out of all the activities conducted throughout the year, some are common to both type of learners while some programmes are targeted for individual class of learners. All faculty members play an important role in ensuring assessment of the learning levels, mentoring & nominating students for the right programmes.

Comprehensive induction program is carefully designed to cover the needs of both types of learners. Institute offers opportunities for learning by facilitating different certificate and add on courses with industry collaboration. Soft skills and grooming programmes enhances communication skills, aptitude, group discussion skills as well as interview techniques for both type of learners. Practical learning opportunities are provided to the students by hosting national and international conferences, conclaves, cultural and co-curricular activities. Although ours is girls only institute, we promote gender equality by organizing inter-institute events like Kushagra & Panache where students from all the colleges are invited to participate and learn from the experience. Student council a forum that provides an opportunity to exercise leadership skills by working for the betterment for all students of the institute. Annual award function provides platform to recognize students for their hard work and motivates them to perform even better in future. Institute's library has collection of books on leadership, personality development, case

studies to name a few for holistic learning.

The Institute offers equal opportunities to all types of learners. However, extra efforts are taken to cater to the special needs of advanced and slow learners. Advanced learners are encouraged to participate in various inter institute events. They are encouraged to take up research on current and upcoming management concepts and participate in research competition like Avishkar. For the past three consecutive years our students have bagged prize in business plan competition organized by Carpe-Diem at IIM. Advanced learners also allowed to undertake industry internships and live projects from the industry. Institute has shadow learning initiative to enable student to learn from observing experts handle business situations.

Slow learners get a lot of personal level mentoring from faculties for improving their skills. They are encouraged to benefit from Remedial sessions and subject level additional guidance. Pair learning provides them another avenue to gain and learn from their peers. Special education sessions are planned for them to improve their English language & communication skills. Thus, enough attention is paid towards skills enhancement and mentoring of slow learners.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 18.61

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The growing global competition, the changes in the field of education and business has paved way for modification in the Teaching Learning Process and the overall Pedagogy. The broad curriculum based on the Choice based credit system teaches students a variety of useful skills with key business concepts and strategies.

For enhancing the learning experiences of the students coming from varied backgrounds having diverse learning abilities, apart from the Lecture method the other important approaches towards Experiential learning, Participative learning & Problem solving methodologies are used.

Experiential Learning: This approach allows students to live with real situations, hands on experience to make decisions, and feel the consequences. The different aspects of such learning are provided to the students through Projects, Industry Internships, Treks, Management Games, Role Play etc. The Exclusive time arrangements made through the library, its e resources, digital library not only caters the students within the campus but also gives a remote access for their uninterrupted access to knowledge and resources.

Participative Learning: Such approaches are a means to encourage students to learn from each other's ideas & share experiences. The concept of Pair/Peer Learning is also a part to it wherein an advance learner helps or is paired up with a slow learner so that she develops her capabilities through participative approach. Assignments which are related to participative approach as Group Presentations , Debate , Model Making , Poster Presentation , Workshops & Certificates includes intensive interaction and students are seen to grasp concepts better and faster.

- ICT aided learning & digital materials are made available to the students to supplement classroom teaching. Through the help of Interactive TV's, Smart Boards, Digital Library, Moodle the participative mode of learning becomes more effective and easy to connect among the students and with teacher. The interview session of students through Skype, Virtual sessions in concern to conferences along with session broadcasting to address huge gathering of students. Thus the connect to the students and the reach of knowledge is taken due care off. MOOC, online sessions are conducted for the students of IT specialization.
- It is inculcated through Tutorials, Workshops, Study Tours, Management Games, Individual / Group Presentations, Assignments, Group Discussions / Brain storming sessions.
- Skill Development Programmes: Cyber Security, Human Rights, IT Skills such skill enhancement courses are also catered to the students.
- Library Sessions: Article Review, Research paper Review or Discussions on Articles through Journals, Magazines, Newspapers in the Library. Sessions are conducted as Article Review, Research paper Review (ebSCO, J Gate..., NDL, NPTEL) etc..
- Soft Skill & Grooming Sessions: These sessions facilitates the students in enhancing the Confidence level, Communication Skills, Interview Technique Skills, Group Discussion Skills...

Problem Solving Methodologies: The Advance learners are mostly benefitted from such an approach of Teaching Learning Process which accelerate the process of learning. Tutorials (Case studies, Situation Analysis), Brain storming sessions, Making Business Plans (Carpe Diem Business Plan Competition in association with IIM), Live Projects.... are some of the approaches through which the students are catered.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	
Response: 100	
2.3.2.1 Number of teachers using ICT	
Response: 18	
File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues	
Response: 18.61	
2.3.3.1 Number of mentors	
Response: 18	
File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning
Response:
Through the Innovative & Creative Teaching Learning Process at place we are able to sharpen the varied skills apart from the domain knowledge .
<ul style="list-style-type: none"> ◦ Creative Skills: The Institute enables a student to have a holistic approach towards management by using her creative skills as well as their logical capabilities. ◦ Analytical / Critical Thinking Skills: We indulge students in activities which are in sync with the development of Analytical skills and that help them to face real world situations.

- Leadership Skills: The students discover avenues for self-development along with the Interpersonal & Teamwork skills through activities varied activities.

To imbibe this culture of creative and analytical thinking the curriculum is enforced with such Innovative & Creative Modules / Co-Curricular & Extracurricular Activities /events.

- MBA Pilot Programme:It provides the newly boarded students an exhaustive learning of varied topics related to the curriculum.
- Kushagra (Academic Fest): It's a Fest which enhances the capabilities of the students to develop Management based games as Mock Stock (Finance Domain), Best Manager (HR Domain), Mad Ad's (Marketing) on their own. All the rounds, registration from other colleges and process of these games are conceived & developed by the students.
- Panache (Cultural Fest): In this Fest the avenues related to the development of soft skills, communication skills, decision making capabilities of the students are duly nurtured.
- IT Tools: MOOC, online sessions are conducted for the students of IT specialization. The platform was used to conduct two elective subjects of IT.

1. Subject code 408 IT

Software Testing

ISTQB Level certification

Belgium University

2. Responsive Website Basic

SPPU Sub Code: 405 IT

Web Designs & Multimedia Application.

- Peer/Pair Learning: The learning is nurtured among students through peer learning concept where students in pair develop their skills and grow.
- Shadow Learning: Students are involved in the Observational Learning approach of the Industry .
- Foreign Language Lab (Sumati Deshmukh Institute of Foreign languages): Through the Foreign Language lab training is provided on languages as English, German, Spanish, French, Japanese & Italian.This eventually is an added advantage given to the students to have better chances in seeking Job Opportunities.
- Remedial Sessions: Extra sessions are planned for difficult subjects as: Decision Science, MCS, Accounts, Financial Management to make students and specifically the slow learners to understand & be comfortable with the subjects.

- Teachers Internship Programmes: The teachers also undergo Industry Internship Programmes related to their domain & innovations in the field from time to time.
- Industrial Treks (giving students the platform): Apart from the regular Industrial treks , the students are made to make presentations in the companies about the concepts about which they are striving to learn more.
- Mentoring: Proper Guidance and Mentoring is given individually to each student while participating in various activities and events and also in their growth and progress (IIM Business Plan Competition).
- Innovative techniques are used for assessment and evaluation. Quizzes, Crosswords, Creative Assignments (Scrap Books), Learning Diary, Book Reviews are designed to stimulate thinking of the students.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 85.83

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 37.18

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	8	9	6	8

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years	
Response: 11.33	
2.4.3.1 Total experience of full-time teachers	
Response: 203.94	
File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years											
Response: 19.42											
2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>1</td> <td>1</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	1	1	0	1	1
2017-18	2016-17	2015-16	2014-15	2013-14							
1	1	0	1	1							
File Description	Document										
Institutional data in prescribed format	View Document										
e-copies of award letters (scanned or soft copy)	View Document										
Any additional information	View Document										

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years	
Response: 0	
2.4.5.1 Number of full time teachers from other states year-wise during the last five years	

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The institute ensures that the stakeholders of the institution especially the students and faculty are made aware of the evaluation process. The director of the institute appoints college exam officer and examination committee as per the rules of the university. CEO and the examination committee monitors examination related activities throughout the year.

The choice Based Credit System (CBCS) offered by the affiliated university offers wide range of choice for students to opt for courses based on their aptitude and their career goals. CBCS enables a student to obtain a degree by accumulating required number of credits prescribed for that degree. Which reflects knowledge or skills acquired by her.

The Institute has adopted the changes and conduct the internal examination on the university exam pattern. The Institute has been given the freedom under CBCS pattern to decide the pattern of Internal Marks (30 marks) and accordingly the evaluation pattern for Internal Assessment is framed by the Institute itself. The evaluation is carried out continuously. The internal evaluation process is designed with the help of exam committee and the academic monitoring committee. Evaluation formats for the various activities have been made. All the faculty members maintain record of performance of students in their subjects and display on notice board.

The reforms at the University Level

The major reform in the evaluation process at the Savitribai Phule Pune University is online submission of exam forms, online hall tickets of students, online exam reports and online results. The SPPU creates question banks for various subjects and courses to facilitate random selection of question papers. The question bank is also created for multiple choice questions for various generic core and core subjects for respective specialisation. The grading system is used instead of marks and therefore CGPA and SGPA is calculated.

The reforms at the Institutional Level:

The use of ICT for improving efficiency of the evaluation process

The ICT practices like use of Google class room, Google drive, Google form to conduct various exercises. The Moodle is used to conduct MCQ test. The digital library is used to conduct assignments on article review and literature review.

Flexibility in Internal Assessment

The Academic monitoring committee has designed the components of evaluation along with the weightages for each component and the frequency with which it is to be followed. It may vary according to the requirement of subject. For Example the subject Marketing Management will require presentations and simulation were as subject like Financial Management will emphasis on problem solving. The emphasis is given on applied learning rather than theoretical learning.

The evaluations are done on basis of student's attendance, participation in class room activity like discussions, debate, quizzes along with the other formal evaluations. The mentors identify slow learners, for whom remedial classes are conducted. The advance learners get extra inputs in the form of certificate and add-on courses. The weightages are given to the participation in curricular and extracurricular activities as it helps students in building confidence through team building and leadership.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The Mechanism adopted is transparent:

1. The institute organises induction program in which a session is delivered by College Exam Officer on Teaching-Learning-Evaluation .The students are inducted on the following criteria

- Skill-sets
- Specialisations offered
- Elective courses and generic courses
- Credit system
- Pattern of concurrent evaluation (CIE)
- Online examination
- Summer internship
- Dissertation
- Announcement of Result

2. The Academic calendar is given to the students which has detail schedule of examination under SPPU, whereas under CIE, it is the discretion of faculty member to convey the schedule of tests and activities through mails.

3. The faculty members can individually approach the director of institute and discuss method that best suits the subject pedagogy.

4. The faculty member discuss the marking scheme and test answers with the students. Monthly attendance of students and performance in various tests and activities are displayed on notice board. The academic record of each student is maintained and due weightage is given for attendance in class room sessions along with the performance in tests, timely submissions of various assignments, and participation in extra-curricular activities.

5. During the examination, the internal squads monitors the SSPU external examinations along and mock online examinations are monitored by internal supervisors along with CCTV coverage.

6. The performance of the student is communicated by mentors to parents and discussed in the parents-teacher meet.

The Internal Assessment is Robust in terms of Frequency and Variety

1. The credit system requires that a student progresses in the academic programmes not in terms of time (years or semesters), but in terms of courses. Each course is assigned a certain credit, depending on the estimated effort put in by a student. When the student passes that course, he/she earns the credits associated with that course. Each credit can be visualized as a 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

Pattern of Examination: The evaluation scheme comprises of:

a) University Evaluation

b) Concurrent Evaluation

For each full credit course

a) 70 marks shall be evaluated by the University and

b) 30 marks shall be evaluated by the respective Institute

For each half credit course

a) 50 marks shall be evaluated by the institute

There shall be a minimum of three concurrent evaluation components per full credit course and five concurrent evaluation components for each half credit course but the institute offers more components under both full credit and half credit courses.

Result Declaration: The timely evaluation of each component is done and marks are shown to the

students or displayed on the notice board. The result of SPPU examination is declared within 40 days of commencement of examination.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Grievance at the college: Mechanism to deal with examination related grievances is transparent, time-bound and efficient for any internal examination grievances following mechanism is followed

1. Written signed application from students addressing exam section, mentioning the grievance is taken .The subject related grievance is solved by the subject teacher.
2. For any other exam related grievance, it is handled by the exam committee headed by Chief exam officer.
3. If the query is not resolved within eight days of application, the student can apply to the director of the institute. Where the exam committee headed by director can solve the Grievance related to exam.

Type of Grievances

1. The rechecking and revaluation at the SPPU.
2. The name on the Mark sheet is incorrect.
3. Exam Form filling related grievances.
4. Appointment of writer to student on medical ground
5. The SPPU question paper related query can be directly submitted online and can be resolved immediately.
6. The online exam related grievances

During the university examination internal squad committee is formed to keep vigilance on the overall conduct of examination. Students are given regular instructions and checking is done to see that the exams are conducted smoothly.

Grievance at the university Exam: If the students have queries related to the marks obtained in the university exam. The students apply online for the revaluation and rechecking with the stipulated fees.

Candidates submit an application along with the requisite fees, within ten days from the date of receipt of photo copy.

Head of the University Department or the Principal/Director of the college/institution concerned shall forward all applications within five days from the last date of receipt of applications for revaluation, along with the amount of fees.

The examination department encompasses of the exam /grievance redressal committee:

Sr. No	Year	Committee Members	Task handled
1	2017-18	Dr. Jyoti Gaikwad (Exam Officer) Dr. Kamalakar Munde Prof. Ranjana Gogate Prof. Vikas Deshpande	Preparation of exam calendar , Timetable, assigning invigilators' mock online exam, SPPU exam etc.
2	2016-17	Dr. Jyoti Gaikwad (Exam Officer) Prof. Ganesh Lotke Prof. Prashant Mamarde Prof Vikas Deshpande	Preparation of exam calendar , Timetable, assigning invigilators' mock online exam, SPPU exam etc.
3	2015-2016	Dr. Jyoti Gaikwad Prof. Ranjana Gogate Prof. Vikas Deshpande	Preparation of exam calendar , Timetable, assigning invigilators' mock online exam, SPPU exam etc.
4	2014-2013	Dr. Kamalakar Munde Prof. Manasi Javadekar Prof. Geeta Jadhav Prof. Ganesh Lotke	Preparation of exam calendar , Timetable, assigning invigilators' mock online exam, SPPU exam etc.

HNIMR Internal Squad Committee

Sr. No	Year	Committee Members	Task handled
1	2017-18	Dr. Jyoti Gaikwad (Exam Officer) Dr. Sonali Parchure Dr. Mihika Kulkarni	1. Giving instructions regarding during examination. 2. Checking hall ticket and Id 3. Taking round in all classroom discipline for smooth function examination
2	2016-17	Dr. Jyoti Gaikwad (Exam Officer) Dr. Sonali Parchure	

3	2015-16	Dr. Mihika Kulkarni
		Dr. Jyoti Gaikwad
		Dr. Sonali Parchure
		Dr. Mihika Kulkarni
File Description		Document
Any additional information		View Document
Link for Additional Information		View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The SPPU, Pune publish academic calendar bi-annually (SEM wise) for MBA Course and other Faculties.

Contents of Academic Calendar as per the SPPU guidelines

- Commencement and Conclusion of teaching
- Practical / Oral / Theory Examination dates
- Result declaration dates
- Submission dates
- Holidays

This university calendar is used as a reference point to prepare academic calendar of the institute. The academic calendar is prepared at the beginning of each term and separate exam calendar is prepared which includes the timeline of activities and examination that are scheduled throughout the term.

The academic calendar gives the students idea about upcoming examination like mock and external online exam, internal and external SIP viva, Internal and external Dissertation viva. Internal and external theory exam along with other co-curricular/cultural events and certificate courses.

The class test, GD, assignments, role-play, presentations etc. are part of CIE .It is the discretion of subject faculty to conduct the exam and give the schedule prior to the exam. The session lesson plan includes the schedule of the CIE for the respective subjects as prepared by subject teacher. The Faculty members send mail to the students regarding upcoming exam or any other planned activity.

The Exam Calendar gives schedule of:

1. **Mock online Examination**-The Mock online examination is conducted for all full credit course for the students as part of concurrent evaluation and has weightage in internal marks.

2. **External Online exam**-The external online examination is conducted for full credit course and has weightage of 20 Marks. It is scheduled before the external theory examination. The university declares the

schedule before 8 to 10 days of proposed exam, which is circulated to students

3. Internal SIP Viva-The students appear for internal SIP Viva in the third Semester and has weightage of 50 marks, it is scheduled prior to theory examination

4. External SIP Viva-The external SIP Viva is scheduled prior to theory examination for the third Semester students as per the SPPU declared schedule.

5. Internal Dissertation Viva-The internal dissertation viva is scheduled for the students of 4th semester prior to external dissertation Viva.

6. External dissertation Viva-The External Dissertation Viva is scheduled as per the SPPU guidelines for the students of fourth semester before theory exam. The revised syllabus 2016 has for the first time included the external dissertation Viva.

7. Internal Exam-The Internal Examination is conducted before the external theory exam, it is conducted in the same pattern as external theory examination.

7. External theory exam-The External theory examination is scheduled as per the university declared schedule, which is circulated amongst the students.

Adherence to the Academic calendar-The academic calendar is prepared by inviting schedules and proposed activities from each department and committees. The academic plan after discussion with the faculty members in the meeting is circulated to students, teaching and non-teaching staff. The academic calendar is followed to a large extent, but due to some unavoidable contingency, it can be revised and new schedule of the exam or activity is communicated to the students and staff members.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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 on website and communicated to teachers and students

Response:

The students and the staff are made aware of the learning outcome in the following ways:

The college has clearly stated learning outcome in its vision and mission Statement and is committed to holistic development of the students.

The program outcome are expressed as complete declarative sentences that clearly describe the

knowledge, skills, and competencies that students are expected to acquire as a result of completing their MBA program .

The program specific outcomes are designed in consideration with the program outcome and specifies the knowledge and skills students acquires under respective specialization on completing MBA program.

Course specific outcome specifies the knowledge and skills that students will develop on attainment of program. The course outcomes are narrower and aligned with the program outcome.

The resources (faculty, library, labs, technology etc.) and pedagogy to be adopted for effective course delivery and student learning are determined in consonance with the learning outcomes to be achieved.

The outcomes are assessed and measured to identify the extent to which goals are accomplished. The gaps identified after the analysis are addressed through the properly laid action plan. Assessment methodology/tools are decided keeping in mind the parameters/learning outcomes to be measured and the desired emphasis during the delivery of a programme as prescribed in the course curriculum.

Mechanism of communication

The syllabus of every programme clearly states the learning outcome, which is displayed on the website of the Institute. The information regarding learning outcomes is clearly communicated to students by the subject faculty. The college deputed subject teacher to attend the workshops and seminars held for focusing on the learning outcomes. The Handbook given to the students during induction program also mentions learning outcome.

2.6.1 Program outcome of MBA program

- 1.The students will have requisite knowledge, skills & right attitude necessary to provide effective leadership in a global environment.
- 2.The students will become competent management professionals and assume a pivotal role in various sectors of the Indian Economy & Society, aligned with the national priorities through strong ethical values.
- 3.The students will develop proactive thinking so as to perform effectively in the dynamic socio-economic and business ecosystem.
- 4.The students will harness entrepreneurial approach and skillsets.

Comprehensive list of Learning Outcome	Objectives
<p>Direct Measure</p> <p>The learning outcomes are measured according to the performance of the students during continuous internal evaluation and university examination.</p>	<p>In comprehensive examination at least 80% of students score 50% and above score in each section which is directly linked with the specific LOs to achieve the competency</p>
<p>Indirect Measure</p> <p>Exit Survey</p> <p>1. Management Knowledge</p>	<p>Objectives</p> <p>On the exit survey instrument, at least 80% of graduates will indicate that they agree or strongly agree on the outcomes linked with the</p>

2. Research competency	Intended students learning outcome
3. Analytical Skill	
4. Problem-Solving and Critical Thinking Skills	
5. Business Communication	
6. Behavioral Skill	
7. Ethical Behavior	
8. Entrepreneurship & Employability	
9. Decision Making	

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

To ensure fair and reliable measure of students' performance, knowledge and skills against the learning outcomes a disciplined pedagogy is used .The PSOs, POs and COs are designed with specific need from the industry. To meet the program outcome the curriculum is designed by the SPPU. Apart from curriculum the institute offers various add-on and certificate course. The institute also carries out various outreach activities to inculcate ethical and social values in the students.

Course Outcome Attainment: In the CO attainment levels can be measured based on the results of the internal assessment and external examination conducted by the university. This is a form of direct measurement of attainment. The indirect method of attainment is measured through exit survey .The feedback is taken from the students on continuous basis as well as at the end of the term to assess the course outcome indirectly. It also gives scope for change or improvement in the future action plan.

The Program Outcomes are measured through the following components:

Sr. No	Parameters	What is Assessed
1.	Class tests, MCQ Test, Internal SIP, Dissertation	Formative Assessment

1.	University Exams., SIP, Dissertation, Online Examination	Summative Assessment
1.	Internships	Hand on Experience Gained
1.	SIP	Practical work done in the company
1.	Dissertation	Practical work done in the company
1.	Result	The Academic Performance of Students
1.	Over-all Conduct	Behavior of Students

- **Continuous Internal Evaluation:** To assess the course outcome continuous internal evaluation carried. The internal evaluation has the weightage of 30%(Internal Evaluation)
- **Summative Evaluation:** The weightage of end semester examination is 70%.The skill development course have grades.
- **Summer Internship:** To offer the opportunity for the young students to acquire on the job skills, knowledge, attitudes, and perceptions along with the experience needed to constitute a professional identity summer internships are provided by corporates, government and NGOs. Institute also encourages students to take up winter internships.
- **Dissertation:** The dissertation adds to the research aptitude of the students. It helps in enhancing learning experience of the students.
- **Placement:** The students get placed in reputed organizations and handle important roles and responsibilities. The students may also take entrepreneurship.
- **Academic Result:** The result analysis is done to measure the academic performance of the students. The result analysis is done at the end of each Semester .The action plan is made for the students who have not performed up to the mark. The mentors through regular mentoring counsel the students to achieve desired result.

Annual Award Function: Every year meritorious students are awarded with gold medals sponsored by prestigious Sudha Murthy foundation. Various donors sponsor the awards given to the students while the institute also gives in its contribution. Every year we invite eminent personalities from the corporate world to preside the event as Chief Guest and Guest of Honor. Apart from other awards the awards are given to the students for their performance in curricular activities and portraying leadership qualities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 89.89

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 160

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 178

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.5

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 4.17

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.75	1.12	0	0	1.3

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 11.11

3.1.2.1 Number of teachers recognised as research guides

Response: 2

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 1.09

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 5

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years	
Response: 23	
File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institute has been exploring the ecosystem for innovation and transfer of knowledge through various initiatives. The purpose is to promote 'Learning by Doing ' approach, the institute provides a platform for students to acquire multi-disciplinary skills, experiment with industry's best practices to bring innovations, provide hands on experiences and industry exposure to students.

Industry-Institute Interface-The Institute organizes industry visits and field trips. The institute encourages summer and Winter Internships and Shadow learning Programmes for the students. The institute also encourages its faculty members to take up internship to get acquainted with the contemporary practices .Industrial experts, professional agencies and Alumnae impart training to students in various areas for **Skill Development**

Following are the live projects undertaken by the institute.

1. Creative Writing- in association with TATSAM LINGUISTIC
2. Sales Activity-SWAGAT BHANDAR
3. Need Gap Analysis-DESHPANDE TOYS
4. SMART CITY Project-MANTRAA RESEARCH &CONSULTANCY Pvt. Ltd

Entrepreneurship Development Cell conducts various activities such as entrepreneurs awareness camp, Business Plan Workshops ,Idea Generation workshops, Women Entrepreneurs Meet, and "E-BAZAAR" to give students hand on experience of entrepreneurship which has resulted in many students becoming entrepreneurs

Research Initiatives-The Institute provides opportunity to the students, faculty and professionals to develop and nurture the research aptitude. The institute encourages to participate, write and present the research work in the conferences, seminars and otherwise. The institute has organized various

conference/workshops/seminar and FDP to promote research culture. The Institute also regularly publishes conference proceedings, magazines, monograph and guidelines on Research Work. The Institute publishes Annual Research Journal “JIDNYASA” which aims to facilitate the management practitioners, researchers, academicians and students to publish a research papers focus on emerging economies and business throughout the world. The institution has undertaken research projects funded by government and non-government agencies.

Outreach Activities-The Institute strives to impart to its students ethical values, compassionate behaviour and sensitize students towards society through various activities under its Community Development Cell. The institute has adopted SANGRUN village for the same. The Community Development cell organizes activities like Blood Donation, Health Check-up, Eye, Tree Plantation, and E-waste Collection.

The highly qualified and skilled faculty members imparts the knowledge to students through innovative teaching learning methods with help of latest technology. With strong industry academia interface the institute has created an eco-system for innovation & incubation which has become an integral part for creation and transfer of knowledge among beneficiaries. This ecosystem is instrumental in various achievement of the institute.

To mention a few-

- The Institute won the second prize at international level in the Business Plan competition conducted by Carpe Diem at IIM Kozhikode (2017-18),
- Director, Dr. Jagdish Pol received “Life time achievement award” by ODSEER charitable Trust (2017-18)
- SANGRUN village received “ADARSH GAON” Award (2017-18)
- First Prize at national level in the Business Plan competition conducted by Carpe Diem at IIM Kolkata (2016-17)
- Second Prize at national level in the Business Plan competition conducted by Carpe Diem at IIM Kolkata (2015-16)
- Institute Operational excellence Award from ODSEER charitable Trust (2016-17)

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 21

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	5	3	3

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 4

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 2

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.58

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	0	3	5

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.99

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	5	11	5	20

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Under the flagship of MKSSS, HNIMR is well networked with its neighborhood and promotes a constant interaction which involves student participation in number of activities to promote institute neighborhood –community network. Institute is fully aware about its social responsibility of producing world class citizens.

Objectives:

- 1.To sensitize students towards community issues, gender disparities, social inequity etc.
2. To inculcate social values in students.
3. To lay emphasis on academics excellence as well as the overall development of students through extension activities.

HNIMR always actively involves it's students in community service leading to their holistic development. This depicts from activities like

- Blood donation camp,
- Health checkup camp,
- Sanskar warg sessions through katthak dance.
- Fund raising activity
- Rctract activities
- Creating awareness of getting ecofriendly idols of Ganesh
- Rally on E waste and plastic free drive.

Institute mandates the participation of students in campaigns like

- Swacha Bharat
- Yoga Day
- Tree plantation
- flood relief activities

College has adopted sangrun village where our students taught school students about

- To prepare paper bags
- To Learn computer
- Yoga sessions were conducted by our faculties and students for them.
- Socio economic survey was conducted by students in Sangrun village to understand village life.
- Session of experts from sagar mitra was arranged by institute on Plastic free Bharat in Sangrun village which gave them inspiration to won first prize of 10 Lakh rupees by state government as an Adarsh Plastic free gaon.
- Books, gifts, old clothes were donated to needy people by our students in donation drive.

Through Student Development cell of university, Institute has arranged following workshops:

- personality development workshops
- career guidance workshops
- disaster management workshops
- Programs like Nirbhay kanya Abhiyan
- Aesthetic sensitivity and Voice culture modulation workshops
- Which help students to develop their personality and have positive impact on their emotional, intellectual, social and interpersonal development.
- Students from financially weak background get help through "Earn and Learn" scheme. Schemes like special guidance helps students to strengthen their weak subjects like English, account etc.
- Through ED Cell students learn entrepreneurship skills through following activities
- E bazar activity and Fund raising activity which boost their self-confidence.
- Business plan workshop,
- International women's day,
- Essay competitions,
- panel discussions,
- Idea generation workshops

Bhaubhij, Sankalp 365 and sampark like donation activities are helpful for needy students to complete their education and basic needs where our faculty and students are also involved. Various research activities and social surveys are conducted through Baya Karve center which is associated with HNIMR institute.

A conscious effort has been made by College to link the extension activities to complement Students' academic learning which facilitates students to acquire and develop managerial skills.

Our college provides platform to other college students to showcase their talent and skills through activities like Panache and kushagra. Street play competitions were organized in "Panache" on different social messages like AIDS, save girl child, environmental issues etc.

Values like sharing, honesty, empathy, time management, team work, leadership, communication skills, creativity, decision making, and crisis management ability are inculcated in the students through these activities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 40

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	10	10	9	5

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 68.2

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
204	218	251	260	132

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 88

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
24	21	20	16	7

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 34

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
5	9	11	7	2

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Institute adheres to norms and guidelines of its affiliating bodies viz. AICTE, SPPU and DTE in maintaining physical facilities on the campus. The campus is built on 0.5 acres of land with 3234.67 Sq. mtrs. Built-up area having four-storey building.

The following are highlights of provided facilities for teaching and learning and its allied activities:

- **ICT-enabled Classrooms:**
 - Short-throw Projector
 - LCS - Interactive Board
 - Computer with Audio-visual facilities and required Software
 - Internet Access with Wi-Fi
 - Access to LMS – Moodle, e-resources, ERP etc.
 - White Board and Notice Boards
 - Well ventilated Seating Arrangement
- **ICT-enabled Auditorium:**
 - Air conditioned
 - Stage with Podium and Focus lights
 - Control Room, PA System with required Cordless and Collar Mikes
 - Computers with Audio-visual facilities and required Software
 - Two Projectors and LED TV to broadcast
 - Internet Access with Wi-Fi
 - Access to LMS – Moodle, e-resources etc.
 - Appropriate Seating Arrangement (182) with LED lights
- **ICT-enabled Seminar Hall**
 - Stage
 - PA System with required Cordless and Collar Mikes
 - Computers with Audio-visual facilities and required Software
 - Interactive TV with LCS facility for E-learning
 - A Projector
 - Internet Access with Wi-Fi
 - Access to LMS – Moodle, e-resources etc.
 - Appropriate Seating Arrangement (120) with LED lights
 - Provision to convert into two classrooms with appropriate partitioning
- **Air Conditioning in**
 - Auditorium
 - Computer Labs (3)

- Girls Common Room
- Director Office
- Admin Office
- Conference Room
- Faculty Rooms (2)
- Placement Cell
- Research Cell

The **Placement** Cell is well equipped with Smart Digital Facilities as provided in regular Classrooms. **Girls Common Room** consists of ICT facilities with a projector, 8 laptops, Printer and Scanning facilities for their curricular, co-curricular activities in addition to their leisure activities. **The Conference Hall – a board meeting room** provides a corporate like environment to conduct meetings.

Institute has three computer laboratories named as Lab-I (45), Lab-II (30) and Lab-III (60) with the following facilities:

- LAN
- i3 and above computers
- LCD / LED monitors
- Internet Access with Wi-Fi
- Access to LMS- Moodle, ERP
- The access of Digital Library Resources is provided everywhere in the premises.
- Laser and color Printers, Scanners etc.

Faculty and Staff members are provided with PC for individual access, network printer facility, scanner facility, Internet and Wi-Fi access etc.

Institute emphasizes on up gradation of technology-enabled teaching and learning processes that provides flexible and mobile access to resources through e-platforms viz. LMS – Moodle, ERP, Google Apps etc. Institute is working on **enhancing scalability of operations** to access the resources within and outside the premises.

The safety and security provisions are made available through **Security** on the campus, CCTV, Fire Fighting System, Firewall, Anti-virus etc. **Solar Power System** (Roof Panel) is installed to promote green practices.

The other support facilities viz. Water Drinking facility, Medical Room, Change Room, Toilet blocks, Sanitary Pads Vending Machines, Ramps, Lift etc. are also made available with required housekeeping services.

In addition to above, the centralized facilities are available viz. Auditoriums, Play Ground, Medical, Health Club, Canteen, Hostel etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Institute encourages and promotes the culture of Sports and Cultural activities. It formed dedicated cells for both the activities – Sports and Cultural.

1.Sports Cell:

The Sports Cell is established with the objectives to inspire students for physical and mental exercises for their fitness, enhancing the sportsmanship attitude and learning of management principles viz. leadership, team work, problem solving etc. through participation in sports e.g. Damini and Panache.

- **Playground:**

- Centralized playground having area of 2.5 acres.
- sports facilities for outdoor sports

- **Gymnasium:**

Area of gym is 56.21sq.mtr. with multi-station equipment

- **Indoor games:**

Facilities for indoor games are available to play viz. Table Tennis, Carom and Chess etc.

- **Yoga, Meditation Sessions:**

The trained trainers of centralized facilities or from Patanjali conduct such sessions. Institute is in the process of establishing a dedicated cell for personality development through spiritual practices. The Certificate course entitled “Corporate Holistic Personality” of 30 hours was conducted in association with Six Sigma Advance Controls Inc. USA. The course was aimed for subconscious mind development of Students with holistic approach.

Seminar Hall of area 112.42 Sq. Mtr. is made available for such activities.

- **Centralized facilities offered by MKSSS for students and staff**

Tejaswini Health Club is exclusively for women established by parent body.

Its features are

- located at walking distance
- state of the art equipments
- qualified and trained instructors
- Other health activities viz. Yoga, Cardio, Aerobics, Diet plan, Kids Play Center etc.
- special packages for Students and Staff

- **Participation of Students:**

- Participate in several regional, state and national level competitions organized by different Institutes, Universities etc.
- Earned prizes and recognitions.

1. Cultural Cell:

Institute encourages participation of students in cultural activities since believes in Aesthetic sensitivity and an approach of Art in Management Skills as well.

- **Facilities** made available:
 - Auditorium – 172.29 Sq. Mtr.
 - Seminar Hall - 112.42 Sq. Mtr.
 - Girls Common Room – 185.61 Sq. Mtr.

The above infrastructure is renovated and enhanced from conventional to technology-enabled facilities.

- **Centralized facilities of Samstha available on the campus:**

- K B Joshi Hall
- Ichalkaranji Hall
- Rama Sadan Hall
- SBI Auditorium
- Auditorium of Mechanical Branch

- **Students Participation:**

Students celebrate many cultural activities viz. Fresher's Party, Dahi-Handi, Ganesh Utsav, Dandiya, Farewell Party etc. Panache is one of the mega events of the Institute; it is a blend of cultural and sports activities. This inter-institute activities and competitions help MBA Students explore their management talent in different sectors. The students of 2013 donated Cash Prize of Rs. 50,000/- to education of needy girls of Samstha earned in mega event Sinhgad Karandak, Pune.

- **Students Creation:**

Students of Alumnae Cell produced a small documentary for their Past Students during the event Anubandh. They also conducted an innovative activity of interviewing alumnae during the event named "Chi pe Charcha"; which was recorded and maintained as Institute's repository.

Institute supports the Students by bearing allied expenses like:

- Hiring Photo and video shooting services
- Paying Registration Fees and Conveyance
- Arranging Guidance Sessions

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 13

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 36.08

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
271.35	68.80	26.73	27.57	34.10

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

For its smooth functioning, Library is automated using Integrated Library Management System (ILMS). Earlier Library was using SLIM 21 Software for its operations. In the year 2017-18 Library is upgraded with Library Easy Software. Details are as follows:

- Name of the ILMS Software : Library Easy
- Nature of Automation : Fully automated
- Version : 1.0.65

Name of ILMS Software	Nature of Automation	Version	Year of Automation
Library Easy	Fully Automated	1.0.65	2017-18
SLIM 21	Fully Automated	3.4.0.29143	2016-17
SLIM 21	Fully Automated	3.4.0.29143	2015-16
SLIM 21	Fully Automated	3.4.0.29143	2014-15
SLIM 21	Fully Automated	3.4.0.29143	2013-14

Details of Library Easy Software

On the basis of activities carried out in Library, functions can be categorized & computerized as follows.

(1) **Registers:** - This module contains 2 types of registers:

A] Accession register – This includes the whole Accession Register as it is being kept manually. It provides many facilities like browsing, editing, adding, etc. For duplicate copies or no. of editions a person need not have to type the same entry again.

B] Member register – This register gives idea about the users who avail the library facility. This gives detailed information about members and shows categories of members like Students, staff, etc.

(2) **OPAC system:** - OPAC system i.e. Online Public Access Catalogue is functioning effectively and is in use. For this main menu' appears on the screen and just by pressing a button all details will appear on the screen. It needs minimum data to be entered for users. So this is a user friendly system as users will not have to search manually whether a particular book is available or not. This has direct connection with cataloguing and transaction module.

(3) Transaction module: - Issue and return is a prime activity of any library. Once a user enters the library, he/she will issue books and return some to the library. This module handles the charging and discharging system. Details about that member; along with details about book which he/she has issued is entered here. This shows the current status of the book. This module is linked with cataloguing & OPAC module.

(4) Cataloguing: - Once a book is entered in the accession register, no other entry is required to type manually. Just pressing a cataloguing menu, each book is cataloged. It has various access heads such as subject, title and author. It gives all the necessary information.

(5) Reports Generation: - Following reports are generated in the software

- Accession registers report
- Member register report
- Pending list report of members
- Daily issuing and returns report
- History of a particular book (that how many time a book is issued out)
- History of a particular member (that how many books a user has issued)
- Report for total amount of collection (deposit / fee / fine) can be calculated.
- Accordingly daily amount can be tallied.
- Various reports can be generated from the system to fulfill the daily requirement of the management and maintain the system backup.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The purpose of the manuscripts is to show students the old forms of literature, information and how the information was transferred in olden days when printing was not invented.

As a part of quality initiatives, contemporary trends in market are captured and accordingly HNIMR Library collection development process for knowledge enrichment is followed with the help of its staff. Thus, HNIMR Library resources are an amalgamation of books related to management and various specializations in management like Financial Management, Human Resource Management, Computer Management, Marketing Management, Production and Operations Management, Digital Media Marketing Management and Supply Chain Management. Apart from regular referencing related to Management and allied areas, library also focuses to add knowledge resources related to personality development, competitive exams, company profiles, case studies, general management, etc. which helps in the overall grooming of students.

The unique collection of “Legends in Marketing PHILIP KOTLER” consisting of 9 volumes is one of the speciality of Library collections. Books authored by renowned authors like Philip Kotler, Robin Sharma, Stephen Covey, etc. are also an asset of library collection and students are motivated to read these titles for their academic enrichment. HNIMR focuses on inner excellence of personality as well. For this purpose titles like Secret, You can heal your life, etc. are procured. There are books on topics like Psychology, Yoga, Meditation, Nutrition and health, etc.

As Institute has Separate Research Centre, under special report category HNIMR Library has 56 THESIS and 38 Issues of “Vrittant – Newsletter of HNIMR”. These are available in the library and are made available to research students and users for their reference work as reference material as and when required. PhD Thesis of library are one of the most treasured reference documents available, which mainly highlight on topics related to management like Green IT Management, Job Satisfaction, Consumer Behavior, Role of Emotional Intelligence in Work Life Balance, etc.

HNIMR Library is also a member of National Digital Library of India. The National Digital library of India is a project under Ministry of Human Resource Development; India. The National Digital Library of India provides free access to many manuscripts, books in English and the Indian languages.

National Digital Library of India: <https://ndl.iitkgp.ac.in/>

The Rare Book Society of India is the first of its kind - it is a virtual space for rare book collectors and history buffs to read, discuss, rediscover and download lost books. Rare books, rare manuscripts, rare dictionaries of Indian Languages, etc. are the major highlights of Rare Books Society of India. HNIMR Library encourages users to use the same.

Rare Book Society of India: <http://www.rarebooksocietyofindia.org/>

In addition, HNIMR library has taken memberships of Dhananjayrao Gadgil Library -Gokhale Institute of Politics and Economics, Pune; Jayakar Library-Savitribai Phule Pune University, Pune; and British Council Library, Pune. All these libraries are famous for its archival collection.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 10.36

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
11.96	7.28	9.90	10.95	11.73

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 30.88

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 109

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Institute has IT facilities as per the AICTE norms. In addition to this Institute upgrades its IT facilities time-to-time to prepare Students for today's corporate world by giving them real-life experience. In this context Institute strives to align with rapidly changing technology in terms of IT facilities and related environment.

The Classrooms, Placement Cell, Conference Room are upgraded to Digital Classrooms recently. The short-throw projectors and Interactive Boards are installed in each classroom. The classrooms are provided with dedicated PC, Speakers etc. Auditorium is well equipped with all IT facilities and AC. Seminar Hall is upgraded with 70" interactive TV for virtual sessions and to develop media center in future. All the locations of Students and Faculty are provided with state of the art IT and allied infrastructure.

Unlimited Internet access is provided to Students and Employees at all the locations with 36 MBPS leased line. The Wi-Fi facility with 15 access points is deployed from the last year to enjoy the benefits of Internet access on mobile phones and related devices.

Recently all computer labs have been transformed into AC Labs. The high configured Servers are installed for ERP, Moodle, Anti-virus and related centralized access. The power back-up facility is provided with Online UPS for each floor and Centralized Generator back-up. Institute has policy to replace the old configuration PCs with current required configuration. The Laptop facilities are also provided for mobile access. The provision is made for Girls to use laptops in Girls Common Room. The printing facility is upgraded to laser printer and almost all printers are network printers. The biometric is installed in Labs and Library for attendance. Library is provided with touch screen monitor for OPAQ. Institute has three photo copier machines installed in Office, Library and Exam section.

Institute also has policy to renew and update the software regularly; only licensed software are used. The procurement takes place as per the policy of parent body; however requisitions and provisions are invited from the Institute, and concerned staff members get involved in demos, discussions and negotiations to align with requirements raised and the products / services finalized.

The up gradation is done with respect to various IT tools from time-to-time for administrative work and / or communication systems. The ERP is installed from this year for integrated administrative and academic modules. Moodle-LMS is installed for teaching and learning activities mainly to conduct quizzes and online exams. The communication is done with effective e-tools apart from phones and SMS. Such tools are LED TVs (Signage) at entrance, Google Calendar with SMS facility, Group emails, Website, Social Media sites etc. Institute is working on Social Media Optimization presently.

The entire premise is upgraded to CCTV surveillance that covers important locations viz. Entrance, Exam, Library, Reading Room, Labs, Corridors and backside of the premises.

Summary of latest up gradation:

- Interactive Boards
- Servers
- Wi-Fi Campus
- Unlimited Internet Access
- Firewall
- Computers I5
- Signage TVs
- Digital Library
- Scanner
- CCTV
- ACs etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 1.51

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 35-50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Any additional information	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 79.54

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
191.25	189.32	150.99	147.87	129.01

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document
Any additional information	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institute has adopted standard reputable systems and procedures for maintaining the physical, academic and support facilities that are mentioned in the maintenance policy document of the institute. There are college level and Centralised committees that look after the various aspects of the utilization and maintenance of the physical, academic and support facilities. The role and responsibilities of committees are given below.

- General civil maintenance and upkeep of civil infrastructure is carried out by Centralised Vastu Vyavastha Vibhag.
- Repair and Maintenance of laboratory equipments/instruments are initiated by the respective Laboratory In charge as and when required.
- The purchase committee handles the repair/maintenance request appropriately by placing order to the respective equipment experts. As a precautionary measure laboratory in charge, along with laboratory assistant, ensures proper working of all equipment at the beginning of each semester.
- A budget is annually allocated for maintenance of the physical facilities of the institute.
- The classrooms, laboratories, seminar halls, and library facilities are utilized regularly by the students for the learning process and timetables/logbooks indicate the regular utilization of the respective facilities.
- The maintenance and housekeeping of the classrooms, laboratories, library, and the institute as a whole are taken care by external agency and non-teaching staff.
- Security of the institute is assigned to external agency.
- Fumigation of the entire institute is done frequently by third party housekeeping agency.
- The institute garden is maintained by the gardener appointed by the Samstha (Parent Body).
- The institute has adequate number of computers with internet connections and required software's distributed in different locales like office, laboratories, library, departments etc.
- The library has a reading hall and digital library for students to access e-journals, while the subscribed e-journals can also be accessed from any networked computer in the institute. Remote access is also permitted to the registered students and faculty members.
- All the computer related facilities including hardware, computer peripherals, UPS and generator are maintained by giving annual maintenance contract to third party.
- The maintenance of water coolers, EPABX system, and Air conditioners in the institute is carried by external agencies through annual maintenance contract.
- Anti-virus software is purchased and is renewed annually for the smooth working of all the computers in the institute.
- Minor maintenance of furniture items, electrical and metal fixtures is carried out by the Centralised Vastu Vyavastha Vibhag.
- The sports facility of the institute is handled by a faculty member designated as Sport In charge and these facilities are made available to all the students of the institute.
- The Samstha has large open grounds for cricket, football, volleyball and basketball and a gymnasium utilized by the students.
- Emergency exits and fire fighting system are made available to counter situations like fire hazard and natural calamities maintained by Centralised Vastu Vyavastha Vibhag with the help of AMC.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 36.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
120	160	134	77	96

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 11.72

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	116	21	21	32

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 3.82

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
64	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 89.68

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
335	352	318	269	150

File Description

Document

Details of the students benefited by VET

[View Document](#)

Any additional information

[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description

Document

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 41.95

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
100	72	59	58	39

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document
Any additional information	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 7.34

5.2.2.1 Number of outgoing students progressing to higher education

Response: 13

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

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	5	1	3

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.				
Response: 1				
5.3.1.1 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-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
Response:
<p>Under the legacy of MKSSS HNIMR has a vision of women empowerment and believes in giving opportunities to the students for their holistic development .The Institute has a separate Students' Council which works as a bridge between the students and administration. The said Council helps in promoting a healthy atmosphere in the Institute.</p> <p>The Student’s council committee of more than 25 members is formed comprising of General Secretary, General Representatives and representatives of each cell.</p> <p>Objectives:</p>

- To empower students for organizing events for the institute
- To establish a connecting link between the Director, faculty and students.
- To Facilitates sports and cultural activities in college premises
- To provide opportunities to the students to contribute to the policies which are modified time to time.

Procedure for selection of student council:

Every year in month of February the student council is selected from all MBA –I year students. Nominations are invited from all students to nominate themselves as student council representatives. They are provided with nomination form which focuses on the personality, academic and achievement related aspects of the students. In the next step, interviews of students are conducted by the faculty members.

After conduction of president and vice president elections, votes are counted by the faculty and 4 candidates (Other than president and vice president) under the guidance of Director

Institute has following cells which comprises of representatives of the student council

1. Kushagra: Annual Management Fest of the Institute.
2. Community Development Cell: Various activities focusing on sensitizing students towards society are conducted.
3. Cultural: This committee organizes various cultural activities and events throughout the year. "Panache" is an intercollegiate mega activity conducted by this cell.
4. Alumni: Activities are conducted where alumnae are invited as resource person
6. Research: activities like conferences/seminar/workshops focusing on building the research aptitude are conducted
7. ED cell: activities undertaken provides hands-on experience of Entrepreneurship like E bazar, business plan activity are conducted.
8. Student welfare: Student welfare related activities like earn and learn are carried out
9. Placement: Students are actively involved in placement activities
10. Library: Students contribute effectively in activities like book shelf and minds meet.
- 11 Sports: This cell organizes and conduct intercollegiate sports tournament.

In HNIMR Student council is also a part of College Development Committee member. Role of President, vice president of student council is very vital in the institute. They help in organizing the corporates session, guest sessions and assuring the attendance of students for this. Discipline committee of student council is also very active.

They mediates between the students and director and faculty members. More than 1600 students were in campus during the intercollegiate competitions like Panache which was the success of student council team's effort. Student council plays a leadership role in all the activities.

All the activities are blended with the syllabus as they learn time management, team work, and all management functions from execution of these functions. From such activities their Leadership quality enhances, wherein they can have a hands-on experience of real-time Management.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 23

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	28	28	21	10

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

HNIMR has a vibrant Alumnae cell which runs various alumnae initiatives throughout the year with an intention to provide forum to alumnae to contribute to the institute by sharing their experiences. Students also equally benefit by getting to understand industry practices and processes through the programs conducted.

1. Interim alumnae meetings are conducted where alumnae who are working in corporate world are invited to discuss their experiences with the director and faculty members. This helps faculty

- members gain insights on the current industry trends and help design workshops, certificate courses and learning assignments accordingly.
2. Induction program is another avenue where this cell runs a panel discussion with experienced alumnae who have been in industry. This session provide guidance to the new joiners on what to expect from the course and how is it helpful in their career.
 3. Wealth of HNIMR is a program that provide guidance to second year students. It intends to provide them practical insights in each of the specializations offered. They also assist the institute in placement process.
 4. Another alumnae engagement is “Tracing the Footprints”. Alumnae who have been in their professional career and can be looked as a role model are invited to share their experiences. Students are motivated by their talk and it helps them find and pursue right career path. Also, students get a chance to have one-to-one interaction with the alumnae. It clears their doubts and get guidance on choosing specialization and acquiring skills. An increase in their enthusiasm is often seen post program.
 5. The cell also conducts alumnae sessions/guest lectures on various topics pertaining to their specialization. This clears their concepts as alumnae who are subject matter experts’ sight practical examples to make it more explicit.
 6. “Anubandh” a yearly alumnae get together is a forum to express appreciation of the institute towards past out students. It provides a platform for the existing students to interact with them. Many times it also helps them to find alumnae mentor.
 7. Institutes regularly conducts workshops and certificate courses by alumnae. This helps accelerate their learning and helps them acquire much needed certification facilitate their job hunt.
 8. Alumnae are invited as judge for various events and activities conducted throughout the year. Here, alumnae get to apply their industry skills in judging solutions for challenging problems given to the students. At the same time, it is motivational for the students to see pass outs from the institute getting coveted roles in the industry and being appreciated by the institute by selecting them as judges. Star Alumnae are also felicitated during Industry Awards.
 9. In summary, the value of giveback is deeply imbibed in the students. The institute encourages students and alumnae alike by motivating them to participate not only in various skill development and giveback activities but also philanthropic initiatives for our Samstha and students. This lays a solid ground for one of the institute’s mission towards women empowerment. Institute is in the process of forming registered Alumnae Association.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: 3 Lakhs - 4 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 11

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	3	3

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

MKSSS's Smt. Hiraben Nanavati Institute of Management and Research for women has fine-tuned its vision in tune with Samstha's objectives

Vision of the institute:

“To develop a world-class management institute exclusively for women”.

Empowerment and enrichment of women professionals through education, innovative training of life skills and job skills for pioneering their entry in the contemporary management streams and job domains; encouraging self-employment and through sensitizing awareness for women's issues in the society.

Mission of the institute:

“To develop competent, young professional women managers with the capability to contribute effectively in the challenging environment.”

Objectives:

1. To develop among women, knowledge, attitude and skills required for managerial positions.
2. To enhance managerial abilities to ensure career development among employed women.
3. To encourage self-reliance and business entrepreneurship among women.
4. To identify career avenues for women.
5. To assist and motivate women managers and business women for success in their endeavors.
6. To provide a forum for cooperation and exchange of ideas among executives.

Nature of governance:

1. At the top management level with respect to governance, Samstha has Management committees to manage the various units of Samstha. The Managing Committee is formed by elected members from diverse background e.g. Industry, trustees and life workers and employees' representatives. The Institution has a College Development Committee to advice and facilitates quality education as per the need of industry; academia and research community.

2. The College Development Committee comprises Chairman, elected representative from teaching and non-teaching faculty, IQAC coordinator (Previously known as Academic Monitoring Committee), Alumnae Representative and experts from academia, industry and social service. CDC meetings are held every 2 to 3 months to review progress of the institute, give approval to various college activities, sanctions funds for procurement. Teaching and non-teaching representatives in CDC act as bridge between staff and management, thus ensuring smooth functioning and timely implementation of policies.

3. The institution has also constituted IQAC which plays important role of catalyst in speeding up and proper execution of all academic related activities to enhance quality of the institute. Director monitors and directs overall institute's operations to ensure smooth functioning of institute.

The institute has enumerated Perspective Plan as below

- 1.To achieve excellence in Management education and adopt the best practices to facilitate self-learning.
- 2.To acquire the recognition for the institution as a brand for creating academically sound women professionals.
- 3.To develop conducive environment to produce entrepreneurs.

Participation of teachers is always part of decision making process at every level through committees like CDC, grievance cell, recruitment, anti-ragging, library committee, sexual harassment committee and IQAC. The faculty member takes active participation in all discussions and provides suggestions and views. These inputs are important in final decisions. For example: Respective subject expert participate in recruitment of a new teaching faculty, In-house faculty members are called as resource person by other institutes.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

A case study on the successful organization of a multifaceted event by the faculty of the institution has demonstrated a very good example of decentralization and participative management. Institution strives hard to provide facilitative environment to interact with industries regularly. Institute had sanctioned funds from BCUD, Savitribai Phule Pune University for this event.

Institution organized workshop on One Day State Level Workshop on “Lean Management: An Operational Efficiency Tool” in association with BCUD, Savitribai Phule Pune University on 16th Feb 2017.

The aim of this workshop was to broaden the horizon of the faculty, which will benefit students. The workshop was expected to draw wide participation from the academic circle and included opportunities to network with delegates as well and to understand application of Lean Management in organizations.

After detailed planning, the activities of the event were distributed between all teaching, non-teaching staff and students. Different committees were formed to execute various activities. Organizing committee constituted advisory committee, technical committee, registration and certification committee, welcome committee, refreshment committee, invitation and follow up committee. Students and faculty members from various Management institutes were invited to participate in the workshop.

Rigorous campaigning of program for about one month was executed by the distribution and follow up committee using one to one communication, e- mails and through postal services. Refreshment committee arranged breakfast and lunch for the participants. The inaugural function was coordinated by stage decoration committee. Registration process, workshop arrangements, inaugural function and hospitality were conducted smoothly by respective committee members. Interactive Sessions were taken on various topics like “Lean Management in HR Domain” by Mr. Milind Mutalik Vice President HR-DBL Foods Ltd. (Mothers Recipe),” After that Mr. Vinayak Dravid a supply chain consultant talked on “Lean Management and Six Sigma”. In post lunch session Dr. Shailendrakumar Kale an academician and corporate trainer shared his views on “Lean Management and Productivity Improvement”. The keynote speaker Mr. Guruvinder Singh shared his industrial experience from lean management perspective with students in the inaugural session. Mr. Patil B.N. from Kalyani group was Chief Guest for valedictory function. He explained his views on Lean Management with students and participants.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategic Plan of MKSSS’s Smt. Hiraben Nanavati Institute of Management & Research for Women, Pune was prepared during the Academic Year 2013-14. The duration of plan is for five years (2013–2018). It sets out specific targets about MOU’s with industry and development of ERP infrastructure and facilities.

These targets have been set after consultation with LMC committee (Local Managing Committee) to ensure that they are both ambitious and achievable. Details of the Perspective Plan for next five years presented by Director in the Governing Body Meeting held during the Academic Year 2013- 14.

- Signing MOU’s with industry for practical and corporate culture learning
- To develop campus with ERP facility.

MOU with Industry:

Objectives of MOU with Industry

- To build good rapport between the industry and the institute
- To know the requirements of the industries through industry-institute interaction

MOU with Industry is the most preferred activity for mutual benefit and growth of industries as well as institutions. It provides the best platform for showcasing the best practices, latest technological advancements, and their implementation and impact on the industry. Teaching-learning processes are

improved by integrating industrial training to the students which also provides an exposure of the corporate world. Students are encouraged to undertake the summer internship projects in the industry with a joint supervisor from the industry. It also promotes development of entrepreneurs which further leads to rapid industrialization and hence improved well-being of a country. It helps to increase the research and development activities in both industries as well as institutions which further lead the nation to grow technologically and socioeconomically. It provides a platform for both the students as well as faculty members to be aware of industry expectations of skill sets required students.

ERP System:

Objectives of ERP System:

1. Enhancing the operational efficiency of Institute’s resources
2. Knowing real time information with single click

The most prominent advantage of ERP is saving on the number of man-hours. ERP system makes convenient to perform functions like fee collection, the admission process, student’s data management etc. It is done online, a lot is time saved and accuracy in the data management is maintained. ERP offers ways to organize data of the institution that helps in proper management of it. Data is managed well and it is available with a single click. Information stored on web servers is far more secure than those stored physically in shelves. It provides backup systems and thus, information is preserved in professional manner. The entire administration involving all administrative procedure such as issue of certificate to students, employee leave management are easily tracked and managed. ERP software quickens the entire process of institutional management to great extent. It generates customized reports of attendance, employees leave record, events, session plans etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document
Strategic Plan and deployment documents on the website	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

About MKSSS: The 122-year-old parent body has been committed to “Empowerment of women through education”. The Institution has a century long history of dedicated work towards making women educated and self-reliant. MKSSS, Pune was established in 1896 by the great visionary and social worker Bharat Ratna Maharshi Dhondo Keshav Karve to provide shelter to destitute women. MKSSS extends financial help to their needy and deserving students in the form of scholarships.

HNIMR runs under the flagship of MKSSS. The governing structure of HNIMR consists of the managing committee of MKSSS

Managing Committee: It is an apex body of Maharshi Karve Stree Shikshan Samstha. This committee monitors a progress of Samstha and recommends changes in the interest of students and Samstha.

Management Committee of MKSSS: The Management Committee is formed by elected members, trustees and life workers and employees' representatives. All the properties of the Samstha, movable and immovable, are deemed to vest jointly in the names of Trustees of MKSSS, who are appointed by the General Body on the recommendation of President and Vice Presidents of the MKSSS. The administration of the Maharshi Karve Stree Shikshan Samstha is handled by the Management Committee. It is responsible for the planning and implementation of new projects.

Secretary: The Quality Policy of MKSSS is controlled by transparency and accountability of our efforts and is monitored by secretary of MKSSS through suitable combination of self and external audits.

CDC Chairman: The college Development committee comprises Chairman appointed by Samstha. He reviews progress of the institute, give approval to various college activities, sanctions funds for procurement. He also ensures smooth functioning and timely implementation of policies

Director: The Director of the institution is responsible for day to day academics, financial and administrative activities. He also monitors admissions, teaching-learning mechanism, placement activities in coordination with Placement officer, creates an environment for industry institute interaction.

Computer Lab In charge: Planning the IT infrastructure requirements in consultation with Director is the responsibility of computer lab in charge. She also forwards IT purchase requirements to central purchase committee for formal purchase requirements.

Faculty Members: Faculty members ensure the effective content delivery through conduction of classroom and laboratory sessions is one of the objectives of faculty members. They assist the Director to plan, execute and monitor the curricular, co-curricular and extra-curricular activities. They motivate students, plan, perform and monitor various activities for improvement of students. Faculty members adhere quality policies of the institute and work towards achievements of goal and work towards the research and development activities.

Librarian: She takes initiative in planning and development of Library. She also decides scheme of classification for documents related to library. She along with library staff execute all the library related processes and activities in consultation with Director.

Assistant Administrative Officer (AAO): He regulates the work and conduct of the staff in accordance with the Act, Statute, Ordinance, Rules and Regulations. He takes measures to regularize and improve the working of the college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The effectiveness of various bodies/cells/committees is evident with an example of an event organized is the national level conference called National Conference on GST. It was held in association with Savitribai Phule Pune University, Pune on 9th and 10th February 2018. Awareness about benefits of GST among management graduates was primary objective of the conference. A total of 22 participants took part in the two days national conference.

All the committees operate as per the standard operating procedures. Before conducting any activity,

detailed planning is done. Responsibilities are attributed to various faculty members as per requirements. If an external guest is invited, all communications are carried out well in advance to finalize the schedule. Various events such as Panache, Kushagra, Conference and other cultural activities are organized by the institute through proper planning.

The different committees were formed for the planning and implementation of different activities of the national conference as under:

Event core committee, Stage committee, Registration committee, Campus Decoration committee, Refreshment committee, Student Attendance committee, Anchoring committee etc. The tasks were distributed among the committees which consisted of faculty members as well as students from the institute so as to carry out the activities and to run the whole program smoothly. The registration committee is responsible for registering the delegates. The stage committee looked after the overall arrangement on the stage before each and every session. While the sessions were going on, report writing committee was responsible for taking notes of the discussion topics and accordingly event in-charge prepares Press note and further forwards it to print media. Student Attendance committee is responsible for maintaining discipline. They were also looking after the authenticity of the participating members. During the event, the food arrangements for participants, guests and all the organizing members are made by food Committee. The overall planning and execution of the event is meticulously carried out by core committee.

This National Conference was organized in association with ICAI, Western Region Chapter, Pune Region Chapter, ICWAI, Western Region Chapter, Pune Region Chapter, ICSI Pune chapter.

The purpose of this conference was to provide a basis for a continuous exchange of ideas relevant for current and future policy making in response to the challenges posed by the change in taxation system. The primary objective was to give the overview and implications of GST and its future employability prospect.

The conference was inaugurated at the hands of chief Guest Mr. Mr. P. A. Nandedkar, Guest of Honor- CS Makarand Lele, President of The Institute of Company Secretaries of India (ICSI), New Delhi and other speakers were CA Pritam Mahure, GST & GCC VAT Expert, CA Swapnil Munot.

The valedictory session was followed by Knowledge Sharing Session with the address by Chief Guest, CA Rekha Dhamankar. The entire event was coordinated by core committee members Dr. Jyoti Gaikwad, Dr. Ashok Pawar and Dr. Kamlakar Munde.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Smt. Hiraben Nanavati Institute of Management and Research for Women (HNIMR) is a flagship of Maharshi Karve Stree Shikshan Samstha (MKSSS). HNIMR, is an all-women management institute, established in 1996. It is affiliated to Savitribai Phule Pune University and recognized by AICTE & DTE.

The institute provides following welfare measures for teaching and non-teaching staff

Existing Welfare measures Teaching Staff and Non-teaching staff:

- MKSSS runs employee co-operative credit society for staff members. Permanent employees are eligible for its membership. It offers short term personal loan to the individual member.
- MKSSS's offers 10 % Concession in Tuition Fee for employees' daughter while pursuing professional courses run by Samstha.
- Samstha runs Day Care Centre for employees' kids (6 months to 10 years of Age) in the MKSSS campus.
- Tejasvini Health Club is exclusively for women. It offers gym, yoga practice for the employees and members.
- MKSSS has opened SUSWAD canteen for each campus. It offers hygienic, reasonable and less spicy foods to students and employees.
- HNIMR (as per Samstha policy) gives ten medical and fifteen casual leave to confirmed faculty member per academic year. Confirmed teaching employees are eligible for 20 winter and 40 summer vacations as per DTE norms. Employees are allowed to opt for flexi work hour / time change as per work duties with prior permission from respected college authority.
- Gratuity is applicable to permanent employees as per Sate Govt. service rules.
- Staffs are given annual increments based on their performance and self-appraisal.
- MKSSS has dispensary or health center located in the campus for students and employees. The doctor is appointed by Samstha. She charges for nominal consultant fees for the employees.
- 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.
- The institute allows women employees to avail maternity leave as per government rules.
- HNIMR allows its employees to get special leave up to 2 years as study leave for Ph. D. work etc.
- HNIMR organizes faculty development programs for 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.
- Non-teaching staffs are entitled to get ten medical and thirty earned leave. Employees are allowed to opt for flexi work hour / time change as per work duties with prior permission from respected college authority. Staff members are given annual increments based on their self-appraisal performance.
- Peons wear uniform given by the institute during their regular work duties.
- Non-teaching staffs are allowed to take advance money for occasion like Diwali etc.
- The institute allows women employees to avail maternity leave as per government rules.
- HNIMR grants special leave to the employees for higher education etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 36.53

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	6	2	5	12

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 4.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	2	3	6	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 83.69

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	16	20	18

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

One of the important resources in providing quality in higher education system is human resources. This includes teaching staff and non-teaching staff. HNIMR identifies, utilizes and develops such resources for the development of students. It helps in providing sustainable quality education. The cycle of this activity starts with planning of human resources, recruitment, performance appraisal and professional development programs, feedback and analysis all ensure that they are utilized to develop strategies to upgrade the professional competence of the staff through various mechanisms evolved. In the institute efforts are continuously made to enhance the professional development of teaching and non-teaching staff through

strategies for empowerment that includes training, retraining and motivating the employees for the roles and responsibility they perform. The institute has a performance appraisal system that ensures which the information on multiple activities being appropriately captured and considered for better appraisal. Its aim is to evaluate and encourage the staff members in their improvement.

The outcome of the performance appraisal is development of efficiency in fulfilling the aspirations of the students and greater commitment to teaching-learning process. Efforts are made to upgrade the professional competence of the teaching and non-teaching staff.

A. Faculty members are encouraged to attend seminars, conferences, workshops, faculty development programs organized by other institutions.

B. Institution encourages the staff to become members of professional bodies and participate in their programs.

E. Training programs are organized for non-teaching staff. They are also motivated to pursue higher education in the field of their interest.

Details of the Performance Appraisal System:

A. At the end of each semester, filled-in feedback forms are collected from the students about the faculty engaging the class, which evaluates about teaching methodology, creativity and level of understanding.

B. The self-appraisal form is filled in by the teaching and non-teaching staff. Analysis of feedback is done by Director of HNIMR. Written feedback is given to individual teaching & non-teaching staff. Beside the written, oral feedback is also given to individual staff.

C. The teacher’s feedback forms are collected every semester. Analysis / action are taken and conveyed to teachers in the oral & written format.

Parameters of Evaluation for Teaching Staff: The evaluation parameters for teaching staff are as Subject taught, details of research work, teacher training / faculty improvement programs attended, books / papers published, minor research projects carried out, seminars, Conferences, Symposiums, Workshops attended, Innovations / Contributions in Teaching in the context of teaching methods, evaluation methods, design of curriculum, preparation of resource material , contribution to institution-Co Curricular activities, enrichment of campus life, student welfare and discipline , Membership of professional bodies, societies, future plans relating to career and work in the Institution.

Parameters of Evaluation for Non-Teaching Staff:

Total year of service, attended developmental training programs, awards, work assignments, work performance, completion of assigned work & its quality, leadership, work approach, capacity of independent work, team work, abilities, decision making capacity, flexibility etc

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Maharshi Karve Stree Shikshan Samstha is the parent body of Smt. Hiraben Nanavati Institute of Management and Research for Women (HNIMR). Samstha has an internal legislative auditing team who conducts the internal audits. They ensure that the mobilization of fund must be in the utmost useful manner for the benefit of the Institute and Samstha.

Director, Faculty Members and Assistant Administrative Officer prepare and propose the budget at the beginning of every year. Accounts and Purchase Committee defines and monitors the limit of budget. The Financial Budget includes all the necessary expenditures needed in institution such as salary (Teaching and non-teaching staff), Physical Facilities, Academic Support Facilities, other expenses like library purchases, funds for annual programs etc. Management committee observes and approves the budget.

An Internal approval system for all expenses is in place. Accordingly bill/voucher is recommended by the proposer and approved by the Director. For Necessary expenditure if required, approval of College Development Committee (Previously known as Local Managing Committee) is taken. Every detail is discussed and briefed to the internal audit team and queries are raised, if any discrepancy. After the Internal Audit, the report is prepared by the internal Auditor and handed over to the director and secretary of the Samstha. Each and Every element is discussed in College Development Committee (Previously known as Local Managing Committee) and curative options are considered.

An external auditor is appointed by the Samstha to execute 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 audit 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 resolved in time. Finalization of the account is completed in June/July and audited statements are prepared in July/August duly signed by the Director, and chartered accountant. Then audited report is submitted by chartered accountant to the Institute.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 27.98

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.60	4.79	5.92	6.08	4.59

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Maharshi Karve Stree Shikshan Samstha is a renowned organization which is a Public charitable trust. Samstha gets the funds from donations and fees from the students. There are various strata of society from where the Samstha receives the donations and these funds are utilized to run the institutions. HNIMR, an institution of Maharshi Karve Stree Shikshan Samstha has an AICTE and DTE approval; it has an affiliation with Savitribai Phule Pune University. The students from the Institute are eligible to receive different grants and scholarships provided by Indian government bodies (Samaj Kalyan, SC/ST/OBC etc.). All these funds go to Samstha and Samstha releases the funds to institutions as per requirements.

Samstha, being a parent body takes care of the daily expenditures, marketing expenditures and other funds needed to run the institutions. As per Samstha's rules, there are many means by which Samstha can arrange the money like overdraft or cash credits, loans on behalf of the property of Samstha, for the enhancement of Samstha.

The Institute requires funds for different purposes and different requirements. Institution requires funds for remuneration of teaching and non-teaching staff, daily expenditure, purchases of equipments /books/journals, expenses, repairing and maintenance of equipments, other expenditures to run the institution, affiliation and accreditation fees, different programs organized by institution for students etc. The source of earning for institution is mainly the fees received from the students. The parent organization Maharshi Karve Stree Shikshan Samstha provides the funds and makes the ends meet if there is a short fall.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

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

Response:

At HNIMR Academic Monitoring Committee (AMC) works as Internal Quality Assurance Cell (IQAC).

IQAC at HNIMR has contributed significantly for institutionalising the quality assurance strategies and processes for student development through conducting - Alumnae Meets, Specialisation wise Meets, State/National/International Conferences, Academic and Administrative Audit, Induction Program – MBA Pilot Study Program.

The 2 best practices institutionalized as a result of IQAC initiatives are elaborated below:

Example 1: Acquainting students to student centric approach of learning through ‘A Certificate Induction Program’

At HNIMR, Induction Program is named as ‘MBA Pilot Study Program’. It is a certification program.

During the induction program, the students are informed about the Teaching Learning processes & the evaluation pattern followed at the institute. Several sessions on evolving trends in industry like Artificial Intelligence, Business Analytics, and Aesthetic Sensitivity etc. are covered in this program. Considering need on knowledge of IT tools, training of same is also provided during this program.

Objective of conducting Induction program

1. To get students acquainted with teaching learning process at the institute.
2. To get students acquainted with current trends of industry.

Every year HNIMR organises at length ‘Induction Program’ for new batch.

Details of last 5 years induction program:

1. 2017-18 from 1st Aug. to 18th Aug. 2017 consisting of 32 sessions.
2. 2016-17 from 8th Aug. to 26th Aug. 2016 consisting of 39 sessions.
3. 2015-16 from 29th July to 8th Aug. 2015 consisting of 28 sessions.
4. 2014-15 from 1st to 7th Aug. 2014 consisting of 14 sessions.
5. 2013-14 from 25th to 27th July 2013 consisting of 7 sessions.

The ‘induction program’ is conducted with a motive to groom the student and this positive change is visible immediately from the next mega activity of the institute – ‘Book Shelf – Annual Competition’ and continues throughout.

Example 2: Intensive Corporate Interface

In order to keep pace with the fastest changing scenario of the industry, good industry interface is most vital. It is important for the academic sector to maintain a continuous dialogue with corporate world. At

HNIMR the institute has consistently nurtured a strong industry interface through various ways –

1. MBA Pilot Study Program, Book Shelf Activity,
2. Sessions on shop floor,
3. Sessions delivered by working professionals,
4. Addressing of industry experts during International / National conferences, State workshops, Industry Awards and Departmental Conclaves.
5. Interactions with Alumnae Corporates
6. Corporate interface during Shadow learning, Summer Internship, Winter Internship, Faculty internship & live projects.

The number of corporate interface initiatives that took place in the above mentioned activities are as follows

- 2017-18 – around 242 sessions
- 2016-17 – around 149 sessions
- 2015-16 – around 189 sessions
- 2014-15 – around 202 sessions
- 2013-14 - around 90 sessions

In last 5 year HNIMR had more than 860 industry experts on board. This initiative ensures the students are well equipped with the competitive corporate world at the time of stepping out of the institute.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

In the process of reviewing teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals, the IQAC identified need to reform teaching learning by making it more application oriented. Along with traditional lecture methods supplementary students centred learning and self-learning strategies have been initiated, i.e. NDL, EBSCO, J-GATE & NPTEL facility has been set up in the library to promote research based self-learning habit in students.

Example 1: Teaching Learning Reforms through Participatory Learning, Innovations, Curricular & Co-curricular Activities.

Before starting the course, course objectives are determined by the subject faculty. Considering the course objective the faculty designs teaching pedagogy and teaching learning & evaluation – ‘Session/Lesson Plan’ (based on Lecture, tutorial and practice) such as lecture, group discussion, presentation, library

session, case study etc. The assessments of teaching and learning processes are being implemented to know the performance of students consistently as per course plan. The assessments of course are conducted. The student's feedback and the results are used effectively to ascertain the value addition in teaching-learning process. The faculty prepares the course plan with objective using tools like ICT tools/ Moodle tests / home assignments on each unit by referring books and e-books.

To make education interesting and enhance students' performance, institution is in the process of adopting smart class room technology. This technology stimulates learners to build knowledge and transform their learning into a product.

Example 2: Student Development and Faculty Enrichment Programs

In order to widen the learning capabilities of faculties and students several activities are conducted at HNIMR.

List of Activities:-

Activity	Meant for Whom	Outcome
Shadow Learning	Students	-Provides hands-on experience to the Organisational environment.
Industrial Visits	Students	-Gain hands-on experience of how industry operates. -Bridge gap between theoretical training and real life environment. -Students are able to better identify their position in the overall organisational function.
State/National/International Level Competition	Students	-Opportunity to show students talent and apply it.
State/National/International Conferences	Students & Faculty members	-To get holistic view on the theme of the conference. -Opportunity for students and faculty members to interact with several industry experts in short amount of time.
Induction Programmes	Students	- To connect the new students with their college environment. - To acquaint students with the rigors of academic life.
Department wise conclaves	Students & Faculty members	-Opportunity for students and faculty members to interact with several industry experts in a particular subject in a short amount of time.
Corporate Sessions	Students	-Expose students to real world life experiences.
Enhancing IT Skills	Students	-Enhance IT skills of the students.
Skill Development Program	Students	-Improvement in vocational skills of the students.
Faculty Enrichment Programmes	Faculty Member	-Instructional development which emphasizes on faculty skills involving instructional technology and small group teaching.

		- Personal development which stressed interpersonal and communication skills of faculty
MoUs with Industries	Institute, Students	-Corporate sessions. -Add-on Courses. - Educational visits.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year
Response: 13.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	12	10	8

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

Institution is taking continuous efforts for imparting quality education. The incremental improvement made by institute during the preceding 5 years are given below,

Academic Year 2013-14

1. Assigned Guardian Faculty Member (Mentor) for every 20/25 students to monitor their academic progress and counsel them to resolve their problems.
2. Adopted MCQ as assessment tool as per the change in the syllabus of SPPU.
3. Institution organised a National Conference on 'Entrepreneurship: The Growth Paradigm' to foster the research culture among students and faculty.
4. Purchased access to J-Gate, EBSCO to widen Learning capabilities of Students.
5. Organised specialisation wise conclaves & meets to give multidimensional perspective of a particular specialisation.
6. With the aim of development of personal, professional and holistic development of teachers HNIMR organises FDP.
7. Introduction of add-on, value added, skill development and certificate courses.
8. Development of standard format for SIP.

Academic Year 2014-15

1. To inculcate social belongingness in students initiated activities like visit to village-'Sangrun' and incubation of 'Roctract Club' at HNIMR.
2. Institution organised National Conference on 'Big Data Analytics as a Strategic Tool for Business Excellence: "Prospects and Challenges"' and International Conference on 'Business Sutras for competitive Era'.

3. Initiated 'live projects' – paid time bound operational assignments by corporates, which inculcates research skills in students and students gain on the job experience along with monetary benefits.

Academic Year 2015-16

1. Tool access of in Library to widen Learning capabilities of Students.
2. Participated in National B-Plan competition at IIM, Kolkata and secured 2nd prize in the first attempt.
3. In order to develop an insight towards reading more versatile books & listening to authors, HNIMR started conducting 'Minds Meet' wherein eminent authors deliver session at HNIMR campus.
4. HNIMR organises Book Shelf activity inculcate habit of reading reference books amongst the students.
5. Institution organised National Conference on 'Digital India: Transforming India – Fostering Nation by Embracing and Enabling Technology, Innovation and People' and International conference on 'Make in India- A Global Perspective'.
6. Online Student feedback system was introduced to support teaching, learning process and to evaluate faculty performance.
7. The institution started using bulk-SMS service & conducting moodle based exam..

Academic Year 2016-17

1. Participated in National B-Plan competition at IIM, Kolkata and secured 1st prize.
2. Institution organised National Conference on 'Paradigm Shift-Digital Economy-An Indian Perspective', International conference on 'India-An International Business Destination' and state level research workshop on 'Lean Management'.
3. Access to NDL.
4. Initiated 'Shadow learning' practice wherein students will learning on field under the guidance of the corporate mentors.

Academic Year 2017-18

1. Institution organised National Conference on 'Goods and Service Tax', International conference on 'Managing the Global Glut' and state level research workshop on 'Quality Research Approach'.
2. Access to NPTEL was been given to students as well as faculty members.
3. Participated in International B-Plan competition at IIM, Kozhikode and secured 2nd prize.
4. Institute is in the process of adopting smart class room technology.
5. Development of standard format for Dissertation Report.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 33

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	6	7	6	5

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The Institution has a century (122 years old) long history of dedicated work towards women empowerment through education, making women educated and self-reliant. MKSSS, Pune was established in 1896 by the great visionary, social worker, Bharat Ratna Maharshi Dhondo Keshav Karve to provide shelter to destitute women. We continued this mission and are desperately working on the gender equity through the various activities *to expand women's physical and mental skills. We help and encourage them to succeed* in the competitive market and explore self-employment opportunities. As a result, lot of Students are self-employed and have started up their own business.

We make students aware of Gender Equity in the induction program itself. The Institute provide them opportunities, freedom to participate in different activities like Dahi-Handi, Ganpati Festival, Intercollege competition, various sports and other competitions.

The Institute gives them the complete liberty to choose the specializations like Defense management,

marketing, Operation etc. We make them aware of their rights, through different competitions like women's legal right competition.

The institute provides the gender sensitivity facilities like:

Safety and Security

The entire campus including main gate, corridors, parking, examination sections, main entrance, canteen, library etc. are continuously monitored by CCTV cameras. Anti-Ragging Committee, Sexual Harassment Cell, Grievance Committee has been formed, as per the statutory requirement. We, also have Anti-ragging squad of 11 members which includes the teaching and non-teaching staff. Cyber Security Awareness Programs are arranged often.

Samstha has three Girls hostel with a total capacity of 3260. The hostel is secured with the security staff and follows strict rules/regulations. Students need special permission from the rector for reporting late, after 9 pm, in the hostel. Additional safety precautions have been taken by monitoring through CCTV cameras installed in the college and hostel premises.

Counseling Centre

As per the guidelines of SPPU, Baya Karve Counseling Center has been providing counselling in the Institution. The students are from diverse backgrounds and hence the institution has appointed a qualified, professional counselor for counseling to the students on personal, social, psychological, emotional problems and difficulties. But, in most of the cases, students tend to share their problems with their Guardian Faculty mentor, discussed on the conditions of confidentiality. It helps the cell to deal with stressful/emotional feelings and to inculcate the positivity in students.

Common Room

An air-conditioned, well-furnished student common room is available with the computers, sound system and a sitting capacity of approximately 50. There is a small rest room with a wheelchair, Blood pressure Monitoring system, First-Aid Box, Emergency Contact list.

The common room has washroom facility, sanitary napkin vending machine and the disposal machine installed. The hostel's common room has been provided with a TV set, newspapers, magazines and a water purifying unit.

We seek to provide a positive environment for work and study, free from sex discrimination, harassment or victimization. Our Student Charter clearly states that we believe in equality of opportunity.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 22.67

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 15000

7.1.3.2 Total annual power requirement (in KWH)

Response: 66180

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 50.85

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 6

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 11.8

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

Waste management is the collection, transport, processing, recycling/disposal, and monitoring of

waste materials. Concern over environment is being seen with a massive increase in the recycling, worldwide. Waste generation from tree droppings, lawn management and kitchen waste, are major solid wastes generated in the campus. However, it also includes papers and bottles which is segregated at source by providing separate dustbins (each 10 kg) for Bio-degradable and Plastic waste. The waste is collected every day, once in the morning and once in the evening. It is segregated into wet and dry, centrally in the campus.

Samstha has two biogas plants with the capacity of 5000 liters each. Each plant has got a 3-layer tank with awning balloon (for gas collection), installed in the Institution. The energy generated from the biogas plant is utilized in the institution mess, for cooking. The Biogas plant produces various gases by the breakdown of organic materials. Approximately 35-50 kg/day of waste materials viz. leftover food from canteen & mess, residues of green vegetables and fruit peels are collected from the institution and utilized for producing biogas using these plants. It takes 24 hours to convert waste into biogas.

- Dust bins are provided throughout the campus. Throwing the waste anywhere is strictly prohibited. Usage of plastic bags is discouraged within the premises of the College.
- Samstha has a paper shredder machine, which is used to shred or recycle the enormous amount of waste generated from packaging materials. Paper shredder machines can turn the waste product into raw material required for producing revenue generating products like Drown, Akash Kandil etc.
- Samstha has two Sanitary Napkin disposer machines with the capacity of disposing 100 sanitary napkins per hour. Every day, approximately 600 napkins are disposed and the ash generated from that is used as a fertilizer for plant.

2. Liquid waste management

Samstha operates within the Pune Municipal Corporation limits. In order to reduce waste at HNIMR, recycling efforts have been improved and organic recycling services provided.

Liquid waste from the points of generation like the canteen and toilet etc. is let out as effluent into a proper drainage facility to avoid stagnation.

3. E-waste management

E-waste bins are made available in the premises at various locations. Articles on e-waste management are displayed on institutional website as well as notice board. Non-repairable electronic items like computer components, mouse, cables, CDs, chargers, earphones, batteries, etc. are collected periodically and disposed of by the Samstha.

For spreading awareness among the people institute take initiative to conduct the E-waste rally.

- Single side used papers are re-used for writing and printing in all departments. Important and confidential reports/ papers are sent for pulping and recycling after completion of their preservation period.
- Institute has won 1st prize twice for the two big projects in IIM Kolkata competition. The projects were on the E-waste management and the Creating an online market place for recycled product.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Due to extensive urbanization, water is increasingly becoming a scarce natural resource in metropolitan cities like Pune.

RWH is the technique of collecting, storing and distributing rainwater for multiple uses in future. The collected water can be stored for direct use or diverted for bore well/groundwater recharge. The institute has implemented water harvesting to conserve and utilize water in effective manner. Ahead of the monsoon, institute cleans all the terraces and then the water from the roof is collected into the ground tank.

- Institute has got two tanks of 58,000-liter capacity each, which are cleaned every 6 months. Water recycling unit has been installed at the back Side of the college and it is reused in toilets, hostel kitchen and canteen. Water is also used for the plants and trees in the campus.
- Water from the roof of the buildings is directed underground to rejuvenate underground water level and bore wells in the campus.
- The institution has 3 bore wells in the natural ditch of size - 2000m* 10m*10m. The rain water percolates in these bore wells which increases the ground water level. 1st bore well is in between the Canteen and MBA College, 2nd and 3rd are at the backside of the mechanical and IT College.
- Staff and students are instructed not to waste water unnecessarily in order to avoid situations like water scarcity and drought, in the absence of rain. The students are regularly instructed through assembly, about the importance of water harvesting.

Water conservation:

- Drip (irrigation and sprinklers are used in campus)
- Low flush toilets are used in college building
- Waste water utilization is done for garden trees

Rain Water Harvesting Utilization:

The rain water harvesting system provides approximate 58,000 liters of water for domestic and Other Purpose.

The college has implemented an effective rain water harvesting project that has saved for the campus a substantial amount. The project involves all four institutions of the campus and as a result of which the ground water level in the campus has registered a significant growth. Except drinking water requirements, all the campus water requirements are taken care off, by this project. It has become a permanent source of

water for the all the institutes of campus. This project has helped in moving towards the goal of a green campus.

Provision of solar hot water system with the capacity of 80,000 liter in hostel building, thus reducing demand. Water is an essential part of life and hence Samstha also devoted time towards Rain water harvesting, promoting green belt environment. Two rain water harvesting plants have been installed with the capacity of 58,000 liter each.

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.

Initiative:

1] Awareness programs for water conservation

2] Institute adopted the policy to save the water

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Maharshi Karve Stree Shikshan Samstha (MKSSS) Pune the 121-year-old parent body takes special efforts for environmental awareness amongst the student and staff. The institute has been taking initiatives towards creating attractive landscape requiring minimal inputs of water, fertilizers, pesticides, labor and building materials.

The distinct initiatives taken by the institute are:

- **Green Practice:** Institutes students and staff members mostly use bicycles and public transport for commuting. Also sharing of car and two-wheeler is a regular practice. Students and faculty

members also availed railway concession during the industrial Visits.

- **Pedestrian Friendly Roads:** The campus areas have been designed/developed with the adequate open spaces including roads, jogging tracks and lawns. Institution has a pleasant walking environment with the sidewalks, attractive landscape and adequate parking facilities.
- **Plastic Free Campus:** Institution has taken efforts to spread awareness towards plastic-free campus by displaying posters, boards and through the emails. Through the Community Development Cell, institution organizes various awareness programs on plastic free environment. As a social responsibility, the college also conducts the E-waste Rally. Our students participated in B-plan competition, at IIM-K wherein our institutes' students secured prize. One of the business plan was on 'How re-use the plastic material for production of raincoats'.
- **Paperless Office:** The institution has taken the initiatives for paperless office by implementing ERP software, Moodle etc. Usage of paper in the campus is minimized and printing is mostly done on both sides of the paper. Maximum communication to departments, resources and students is made through the general notices, mails and other electronic media.
- **ecycling of Paper Waste:** MKSSS has a disposal policy for recycling the used papers. The institute runs its own canteen wherein the used papers are reused for making paper drones, paper bags, Aakash Kandil etc. It is also an initiative to empower female students - those who are willing to be a part of MKSSS's 'Earn and Learn Scheme'.
- **Green Landscaping with Trees and Plants:** Approximately **8112.11 Sqmt.** of the campus is utilized for garden and trees. **Total 2100 trees** have been planted, around the campus. All flowerbeds are covered by Duranta and Kamini. The planted trees are of indigenous species. The advantage of planting local variety of trees is that their survival rate is higher and most of them include trees like Neem, Peepal and Banyan which have good air purifying abilities. Neelgiri tree and Tulsi plants in the campus is for medicinal purpose. Green landscaping helps to reduce nitrates leaching from the soil into water supply and also reduces surface water run-off. Daily gardening maintenance activity is one of the unique practices followed by MKSSS's. Every year institute spread awareness among the students, through the Tree Plantation Program.

Under the green initiative, the institute has the:

- Sanitary Napkin disposal Machine,
- Shredder machine,
- Bio Gas Plant through which we collect the fertilizers and Our MBA students sell the Fertilizers. It is also used for gardening, within the campus.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2.29

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.22	4.45	4.23	3.38	5.95

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 39

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	7	12	10	4

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 44

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	16	7	6	4

File Description	Document
Report of the event	View Document
Any additional information	View Document

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 26

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	5	6	4	4

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institute celebrates national festivals and anniversaries of great Indian personalities to create awareness of National Integration, Patriotism and social responsibilities amongst students and staff.

The Institution also celebrates:

1) On the Baya Karve Punyatithi, the institute has decided to honor a lady for her exemplary contribution in the field of education and social work for women. The award is given in the name of Baya Karve, wife of Bharat Ratna Maharshi Dhondo Keshav Karve which is known as “**Baya Karve Puraskar**”.

2) Dhondo Keshav Karve Jayanti- Every year we celebrate Dhondo Keshav Karve Jayanti, to remember his contribution to the nation.

3) Republic Day is celebrated every year with great pride on 26th of January to honor the Constitution of India as it came into force on the same day in the year 1950. On this very special & solemn occasion, students perform the patriotic songs, dances & skits emphasizing the importance of the day.

4) Independence Day is celebrated every year on 15th August in the institution to mark the Independence of India. Guests from Indian Army, Navy and Air force are invited to share the stories of patriotism and adventures by great heroes of the nation. Staff and students get to know the importance of national integrity in the country.

5) Teachers Day is celebrated on the occasion of the birth anniversary of Dr. Sarvapalli Radhakrishnan on 5th September, every year.

4) Gandhi Jayanti is celebrated on the occasion of the birth anniversary of Mahatma Gandhi on 2nd October. The institution runs a social awareness program by conducting activity under “**Swatch Bharat Mission**”.

Our Institute organized Cleanliness Drive under Swachh Bharat Swasth Bharat Abhiyan, on the occasion of Gandhi Jayanti. The main purpose of this program was to create awareness among the students regarding cleanliness and its benefits. The students and all the faculty members cleaned the internal and external surroundings of the college.

6) Dr. Babasaheb Ambedkar Jayanti is celebrated to remember his immense contributions for the poor people of India.

7) Savitribai Phule Jayanti -is celebrated every year to commemorate the women who pioneered women education in India. Institute celebrates “Savitribai Phule” birth anniversary as a Women Empowerment Day and organizes the “Savitribai Phule Memorial Lecture” devoted to Women’s issues, Women’s Rights and Women Empowerment.

8) National Youth Day (Yuva Diwas or Swami Vivekananda Birthday) is celebrated with the great joy and enthusiasm in India every year on 12th of January. It is celebrated to commemorate the birthday of Swami Vivekananda. Teachers impart knowledge on Swami Vivekananda’s life and ideals.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The Institution is self-financed and the fee is decided as per the guidelines of Fee Regulatory Authority (FRA), Government of Maharashtra. The institute has a transparent fees collection mechanism, to deposit fees in the institution account. Students deposit the fees in the institution account through demand draft or online payment mode. No transaction happens without receipt. In every academic year, budget is prepared as per the requirement of the departments. Purchasing is done through a purchasing Committee by inviting minimum three quotations, negotiation is done and then final work order/purchase order is placed. The institution conducts statutory audit from internal and external auditor at the end of the financial year. A report of external auditor along with audited balance sheet, income and expenditure accounts area available for reference as per government rules.

The institute organizes induction program in which a session is delivered by College Exam Officer on Teaching-Learning-Evaluation .The students are inducted on the following criteria

- o Skill-sets
- o Specializations offered
- o Elective courses and generic courses
- o Credit system
- o Pattern of concurrent evaluation (CIE)
- o Online examination
- o Summer internship
- o Dissertation
- o Announcement of Result

2. The Academic calendar is given to the students which has detail schedule of examination under SPPU, whereas under CIE, it is the discretion of faculty member to convey the schedule of tests and activities through mails.

4. The faculty member discuss the marking scheme and test answers with the students. Monthly attendance of students and performance in various tests and activities are displayed on notice board. The academic record of each student is maintained and due weightage is given for attendance in class

room sessions along with the performance in tests, timely submissions of various assignments, and participation in extra-curricular activities.

6. The performance of the student is communicated by mentors to parents and discussed in the parents-teacher meet.

A well-defined Institutional structure is in place which helps to disseminate all the decisions taken time to time for improvisation in the overall operation of the Institute. The whole structure comprises of the Parent body – MKSSS, CDC- College Development Centre, Director (HNIMR), AMC – Academic Monitoring Committee, AAO – Assistant Administrative Officer (HNIMR), Research Head, Head of IT, Library In charge, Faculty & Staff members, Students Council- a student’s body in the process.

The decisions taken on each perspective is duly communicated and the disseminated through notices and circulars in due course of time. If any queries, grievances arise there is a grievance handling committee in place to address the issue.

For the development of the all students, institute takes different initiatives like conducting corporate sessions. Invites the corporate experts in Pilot study Program i.e. Induction, Academic Visits etc..

Institute provides a good Parking &Canteen facility for the staff & the students.

Alumina is the strength of our institute where the institute organized Alumina meet and invite them for conducting the different session for grooming.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

I. Best Practice:

1. Title of the Practice:

Student Participation in planning and execution of program.

1. Objectives of the Practice

- 1.To promote learning on how to learn and construct the knowledge by one’s self. To create an atmosphere of learning by doing.
- 2.To give practical lessons in management, planning, organising, financing, team building, group dynamics etc. and thus to equip the students to face job-market with confidence.

3. To enhance critical thinking skills, problem solving skills.
4. To inculcate team-spirit and to provide environment to work as team.
5. To develop leadership Quality in the students.
6. To provide platform to bring out talent / skills of the students, which helps in grooming the students.
7. To create an atmosphere to interact positively with new students thus avoid the danger of the negative interaction of ragging.

1. The context

In any field of education continuous involvement of the student is must to boost his/her knowledge horizon and develop the student as a 'whole student'. MKSSS's Smt. Hiraben Nanavati Institute of Management and Research for Women is affiliated to Savitribai Phule Pune University. The college works with a mission 'To develop competent young professional women managers with the capability to contribute effectively in the challenging environment.' University structures take care mainly of teaching, learning and evaluation, we quest for over all development of the students. The college not just helps the students to secure the degree but also helps prepares the students for the life outside the campus.

1. The Practice

HNIMR has a vibrant and dynamic Student Council. Every year in the month of January /February 'Student Council' (an associated student's body) is elected for quality assurance and all round development of the students. Students from first year MBA are voluntarily invited to join 'Student Council' to form a body of representatives for various activities and cells i.e. community development, placement, library, cultural cell, research, Kushagra, sports etc. of the institute. From the applicants, a group of students get elected by their peers to organise curricular and co-curricular activities. Other students help the 'Student council' as volunteers for the various activities. Since beginning HNIMR tries to keep flexibility within the student council. This helps in bringing out talent of the students.

The work of the new 'Student Council' starts with the 'Annual Award Function' wherein MBA 2nd year students, HNIMR alumnae and Ph. D. students gets excellence awards. In next academic year 'Student Council' works rigorously. Soon after the admission of the new batch, this student council along with the faculty guide works on organising and executing 'induction program'. The induction programme gives an opportunity to new students to come to know the seniors in a friendly, helpful atmosphere. This create an atmosphere to interact positively with new students thus avoid the danger of the negative interaction of ragging.

There are annual activities of the college like Cultural events, National and International Conference, Kushagra – Management Fest, Sports Tournament, and Panache etc. The Student Council is responsible for organising the same along with the faculty guide. College encourages students to raise funds for various activities. While organising these activities students get practical lessons in management, planning, organising, execution, group behaviour, finance, marketing etc. This experience helps them to face the industry confidently.

Impact of the Practice

- The impact of this practice is very positive. Most of our alumnae coming over thank us and convey to us that the training they received through planning and execution of various activities has

actually helped them at workplace – to perform their work better.

- There is an atmosphere of learning by doing and an ownership feeling for the institution.
- It creates sense of belongingness amongst the students.
- Students learn practical management lessons like planning, organising, execution, accountability, group formation, group dynamics, fund-raising etc.
- This is a tool to control ragging in the institutes. In fact, students themselves take care that no such incidents take place.
- Provides platform to students, to show case their talent, which makes the whole learning, an enjoyable experience.

1. Evidence of Success:

Active involvement of student council in hosting the programs like,

1. Annual Awards,
2. Industrial Awards,
3. Cultural Programmes
4. Induction Program
5. Kushagra – Inter-collegiate Management Fest
6. Panache – Inter-collegiate Cultural & Sports Competition
7. National Conference
8. International Conference.

1. Problems encountered

- Due to fascination of ‘Student Council badge’ students voluntarily opt to be ‘Student Council’ member but after getting elected, few members’ contribution in the activity is not up to the mark.

In the planning process, student council is actively involved, and in execution they need help of all students as volunteers. But at times resentment builds up between both the groups, internal rivalries too comes to surface.

: -Faculty members play a crucial role in smooth functioning of the activities.

- It is been observed that students in last semester tend to withdraw from the ‘Student Council’, due to pre-placement and studies.

: -Considering this in the month of January/February new ‘Student Council’ gets formed. Wherein MBA 1st year students have already observed work of old ‘Student Councils’ work and after getting elected they get to work under the guidance of experienced and senior students.

- Due to involvement in the activities at times same set of students repetitively tend to miss lectures.

: -The head of the institute ensures that this does not happen. In case of the students whose academics performance is slacking down, are advised to excuse themselves from the activities. But by and large this does not happen.

Resources required

Voluntary contribution from the students. Faculty guidance and management.

II. Best Practice

1. Title of the Practice:

“BOOK SHELF” - Annual Competition, hosted by Library

1. Objectives of the Practice

- To introduce library as knowledge and information Centre.
- To motivate students to browse and read books apart from management and allied areas.
- To attract students to the library.
- To inculcate habit of learning through reading.
- To develop students habit of working in team and activate their group dynamics.

1. The Context:

Library is a place where students visit to browse information related to curriculum. Students tend to learn most when they are actively involved in developing their knowledge. At HNIMR, we in Library try to motivate the students to read the books apart from syllabus as well. To enable the students to exploit all possible information resources available in the library and supplement their learning process, every year we organize BOOK SHELF ACTIVITY.

1. The Practice:

Every year in the month of September/October, immediately after Induction programme for the new batch “BOOK SHELF” – An Annual Book Review Competition is organized at HNIMR. Students are divided into groups and directed to choose a book of their choice related to management and allied areas, apart from a textbook. Each group chooses its group leader and gives a suitable name for the group. The students are then directed to prepare posters or models or both, write book review and make PPT presentation on the selected book. The core of presentation is “Management lessons learnt from the book”.

Time span is given to all the groups to submit the presentations. On the D-day of BOOK SHELF activity Model Exhibition, BOOK Review and PPT are judged by eminent scholars. The best presentations are awarded.

Impact of the Practice:

- Visiting Library a joyful experience.
- Icebreaking for MBA I batch.
- Gives the students stage daring, public speaking confidence and enhances their ability to adjust and work in groups.
- On the D-day, after attending the presentations of other groups students get acquainted with different titles and their curiosity to read the book arouse.

1. Evidence of Success

The level of involvement and enthusiasm on the D-day of BOOK SHELF Activity showcase how much students have enjoyed the journey from choosing the book, reading it, interpreting the contents, developing model/poster, writing book review, giving presentation and developing their ideology based on their learning from the book.

All most 100 % attendance and participation of students in the activity, indicates their approval.

In feedback as well the examiners and the students have appreciated this activity.

1. Problems Encountered:

- Compatibility issues of group members: Group formation is done as per Roll Call (10 to 15 students per group). Therefore at times compatibility of team members becomes an issue.

:- With mentoring the issues are resolved on time and students get motivated.

- Degree of involvement of team members: Involvement of all the team members is always not at par.

:- With regular discussions with group leader and team members smooth functioning is ensured.

- Extended 'man hours': Making students work for the competition preparation after college hours is a challenge.

:- The problem gets encountered once the interest is generated amongst the students, they get channelized.

1. Resources Required

Commitment from Librarian and willingness of students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The college started with the vision 'to develop a centre for management excellence exclusively for

women'. The students belong to every various social class, community and linguistic group. Accommodation of such diversity has always been the abiding attribute of 'Maharshi Karve Stree Shikshan Samstha', established in 1896 by Dr. Dhondo Keshav Karve, at the times, when the girls were denied the education by the society. Even today, girls are denied education because of the reasons like poverty, insecurity and lack of schools in the vicinity of their homes. MKSSS firmly supports the education of such girls. The educational and boarding expenses of the girls are taken care of by MKSSS with the help of the donors through several fund raising schemes. The 121-years-old parent body has been committed to **"Empowerment of Women through Education"**.

HNIMR will remain faithful to its heritage and extend its intent to meet the intellectual and spiritual challenges of the contemporary and future academic world. The college makes every effort to be a bridge between the rural-urban divide, taking the benefits of education to the poor and the marginalized and aim at their empowerment. The college provides access and equity in higher educational opportunity to all deserving and meritorious students from all sections of the society. Numerous scholarships are been offered by the college to the deserving students.

Year	Number of students	Scholarship amount given
2013-14	• Fee concession given	Rs.1056000
	• Fee concession given –Donation received against same	Rs.389200
2014-15	• Fee concession given	
	-for MBA- I year 14-15	Rs.1239651
	-for MBA-II year 14-15	Rs.906000
	• Special fee concession given 2 students	Rs.1026958
2015-16	• Fee concession given	Rs.1270762
2016-17	• Fee concession given to 3 students -Donation received against same	Rs.320000
2017-18	• Fee concession given to 1 students	Rs.17500
	• Fee concession was given to 14 students – Donation received against same	Rs.660494

The institute has made efforts to shift the balance of higher education from the 'teacher-centric education' to 'student-centric education', by supplementing the traditional learning practices, with the use of contemporary technology in an innovative manner. In order to ensure the institute becomes a centre for management excellence exclusively for women, the institute follows 3 tier model- Academics, Experience learning and Industry Integration. The Institute promotes student-centric learning by actively involving students in the teaching-learning process.

Academic - The application –oriented pedagogy comprises interactive classroom discussions, case studies, role plays, presentations, role plays, quiz, group discussion and in depth situation analysis. The institute,

along with the SPPU syllabus caters various certificate courses and add – on programmes to develop the managerial skills of the students. The value-added certifications offered by the institute i.e. Modelling in Excel, Cyber Security, Payroll and Compensation, Legal Compliances, Digital Marketing, Project Management & Business Analytics, ensures the students are industry ready.

Experience learning -In order to equip the students with industry demand, HNIMR provides learning through Live project & Shadow Learning, giving the students hands-on experience of the corporate world.

Interface with the help of concurrent interactive sessions by experts from corporates on current issues adds to update the students and keep them acquainted with the current affairs. National& International Conference, HR Conclave, Marketing Meet, CFO meet, tracing the Footprint – Alumnus meet keeps the students updated. The institute offers wide range of placements in reputed companies. Numerous students of the institute have turned into entrepreneurs.

Industry Integration - The institute has signed numerous MoUs with reputed organisations through which the college arranges corporate interaction, industry- academia meet, study tours, live projects and various MDP's. To bridge the gap between corporate and academics, the institute has actively involved its Alumnus, who mentors the students periodically.

HNIMR has vibrant and dynamic Student council, an objective of forming student council is to empower students for to organizing and coordinating events for the institute and create a connecting link between Director, faculty and students. It provides platform to showcase leadership qualities through student's council.

The institute believes only a strongly rooted individual can successfully reach the top of pyramid, thus in the process of management excellence, the institute gives equal importance to inculcate values in the students. Ethical values are inculcated among the students by creating awareness about the Samstha and its legacy from the Pilot Study Programme. The 'Ashram Geet' recited at the commencement of every programme and the 'Pasaydaan' at the end, develops culture of sanctity among the students. Along with the rigorous managerial course, students are encouraged to celebrate Dahi-Handi, Ganpati and Navratri festival to enrich cultural values. Professional ethics are inculcated among the students by training them to interact with the corporates on and off the campus. The Internship Programmes also help to sharpen the professional values and ethics.

Being an all women institute, HNIMR is well cautious about safety and security of its students. Each student is provided with faculty guide, who mentors them throughout the year. The institute provides world class state of art with Wi-Fi connection and updated library.

Out and out world class management institute for women with Indian values and ethos is USP of HNIMR. The safe and secure environment at campus, professing faculty members, knowledgeable corporate mentors and securing seniors makes the learning an enjoyable experience for the budding women managers who can contribute effectively in the challenging environment.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

NAAC

5. CONCLUSION

Additional Information :

The Institute has adequate infrastructure, supporting academic facilities, state of the art Library and computer laboratories with highly qualified and experienced faculty members. Institute follows student-centric approach and hence, gives highest priority to teaching- learning process. Emphasis is given on extra and co-curricular activities for experiential and participative learning along with holistic development of students. The attempt is made to deliver the best quality in Teaching-Learning and overall development of students. Objectives are achieved through following initiatives:

1. Developing an Eco-System for sharing and transfer of knowledge by involving all the stakeholders.
2. Strong Industry-Academia Interface ensures that the objectives are met by signing MoUs with companies from across sectors .
3. Everyone takes responsibility for ensuring their individual work meets expectations and specifications.
4. Developing an internalised quality assurance system for enhancing the overall quality of the various operations of the institute
- 5 A stakeholder-centred methodology that endeavours to enrich and empower students and teachers: prioritising the development of participants in the learning and knowledge development process.

Concluding Remarks :

The Institute under the flagship of Maharshi Karve Stree Shikshan Samstha (Established by Bharat Ratna Maharshi Dhondo Keshav Karve) strives to work towards excellence by collaborating with all the stakeholders for the benefit of the students, society and community at large. Institute has a well framed vision and mission, which works as a light house and is reflected in the day to day operations of the institute. A state of art infrastructure, highly qualified faculty members, use of contemporary IT tools, time to time upgradation in policies are the back bone of the institute.

The institute aims at developing competent women managers to face the challenges of the dynamic corporate world. Being a women's institute, the focus is on developing a multifaceted woman who can face the world with confidence and vigour and capable of handling any role successfully in the society. The Institute aims at becoming the most preferred B-School for women in India.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>6</td> <td>11</td> <td>2</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>5</td> <td>11</td> <td>2</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI input edited according to provided documents. Induction program can not be certification course.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	6	6	11	2	0	2017-18	2016-17	2015-16	2014-15	2013-14	6	5	11	2	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	6	11	2	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	5	11	2	0																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>9</td> <td>10</td> <td>9</td> <td>14</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>1</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	14	9	10	9	14	2017-18	2016-17	2015-16	2014-15	2013-14	12	1	1	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
14	9	10	9	14																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
12	1	1	0	0																	
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : B. Feedback collected, analysed and action has been taken Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p>																				

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	11	7	7

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	1	1

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1.75	1.12	0	0	1.3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1.75	1.12	0	0	1.3

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 9

Answer after DVV Verification: 5

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 23

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : HEI input edited because no relevant documents provided

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	10	3	2	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
65	72	124	124	150

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
335	352	318	269	150

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	5	2	1	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	5	1	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	5	1	3

Remark : HEI input edited according to provided information.

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) during the last five years.

5.3.1.1. 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-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
11	13	12	4	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	3	3

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
26	25	19	15	8

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	12	10	8

6.5.4

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

7.1.10

Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
18	23	18	14	7

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	7	12	10	4

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
18	23	18	14	7

Answer After DVV Verification :

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2017-18	2016-17	2015-16	2014-15	2013-14
11	16	7	6	4

2. Extended Profile Deviations

Extended Profile Deviations

No Deviations

NAAC