

The Fourth Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2015-16 (1st July 2015 to 30th June 2016)

Part – A

I.Details of the Institution

1.1 Name of the Institution	Institute of Management Studies, Career Development and Research
1.2 Address Line 1	IMS Campus,
Address Line 2	Opp. Ahmednagar College, Station Road,
City/Town	Ahmednagar
State	Maharashtra
Pin Code	414001
Institution e-mail address	imscdr_anr@bsnl.in, imscdr_anr@yahoo.co.in
Contact Nos.	0241-2346532, 0241-2346529, 0241-2346530
Name of the Head of Institution:	Dr. M.B. Mehta
Tel. No. with STD Code:	0241-2346532, 0241-2346529, 0241-2346530
Mobile:	9822079675

Name of the IQAC Co-ordinator:

Dr. Hatim F. Kayumi

Mobile:

9860076110

IQAC e-mail address:

iqac@imsedr.in

1.3 NAAC Track ID(For ex. MHC0GN 18879)

12908

1.4 NAAC Executive Committee No. &Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate)

EC/62/A&A/074 dated 05/01/2013

1.5 Website address:

www.imsedr.in

Web-link of the AQAR:

<http://www.imsedr.in/AQAR2015-16.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.28	2013	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

24/08/2011

1.8 AQAR for the year:

2015-16 (1/7/2015 to 30/6/2016)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. **AQAR 2012-13 (5/1/2013 to 30/6/2013) was submitted on 8/10/2014)**
- ii. **AQAR 2013-14 (1/7/2013 to 30/6/2014) was submitted on 14/10/2014)**
- iii. **AQAR 2014-15 (1/7/2014 to 30/6/2015) was submitted on 12/10/2015)**
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes* No

(*AICTE Approved)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Savitribai Phule Pune University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

YES

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*) **Minority Institute***

UGC-COP Programmes (* Status conferred by both Central and State (Maharashtra) Govt.)

2. IQAC Composition and Activities

2.1 No. of Teachers**

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members**

(** Including Director)

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students /Alumni Others*
(*Parents)

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organised by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- 1) Conducted Workshop on Quality Improvement for the staff members of the Institute.
- 2) Motivating faculty members and students for higher level of research contributions.
- 3) Encouraging faculty members and students for conducting more extension activities.
- 4) Contribution in designing and launching of novel and need based programmes.
- 5) Ensuring co-curricular, extra-curricular activities for the support and progression of students.
- 6) Ensuring usage of interactive, modern teaching – learning process.
- 7) Maintaining physical infrastructure and learning resources as per the requirement.
- 8) Ensuring continuous evaluation of students.
- 9) Ensuring collection of feedback from various stakeholders and participation in curriculum revision.
- 10) Providing conducive environment for innovative thinking and practices in all aspects of the functioning of the organisation.
- 11) Maintaining smooth functioning of the organisation and efficient and transparent governance.
- 12) Providing support to other educational institutions for accreditation.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Sr. No.	Plan of Action	Achievements
1)	To institutionalize activities of IMS Entrepreneurship Development (ED) Centre	IMS-ED Centre was transformed and converted into 'IMS Skill Enhancement and Entrepreneurship Development Centre (IMS-SEED-C)' which is more structured, transformed and well planned institution. During the present year, construction work of new building of SEED-C was commenced. Institute shall inaugurate this separate new and well equipped building for IMS-SEED-C in next Academic Year 2016 – 17.
2)	To start different skill enhancement courses for improving employability of people in Ahmednagar	After identifying the need of society for various skill improvements, Institute took initiative and started various skill enhancement courses that included Paper Bags Making, Rakhi Making, Soap Making, Basic Computer Course, Jewellery Making, Soft Toys Making, Flower Making, Lamasa Work, Spoken English, Goat Farming and Audio – Video Media Training.
3)	To promote tourism culture in Ahmednagar District	A meeting on Tourism Development in Ahmednagar district was organised at the Institute which was chaired by Hon. Shri Anil Kawde, District Collector, Ahmednagar on 29 th October 2015. People from different backgrounds and areas including industry, business, medical, education profession, etc. attended this meeting.
4)	To train students to face modern challenges and future complexity in management	A seminar on 'Managing Emerging Issues in Future' for the students on 19 th February 2016. Mr. Sunil Apte (Vice President, Foton India Ltd.), Mr. Satish Kini (Entrepreneur, Mumbai) and Mr. B. R. Venkatesh (Consultant, Mumbai) were expert speakers for the occasion.

5)	To conduct a workshop on Quality Improvement for the staff members of Institute	A Workshop on 'Quality Improvement' was organised for teaching and non-teaching staff members of the Institute on Monday 25 th April 2016. Dr. A. R. Mancharkar (Professor and Head, MIT-COE-CMSR, Pune) was resources person who discussed various aspects of need and requirement of Quality Improvement in Higher Education.
6)	To organise Management Development Programme for corporate person in Ahmednagar	Institute conducted a Management Development Programme (MDP) for employees of Suraj Pressings Private Ltd., and Nikash CNC Engineers Private Ltd. on 27 th April to 4 th May 2016.

** Academic Calendar of the year is attached in the Annexure I.*

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

AQAR was placed before Management and review of the activities was taken by Management.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph. D	1	0	1	1
PG	4	0	4	4
UG	0	0	0	0
PG Diploma	1	0	1	1
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	5	16	21	21
Others	0	0	0	0
Total	11	16	27	27

Interdisciplinary	6	0	6	6
Innovative	5	16	21	21

1.2 (i) Flexibility of the Curriculum: **CBCS*/Core*/Elective option*/Open options***

(* Provided by the present curriculum)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6**
Trimester	0
Annual	4
Other (Short Term)	17

(** includes Ph.D. as the progress reports are to be submitted by the student after every 6 months)

1.3 Feedback from stakeholders*** Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools

(***Analysis of the feedback is provided in the Annexure II)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- 1) S. P. Pune University revised the syllabus of one of the common course (subject) offered to MBA I year (Semester II) students i.e. Financial Management (202). Objective behind this revision is to equip students with proper understanding about financial terms and give proper insight regarding financial management needed for management students.
- 2) S. P. Pune University had proposed for revision of syllabus for M.B.A. Programme to be effective from Academic Year 2016-17. Accordingly, various suggestions regarding alterations, modifications, additions, deletions, etc. that are desired in present curriculum were forwarded to the University by faculty members of the Institute. Proposed changes suggested by IMS were highly appreciated and noted by S. P. Pune University.
- 3) Dr. Uday Nagarkar and Dr. Hatim Kayumi attended meeting of various Board of Studies to discuss implementation and execution of new curriculum from Academic Year 2016-17. This meeting was held at PUMBA, S. P. Pune University, Pune on 29th December 2015.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

- Establishment of IMS SEED-C: In order to cope up with the growing needs for skill development among emerging entrepreneurs through proper education and training, the IMS Entrepreneurship Development Centre was transformed and renamed into IMS Skill Enhancement and Entrepreneurship Development Centre (SEED-C). IMS SEED-C is comparatively more structured, well-planned and controlled centre with the prime objective of identifying different skills that are required in an individual to become easily employable as well as self employed. SEED-C aims to develop entrepreneurial culture in different educational institutions including schools and colleges, particularly located in Ahmednagar district. For identifying and enhancing these different skills, qualities and inherent potentials among aspirant candidates, IMS SEED-C plans to offer certificate courses in computers, foreign languages, hospital administration, event management, jewellery designing, artificial flower making, rakhi making, soap making, etc. During the present academic year, construction work of new building of IMS SEED-C was commenced. Institute shall inaugurate this separate new & well equipped building for IMS SEED-C in next Academic Year 2016-17.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	19	10	06	03	NIL

2.2 No. of permanent faculty with Ph.D. 09

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	11	0	01	0	01	0	0	0	13	0

2.4 No. of Guest (a) and Visiting faculty (b) 27 08 12

And Temporary faculty (c) *a* *b* *c*

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	6	11	8
Presented papers	6	6	6
Resource Persons	0	0	28

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Teaching-Learning process is tuned to Industry expectations on one hand and matched with the objectives and quality policy of the Institute on the other. The Institute is committed to provide Leading Knowledge, Experience and Develop Competency, Skill and Appropriate Attitude in students. All this is aimed at developing students' overall personality and to make them responsible corporate citizens. The Institute follows innovative practices in Teaching-Learning and are as follows.

- 1) **Well-Designed Teaching Process:** The Institute prepares academic calendar, teaching plans, lecture timetables, evaluation schedules and monitors the progress of academic activities.
- 2) **Interactive Teaching Methods:** The faculty members use interactive, innovative, and dynamic teaching methods to make learning meaningful, student centric, interesting and understandable. These methods are Group Discussion, Seminar, Case Study Method, Assignments, Role Play Method, Field Work, Group Activity, Projects etc.

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- 3) **Management Games:** In order to establish healthy relationship between First year and Second year students, Institute organises Management Games at the beginning of Academic Year. This activity ensures better and strong bonding between students along-with learning various managerial skills through different competitions and enjoyment.
- 4) **ICT enabled Teaching:** Institute uses ICT enabled Teaching through computer assisted teaching, virtual classes, computer labs, Language Lab, CD/DVDs, e-resources etc.
- 5) **Value Addition Programme:** The Institute based on the expectation of industry and need of the students, designs syllabus for the 'Value Addition Programme', which is offered to students over and above the University prescribed syllabus, to increase their employability. The modules covered are spoken English, aptitude test, group discussion, interview etiquettes etc.
- 6) **Co-curricular, Extra Curricular and Extension Activities:** The Institute conducts various co-curricular and extra-curricular activities to develop overall personality of students. The Institute also conducts various extension activities to make students responsible citizens.
- 7) **Continuous, Fair and Transparent Evaluation Process:** The institution monitors progress of students through a continuous, fair and transparent evaluation process.
- 8) **Student Feedback for Quality Improvement:** The Institute obtains feedback from students about teaching and uses it for quality improvement.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution

Sr. No.	Examination / Evaluation / Reforms Initiated by Institute	Examination / Evaluation / Reforms Initiated by University
1	CCTV Cameras	Bar Coding
2	Exam Control Room	Masking of answer sheet
3	Continuous Evaluation	Online Examinations
4	Unit Tests / Written Tests	Sending Online Question Papers to Examination Centres
5	Assignments	Decentralization of Central Assessment Program (CAP)
6	Field Work / Practical Work	Photo copy of answer sheet
7	Presentation/Seminar	Revaluation
8	Case Study Analysis	Appointment of College Examination Officer

9	Role Plays	
10	Group Discussion	
11	Aptitude Test	
12	Projects	
13	Open Book Examination	
14	Question Bank	

	a	b	c
2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study(a)/Faculty(b)/Curriculum Development workshop(c)	2	0	2

2.10 Average percentage of attendance of students	75 %
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2.11 Course / Programme wise distribution of pass percentage: (*Result of All University Affiliated Programmes*)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %*
M.B.A.	81	7.41%	51.85%	32.10%	0	91.36%
M.C.A.	122	8.20%	74.95%	5.74%	0	88.52%
M.P.M.	16	0	62.50%	18.75%	0	81.25%
M.B.S.	7	28.57%	28.57%	14.29%	0	71.45%
P.G.D.B.M.	17	0	17.65%	64.71%	5.88%	88.24%
Ph.D.	2	---	---	---	---	100%

(*Pass % includes percentage of all pass students.)

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC Contribute, Monitor and Evaluate Teaching & Learning processes in following ways:

- 1) Contribution: The IQAC members contribute in systematic design of Teaching-Learning Process. The process consist of academic calendar, teaching plans, lecture timetables, evaluation schedules etc.
- 2) Monitoring: The IQAC members monitor the progress of academic activities during the meetings.
- 3) Evaluation: The IQAC members ensure collection of student feedback and analyse result which serves as the basis for evaluation of teaching-learning process.

2.13 Initiatives undertaken towards faculty development: (9 Programmes)

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	07
Others *	50

* includes workshop and seminar conducted at IMS

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	--	--	01
Technical Staff	02	--	--	--

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Initiatives to promote research climate amongst faculty members:

- **Ph. D Research Centre:** Institute is an approved Research Centre in Management of Savitribai Phule Pune University. The faculty members are encouraged to do Ph. D. The faculty members can do Ph. D. from the centre.
- **Ph. D Course Work:** Institute conducts Ph. D Course Work (I, II, III) through assignments, presentations and reports under the directives of S. P. Pune University. This course work is now preliminary requirement for submitting Ph. D Thesis to the University.
- **Publication:** To encourage faculty members for research, the Institute publishes a blind fold peer reviewed Research Journal periodically called 'Indian Journal of Current Trends in Management Sciences' (ISSN-0976-1845). The faculty members are encouraged to publish research articles/papers in it as well as other Research Journals.
- **Infrastructure:** Institute provides major infrastructure facilities to support research like separate place for research, various books are available in Library, Computer labs, ICT etc.
- **Library:** The IMS library provides the books, journals, newspapers, magazines, e-resources and other reading material for the faculty members to do research.
- **ICT:** The Institute has state of art computing facilities. All Computers have Internet facility. The campus is wi-fi.
- **Research Assistant:** Institute has appointed a full time Research Assistant to assist and help the faculty members in their research projects.
- **Financial Assistance and Incentives:** The financial assistance is given to the faculty members for attending Conference, Seminar, FDP etc. on research. The Institute also gives Honorarium to the faculty members whose papers have been selected in the Institute Research Journal - 'Indian Journal of Current Trends in Management Sciences' (ISSN-0976-1845). The Institute sponsors Institute level research projects and faculty members participate in it.
- **Research Grants:** Institute has appointed an Academic and Research Co-ordinator (ARC) to maintain a link between Institute and BCUD, Savitribai Phule Pune University. The ARC encourages faculty members to do research, conducts workshop, encourage faculty members to attend workshop, provides assistance to faculty members in getting research grants from BCUD, Savitribai Phule Pune University and also monitors progress of research.
- **Leave:** For attending the research conferences, seminars, FDP related to research, the Institute sanctions duty leave to the faculty members.

Initiatives to promote research climate amongst students:

- **Research Projects:** The students are required to do project as a part of their Programme. The faculty members provide the guidance to the students. Institute also undertakes various research projects and provides an opportunity to students to participate in the same.
- **Publication:** To encourage students for research, the Institute publishes a pioneering student' research publication periodically called 'Prayas – A Students' Research Publication (ISSN – 2249 – 6971)'. The students and alumni are encouraged to publish research articles/papers in it as well as in other Research Journals.
- **Financial Assistance and Incentives:** The financial assistance is given to the students for attending Conference, Seminar, Competitions related to research. The Institute also gives Honorarium to the students whose papers have been selected in the Institute research publication - 'Prayas – A Students' Research Publication (ISSN – 2249 – 6971)'. The Institute sponsors Institute level research projects and students participate in it.
- **Participation in Research Competitions:** Institute has appointed an Academic and Research Co-ordinator (ARC) to maintain a link between Institute and BCUD, Savitribai Phule Pune University. The ARC encourages students to participate in the Research Competitions like 'Avishkar' organised by BCUD, Savitribai Phule Pune University.

3.2 Details regarding major projects **Nil**

	Completed	On-going	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	2	2**	NIL	5
Outlay* in Rs. Lakhs	1.80	1.70	0	6.71

*Outlay includes total grant sanctioned by funding agency for the projects for two years

** Ongoing projects includes 2 research projects sanctioned in the year 2014-15

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	9	1
Non-Peer Review Journals	0	0	0
e-Journals	2	0	0
Conference proceedings	2	5	2

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant Sanctioned (in Rs. Lakhs)	Received (in Rs. Lakhs)
Major projects				
Minor Projects	2 years	BCUD, SPPU	1.50*	0.70
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the Institute	1 year	IMSCD&R	4.50	2.81
Students research projects (other than compulsory by the University)**	1 year	IMSCD&R	0.50	0.15
Any other(Specify)***	1 year	IMSCD&R	1.00	0.36
Total			7.50	4.02

(SPPU – SavitribaiPhule Pune University)

*Total grant sanctioned includes total grant sanctioned for the projects for two years and Grant Received includes grant received during the year

** Prayas– A Students’ Research Publication (ISSN – 2249 – 6971)

*** IMS Research Journal – ‘Indian Journal of Current Trends in Management Sciences’ (ISSN-0976-1845)

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For college: Nil Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organised by the Institution (03)

Level	International	National	State	University	College
Number	-	1	1		1
Sponsoring agencies	-	S. P. Pune University	S. P. Pune University		IMSCD&R

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year **NIL**

3.15 Total budget for research for current year (Rs. in Lakhs):

From Funding agency* From Management of University/College
Total

(*Funding Agency is BCUD, Savitribai Phule Pune University)

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	District	College
06	01	01	00	04	00	00

3.18 No. of faculty from the Institution who are Ph. D Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) **NIL**

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **NIL**

University level State level
National level International level

3.22 No. of students participated in NCC events: **NIL**

University level State level
National level International level

3.23 No. of Awards won in NSS: **NIL**

University level State level
National level International level

3.24 No. of Awards won in NCC: **NIL**

University level State level
National level International level

3.25 No. of Extension activities organised

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- 1) Book Talk Show *Author Speaks* was organized by Student Library Committee on 31st August 2015 under Information Literacy Programme. Chief Guest for the occasion was Prof. Atul Kahate a renowned author and IT Consultant from Pune. An exhibition of Prof. Atul Kahate's photos, newspaper articles, clippings, book jackets of IT books and non-curricular books were displayed for the event.
- 2) Students of M.P.M. Programme visited '*Sawali Orphan House*' on 5th September 2015 for celebrating Teacher's Day with those students. Institute students donated rice and different types of vegetables to the orphanage.
- 3) IMS Vidyarthini Manch organised a guest lecture of Police Sub-Inspector Ms. Jayashree Kale for lady students, faculty members and non-teaching staff on 8th September 2015. Ms. Jayashree Kale guided and motivated ladies to become bold and take charge of their lives. She also advised the lady audiences about correct behaviour, preventive measures for crimes and self-defence.
- 4) Training programme on Goat Farming was organised for 36 farmers from ten villages of Ahmednagar district. Institute organised and conducted this training in association with Mahatma Phule Krishi Vidyapith, Rahuri from 14th to 16th September 2015.
- 5) E-resource Training Programme was conducted by Student Library Committee for staff members and students to raise awareness and usage of E-resources subscribed by the institute on 29th September 2015. Trainer was Mr. Mayank Dedhia, Training Manager (West Zone), Informatics Publishing Ltd., Bangalore. This programme was conducted under auspices of Information Literacy Programme (User education). The Librarian updated on information and usage of other e-resources subscribed by the IMS Library.
- 6) MBA II year students went on Industrial visit cum two days Excursion along with the faculty members of Management department on 30th September and 1st October 2015. Total 50 students and 13 staff members of the Institute went on this excursion. On 30th September 2015, faculty members and students visited Mapro Company located at Wai. An over-night stay was arranged in Mahabaleshwar. The trip was organized with the co-operation of Purple Squirrel Eduventures, Mumbai.
- 7) IMS Vidyarthini Manch organised guidance session on health, diet and create awareness among women about preventive measures and care to be taken to avoid deformities in children in future on 7th October 2015. Eminent doctors from Ahmednagar city including

Dr. Shama Mantri, Dr. Suchit Tamboli and Dr. Shankar Shelke were invited to speak to lady staff members and students of the institute.

- 8) IMS Library celebrated a *Reading Day* on the auspices of birth anniversary of Bharat Ratna Dr. APJ Abdul Kalam on 15th October 2015. Student Library Committee initiated a Book Review Activity for IMS staff members and students. The objective was to promote and encourage reading habits amongst users by providing a platform to showcase comprehending skills of literary works. The contributed book reviews were displayed on the notice board for review and references.
- 9) Seminar on FOREX was organised by Foreign Exchange Department, RBI Regional Office, Mumbai on 25th October 2015. Mr. Tribhuvan Singh, Dy. General Manager, Foreign Exchange Department chaired the session, while Ms. Jyoti Maheshwari, Manager, Foreign Exchange Department, gave an audio - visual presentation on RBI, its establishment, functions of RBI and rules and regulations of FOREX. Ms. Padma Ramchandran, Assistant Manager co-ordinated and handled the administrative side of the seminar.
- 10) 32 Students of M.P.M. Programme visited Tata Motors, Pune along-with the faculty members on 26th October 2015. Students saw the manufacturing processes of all types of vehicles.
- 11) A meeting on Tourism Development in Ahmednagar district was organised at the Institute which was chaired by Hon. Shri Anil Kawde, District Collector, Ahmednagar on 29th October 2015. People from different backgrounds and areas including industry, business, medical, education profession, etc. attended this meeting.
- 12) A Lecture Series was organized by IMS Student Library Committee to celebrate the '*Constitution Day*' on 26th November 2015 by organising a lecture on "Constitution of India" for IMS staff members and students. Chief Guest for the occasion was Prof. S. J. Kavade, a renowned teacher, speaker, author and political analyst from B.P.H.E. Society's Ahmednagar College, Ahmednagar. Prof. S. J. Kavade is also the Director and Head, Gandhian Studies Centre (Dept. of Political Science) at Ahmednagar College.
- 13) Guest lecture on '*Cancer Awareness and Life Style Diseases*' was organised by Health Serve, Ahmednagar Branch on 14th January 2016 for Management students of the Institute. Dr. Sunita Shivkumar, Cancer Specialist, conducted session on Cancer Awareness. Dr. Bharat Salve, Diabetologist conducted session on Life Style Diseases. Dr. Hemant Diwate, Centre Head, Health Serve, Ahmednagar co-ordinated the activity.

- 14) Blood Donation Camp was organised for the benefit of Thalessemia patients on the occasion of Founder's Day on 22nd January, 2016. Total 106 blood bags were collected and were made available free of cost to Thalessemia patients. This Blood Donation Camp was organised by IMS Institute in association with Arpan Blood Bank, Ahmednagar and Thalessemia Society of Ahmednagar.
- 15) IMS Vidyarthini Manch organised guidance session on 'Real Beauty and Yoga – Just for You' for the lady staff members and students of the institute on 29th January 2016. Dr. Shama Mantri, Power Yoga Instructor from Ahmednagar was invited as resource person for the event.
- 16) IMS Vidyarthini Manch organised a seminar under the directives of Ms. Anuja Kamble, a renowned Make-up Artist and Grooming Expert from Ahmednagar on 'Grooming in Professional Life' on 9th March 2016 for all lady staff members and students of the institute. Ms. Anuja Kamble demonstrated dressing – up tips, saree draping, hair styles, make-up etc.
- 17) IMS Vidyarthini Manch celebrated Women's Day by organising 'Samvad' on 13th March 2016. Ms. Swati Chitnis (renowned actress), Ms. Mrunmayee Deshpande (renowned cine star) and Ms. Mangala Khadilkar (renowned TV show hostess) were the chief guests for the occasion.
- 18) Institute launched a blog DigiIMS (<https://imscdrmba.wordpress.com/tag/digi-ims>) on 17th March 2016. This blog shall be useful for posting and updating lectures, student articles, writing, proof-reading, capturing and uploading pictures, images, graphics and medias, etc.
- 19) Institute conducted a Management Development Programme (MDP) for employees of Suraj Pressings Private Ltd., and Nikash CNC Engineers Private Ltd. on 27th April to 4th May 2016.
- 20) Institute organised a Free Guidance Seminar for all prospecting candidates on the New DTE Admission Process 2016-17 for Management Courses (including MBA and MCA) on 21st May 2016.
- 21) Considering the increasing growth and need for computer literacy and IT education, Institute launched a well equipped Mobile Computer Van through which basic computer courses from different sections of society shall be conducted and executed smoothly. This van consists of total 16 laptops with full back up provision of generator in case of unavailability of electricity. 16 adults and 32 children can learn computer at a time. Inauguration of Mobile Computer Van has held at IMS Campus on 1st June 2016.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (acres)	2.62	-	B.P.H.E.S.	2.62
Class rooms (No.s)	9	-	B.P.H.E.S.	9
Laboratories (No.s)	4	-	B.P.H.E.S.	4
Seminar Halls (No.s)	3	-	B.P.H.E.S.	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	45.50	2.76	Institute	48.26
Others*	Yes		-	-

(* Others include Auditorium Hall, Sports Complex, Ladies Hostel, Gents Hostel etc.)

4.2 Computerization of administration and library

1) Computerisation of Administration:

- The Institute has software for computerisation of administration activities like inward, outward, admissions, fees etc.
- The institution has computerised its finance management systems. The Institute has fully computerised all the financial records. The Institute has Tally 9.2 multi-user software for maintaining its accounts in a systematic manner. The Institute is also having e-banking facility. It helps the Institute for making online transactions. It also helps accounts section to maintain its accounts properly by making daily reconciliation.

2) Computerisation of Library:

- The Library launched its website: www.library.imsedr.in. The blog of Library and the Library terms glossary were uploaded in November 2014. Following is the link for the same: <http://imsedrlibrary.blogspot.in/2014/11/library-terms-glossary.html>
- The library is fully automated and the services are computerized. The library has a software Easy-Lib and is upgraded to a barcode version. The following library services are computerized.
 - Automated circulation upgraded with barcode technology
 - OPAC and bibliographic compilation
 - Library network (Intranet & Internet)
 - CD Library, Digital Library
 - Current awareness service and selective dissemination of information
 - Indexing and abstracting services
 - Printing, scanning facilities and multimedia facility
- In addition to the above computerised services, the library has added following hardware during the period.
 - Separate PC Library OPAC and Projects, Question Papers
 - Dedicated point for Laptop charging

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	19,770	49,83,918	1,741	2,63,542	21,511	52,47,460
Reference Books						
e-Books**	12,221	Rs. 500* Per Month	2,512	Rs. 500* Per Month	14,733	Rs. 500* Per Month
Journals	47	1,34,719	-	-	47	1,34,719
e-Journals	08	68,700	-	-	08	68,700
Digital Database	01	1,46,880	-	-	01	1,46,880
CD & Video	1,154	-	29	-	1,183	-
Others (specify)***	2,110	-	387	-	2,497	-

*On Subscription Basis

**AL / BCL Remote Login Access

*** Other includes Bound Volumes, Projects, Ph.D. Thesis, Maps etc.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	309	175	Broadband 4 Mbps, Wi-Fi	17	58	11	31	17
Added	---	---	---	---	---	---	---	---
Total	309	175	Broadband 4 Mbps, Wi-Fi	17	58	11	31	17

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- 1) The Library has installed a door frame metal detector at the entrance of Library. This door frame is purchased under the Quality Improvement Programme under S. P. Pune University, Pune. This door frame shall also be useful for maintaining records of number of students and staff members visiting Library on daily basis.
- 2) CCTV cameras were installed throughout the building of the Institute including classrooms, offices, corridors, computer labs, Exam Control Room, etc. This is highly beneficial for better governance, security and control.
- 3) An LED Television was installed in order to display required information and updates for the staff members and students of the Institute and also to the outside visitors. This TV was fully financed by the Savitribai Phule Pune University under the Quality Improvement Programme (QIP).
- 4) A photocopy machine was purchased by the Institute for the purpose of Examination which was partly financed by the Savitribai Phule Pune University under the Quality Improvement Programme (QIP).
- 5) Computers and Internet access is provided to the teachers, staff and students.
- 6) The campus is Wi-Fi. Further, there is broadband connection having 4 mbps bandwidth.
- 7) The training is provided to students on Computer and Internet as it is a part of the curriculum of all management programmes.
- 8) The training for up-gradation is provided to teachers and staff members on Computer and Internet.

4.6 Amount spent on maintenance (Rs. in Lakhs):

i) ICT	3.50
ii) Campus Infrastructure and facilities	8.49
iii) Equipments	0.62
iv) Others	2.46
Total:	15.08

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) Ensures publication of information about student support services in prospectus.
- 2) Ensures publication of information about student support services in the website.
- 3) Encourages the departments to conduct orientation programme for various programmes in the beginning of the academic year to create awareness about student support services.
- 4) Display of information boards in the campus.
- 5) Encouraging faculty members to create awareness about student support services amongst students.
- 6) Through Counselling and Mentoring sessions awareness is created.
- 7) Encourages 'Student Council' and 'Vidyarthini Manch' to create awareness.

5.2 Efforts made by the institution for tracking the progression

- 1) Analysis of academic results.
- 2) Internal evaluation using variety of means like unit tests, assignments, internal examinations, seminar/presentations, aptitude tests, field work, role play, case study, group discussions, projects etc.
- 3) Counselling and Mentoring.
- 4) Feedback from students and alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
0	470	18	873

(b) No. of students outside the state

04

(c) No. of international students

0

Men

No	%
229	46.93%

Women

No	%
259	53.07%

(Total students includes students of University affiliated Programmes and Institute level Prog.)

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
474	32	03	77	01	587*	378	33	03	73	01	488*

(*For Only University Affiliated Programme)

Demand ratio 1:1 Dropout % NIL

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The Institute encourages students to appear for competitive examinations and provide guidance related to the same.

- **Competitive Examinations:** The Institute encourages and guides its students to appear for competitive exams like NET, SLET, Banking, etc. so that they qualify in such exams.
- **Certification Examinations:** IT Faculty members of the Institute provide all the guidance and help required by the students, to achieve success in the different certification exams like SCJP, CCNA, Oracle etc. These certifications help students to get a competitive edge over others in their respective fields when they begin a career.
- **MBA and MCA CET-Orientation Programme:** Every year an MBA & MCA CET Orientation Programme is organised by the Institute for the MBA/MCA aspirant students of various colleges.

No. of students beneficiaries

30

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc.	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others*	<input type="text" value="27"/>

(*Others include CET examination for MBA/MCA admissions)

5.6 Details of student counselling and career guidance

A faculty is a friend, philosopher and guide of the students. Therefore counselling and mentoring is a regular activity in the Institute. This activity helps the students to identify, understand and solve their problems. This activity also helps them to realize their own self and potential as well as build successful career.

No. of students benefitted

488

5.7 Details of campus placement: *(Placements of MBA and MCA students)*

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
37	196	106	24

5.8 Details of gender sensitization programmes

Institute takes keen interest in gender sensitization programmes and related issues. The IMS Vidyarthini Manch has been created for this purpose which looks after the growth and development of women (staffs, students and from the society).

- 1) IMS Vidyarthini Manch organised a guest lecture of Police Sub-Inspector Ms. Jayashree Kale for lady students, faculty members and non-teaching staff on 8th September 2015. Ms. Jayashree Kale guided and motivated ladies to become bold and take charge of their lives. She also advised the lady audiences about correct behaviour, preventive measures for crimes and self-defence.
- 2) IMS Vidyarthini Manch organised guidance session on health, diet and create awareness among women about preventive measures and care to be taken to avoid deformities in children in future on 7th October 2015. Eminent doctors from Ahmednagar city including Dr. Shama Mantri, Dr. Suchit Tamboli & Dr. Shankar Shelke were invited to speak to lady staff members and students of the institute.
- 3) IMS Vidyarthini Manch organised guidance session on 'Real Beauty and Yoga – Just for You' for the lady staff members and students of the institute on 29th January 2016. Dr. Shama Mantri, Power Yoga Instructor from Ahmednagar was invited as resource person for the event.
- 4) IMS Vidyarthini Manch organised a seminar under the directives of Ms. Anuja Kamble, a renowned Make-up Artist and Grooming Expert from Ahmednagar on 'Grooming in Professional Life' on 9th March 2016 for all lady staff members and students of the institute. Ms. Anuja Kamble demonstrated dressing – up tips, saree draping, hair styles, make-up etc.
- 5) IMS Vidyarthini Manch celebrated Women's Day by organising 'Samvad' on 13th March 2016. Ms. Swati Chitnis (renowned actress), Ms. Mrunmayee Deshpande (renowned cine star) and Ms. Mangala Khadilkar (renowned TV show hostess) were the chief guest for the occasion.

5.9 Students Activities:

5.9.1. No. of students participated in Sports, Games and other events *includes research, case study etc.*

State/ University level* National level International level

* includes students participated in 'Avishkar 2015' organised by BCUD, S. P. Pune University

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events **NIL**

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount in Rs.
Financial support from institution	15	11,000 /-
Financial support from government	74	49,55,079 /-
Financial support from other sources (<i>Minority Scholarships by Govt. credited directly to students accounts</i>)	29	7,25,000 /-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **Nil**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- 1) **Vision:** “To create world class Management Institute.”
- 2) **Mission:** “The mission of IMSCD&R is to provide equal opportunity for quality education for students from diverse backgrounds, which will enrich themselves and make them responsible citizens of India and the world.”

6.2 Does the Institution has a Management Information System

Yes.

The Institute has an MIS in place so as to manage information on academic and administrative aspects of the institution. The information is maintained by various departments, committees and sections. This information is reviewed by the Director and the Management and decisions and actions are taken accordingly.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The Institute offers University level and Institute level programmes to cater to the needs of the society.
- The curriculum of the University Programmes is designed and revised by the University. The curriculum is revised after every three years. The faculty members regularly participate in the syllabus revision meetings and workshops and provide valuable suggestions for improving the curriculum based on the feedback obtained from stakeholders and the trends in the business environment.
- Based on the changing need of the society the syllabus of the Institute level Programmes is also updated on periodic basis.
- The Institute has developed ‘Value Addition Programme’ based on the expectations of the industry which is offered to the students over and above prescribed syllabus for students in order to improve their employability. The modules to be included in the ‘Value Addition Programme’ are decided based on the feedback of the employers / industries. For enhancement the ‘Value Addition Programme’ is updated on periodic basis. Presently the modules covered under ‘Value Addition Programme’ are, Spoken English, Communication Skill, Presentation Skill, Soft Skill, Aptitude Test, Group Discussion Skill, Interview Etiquette etc.

6.3.2 Teaching and Learning

The Institute is committed to provide Leading Knowledge, Experience and Develop Competency, Skill and Appropriate Attitude in students. Academic Calendar is prepared department wise for each academic year. Teaching Plans are made by each faculty for respective subjects. The faculty members use innovative, interactive, dynamic and ICT enabled teaching methods to make education meaningful, understandable and interesting.

- ICT Enabled Teaching
- Seminar Method
- Group Discussion Method
- Case Study Method
- Assignments
- Field Work
- Role-Play Method
- Research Projects
- Industrial Visits
- Educational Tours
- Management Games
- Aagneyum (Inter-College Competition)
- Fest-Der Tech (IT Competitions)
- Quiz and Debate
- Guest Lectures
- Workshops / Seminars etc.

6.3.3 Examination and Evaluation

- Each student is continuously evaluated internally by the Institute and also externally by the University. The University (Savitribai Phule Pune University) introduced new Choice Based Credit System (CBCS) for various management courses that included MBA, MPM, MBS and PGDBM with effect from academic year 2013-14. This CBCS system and Grading system was adopted in accordance to different national policies and also international practices.
- Internal Evaluation is concurrent evaluation and is based on unit test, attendance, presentations, assignments, projects, role plays, case study, field work and internal examinations. The question bank is prepared by the faculty members and given to the students for practice. The faculty members give feedback to students regarding the student's performance in internal examination.

6.3.3 Examination and Evaluation

- The external evaluation is done by the Savitribai Phule Pune University. As per the directives of the University the Institute has appointed 'College Examination Officer' for the smooth execution of the examination. University has taken many quality improvement initiatives like bar coding and masking of answer sheets during supervision, sending online question papers, online examinations, decentralisation of 'Central Assessment Programme (CAP)'. A student can apply for photocopy of the answer sheet from Savitribai Phule Pune University. Further, a student can apply for reevaluation of paper to Savitribai Phule Pune University. This ensures transparency in the system.
- The students performance is closely monitored through Result Analysis Sheet for each subject and programme separately after the declaration of the result.

6.3.4 Research and Development

The Institute strongly believe that research is complementary to teaching-learning and therefore focuses on it.

- **Ph. D Research Centre:** Institute is an approved Research Centre under faculty of management of the Savitribai Phule Pune University.
- **Research Projects:** The Institute undertakes research projects based on the need of the society and involves faculty members and students in the same. Further, research projects are part of the curriculum and faculty members provide guidance to the students regarding the same.
- **Institute's Research Publications:** The Institute publishes Research Journal for Faculty Members and Research Publication for Students. The Institute also gives honorarium to the faculty members and students for publication of research papers in journal.
- **Research Conferences and Workshops:** The Institute organises conferences workshops on research for faculty members and students. The Institute encourages the faculty members and students to present and publish research papers in various conferences and journals. The students are also encouraged to participate in research competitions. The Institute bears the cost of participation in such conferences, workshops and competitions.
- **Research Grant:** The Institute has appointed Academic and Research Co-ordinator to support faculty members in getting financial assistance from BCUD, Savitribai Phule Pune University.
- **Infrastructure:** The Institute provides necessary infrastructure and learning resources including ICT for research. The library has e-resources and databases for research.

6.3.4 Research and Development

- **Research Assistance:** Institute has appointed a full time Research Assistant to assist and help the faculty members and students in their research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **SEED-C Building:** Institute has commenced the construction work of new building of SEED-C during present academic year. Institute shall inaugurate this separate new and well equipped building for IMS-SEED-C under construction in the next Academic Year 2016 – 17. This fully furnished building shall have a well-equipped Conference Hall (stage, sound system, LCD & computer, etc.) with capacity of 250 people which can be divided into three classrooms. IMS-SEED-C building shall have a faculty room (three faculty members), one co-ordinator room, one administration office, pantry, store room and syndicate room. This new building will also have computer lab with total sixteen fully assembled computers for conducting and executing computer courses and practicals.
- **Physical Infrastructure:** The Institute has a state of art physical infrastructure spread across 2.62 acres of land. The Institute has adequate infrastructural facilities for academic, co-curricular & extra- curricular activities. The Institute is housed in a four-storied building accommodating classrooms, Tutorial rooms, seminar halls, computer labs, Language Lab, Learning Resource Centre (Central Library), Administrative Office, Staff Rooms, rest rooms etc. The classrooms and seminar halls are equipped with LCD/DLP projectors with computers having internet facility. Institute has Wi-Fi campus. The Institute has separate girls and boys hostel, canteen, sport facility and vehicle parking facility. The Institute has a generator back-up.
- **ICT:** The Institute has a well equipped computer labs and Language Lab. The Institute has 309 computers and all are connected in network and have 4 mbps broadband internet facility. The Institute has Wi-Fi campus. The Institute also has a facility for conducting virtual classes. The Institute has latest softwares. The Institute has purchased IBM Rationale Rose, IBM server. In addition to that the Institute has academic alliance with Microsoft Developer Network (MSDN).

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:** The Institute has a central library and is spread over the area 457.96 sq. mts. The set up consist of circulation counter and stacking area, newspaper section, extra-curricular section, general knowledge section, research and reference, librarian's cabin, photocopying section, journal and periodical section, book bank section, CD library, luggage counter and two spacious reading halls along-with sections for differently-abled students. The library is fully automated with library software Easy-Lib and is upgraded to a barcode version. The computers in library had internet facility. The library has a good collection of management and computer books, journals of academic nature and news magazines, CDs and multimedia, research and reference tools, e-resources and institutional repositories, project reports and Ph.D. thesis, newspapers and employment related literature, maps, bound volumes and corporate membership, special collection of competitive examination books, talking books etc. The library has collaborative arrangements with other libraries like American Library, British Library etc. The Library mounted newly designed Alkosign acrylic boards with stud with quotations and poems. A bulletin board displaying various events of the month is placed in the portico area. The Library has set up a separate laptop cum property counter in the circulation area to help students and staff to place their belongings and possessions while entering in the library. A separate wooden cum glass case was prepared as per requirement for preserving a 4 feet tall Samai. The Library has installed a door frame metal detector at the entrance of Library. This door frame is purchased under the Quality Improvement Programme under S. P. Pune University, Pune. This door frame shall also be useful for maintaining records of number of students and staff members visiting Library on daily basis.

6.3.6 Human Resource Management

The motto of B.P.H.E. Society is – ‘Not Things But Men’. The Institute considers ‘people’ as its asset and undertakes many initiatives for their development.

- The Institute organises and also encourages faculty and staff members to participate in Faculty Development Programmes, Staff Development Programmes, Seminars, Workshops and Conferences. The Institute sponsors the participation of faculty members in such Programmes.
- The Institute encourages faculty members to do research and write research papers. The faculty members are motivated to present or publish their research paper in various national/international conferences/journals. The Institute sponsors the participation of faculty members in such Programmes. The Institute gives honorarium to the faculty members for publishing paper in the Institute's research journal.

6.3.6 Human Resource Management

- The Institute encourages faculty members to do Ph.D. After successful completion of the same the Institute gives financial incentives and increments to the concerned faculty member.
- The Institute has appointed Academic and Research Co-ordinator (ARC) under the directive of Board of College and University Development (BCUD), Savitribai Phule Pune University, to act as a bridge between Institute and BCUD. This initiative helps the faculty members to avail the research grants from BCUD.
- The Institute also encourages faculty members for consultancy work. The Institute shares the revenue with the faculty members.
- The Institute is pioneer in implementing pay-scale as per 6th pay commission among the management Institutes in Ahmednagar district.
- The Institute recognises the achievements of the faculty members and staff by providing reward and/or incentive.
- The Institute also provides provident fund to the staff members.
- The Institute also provides gratuity to the staff members.
- The Institute also supports staff in health insurance.
- The Institute has provided laptops to the faculty and staff members on 0% interest and on instalments.
- The Institute also provides loan facility to its staff through B.P.H.E. Credit Cooperative society.
- The Institute also provides various perks including uniform, shoes, etc to class IV employees.

6.3.7 Faculty and Staff Recruitment

Faculty and staff members are recruited following proper selection procedure laid down by University and considering norms given by statutory bodies like AICTE, University. Institute has drafted a new standardise form for inviting applications from prospective applicants applying for different vacant posts. Also Institute has created a separate email (i.e. recruitmentimsedr@gmail.com) for monitoring and regulating applications and recruitments through single window.

6.3.8 Industry Interaction / Collaboration

- The Institute has established 'Industry-Institute Interface Committee'. This committee is formed to maintain a match between what Institute offers and what is expected from industries. The committee consists of CEOs and Senior Managers as members drawn from Industries/Business Organisations of renowned companies of Ahmednagar and Senior Faculty members as members of members of the Institute. The committee also includes representatives of service sector. Interaction with the members results in getting the idea of current requirements of industries and in turn helps in planning the 'Value Addition Programme' to be given to students. Further the committee assists in arranging Guest Lectures, Seminars, Conferences and Industrial Visits etc. The committee actively supports the placement cell of the Institute for providing summer projects and final placements to the students.
- The Institute has collaborated with the Videocon Group of Industries for establishing 'IMS Videocon Academy of Fine and Performing Arts'. This academy teaches classical dance forms like Bharatnatyam and Kathak to girl students.
- The Institute has conducted collaborative activities like training with 'Institute of Chartered Accountants of India', Ahmednagar Branch. The Institute is also examination centre of ICAI of Ahmednagar.
- The Institute has collaborated with Government Organisations like 'District Industries Centre (DIC)' and 'Maharashtra Centre for Entrepreneurship Development (MCED)' for training, research.
- The Institute is also a centre for conducting 'Maharashtra State Certificate in Information Technology (MSCIT)' examination on behalf of Maharashtra Knowledge Corporation.
- Industry experts are invited for Guest Lectures, Seminars, Workshops, Conferences etc. Further, industrial visits are also organised for students.
- The Institute has tie-ups with the industries for placement activities.
- The Institute also maintains links with the industries through alumni.

6.3.9 Admission of Students

- 1) Organised an Inter-college Competitions like Fest-der Tech and Aagneyum for the under-graduate students of various colleges situated in Ahmednagar district.
- 2) Authorised Facilitation Centre of Directorate of Technical Education (DTE), Government of Maharashtra for Registration of Candidates and Document Verification for both MBA and MCA Programmes.
- 3) Authorised Facilitation Centre for Directorate of Technical Education (DTE), Government of Maharashtra for conducting CET Entrance Examination for various Management Programmes.
- 4) Authorized for conducting entrance examination of AMMI association for MBA students
- 5) Authorized centre for conducting entrance examination of MAMI association for MCA students
- 6) Usage of various media for promotion like Hoarding, Cable Ad, Radio, Newspapers, Magazines, Banners, Handbills etc.
- 7) Participation in Educational Exhibitions organised by various organisations.
- 8) 'Career Guidance Seminars' in various educational institutions in rural and urban areas of the district.
- 9) Bulk SMS to prospective students about information regarding admission procedure followed by Directorate of Technical Education (DTE), Mumbai.
- 10) 'Orientation Programme' regarding entrance test conducted by statutory bodies.
- 11) Authorised Admission Form Receipt Centre for admission process.
- 12) Separate Gents and Ladies Hostel facility.
- 13) Provide Financial Assistance to Students like installment facility, scholarship, earn and learn scheme, support in getting educational loan from banks etc.

6.4 Welfare schemes for

Teaching	Uniform, Provident Fund, Gratuity, Loan Facility, Support in Health Insurance, Duty Leave, First Aid, Call on Doctor, Security
Non – Teaching	Uniform, Provident Fund, Gratuity, Loan Facility, Support in Health Insurance, Earned Leave, First Aid, Call on Doctor, Security
Students	Insurance, Scholarships, Instalment Facility, Pure and Cool Drinking Water, Earn and Learn Scheme, Free Newspaper Copy, Sports, Canteen, Mess, Hostel, First Aid, Call on Doctor, Security

6.5 Total corpus fund generated

Rs. 33,79,791 /-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Director
Administrative	No	-	Yes	Director

6.8 Does the University/ Autonomous College declares results within 30 days?

Programmes	Yes	No
For UG Programmes	N.A.	N.A.
For PG Programmes		✓
Internal Exams *	✓	

** The University declares results for various programmes according to their pre-determined schedule. However, the results of various Internal Examinations conducted for different courses / programmes are declared within 30 days by the respective faculty members in order to give proper feedback to the students of their performances*

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- The external evaluation is done by the Savitribai Phule Pune University, Pune
- The University has directed the Institutes to appoint 'College Examination Officer' for the smooth execution of the examination.
- University has taken many quality improvement initiatives like bar coding and masking of answer sheets during supervision, sending online question papers, online examinations, decentralisation of 'Central Assessment Programme (CAP)'.
- The Savitribai Phule Pune University provides facility of photocopy of answer sheet on demand by the students.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N. A.

6.11 Activities and support from the Alumni Association

- In order to have strong, well connected network of Alumnis, Institute has taken efforts to connect Alumnis through social networking websites like Facebook and LinkedIn.
- Institute has updated the database of Management Alumni (for programmes like MBA, MPM, PGDBM and MBS) by way of project activity for MBA II students
- The association extends support in organising ‘Alumni Meet’ every year which gives an opportunity to alumni to interact with faculty, students and other alumni.
- The association conducts alumni meetings on regular basis.
- The association extends support for publication of the ‘Alumni Newsletter’ every year to maintain the bond between the Institute and the Alumni.
- The Institute involves alumni in various academic, co-curricular, extra-curricular and extension activities for the benefit of students.
- Alumni also supports in placements.
- The association through alumni entrepreneurs is actively supporting the ‘Entrepreneurship Development Centre’ (now known as IMS-SEED-C) in organising various activities.
- The association obtains feedback from the alumni and gives opportunity for alumni to participate in the quality improvement.

6.12 Activities and support from the Parent – Teacher Association

Parents Teachers Association helps to build a positive relationship amongst the parents and institution for overall quality enhancement. It also supports the Institute to organize Parent - Teachers Meet every year which helps to understand parents’ expectations and suggestions. These suggestions are taken into consideration while planning, implementation and evaluation of academic Programmes.

6.13 Development programmes for support staff

The Institute encourages staff to take part in the Development Programmes. The Institute provides fees and duty leave for such participation.

- Mr. Dipak Tungar attended Orientation Training regarding National Scholarship Portal of Merit Cum-Means Based Scholarship organised by the Directorate of Technical Education, Mumbai at Government Polytechnic, Nashik on 20th August 2015.
- Mr. Dipak Tungar and Mr. Kiran Sable attended One Day Workshop on ‘Eligibility and Rules to Regulate Admissions Process to various Professional Technical Courses’ organised by Directorate of Technical Education RO Nashik on 11th May 2016.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- 1) Solar Water Heater in Campus Hostels.
- 2) Save Paper (recycling of used envelopes).
- 3) Maintaining Green Campus.
- 4) Saving water.
- 5) Quick Disposal of Waste.
- 6) TV is installed in the corridor to display circulars, notices, etc.
- 7) Reducing paper work using ICT like sending circulars, notices to faculty, staff and students, e-books, soft copy of handouts etc.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Institute launched a blog DigiIMS (<https://imscdrmba.wordpress.com/tag/digi-ims>) on 17th March 2016. This blog shall be useful for posting and updating lectures, student articles, writing, proof-reading, capturing and uploading pictures, images, graphics and medias, etc.
- Launching Mobile Computer Van: Considering the increasing growth and need for computer literacy and IT education, IMS-SEED-C has launched a well equipped Mobile Computer Van through which basic computer courses from different sections of society shall be conducted and executed smoothly. There are total 16 laptops in Mobile Computer Van that has full back up provision of generator in case of unavailability of electricity. 16 adults and 32 children can learn computer at a time. Inauguration of Mobile Computer Van has held on 1st June 2016 at IMS Campus.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- 1) IMS-ED Centre was transformed and converted into 'IMS Skill Enhancement and Entrepreneurship Development Centre (IMS-SEED-C)' which is more structured, transformed and well planned institution. During the present year, construction work of new building of SEED-C was commenced. Institute shall inaugurate this separate new and well equipped building for IMS-SEED-C in next Academic Year 2016 – 17.
- 2) After identifying the need of society for various skill improvements, Institute took initiative and started various skill enhancement courses that included Paper Bags Making, Rakhi Making, Soap Making, Basic Computer Course, Jewellery Making, Soft Toys Making, Flower Making, Lamasa Work, Spoken English, Goat Farming and Audio – Video Media Training.
- 3) A meeting on Tourism Development in Ahmednagar district was organised at the Institute which was chaired by Hon. Shri Anil Kawde, District Collector, Ahmednagar on 29th October 2015. People from different backgrounds and areas including industry, business, medical, education profession, etc. attended this meeting.
- 4) A seminar on 'Managing Emerging Issues in Future' for the students on 19th February 2016. Mr. Sunil Apte (Vice President, Foton India Ltd.), Mr. SatishKini (Entrepreneur, Mumbai) and Mr. B. R. Venkatesh (Consultant, Mumbai) were expert speakers for the occasion.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- 5) A Workshop on 'Quality Improvement' was organised for teaching and non-teaching staff members of the Institute on Monday 25th April 2016. Dr. A. R. Mancharkar (Professor and Head, MIT-COE-CMSR, Pune) was resources person who discussed various aspects of need and requirement of Quality Improvement in Higher Education.
- 6) Institute conducted a Management Development Programme (MDP) for employees of Suraj Pressings Private Ltd., and Nikash CNC Engineers Private Ltd. on 27th April to 4th May 2016.

7.3 Give two Best Practices of the institution (*Details are provided in Annexure III*)

- 1) Aagneyum (Inter-College Competition)
- 2) Orientation (Induction) Programme

7.4 Contribution to environmental awareness / protection

- IMS Library initiated census of trees in IMS campus. Tree census is a critical job which requires expert in the field of Botany for identification of trees. Dr. Balasaheb Gaykar (Head, Department of Botany, Ahmednagar College) guided in listing out scientific names, family and common names of trees. There are 26 different varieties of trees in IMS campus totalling to 58 trees. Small trees / bushes were not included in census. Further, provision has been made for protection, preservation, conservation and cultivation of trees in IMS campus.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

ACHIEVEMENTS (During the Year 2015-16)

- IMS Institute participated in the 23rd BSA and Dewang Mehta National Education Awards in association with Hindustan Unilever Ltd. Institute was awarded as "Outstanding B-School Award" in West Region on the basis of Quality in Education.

7.6 Any other relevant information the institution wishes to add.

ACHIEVEMENTS (During the Year 2015-16)

- Mrs. Sharayu Kulkarni, Office Superintendent received 'Best Non-Teaching Employee Award' of S. P. Pune University for Ahmednagar District. The award including a Certificate, Memento and cash prize of Rs. 7,500/-was presented on University Foundation Day at the hands of Vice Chancellor S. P. Pune University, Hon. Dr. W. N. Gade in presence of Hon. Smt. Pratibhatai Patil, Ex-President of India on 10th February 2016.

8. Plans of institution for next year

- To spinoff IMS Videocon Academy of Fine & Performing Art (VAFPA) as a separate unit.
- To demolish the existing and construct a new structure for IMS Canteen.
- To organise and host student related activities and events in association with S. P. Pune University.
- To introduce and start more skill oriented and need based courses through IMS-SEED-C in order to improve employability of people at Ahmednagar.
- To increase participation and involvement of students under Earn & Learn Schemes.
- To organise and host a Job Fair for students across Ahmednagar district.
- To initiate 'Business Plan' competition for Management Students in Ahmednagar district.

Name: Dr. Hatim F. Kayumi

Name: Dr. M.B. Mehta

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure:

- I. Academic Calendar (Management Departments and IT Department)
- II. Feedback Analysis (Students, Alumni, Employers, Parents)
- III. Best Practices

Academic Calendar (AY 2015 – 2016) Management Department
M.B.A. Programme – First Half (July to December 2015)

Activity No.	Month of 2015	Activity for		Proposed Date/Week		Responsibility
		Semester – I	Semester - III	From	To	
1	July		SIP Presentation	27th July	01st Aug.	All faculty members
2	August	Orientation Programme		03rd Aug		Prof. Ashwini Thorat
3		Commencement of Lectures		04th Aug		All faculty members
4		Commencement of Value Addition		17th Aug onwards		Dr. Hatim& All faculty members
5		Personality Development Workshop		24th Aug.	29th Aug	Class Co-ordinators
6		Guest Lectures		Twice every month as per speakers availability		CC along with 2nd year Faculty
7		Extension Activity		1st week of every month		Class Co-ordinators
8		September	Counselling	Mentoring	01st Sept.	11th Sept.
9	Parents Meet		04th Sept.		All faculty members	
10	Management Games		14th Sept.	15th Sept.	All faculty members	
11	Industrial Visit		30th Sept.		Placement	
12	October	University Online Exams		1st two weeks of October		CEO
13		SIP Internal Viva-voce		19th Oct.	20th Oct.	Prof. Sayyed Mudassar
14	November	Closing of Lectures		14th Nov.		All faculty members
15		University External Examination		4th Week onwards		CEO
16	December	Preparation of Aagneyum– 2016		15th Dec.	25th Dec.	All faculty members

Academic Calendar (AY 2015 – 2016) Management Department

M.B.A. Programme – Second Half (January to April 2016)

Activity No.	Month of 2016	Activity for		Proposed Date/Week		Responsibility
		Sem– II	Sem– IV	From	To	
1	January	Commencement of Lectures		04th Jan.		All faculty members
2		Counselling	Mentoring	04th Jan. onwards		All faculty members
3		Preparation of Aagneyum– 2016		04th Jan. onwards		All faculty members & Students
4		Extension Activity		1st week of every month		Class Co-ordinators
5		Aagneyum– 2016		3rd week of Jan.		All faculty members & Students
6	February	Industrial Visit		1st week of Feb.		Placement
7			Seminars for functional areas	2nd week of Feb.		Class Co-ordinators
8		University Online Exams		3rd/4th week of Feb.		CEO
9	March	Quiz Competition		4th week of Mar.		Prof. Vikram Barnabas , Prof. Chaitali & Dr. Rahul
10			Dissertation Viva-voce	14th Mar.	19th Mar.	All faculty members
11	April	Closing of Lectures		16th Apr.		All faculty members
12		University External Examination		4th week of Apr.		CEO
13	May	University External Examination		1st and 2nd week of May		CEO

Academic Calendar (AY 2015 – 2016) Information Technology (IT) Department

Sr. No	From - To	Work Description	Coordinator
1	Jun 15,2015 to Jun 20,2015	Preparation of academic calendar for 2015-16	Prof. U. H. Nagarkar
		MCA Course conseling start, Phone/SMS to students	Prof. Sanjay Bhakkad
		Theory lectures, Practical time table preparation and circulation	Prof. Pritam Munot
		Faculty Development Program	Prof. Sanjay Bhakkad
		Identification of IT companies for placement brochure distribution	Prof. Pritam Munot, Prof. M. I. Sayyed and students
		Computer maintenance, Up gradation, purchases	Mr. Pratap Gaikwad and Mr. Kiran Sable
2	Jun 22,2015 to Jun 27,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Teaching Plan preparation and submission	All faculty members
		Identification of IT companies for placement brochure distribution	Prof. Pritam Munot, Prof. M. I. Sayyed and students
		Preparation of departmental work responsibilities notice and circulation	Prof. U. H. Nagarkar
		Preparation extra-curricular activities plan	Prof. Gauri Patil
		Preparation of Lab Assignments	All faculty members
		Preparation of counseling plan and orientation to new faculties	Dr. Pronoti Luis
3	Jun 29,2015 to Jul 04,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Placement brochure distribution	Prof. Pritam Munot, Prof. M. I. Sayyed and students
		Distribution of Attendance sheets to faculty members	Prof. Pritam Munot
		Fest - Der - Tech Planning	Prof. GauriPatil
4	Jul 06,2015 to Jul 11,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Commencement MCA II and III Theory lectures	All faculty members
		Fest - Der - Tech team preparation and assignment of work	Prof. Gauri Patil
		Announcement of project for MCA III students	Prof. M. I. Sayyed
5	Jul 13,2015 to Jul 18,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Announcement of Conselling schedule	Dr. Pronoti Luis
		Announcement of Aptitude test schedule	Prof. Madhuri Godbole
		MCA II and III practical start	All faculty members
		Fest - Der - Tech work	Prof. Gauri Patil
		Result analysis of examination conducted in Apr/May 2015	Prof. Madhuri Godbole

6	Jul 20,2015 to Jul 25,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Commencement of MCA I regular lectures	Concerned faculty members
		Conselling/ Mentorship program start	All faculty members
		Commencement of Aptitude test preparation	Prof. Madhuri Godbole
		Fest - Der - Tech work	Prof. Gauri Patil
7	Jul 27,2015 to Aug 01,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Commencement of MCA I regular practical	Concerned faculty members
		Fest - Der - Tech work	Prof. Gauri Patil
8	Aug 03,2015 to Aug 08,2015	MCA Course conseling , Phone/SMS to students	Prof. Sanjay Bhakkad
		Review of attendance analysis	Prof. Manoj Kapre
		Feedback of MCA II and III class	Prof. Pritam Munot
		Review of syllabus covered by faculty members, guest lecture	Prof. Sangita Phunde
		Review of Conselling/ Mentorship and soft skill	Dr. Pronoti Luis
		Review of aptitude test	Prof. Madhuri Godbole
9	Aug 10,2015 to Aug 15,2015	Review and follow up of placement activity	Placement committee
		Review of Analysis of Feedback on teaching	Prof. U. H. Nagarkar and Dr. M. B. Mehta
		Fest - Der - Tech work	Prof. Gauri Patil
10	Aug 17,2015 to Aug 22,2015	Fest - Der - Tech	Prof. Gauri Patil
11	Aug 24,2015 to Aug 29,2015	Extra-curricular activity	Prof. Gauri Patil
		Feedback on teaching from students of MCA I	Prof. Pritam Munot
		Parents Teacher Meet	Dr. Anjali Vaidya
12	Aug 31,2015 to Sep 05,2015	Review of syllabus covered by faculty members, guest lecture	Prof. Sangita Phunde
		Review of attendance analysis	Prof. Manoj Kapre
		Guest lecture on career guidance for final year student	Dr. Anjali Vaidya,
		Teacher's Day program	Prof. Madhuri Godbole
		Extra-curricular activity	Prof. Gauri Patil
13	Sep 07,2015 to Sep 12,2015	Computer assembly workshop for MCA I and II students	Mr. Pratap Gaikwad and Mr. Kiran Sable
14	Sep 14,2015 to Sep 19,2015	Computer assembly workshop for MCA III students	Mr. Pratap Gaikwad and Mr. Kiran Sable
		Extra-curricular activity	Prof. Gauri Patil
15	Sep 21,2015	MCA III Project review	Prof. M. I. Sayyed

	to Sep 26,2015	Announcement of Practical and theory examination	Prof. Madhuri Godbole
		Guest lecture on Interview preparation	Dr. Pronoti Luis
		Planning of Short term courses/ certificate courses	Prof. Hari Rai
		Planning of MCA CET Orientation Course	Prof. Hari Rai
16	Sept 28,2015 to Oct 03,2015	Review of Attendance of all classes of MCM and MCA	Prof. ManojK apre
		Review of syllabus covered by faculty members, guest lecture	Prof. Sangita Phunde
		Review of Conselling/ Mentorship and soft skill	Dr. Pronoti Luis
		Review of aptitude test	Prof. Madhuri Godbole
		Preparation and circulation of Practical , term end and backlog examination time table	Prof. Madhuri Godbole
		Promotion of short term courses	Prof. Hari Rai
		Conselling of MCA CET Orientation start	Prof. Hari Rai
		Subject distribution of 2nd Term	Prof. U. H. Nagarkar
17	Oct 05,2015 to Oct 10,2015	Detail reporting on conselling, soft skill, aptitude test to director	Prof. U. H. Nagarkar
		Promotion of short term courses	Prof. Hari Rai
		Conselling of MCA CET Orientation	Prof. Supriya Sapa
18	Oct 12,2015 to Oct 17,2015	Checking of practical Journal	Concerned faculty members
		Completion of MCA III theory syllabus and practical assignments	Concerned faculty members
		Promotion of short term courses	Prof. Hari Rai
		Conselling of MCA CET Orientation	Prof. Supriya Sapa
		Commencement of backlog examination	Concerned faculty members
		Suspend of regular lectures, practical and preparation of time table for extra lectures (If required)	Concerned faculty members
19	Oct 19,2015 to Oct 24,2015	Diwali Vacation and preparation holidays	
20	Oct 26,2015 to Oct 31,2015	Term End Examination	Prof. Madhuri Godbole
		Commencement of MCA CET Orientation classes	Prof. Supriya Sapa
		Promotion of short term courses	Prof. Hari Rai
		Conselling of MCA CET Orientation	Prof. Hari Rai
		Answer paper assessment and display of term end examination marks	Concerned faculty members
21	Nov 02,2015 to Nov 07,2015	Commencement of practical examination	Prof. Madhuri Godbole
		Answer paper assessment and display of term end examination marks	Concerned faculty members
		Conselling of MCA CET Orientation	Prof. Hari Rai

		Promotion of short term courses	Prof. Hari Rai
22	Nov 09,2015 to Nov 14,2015	Conselling of MCA CET Orientation	Prof. Hari Rai
		Diwali Vacation and preparation holidays	
		Short Term course	Prof. Hari Rai
23	Nov 16,2015 to Nov 21,2015	MCA Orientation classes	Prof. Hari Rai
		Promotion of short term courses	Prof. Hari Rai
		Preparation holidays for MCM and MCA Students	
24	Nov 23,2015 to Nov 28,2015	Conselling of MCA CET Orientation	Prof. Hari Rai
		Short Term course	Prof. Hari Rai
		Faculty Development Program , Printing of study material	Prof. Sanjay Bhakkad
		Theory lectures, Practical time table preparation	Prof. Pritam Munot
		Teaching Plan preparation	All faculty members
		Review of project work progress of MCA students	Concerned faculty members
		Commencement of University examination	
		Invigilation and Paper Assessment work of University examination	
25	Nov 30,2015 to Dec 05,2015	MCA Orientation classes	Prof. Hari Rai
		Short Term course	Prof. Hari Rai
		Faculty Development Program , Printing of study material	Prof. Sanjay Bhakkad
		Theory lectures, Practical time table circulation	Prof. Pritam Munot
		Teaching Plan checking	Prof. Sangita Phunde
		Review of project work progress of MCA students	Concerned faculty members
		University examination	
		Invigilation and Paper Assessment work of University examination	
		Work related to national level workshop	Prof. Mahesh Potadar
26	Dec 07,2015 to Dec 12,2015	MCA Orientation classes	Prof. Hari Rai
		Short Term course	Prof. Hari Rai
		Review of project work progress of MCA students	Concerned faculty members
		Invigilation and Paper Assessment work of University examination	
		Preparation of Lab Assignments	All faculty members
		Work related to national level workshop	Prof. Mahesh Potadar
27	Dec 14,2015 to Dec 19,2015	MCA Orientation classes	Prof. Hari Rai
		Short Term course	Prof. Hari Rai
		Review of project work progress of MCA	Concerned faculty

		students	members
		Invigilation and Paper Assessment work of University examination	
		Computer maintenance, Upgradation, purchases	Mr. Pratap Gaikwad and Mr. Kiran Sable
		Preparation of Lab Assignments	All faculty members
		Distribution of Attendance sheets to faculty members	Prof. Manoj Kapre
		Work related to national level workshop	Prof. Mahesh Potadar
28	Dec 21,2015 to Dec 26,2015	X Mas Holidays	
29	Dec 28,2015 to Jan 02,2016	X Mas Holidays	
		Commencement of MCA theory lectures and practicals	All faculty members
		Preparation of Aptitude test schedule	Prof. Madhuri Godbole
		Preparation of Conselling schedule	Dr. Pronoti Luis
		Contact to Alumni	Concerned faculty members
30	Jan 04,2016 to Jan 09,2016	MCA Orientation classes	Prof. Hari Rai
		Review of project work progress of MCA students	Concerned faculty members
		Conselling/ Mentorship program start	All faculty members
		Announcement of Aptitude test schedule	Prof. Madhuri Godbole
		Contact to Alumni	Concerned faculty members
31	Jan 11,2016 to Jan 16,2016	MCA Orientation classes	Prof. Hari Rai
		Commencement of aptitude test	Prof. Madhuri Godbole
		Contact to Alumni	Concerned faculty members
		Guest lecture for MCAII students	
32	Jan 18,2016 to Jan 23,2016	MCA Orientation classes	Prof. Hari Rai
		Contact to Alumni	Concerned faculty members
		Guest lecture for MCM II and MCA II students	Dr. Anjali Vaidya, Prof. Mahesh Potadar
		Feedback on teaching from students	Prof. Gauri Patil
		Republic Day Holiday	
33	Jan 25,2016 to Jan 30,2016	Review of Attendance record of MCA II, MCA III	Dr. Anajli Vaidya, Prof. Mahesh Potadar
		Review of syllabus covered by faculty members	Dr. Anjali Vaidya, Prof. Mahesh Potadar
		MCA Orientation classes	Prof. Supriya Sapa
		Contact to Alumni	Concerned faculty members
		Review of Feedback on teaching from students	Prof. Gauri Patil

		Review of project work progress of MCA students	Concerned faculty members
34	Feb 01,2016 to Feb 06,2016	MCA Orientation classes	Prof. Hari Rai
		Contact to Alumni	Concerned faculty members
		Extra-curricular activity	Prof. Gauri Patil
		Review of Alumni Contact	Prof. U. H. Nagarkar
		Result analysis of examination conducted in Oct/Nov 2014	Prof. Madhuri Godbole
35	Feb 08,2016 to Feb 13,2016	Review of Conselling/ Mentorship and soft skill	Dr. Pronoti Luis
		Review of aptitude test	Prof. Madhuri Godbole
		Review of Language lab Usage	Prof. Utkarsha Dethe
		MCA Orientation classes	Prof. Supriya Sapa
		Contact to Alumni	Concerned faculty members
36	Feb 15,2016 to Feb 20,2016	MCA Orientation classes	Prof. Hari Rai
		Contact to Alumni	Concerned faculty members
		Review of project work progress of MCA students	Concerned faculty members
		Alumni Meet work	Concerned faculty members
		Management Day Work	Concerned faculty members
37	Feb 21,2016 to Feb 27,2016	MCA Orientation classes	Prof. Hari Rai
		Contact to Alumni	Concerned faculty members
		Review of project work progress of MCA students	Concerned faculty members
		Alumni Meet work	Concerned faculty members
		Management Day Work	Concerned faculty members
38	Feb 29,2016 to Mar 05,2016	Review of attendance	Prof. Manoj Kapre
		Review of Conselling/ Mentorship and soft skill	Dr. Pronoti Luis
		Review of aptitude test	Prof. Madhuri Godbole
		Review of syllabus covered by faculty members	Prof. Sangita Phunde
		Review of project work progress of MCA students	Concerned faculty members
		Review of Alumni Contact	Prof. U. H. Nagarkar
39	Mar 07,2016 to Mar	MCA Orientation classes	Prof. Hari Rai
		Contact to Alumni	Concerned faculty

	12,2016		members
		Review of project work progress of MCA students	Concerned faculty members
40	Mar 14,2016 to Mar 19,2016	Alumni Meet work	Concerned faculty members
		Management Day Work	Concerned faculty members
		Preparation and circulation of Practical , term end , Project Viva and backlog examination time table	Prof. Madhuri Godbole
41	Mar 21,2016 to Mar 26,2016	Checking of practical Journal	Concerned faculty members
		Commencement of backlog examination	Concerned faculty members
		Commencement of practical examination	Prof. Madhuri Godbole
42	Mar 28,2016 to Apr 02,2016	Commencement of term end examination	Prof. Madhuri Godbole
		Promotion of short term courses	Prof. Hari Rai
		Submission of Project reports	Prof.M. I. Sayyed
		Internal Project Viva	Prof.M. I. Sayyed
43	Apr 04,2016 to Apr 09,2016	Answer paper assessment and display of term end examination marks	Concerned faculty members
		Finalization of Internal marks and submission	Prof. U. H. Nagarkar
		Short Term course promotion	Prof. Hari Rai
		Subject distribution of next Term	Prof. U. H. Nagarkar
		Placement brochure - CV and Photograph collection	Placement committee
		Preparation holidays for MCA Students	
44	Apr 11,2016 to Apr 16,2016	Short Term course	Prof. Hari Rai
		University Paper assessment	
		Placement brochure - CV and Photograph collection	Placement committee
		External Project Viva	
45	Apr 18,2016 to Apr 23,2016	Short Term course	Prof. Hari Rai
		Preparation holidays for MCA Students	
		Invigilation of University examination	
		University Paper assessment	
		Placement brochure - CV and Photograph collection	Placement committee
		External Project Viva	
46	Apr 25,2016 to Apr 30,2016	Short Term course	Prof. Hari Rai
		Preparation holidays for MCA Students	
		Invigilation of University examination	
		University Paper assessment	
		Placement brochure - CV and Photograph	Placement committee

		collection	
		External Project Viva	
47	May 02,2016 to May 07,2016	Short Term course	Prof. Hari Rai
		Preparation holidays for MCA Students	
		Invigilation of University examination	
		University Paper assessment	
		Placement brochure printing	Placement committee
		External Project Viva	
48	May 09,2016 to May 14,2016	Faculty Development Program	
		Short Term course	Prof. Hari Rai
		Placement brochure printing	Placement committee
		University Paper assessment	
49	May 16,2016 to May 21,2016	Faculty Development Program	Prof. Sanjay Bhakkad
		Short Term course	Prof. Hari Rai
		University Paper assessment	
		Placement brochure printing	Placement committee
		Document verification of MCA - CET	
50	May 23,2016 to May 28,2016	Faculty Development Program	Prof. Sanjay Bhakkad
		Short Term course	Prof. Hari Rai
		University Paper assessment	
		Document verification of MCA - CET	Prof. Hari Rai
		Placement brochure printing	Placement committee
		Preparation of academic calendar for next year	Prof. U. H. Nagarkar

Student Feedback Analysis (Consolidated) of Faculty Members
Management Department – MBA I (Semester I) 2015 – 16 (November 2015)

Sr. No.	Name of Faculty	A	Alpha	Overall Wt. Avg.	Grade
1	Prof. D. A. Kulkarni	87.93	85.80	86.87	A
2	Prof. Manoj Kulkarni	87.26	----	87.26	A
3	Prof. AshwiniThorat	----	86.58	86.58	A
4	Prof. Adv. Chaudhary	75.93	61.85	68.89	B
5	Prof. Vijay Shinde	----	88.55	88.55	A
6	Prof. Rucha Tandulwadkar	81.06	80.85	80.96	A
7	Prof. Vikram Barnabas	80.36	75.52	77.94	B+
8	Dr. Rahul Khandelwal	78.07	81.48	79.78	B+
9	Dr. Hatim Kayumi	86.86	81.29	84.08	A
10	Prof. Palak Bora	89.24	90.39	89.82	A
11	Prof. VaidehiMulay	93.74	91.49	92.62	A+
12	Prof. Ms.Smith	72.90	65.99	69.45	B
13	Prof. PrernaTripathy	97.64	----	97.64	A+

<u>GRADES</u>
A+ = 90 & ABOVE
A = 80 TO 90
B+ = 70 TO 80
B = 60 TO 70
C+ = 50 TO 60
C = 40 TO 50
D = LESS THAN 40

Student Feedback Analysis (Consolidated) of Faculty Members
Management Department – MBA II (Semester III) 2015 – 16 (November 2015)

Sr. No.	Name of Faculty	Overall Wt. Avg.	Grade
1	Prof. Mudassar N. Sayyed	86.35	A
2	Prof. ChaitaliLodha	58.13	C+
3	Prof. D. A. Kulkarni	92.90	A+
4	Prof. RuchaTandulwadkar	66.10	B
5	Dr.HatimKayumi	80.57	A
6	Prof. P. A. Laxmanayya	85.40	A
7	Prof. VikramBarnbas	87.60	A
8	Prof. Adv. Chaudhary	90.80	A+
9	Dr.MeeraKulkarni	97.35	A+
10	Dr.Rahul Khandelwal	57.70	C+
11	Prof. AswiniThorat	92.50	A+
12	Prof. Manoj Kulkarni	88.50	A

<u>GRADES</u>
A+ = 90 & ABOVE
A = 80 TO 90
B+ = 70 TO 80
B = 60 TO 70
C+ = 50 TO 60
C = 40 TO 50
D = LESS THAN 40

Student Feedback Analysis (Consolidated) of Faculty Members
Management Department – MBA I (Semester II) 2015 – 16 (April 2016)

Sr. No.	Name of Faculty	A	Alpha	Overall Wt. Avg.	Grade
1	Prof. Manoj Kulkarni	----	81.20	81.20	A
2	Prof. AshwiniThorat	72.65	----	72.65	B+
3	Prof. D. A. Kulkarni	95.91	89.71	92.81	A+
4	Prof. Vijay Shinde	79.80	----	79.80	B+
5	Prof. ChaitaliLodha	82.80	54.00	68.40	B
6	Prof. Mudassar N. Sayyed	90.85	83.50	87.18	A
7	Dr.MeeraKulkarni	96.47	90.36	93.42	A+
8	Dr.HatimKayumi	94.71	81.68	88.20	A
9	Prof. VaidehiMuley	99.56	89.07	94.32	A+
10	Prof. Palak Bora	96.91	86.04	91.48	A+
11	Prof. SuhailSayyed	79.82	50.14	64.98	B
12	Prof. RuchaTandulwadkar	81.82	72.21	77.02	B+
13	Prof. RadhikaMulay	----	81.60	81.60	A

<u>GRADES</u>
A+ = 90 & ABOVE
A = 80 TO 90
B+ = 70 TO 80
B = 60 TO 70
C+ = 50 TO 60
C = 40 TO 50
D = LESS THAN 40

Student Feedback Analysis (Consolidated) of Faculty Members
Management Department – MBA II (Semester IV) 2015 – 16 (April 2016)

Sr. No.	Name of Faculty	Overall Wt. Avg.	Grade
1	Prof. RuchaTandulwadkar	71.68	B+
2	Dr.HatimKayumi	91.07	A+
3	Adv. Chaudhary	92.80	A+
4	Prof. VikramBarnbas	79.15	B+
5	Prof. P. A. Laxmanayya	57.00	C+
6	Prof. RadhikaMulay	52.00	C+
7	Dr.MeeraKulkarni	83.30	A+
8	Dr.Rahul Khandelwal	73.23	B+
9	Prof. AswiniThorat	74.20	B+
10	Prof. Manoj Kulkarni	72.50	B+
11	Prof. D. A. Kulkarni	94.90	A+
12	Prof. PurnaTripathy	97.00	A+
13	Prof. Ralak Bora	93.50	A+

<u>GRADES:</u>
A+ = 90 & ABOVE
A = 80 TO 90
B+ = 70 TO 80
B = 60 TO 70
C+ = 50 TO 60
C = 40 TO 50
D = LESS THAN 40

Student Feedback Analysis (Consolidated) of Faculty Members
Information Technology (IT) Department (AY 2015-16) (First Term)
Course: MCA – Iyear (Semester III)

Name of Subject	Name of Faculty	Overall Grade
Data Structures	Prof. Utkarsha Dethe	A
ADBMS	Prof. Sangita Phunde	B
Networking	Prof. Supriya Sapa	B
OOAD	Prof. Mahesh Potadar	A
Research Method	Prof. Madhuri Godbole	B
WT	Prof. Pritam Munot	A
Soft Skill	Dr. Pronoti Luis	A
DS Practical	Prof. Manoj Kapre	B
WT Practical	Prof. Manoj Kapre	B

Course: MCA – III year (First Shift) (Semester V)

Name of Subject	Name of Faculty	Overall Grade
SPMIT	Prof. U. H. Nagarkar	A
ETIT	Prof. Mahesh Potadar	B
STQA	Prof. Utkarsha Dethe	A
AIT	Dr. Anjali Vaidya	B
ADT	Prof. Sanjay Bhakkad	B
Soft Skill	Dr. Pronoti Luis	A
ADT Practical	Prof. Sanjay Bhakkad	B
	Prof. Utkarsha Dethe	A
AIT Practical	Dr. Anjali Vaidya	B
	Prof. Utkarsha Dethe	A

Course: MCA – III year (Second Shift) (Semester V)

Name of Subject	Name of Faculty	Overall Grade
SPMIT	Prof. U. H.Nagarkar	A
ETIT	Prof. Manoj Kapre	B
STQA	Prof. Hari Rai	A
AIT	Dr. Anjali Vaidya	B
ADT	Prof. Gauri Patil	A
Soft Skill	Dr.Pronoti Luis	A
ADT Practical	Prof. Hari Rai Prof. Supriya Sapa	B
AIT Practical	Prof. Gauri Patil	A

Course: MCA – III year (NFR) (Semester V)

Name of Subject	Name of Faculty	Overall Grade
SPMIT	Prof. U. H. Nagarkar	A
ETIT	Prof. Mahesh Potadar	A
STQA	Prof. Sanjay Bhakkad	B
AIT	Prof. Pritam Munot	A
ADT	Prof. Pragati Hiwarkar	A
Soft Skill	Dr. Pronoti Luis	A
AIT Practical	Prof. Pritam Munot	A
ADT Practical	Prof. Pragati Hiwarkar	A

Course: MCA – III year (Elective) (Semester V)

Name of Subject	Name of Faculty	Overall Grade
Linux	Prof. Hari Rai	A
HTML	Prof. Prakash Sonar	B
HCI	Prof. M. I. Sayyed	A
PL SQL	Prof. Supriya Sapa	
	Theory	A
	Practical	B

**Student Feedback Analysis (Consolidated) of Faculty Members
Information Technology (IT) Department (AY 2015-16) (Second Term)
Course: MCA – I year (Semester II)**

Name of Subject	Name of Faculty	Overall Grade
Core Java	Dr. Anjali Vaidya	B
Web Technology	Prof. Gauri Patil	A
Operating System	Prof. Sangita Phunde	B
Networking	Prof. Supriya Sapa	B
Discrete Maths	Prof. Madhuri Godbole	B
Marketing	Dr. Pronoti Luis	A
Soft Skills	Dr. Pronoti Luis	A
Core Java Lab	Dr. Anjali Vaidya	B
WT Lab	Prof. Gauri Patil	A

Course: MCA – II year (Semester IV)

Name of Subject	Name of Faculty	Overall Grade
DAA	Prof. Utkarsha Dethe	A
ISA	Prof. Sanjay Bhakkad	A
Mobile Computing	Prof. Pragati Hiwarkar	A
Java	Prof. Pritam Munot	A
OT	Prof. Madhuri Godbole	A
Soft Skills	Dr. Pronoti Luis	A
Business Scenario	Prof. Hari Rai	A

Android Lab	Prof. Pragati Hiwarkar	A
Java	Prof. Pritam Munot	A
Linux Lab	Prof. Hari Rai	A

Alumni Feedback Analysis

(2015-16)

Alumni Meet was organised in the Institute on 12th March 2016 in which more than 250 Alumnis students participated and attended the meet. Institute collected following feedback from the Alumnis:

- 1) There is a need to organise more number of alumni interactions and guest lectures of corporate professionals.
- 2) Language proficiency and corporate mannerism & etiquettes are two areas where management students need to focus and work upon.
- 3) Students should be exposed to more number of industrial and corporate visits.

Employers Feedback Analysis

(2015-16)

The Institute collected feedback from employers.

- 1) Employers are of the opinion that efforts are required to be taken for enhancing the overall employability of the management students.
- 2) Overall, the employers were satisfied regarding performance of the students / alumni working in their organisations. Passed students and alumnis of the institute are suitable, efficient and proficient for handling various positions in any type of organisation.
- 3) Employers believe that syllabus for management students should be more practical and application orientated rather than mere theoretical inputs.

Parents Feedback Analysis

(2015-16)

Objective behind organising Parent – Teacher Meet is to build proper rapport between the Institute and the Parents as an important stakeholder. This further helps in improving quality of education. Parent – Teacher Meet for M.B.A. Programme was organised on 4th September 2015 in which about 40 parents were present. Parent – Teacher Meet for M.C.A. Programme was organised on 3rd October 2015 in which about 60 parents were present.

Faculty members of the Institute shared with Parents about the efforts they put in for grooming and developing their wards in Institute. Different aspects like class conduct& timings, scholarships, placements, etc. were discussed during this meet. Institute collected following feedback from the Parents.

- 1) Parents were quite satisfied in context to efforts put in by the Institute in nurturing and developing overall personality of the students.
- 2) Parents were highly satisfied with the curricular activities, co-curricular activities and extra-curricular activities conducted by the Institute.
- 3) Parents requested to organise more number of such Parent – Teacher Meet during the academic year.

Best Practices**1. Title of the Practice: Aagneyum (Inter-College Programme)**

2. Goal: The objective behind organising Aagneyum is to give an opportunity for under-graduate students all over Ahmednagar district to showcase their talents, do networking, have fun and win exciting prizes.

3. The Context: Aagneyum is an Inter-College hosted by the Institute and organised and executed entirely by the management students. This competition serves two objectives. On one hand, students of the institute get opportunity to identify, inculcate and develop managerial skills and abilities among themselves which shall help them in their professional careers. On other hand, this competition acts as a platform for budding under-graduate students to come forward and showcase their talents and capabilities. This stage enables all students enhance their inherent potentials and make them more competitive in today modern and dynamic world.

4. The Practice: Aagneyum competition has total eight events, i.e. Business Quiz, Mock Press, Face Painting, Collage Making, Extempore, Ad-Mad Show, Antakshari and Group Dance. Under-graduate students studying in various colleges from different streams (including Arts, Science, Commerce, Pharmacy and Engineering) situated and located across Ahmednagar districts come and participate in this competition. All these events are conducted in one day in which some events are executed simultaneously while, some events takes place separately.

5. Evidence of Success: Aagneyum competition had played significant role in improving different managerial and administrative skills required today in corporate life. As students organise and co-ordinate this entire occasion themselves, they have to make required preparations and arrangements in different teams. This enriches qualities like communication, leadership, team-players, co-ordination, discipline, planning and self-control within the students community. During this academic year, Aagneyum competition was organised on 23rd January 2016 in which about 44 Teams and 380 students from Ahmednagar district participated for showcasing their talents.

6. Problems Encountered and Resources Required: Major limitation in carrying out this competition is the participation and involvement from under-graduate students particularly from the rural areas of Ahmednagar district. As the colleges and institutions are located at long distances, this puts restrictions on students in coming to Ahmednagar and participate in this event. Further, organising such event requires financial resources, man power as well as long time preparations. Lack of adequacy of such resources also puts certain restrictions in execution of such competitions.

7. Notes: Basic idea of targeting under-graduate students from Ahmednagar district is that occurrence of such competitions in Ahmednagar is very rare. As resources required as quite large, no institute or college takes initiative to organise similar competitions. Also if number of

events is increased, this may help the institute to attract and increase participation of students throughout Ahmednagar district.

8. Contact Details:

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- Accredited Status: A
- Work Phone : 0241-2346532
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Best Practices

1. Title of the Practice: Orientation (Induction) Programme for Management Students

2. Goal: The objective behind organising Orientation (Induction) Programme for Management Students is to make them aware about the Institute culture, its work environment, code of conduct and system followed.

3. The Context: Students after completing and passing their graduation courses get admitted in the Institute to acquire their professional degrees. In this level, the attitude and approach of such students is very casual and informal. This is mainly because they are earlier used to an environment which is unprofessional consisting of two to three lectures daily, poor class attendance, no / limited curricular, co- curricular and extra –curricular activities. Further, many students come from rural backgrounds where they face problems like linguistic barriers, limited learning resources, poor infrastructure and lack of zeal and enthusiasm.

4. The Practice: Orientation (Induction) Programme is conducted for the first year students (Freshers) of both MBA and MCA programme immediately in the first week of starting of Academic Year. At this time, students had just step into the Institute after completing their admission procedure. The one day orientation programme consists of address by the Director as well as an expertise from Industry / successful Entrepreneur. Followed by this, the Head of respective departments gives detailed code of conduct of different activities to be executed in day to day functioning of the department. A formal introduction of all faculty members of the department is also done. Presentations from Library (about learning resources available) and Placement Cell (about placement drives) are also given to the students. Orientation Programme finally concludes with a visit to various sections and infrastructure of the Institute including administration dept, accounts dept, first floor, second floor, library, sports complex, canteen, parking, etc. It is a structured orientation programme.

5. Evidence of Success: Through this Orientation Programme, students get well verse regarding different aspects of the department. This includes class lectures, time table, syllabus, examination, guest lectures / seminars, management games, dress code (uniform), physical appearance, leave procedures, books, placement scenario, administration, accounts, etc. At the beginning of their academic careers in the Institute, students gets familiar with the infrastructure, departments / sections, library, staff members (teaching, non-teaching and support staff) of the Institute. This helps everyone in smooth, efficient and effective conduct of routine activities and leads to good friendly environment.

6. Problems Encountered and Resources Required: The academic year (according to S. P. Pune University) is expected to commence from first week of August every year. While the DTE admission procedure continues till end of August every year. As a result, students admitted during first and second round are able to attend this Orientation Programme. On the contrary, students admitted in later subsequent rounds may miss this important event at the beginning to their academic career.

7. Notes: Orientation / Induction Programme play an important role in making friendly and pleasant environment for the new students. These students have huge number of doubts, queries, questions and difficulties. Also they require comfort zone to get adjusted to this new system. Orientation programme aims to answer these questions, doubts and queries. An attempt is made to give that required comfort zone to the students to flourish and explore and rise high towards new horizons in their life.

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