Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**SWAYAM SIDDHI MITRA SANGH'S COLLEGE OF MANAGEMENT AND RESEARCH**
Name of the head of the Institution	**Dr Manju Gupta**
Designation	**Director**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**919819595554**
Mobile no.	**7977935407**
Registered Email	**director@sscmrmba.in**
Alternate Email	**admin@sscmrmba.in**
Address	**Sonadevi Compound, Temghar, Kalyan Bhiwandi Road,**
City/Town	**Bhiwandi**
State/UT	**Maharashtra**
Pincode	**421302**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr Anjan Kumar**
Phone no/Alternate Phone no.	**919819595554**
Mobile no.	**7977935407**
Registered Email	**director@sscmrmba.in**
Alternate Email	**admin@sscmrmba.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.swayamsiddhi.org/about-3

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	https://www.swayamsiddhi.org/_files/ugd/37998c_98fdda488ee14d95993b312500da38cf.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	**B+**	**2.51**	**2017**	**28-Mar-2017**	**27-Mar-2022**

6. Date of Establishment of IQAC

08-Jul-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Establishment of IQAC	**22-Jun-2016**	**14**

Cell and Nomination of Members	1	
STC on Digital Marketing	20-Mar-2017 8	98
HR Summit	17-Feb-2017 02	175
Students Development Program on Advance Excel	10-Dec-2016 12	92
Personality Development & Spoken English Program	19-Sep-2016 05	84
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Students Development Through Various Value Added Courses like Personality Development, Advanced Excel, Digital Marketing 2. 2 Days FDP on Skills of Writing Research Paper 3. Industry Oriented Guest lecture from Corporate Guests to cope up the Management Education with Corporte Requirements 4. The IQAC inspects and tries to improve college infrastructure. 5. Conducted various awareness program and outreach activities addressing social issues like Swach Bharat Abhiyan, Tree Plantation, etc

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

Plan of Action	Achivements/Outcomes
Establishment of IQAC Cell and Nomination of Members.	IQAC established on 22 June 2016
STC on Digital Marketing	Enhanced students skills
HR Summit	Enhanced students skills
Students Development Program on Advance Excel	Enhanced students skills
Personality Development & Spoken English Program	Help students in Final placement

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	19-Sep-2016
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes, the Institution has MIS. The head of the institute, the director works in consultation with the management. Management Information system has been used in practice to store student data such as personal data, Course Fees, Exam records, placement details and library details. Library uses Delnet library software which is integrated multiuser, multitasking library information software that supports all inhouse operations of the library. The software has all inbuilt facilities required for library service out of which we have availed service package as Acquisition, Catalogue, Circulation,

Serial Control, and OPAC. The database of books available in the library is being updated on day to day basis. Use of software like Tally in the administration and finance unit helps to view fee category wise student data, admission status for all class, cast category wise statistical report, admission fee summary report, library status details etc. The Institute also uses auto generated biometric attendance system for the faculty, nonteaching staff attendance records. The Scholarship System is also automated. The students fill up the online form which is further verified and submitted to the social welfare department for approval and disbursal of scholarship to the student's account. Further the process of AICTE, where online application form for the extension of approval filled by the Institute. The Institute is affiliated University of Mumbai, therefore the entire academic. Teaching, learning evaluation process is paperless.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Swayam Siddhi College of Management & Research is accredited by NAAC B+ grade in 2016-17. The course curriculum of the institute is as per the guidelines prescribed by University of Mumbai. The academic calendar displayed by the university, is followed by the institute. The Department of Academic Committee discusses at the beginning about the policies and strategies for the best methods of deliverance of curriculum are planned. The Course Coordinator prepares the academic calendar, and faculties are asked to prepare course lesson plans of their classroom teachings as this helps in clarity of syllabus and distribution of syllabus and ensures timely completion of syllabus. The Director of the institute also conducts periodical reviews along with the course coordinator of the portions covered by the faculties and also student attendance. a) The action plan for effective implementation of the curriculum are detailed below: At the beginning of the academic session ,students undergo 7 days Induction and Orientation program, where industry and academic experts guide, mentor and encourage students for creating a better career. The faculties of each subject/specialization make students aware about the Course Outcomes which are defined for each course, The course coordinator is assigned task to act as link between students and respective faculties of the subject. Course coordinator plans, communicate and executes the time table for the new batch and primarily does the mapping work, designing of course objectives and outcomes. Based on the subjects, each individual faculty decides their existing evaluation pattern and assesses the students. University of Mumbai guidelines, the course are divided in 40 marks as internal and 60 marks as external exams

of each subject. College conducts all first year course semester wise exams as per guidelines of Mumbai University for students. The course coordinator with the help of other faculty's members designs remedial lectures for slow and weak learners after completion of syllabus. Academic process is well maintained through systematic operating procedure b) In built curriculum facilitation activities- Teaching-Learning process is as follows: Faculties engage the students through Interactive, Collaborative and Independent Learning methods. The faculties aim to strengthen the problem solving and critical thinking skills at the same time encourage students to develop an ability to work on minimal guidance. A number of training sessions are arranged by Head – Training and Placement Cell to equip the students with skill sets required during campus recruitment drives by the various industries. Industrial visits are a major part of our course as it helps the students for corporate know how. Value addition lectures/seminar are delivered by experts from industry and academic to supplement the curriculum input. Value addition courses are conducted to enhance employability skills of students. ICT enabled classrooms help students to develop and boost their skills. Students are encouraged to participate in various competitions organised by other colleges. Robust library facility with e- books, e-journals, magazines, and reference books are purchased every year for student's benefits. The Faculties are encouraged to attend and participate in FDPs, Seminars, Conferences and Workshops organised by

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
STC on Digital Marketing	Nil	20/03/2017	08	Employability and Entrepreneurship	Marketing and Digital skills
Advance Excel	Nil	10/10/2016	12	Employability and Entrepreneurship	Skills development and applicability
Personality Development Spoken English	Nil	19/09/2016	05	Employability and Entrepreneurship	Communication Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MMS	Marketing, Finance, Operations, HR, Systems	01/07/2016

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

	Certificate	Diploma Course

| Number of Students | 88 | 0 |

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Advance Excel	10/10/2016	92
Digital Marketing	20/03/2017	98
[View File]()		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MMS	Marketing, Finance, Operations, HR, Systems	180
[View File]()		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Director and the IQAC coordinate to collect feedback periodically from Student, Parents, Resource persons, Alumni Employers on curriculum aspects and courses. They are informed and given the liberty to submit their suggestions, grievances and problems anytime during the semester to the Grievance Redressal Committee. The students also give their feedback on the curriculum through their mentors and the students' feedbacks are given due consideration. The feedback from the faculty is obtained through discussions in faculty meetings and through self appraisal system. In every area where improvements are required discussed in respective committee. Feedback from the alumni is solicited through consultation during alumni meets. Feedback from the parents is conveyed in the Parent Teacher meeting. Suggestions and comments given by the guardians are also taken into account for future development. We consider the feedback and valuable suggestions and taking necessary steps for the welfare of the students. The suggestions received through the feedback are promptly communicated to the faculty members and respective committee. Proper suggestions were formulated and communicated to ensure the proper redressal of student's academic grievances.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

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

MMS	Marketing, Finance, Operations, HR, Systems	180	200	180

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	0	180	0	18	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
18	10	14	6	2	4

<div align="center">View File of ICT Tools and resources</div>

<div align="center">View File of E-resources and techniques used</div>

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

Yes, Mentors are assigned in the Institution to monitor and guide students all through the two years. The institution has an arrangement of teaching called the Mentor-Mentee concept, whereby a faculty as a mentor is allotted to 15 students to take care of his/her scholarly, mental prosperity, class participation and execution. Additionally, it acts as a link between the Students and the Institution. The Institution has a standard Mentor-Mentee format to maintain the uniformity in keeping Academic and non-academic related record of the students. Every week, one day i.e. Saturday is reserved for the Mentor-Mentee meeting where the mentees discuss all their Academic Personal Problems. All the Academic Non-Academic points discussed with the students are recorded by the Mentors in the prescribed format. The Mentors also keep track of the overall performance of the students during the Summer Internship Project by constant interaction with the industry guide designated to the student by the company. The mentor's role is to guide, to offer guidance, and to help the mentee. The Mentor helps the students to improve their capacities and abilities through perception, evaluation, displaying, and giving direction. The Mentor-Mentee Programme further helps to develop the research acumen amongst the Students in a better way. At the time of the Induction Program, the students are first introduced with the Mentor-Mentee concept. The newly admitted students are asked to fill up the profiling form in advance of their first profiling meeting. The information helps the mentor to understand to get to know the Mentee. The self-appraisal form provides the snapshot of the mentee's overall skill sets their corresponding strengths and weaknesses. Given the mentee profile and the self-appraisal form, the mentors offer valuable insight into the stuff to excel and helping them to settle on the best strategy in troublesome circumstances. The mentor plays a very vital role in the overall development of the students (mentee's) personality in terms of their communication skills, presentation skills, etc. Counselling sessions are done by the Mentors to push slow learners. Additionally, the Institution also conducts training programs for the students exclusively for their specialization. This activity helps to develop student's innate abilities and skills to make them Industry ready. The role of the mentee is to participate in open and honest discussions with the mentor online/offline mode to take responsibility for personal growth and development. The mentor calls for the meeting with the respective mentees regularly to know about the latter's progress concerning their knowledge and skills. The mentors help their wards in keeping the focus on the track in their career through constant advice, skills development, networking, etc. The Director of the Institution meets all faculty mentors at least once a month for the reviewing of proper implementation of the mentoring system. The Director suggests and advises mentors whenever necessary. The Department of

Academic Committee of the Institution discusses the mentoring related issues at least once in a semester and revises or upgrade the system if necessary.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
360	18	1:20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	18	0	0	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MMS	747	Sem-I	30/11/2016	15/12/2016
MMS	747	Sem-III	30/09/2016	30/11/2016
[View File](#)				

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

The University of Mumbai has adopted major reform in the evaluation by introducing Credit based credit and the institute has adopted the same. The new syllabus offers choice based credit system which introduced new types of CIE in operations at institute level. The evaluation criteria of the students is decided by university and given in university syllabus. The evaluation has two components 1. External Examination 2. Internal Evaluation. Concurrent Internal Evaluation applicable across all the semesters. Summer Internship Project and Dissertation Projects are compulsory which is evaluated thr project report, internal viva and external viva. The syllabus copy and course evaluation criteria published by Mumbai University is communicated to each student in the class by Course faculty. Evaluation of the students is a continuous process which starts with the semester start and ends before the date of commencement of university exam, the concurrent evaluation has set standard types as per the university guidelines and teacher adopts the same. Students get the information about two valuation processes during the induction program wherein exam committee in detail explains the process of evaluation throughout the program spread over four semesters. Also periodical addressing by course coordinator and regular information by concerned faculty in the class and are directed to visit university website. Current evaluation system for the full credit courses is divided into two categories and the marking scheme is as follows: External

> **Examination: 60 Marks (7 questions with internal options spread across the syllabus). Internal Evaluation: 40 Marks based on continuous internal evaluation carried by individual faculty members by conducting class test, assignments, presentations, case study and surprise test.**

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

> **The institute accredited by NAAC B in 2016-17 signifies that Institute follows Quality Management System which ensures academic calendar designing process as an inherent part of the academic planning. The academic calendar uploaded on website and received by Mumbai University forms the basis for designing institutional academic calendar. The calendar published by the university consists of semester commencement and end dates, with holiday list and midterm break which gives guidelines to formulate the time table for the institute, which is basic element for NAAC. Course coordinator prepares the academic calendar with the help of all committee heads with their roles and responsibilities. All faculty members and committee heads follow the standard operating procedures and conduct the events and academic activities by communicating students in advance notice. Course Co-ordinator prepare internal examinations schedules and inform students by notice. University paper examinations schedules inform students as per guidelines.**

2.6 – Student Performance and Learning Outcomes

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

https://www.swayamsiddhi.org/_files/ugd/37998c_b22b359305144478b986a58f0960b034.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
747	MMS	Marketing, Finance, HR, Operations, Systems	174	160	92

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2.7 – Student Satisfaction Survey

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

 https://www.swayamsiddhi.org/about-3

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on How to crack Interview	Placement	15/04/2017
Seminar on Case Study Competitions	MMS	12/11/2016
Seminar on Leadership Skills	MMS	18/02/2017
Seminar on Corporate Culture	MMS	10/03/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
MMS	2
[View File]()	

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

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of

Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
over all: **No Data Entered/Not Applicable !!!**						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**1**	**1**	**0**	**0**
[View File](#)				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Aids Awarenessness	**Dr. Tripati**	**Health Awareness**	**18**	**98**
Women Day Celebration	**Inhouse Activity**	**Social Awareness**	**3**	**55**
Wastemanagement	**Onkar Kulkurni-Mumbai Waste Mgt**	**Environment Awareness**	**6**	**78**
Swatch Bharat	**In-house Activity**	**Campus Clinliness**	**6**	**44**

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange Program	6	Non-Finance activity	6
Health Check up	43	Non-finance activity	1
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
DELNET	Partially	LATEST	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7299	932956	0	0	7299	932956
Reference Books	100	48580	0	0	100	48580
Journals	5	3000	0	0	5	3000
Others(specify)	10	2500	0	0	10	2500

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	120	2	2	2	2	1	1	50	0
Added	0	0	0	0	0	0	0	0	0
Total	120	2	2	2	2	1	1	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA-	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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

Cleaning: The procedure of daily cleaning and up keeping is followed and looked after by the housekeeping staff of the institute. Infrastructure maintenance checklists are regularly updated and maintained in prominent area of the institute. Housekeeping staff is responsible for ensuring cleanliness of the entire Institute and regular garden work which keeps campus clean and green. Electricity: Generator backup facility is available to handle power failure issues. Security: Institutes security is looked after by the private security agency in two shifts round the clock. The security guards are on duty at the institute's main gate, parking areas etc. Maintenance of following thing is carried out regular interval and annual maintenance contracts (AMC) are signed with few vendors. Electrical Maintenance: Institute has Kirloskar Power Ltd, Generator backup for electricity with 35 KV. Generator maintenance AMC is maintained by Kirloskar Koel Ltd Services. Institute has also 5 Inverters in which 2 are online-ups which have 25 KV and 3 are offline which have 30 KV capacity and its maintenance AMC is maintained by Shanti Inverter company. Aqua guard and Water coolers: Institute has Water Cooler of liters capacity . Air Conditioners: Institute has A/C installed at various locations and is maintained as per the needs. Fire Fighting Equipments: Institute has --- Library Software AMC: E-Granthalay, Del-net softwares available for library access. Institute has taken membership from American British Library and it access to all staff and students for E-journals, E-Books and other research articles and information. Rupantaran Event: Institute conduct annual event- Rupantaran where inter sports competitions and management games are conducted.

https://www.swayamsiddhi.org/about-3

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**SSCMR Scholarship**	**25**	**125000**
Financial Support from Other Sources			
a) National	**Nill**	**Nill**	**Nill**
b)International	**Nill**	**Nill**	**Nill**
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Lab- English Speaking	**19/09/2016**	**84**	**Internal Faculty Members**
Corporate Guest	**10/03/2017**	**92**	**Corporate**

Lecture on Corporate Culture			Resource
Carrer Counselling for Finance Students	08/08/2016	44	Ujwal Dhokania Co , Chartered Accountants
Personal Counselling	15/06/2017	180	All Faculty members
Yoga Classes	21/07/2016	83	Mr R.S Bitla Yoga Trainer
Bridge Course	08/08/2016	84	Internal Faculty Members
Remedial Classes	15/11/2016	36	Internal Faculty Members
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	Carrer Counseling	44	20	Nill	40
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ICICI Bank	36	2	Property Pistol	18	4
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	5	MMS	HR Finance	Govt College	LLB
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nill	National	Nill	Nill	Nill	o
No file uploaded.						

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

Student is the main and prime focus at Swayam Siddhi College of Management Research . Along with curriculum designed by Mumbai University, we ensure the overall development of the students, which includes communication skills, presentation skills, general awareness, decision making skills, leadership skills, team work etc. To achieve overall development, institute organizes various team activities, guest lectures, workshops, seminars, out bound activities, competitions, cultural and sports activities. Students are involved in planning, organizing and control of all activities to motivate them and make them learn the administration and management skills. The student council at Swayam Siddhi College of Management Research : Designation Student's Name President Yogesh Patil Secretary Ekta Jaiswal Lady Representative Nisha Kanade Senior Faculty Member Prof. Vilas Tayade Sport Representative Juhi Ansari Cultural Representative Amol Charan Class Representative Rajat Naik Class Representative Ansari M Shahid The academic coordination committee is formed with an objective to perform and ensure smooth operation of all the academic activities. The committee ensures the regular conduct of lectures, completion of syllabus any other issues of students related to teaching learning process. Discipline Committee at Swayam Siddhi College of Management Research: Discipline committee ensures the discipline in the class, during the activities and events. The objective of the committee is to motivate Discipline among the students and reduce the cases of indiscipline. Event Management and Media Committee: at Swayam Siddhi College of Management Research: The event management committee is formed for proper management of event right from the planning stage to its implementation. This committee is also responsible for post-event media coverage. Sports Committee: at Swayam Siddhi College of Management Research: Sports committee suggests various sports activities for making the students physically and mentally fit. The committee handles the responsibility of planning organizing and implementation of various sports activities. Cultural committee: at Swayam Siddhi College of Management Research: The objective of cultural committee is to provide students a platform to showcase their talent and also to make them improve their interpersonal skills and teamwork. The committee proposes various cultural programmes and

coordinate for planning and its execution. Corporate relations: at Swayam Siddhi College of Management Research: .The committee helps to build and maintain the corporate relations that can mutually benefit companies as well as students. Senior managers in the company are approached for internships and placements, guest lectures, industry visits etc. Training and Development committee: at Swayam Siddhi College of Management Research: Training and development committee works to identify the training needs and to satisfy the training needs with the best of the resources available for the overall development of the students. Library Committee: at Swayam Siddhi College of Management Research: Library committee motivates students to read more, make the required books available and develop a learning culture.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

320

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

No, Alumni Association is not registered but it is established at college level. The details of Alumni Association is as below: Alumni Cell Head: Prof. Suhas Jategaonkar Alumni's regularly visit the institute share their skills and experience, by offering their support to students are our most loyal supporters and our best ambassadors. The alumni network of institute is one of the biggest sources of placement opportunities to the students. Alumni can help students get placed at their respective organizations. Students work ethically and sincerely in the organization. Students always accept the role allotted to them during the campus and off the campus like recruiters place, industrial visit and social place.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Best Practices: - Describe at least two institutional best practices 1. Title of the Practice: Mentoring Program 2. Objective of the Practice: a. To enhance the morale of the students b. To sort out the students conflicting issues and motivate for solutions c. To encourage students for higher studies and create confidence 3. The context: The institution has taken initiative to implement mentoring system and analyze certain issues related to communication skills and non-commerce background who had difficulties in understanding the management subjects. All this led to process of adopting mentoring program for the students so as to instill confidence and enhance quality of education. 4. The Practice: The institute has taken an extra effort to schedule mentoring activities through each faculty member. The students are allotted to mentor will meet and interact with the mentor during the schedule provided to each mentor. Format of mentoring procedure is provided in excel sheet and each faculty fill the information and discuss the issues with mentee and generate solution with advice. This exchanging information through mentor-mentee program create healthy environment in the campus. The quarterly evaluation of mentoring

is also carried out for building up quality approach. Mentor keep record of all mentees and measured the result frequently through analysis. Sometime frequent meetings are difficult to schedule as the number of students are more and constraint of time therefore during the spare time the mentee has opportunity to meet the mentor for discussions. 5. Evidence of Success: Mentoring has helped the students to face the challenges and overcome the difficulties and obstacles in their day to day life. Mentoring has also helped the mentor to know students progress and positive changes in students which create good rapport with students for overall development. All stakeholders are aware and appreciate of the help the students get through the mentoring program. 6. Problems Encountered and resources required: The scheduling of time for mentoring the students had been challenging, placing to the right academic schedule. It was a challenge to schedule the trainings session for the students. The entire mentoring approach has been built on personal interactions with students. Many students are inherently reserved and have to be focused upon a great deal more by there respective mentors so as to be given better guidance and support 2. Title of the Practice: 'Industry Institute Interaction' 1. . Objective of the Practice : a. To enhance the morale of students. b. To increase the employability the student. c. To give on job training to students The main objective is to establish and maintain relationship with Business Organizations through MoUs, Guest Lectures, Summer Projects as well as Winter Projects, Industrial visits and Trainings for students and faculty members. 2. The Context: Institution has taken initiative to interact with various industries through Industry Institute Interaction committee that maintains professional relations with industries. Industrial visits are arranged for students and faculty members to gain practical exposure and keep abreast their knowledge. To achieve academic excellence, students are encouraged to interact

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? Curriculum Development: Institute is affiliated with Mumbai University which is a state university and all the affiliated institutes follow the syllabus framed by the university. The syllabus for MMS Program is revised in the academic year ----- for semester I and II and for semester III and IV was revised in the academic year----. The IQAC cell of the institute encouraged faculty members to participate in the curriculum development activity. Faculty members contributed in the syllabus revamping activity attended and conducted the FDP for various courses and specializations and invited as BOS member for paper-setting, paper checking work etc.
Teaching and Learning	Looking at the requirement of blended learning and digitization of the teaching learning process institute purchased smart board which is used

	effectively by the faculty members. This smart board has access to media which helps faculty members to discuss the critical concepts in best possible way. For improving the quality of the teaching learning faculty members are encouraged to attend the FDP focused on outcome based education, choice based credit system, Blooms taxonomy etc. Also faculty members are encouraged to use the case study and simulations to make the teaching more effective. Faculty members utilize digital library and language lab facility and also encourage students to access the same for getting add-on knowledge.
Examination and Evaluation	For the university level examination along with supervisor which is appointed as per guidelines of the university, University appoint external squad panel to ensure the smooth execution of the examination. For internal evaluation of continuous concurrent evaluation faculty members follows the standard process which is as per the guidelines prescribed by Mumbai University. Evaluation is based on rubrics and in case of dispute students can appeal.
Research and Development	Institute has Research and Development committee to conduct research programme and support to students and faculties. Institute conduct Faculty development program and train the faculty to update their skills and knowledge. Institute also motivate students and faculty members to participate and present research papers in national and international level journals and conferences.
Library, ICT and Physical Infrastructure / Instrumentation	Library increased the number of quality subscriptions of Journals and Magazines. Library has taken the membership of American British Library and Delnet software, database of the same is extensively used in the teaching learning. For ICT the institute utilizes the language lab to full extent for improving the communication skills. Institute upgraded the computer peripherals such as headsets, CPU etc. to match the requirements of language lab software.
Human Resource Management	Teaching and Non teaching members are encouraged to take part in FDP, Seminars and other value added

	activities. Teaching staff participated in the syllabus revision faculty development programmes organized by the institute. Also faculty members are encouraged to acquire the additional certifications to up skills themselves. Non teaching members encouraged to undergo training for various administrative activities to improve the skills.
Industry Interaction / Collaboration	Institute invites industry professionals as a Resource member for various and specialization wise events. These professional represents variety of the industries which helps students to gain insights about product industry as well services industry. The institute optimally uses the MoU with few industries so that the employment opportunities and leadership qualities would be known the students
Admission of Students	Admission procedure is as per the guidelines laid by DTE, Government of Maharashtra. Conduct MHCET -MBA-MMS entrance examinations. Admission counselling cell is established at the institute to handle the queries related to the admission process. Counselling and mentoring to the aspiring students is carried on regular basis in order to help students in selecting the institute and guidelines for documents verifications and admission process.

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

E-governace area	Details
Administration	Smart Office Offware (Bio Max Machine) for Face Reading and Finger Scan Vendor: Arth Solution Contact Details: 9167520311
Finance and Accounts	Tally Accounting Software Vendor: Tally Solutions Contact Details : 9819595554
Student Admission and Support	Adme Software Vendor: Mr. Sandeep (Inficare Solution) Contact Details: 9890779815 LMS (Learning Management System) Vendor: Mr. Sagar Bhanushali Contact Details: 9890779815
Examination	Adme Software Vendor: Mr. Sandeep (Inficare Solution) Contact Details: 9890779815 LMS (Learning Management System) Vendor: Mr. Sagar Bhanushali Contact Details: 9890779815

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Ujwal Dhokania	National Conference	Research Paper	1500
2017	Ujwal Dhokania	Inter National Conference	Research Paper	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	11	5	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Travelling facilities – home to college	Travelling facilities – home to college	50 concession provided on Foreign study tour.

6.4 – Financial Management and Resource Mobilization

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

Institution regularly conducts rigorous internal and external financial audits every year in order to verify compliance with respect to rules, regulations, and standard operating procedures. Internal audits are conducted by the Accounts Section of the institute and Accounts Department at Head Office. Institute uses 'Tally' financial software for maintaining quantitative financial records and legitimate proofs of income and expenditures are

maintained appropriately. External Audit by Qualified Chartered Accountants is conducted every year to verify whether the Books of Accounts are prepared as per statutory requirement and complies with legal requirements. Methodology of audit: Vouching of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets etc. External Auditor's report include – 1. Balance Sheet 2. Income and Expenditure Account 3. Different Income and Expenditure Schedules 4. Notes forming the part of the accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Principal HOD	Yes	Management
Administrative	Yes	Principal HOD	Yes	Management

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

Parents Teacher meet for -1) Students Report, 2) Students Mentoring 3) College Development

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

Tally Training Free Visit Excel Training

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

NA

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	STC on Advance Excel	10/10/2016	10/10/2016	21/10/2016	92
2017	STC on Digital	20/03/2017	20/03/2017	28/03/2017	98

Marketing.	

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment Programme	**08/03/2017**	**08/03/2017**	**36**	**0**

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

Percentage of power requirement of the University met by the renewable energy sources
Institute has initiated to fix led based lights and bulbs in the classroom and campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	**Yes**	**10**
Special skill development for differently abled students	**Yes**	**0**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Personality Development Spoken English	**19/09/2016**	**23/09/2016**	**84**
Advance Excel	**10/10/2016**	**21/10/2016**	**92**
HR Sumit	**17/02/2017**	**18/02/2017**	**120**

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

Led lights in the campus. Tree Plantations in the garden area and in campus area. Flowers and plant sapling in the campus. Liquid and Solid waste dust bin at each floors Cleanliness Drives in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A. Mentoring Program B. Industry Institute Interactions.

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

http://www.swayamsiddhi.org

7.3 – Institutional Distinctiveness

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

Mission: To transform young minds to Professionally well-trained, morally upright, socially conscious and spiritually oriented individuals To be one of the top institutes in Management education, training, research and consultancy. To impart value based education in business administration and provide need based training, research and consultancy. To train and mould our students into professionally committed, ethical and environment friendly managers and entrepreneurs for Indian and global organizations. Vision: "To ignite students mind, unleash their power within and prepare them to become leaders with excellence and integrity, so as to make a difference in the global scenario" ? "To be a Premier Institute in Management Education, Training, Research and Consultancy". ? "To pursue excellence in education and to reach top 10 among the premier management institutes by 2020". ? "To be a globally recognized Institute constantly focusing on Innovative Courses, Professional Services and Research Consultancy"

Provide the weblink of the institution

https://www.swayamsiddhi.org/about-3

8.Future Plans of Actions for Next Academic Year

SSCMR with a vision to be a world class Institution provides value based education, empowers students to become business professionals who are ethical, entrepreneurial, productive, future ready socially responsible citizens by adopting modern techniques for continuous improvement in learning process. a. The Institution proudly boasts about Competent and Experienced Staff who use Innovative Training Methodology coupled with Excellent Industry Institute Interface. In our Institute , the innovative approaches to Teaching and Learning such as Outcome-Based Learning (OBE), Student-Centered Learning (SCL), Problem based learning (PBL), Case Study (CS) will be mainly focused to provide the students with an out of box perspective for their overall development. b. Value added courses, career oriented programs collaboration through MoUs will help in bridging the gap between theoretical learning and practical implications of the management concepts. c. The Institution plans to allot mentors to Students to facilitate the Personal interaction in the form of Mentor-Mentee Programme to develop the research acumen amongst the Students. d. The Grievance Redressal Cell established will ensure a ragging free atmosphere. A continuous feedback from students, teachers, parents and employers will be sought after as it will help in smooth running of the curriculum. e. The students will be further encouraged to

actively participate under various activities conducted in the campus and off the campus. f. The Institute plans to use the blend of digital and conventional facilities to enable effective teaching learning process. It has a state of the Infrastructure supported by cutting edge technology consisting of robust Wi-Fi network, ICT enabled Class Rooms and recreational facilities accessible to students, faculties and non-teaching staff. Institute library, is fully accessible with the Del-net Software. g. The reading room has the capacity of 60 Students will be used to encourage students to enhance their reading skills. The library has over 7,399 books, 05 national journals, 10 Regional and National level daily newspaper. Students and teachers have been given the access to the digital database such as American British Library, DELNET database, e-journal and e-books. The Institute believes in nurturing management career with a difference.