



## AQAR REPORT REVIEW

INSTITUTE OF MANAGEMENT STUDIES, CAREER DEVELOPMENT RESEARCH,  
AHMEDNAGAR

Aishe id : C-41365

Submitted for : 2019-2020

Submitted Date : 18/04/2021 06:18 PM

Reference AQAR Link : [Click here](#)

**Over all Comments :** Following points may be considered by the college for improvement: • Choice Based Credit System (CBCS)/Elective course system be implemented during the academic year. • Institution may make efforts for adding more Value-added courses imparting transferable and life skills in the forthcoming years • More field Projects / Internships may be encouraged to undertake during the year. • Efforts may be made by the faculty for recognition for more awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the year. • Efforts may be made by the faculty to have research funds (sanctioned /received) from various agencies, industry and other organizations. • Workshops/Seminars may be conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices. • Number of Collaborative activities for research, faculty exchange, student exchange be enhanced. • Institution may make its best efforts to have MoUs with institutions of national, international importance, other universities, industries, corporate houses. • Efforts may be made by the faculty to design e-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc • Teachers may be provided with financial support to attend conferences / workshops.

Acceptance date : 21/04/2021

### Review/Re-open History

SL NO	Comments by Officer	Review Date	Response of Institution
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1

If you have any correction in AQAR please do it within 15 days. If no updation is there, kindly write your comments in the response box that you have nothing to add. Your AQAR is reopened for correction / editing at your end. Please treat this as URGENT for Response. Only 15 days from today will be given to the institution edit the AQAR and to re-submit the AQAR.

19/04/2021

No Correction /  
Changes required



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	INSTITUTE OF MANAGEMENT STUDIES, CAREER DEVELOPMENT RESEARCH, AHMEDNAGAR
Name of the head of the Institution	MEHERNOSH B. MEHTA
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0241-2346532
Mobile no.	9822079675
Registered Email	imscdr_anr@bsnl.in
Alternate Email	mmehernosh@gmail.com
Address	IMS Campus, Station Road, Ahmednagar 414001 Maharashtra
City/Town	Ahmednagar
State/UT	Maharashtra
Pincode	414001

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Dr. Hatim Fakhruddin Kayumi			
Phone no/Alternate Phone no.		02412346532			
Mobile no.		9860076110			
Registered Email		imsedr_anr@bsnl.in			
Alternate Email		hatimkayumi@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.imsedr.ac.in/index.php">http://www.imsedr.ac.in/index.php</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://imsedr.ac.in/">https://imsedr.ac.in/</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A+	3.44	2018	16-Aug-2018	15-Aug-2023
<b>6. Date of Establishment of IQAC</b>			24-Aug-2011		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Webinar on Smart Tools for Learning and Teaching	21-Apr-2020 1		35		

Webinar on NPTEL-SWAYAM Courses and Mentorship	29-Apr-2020 1	55
Webinar on Quality Research And Resources	20-May-2020 1	124
Webinar on Atmanirbhar	06-Jun-2020 1	100
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Meera Kulkarni	ICSSR Research Project	ICSSR, New Delhi	2019 365	300000
Dr. Hatim Kayumi	ICSSR Research Project	ICSSR, New Delhi	2019 365	300000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1) Organized Online National level Webinars during Post COVID period. 2) Organized Women Entrepreneurs EXPO for motivating business women. 3) Organized "Google Classroom - An Effective Tool in Online Teaching and Learning" for faculty members 4) Webinar on Quality Research And Resources

[View File](#)

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

Plan of Action	Achivements/Outcomes
COVID situation required online organizing of classes, webinars and programs. Plan of action was to organize such online programs.	Organized Online National level Webinars during Post COVID period. Organized Women Entrepreneurs EXPO for motivating business women. Organized "Google Classroom - An Effective Tool in Online Teaching and Learning" for faculty members
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	01-Dec-2020

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	16-Jan-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Software installed for Administration Section, Accounts Section, Library
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## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

IMSCD&R ensures effective curriculum delivery through well planned and documented process. In order to ensure effective planning of various programmes, an Academic Calendar is prepared at the beginning of every academic year. In Academic Calendar, various programmes, delivery of lectures, completion of syllabus, internal examination, internal viva, publication of student magazine, dates of various competitions, sports and other co-curricular activities are scheduled well in advance. The aspects of Academic Calendar is first discussed at departmental level and then, finalized for the departments. After that, it is combined for the whole institute. Savitribai Phule Pune University prescribes the syllabus in the website www.unipune.in. Institute

refers the same syllabus to the faculties and students. Number of lectures are scheduled and delivered as per the number of sessions prescribed by university in the syllabus for each semester. The program objectives and course objectives are clearly stated for each subject. The work load as per the norms for each faculty is ascertained and accordingly the number of lectures per week is given to each faculty. Time-table is scheduled with proper and effective combination of theory and practical subjects to ensure attentive learning of the students. Faculty members plan the teaching process of their course at the beginning of the session. Teaching Plan includes objectives of course, teaching learning methods, evaluation criteria and periodical targets. Faculty members evaluate the programme on a regular basis and do proper revision to cover backlog if any. Each faculty does internal evaluation of students based on the unit test, attendance, presentations, assignments, projects, role plays, case study, field work and internal examinations. This is in addition to external evaluation of students by S. P. Pune University. Question bank is prepared by faculty members and given to students for practice. Faculty members give feedback to students regarding student's performance in internal examination. For proper implementation of plans, heads of respective departments regularly monitor the plans with actual and tries to find out deviation if any and take corrective action. For example: if any lecture had not taken place due to holiday declared, then compensating extra lecture to be taken is discussed and finalized by the Head of department with the concerned faculty member. Institute also takes follow-up of planning made through feedback. Feedback is collected from students to know progress of syllabus, academics and curriculum and also to know performance of faculty members. Feedback is also collected from parents, alumni, employers, teacher which includes aspects about the academics, coverage of syllabus, etc.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	MBA - 2019 Pattern Marketing	01/07/2019
MBA	MBA - 2019 Pattern Finance	01/07/2019
MBA	MBA - 2019 Pattern Human Resource	01/07/2019
MBA	MBA - 2019 Pattern Operations	01/07/2019
MBA	MBA - 2019 Pattern Business Analytics	01/07/2019
BCA	BCA IGNOU	01/07/2019
<a href="#">View File</a>		

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

Name of programmes adopting	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
MBA	MBA 2013-14	01/07/2019
MCA	MCA 2013-14	01/07/2019
PhD or DPhil	Ph. D. 2016-17	01/07/2019

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

	Certificate	Diploma Course
Number of Students	Nil	11

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Advance Course in Event Management	01/07/2019	11
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	MBA SIP	98
MBA	MBA Winter Project	98
MCA	MCA	73
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Department have senior and experience faculty members. They are in continuous contact with industry through alumni. They take feedback from alumni about latest technologies used. Accordingly they suggests revisions. Feedback is taken from all stakeholders using different means. Alumni Feedback is taken during Alumni Meet. Parents Teacher Meet are arranged to take feedback from Parent. Employers feedback is taken via email or telephonically. Students give written feedback on teaching, of every teacher in every semester. In case they don't understand, they mentions accordingly. Once teacher complete the syllabus, feedback about completion and topics needs to be retaught is taken and communicated to faculty member. In every term, a formal feedback is taken from student in writing. This feedback is analysed and summarised and action is decided. This summarised feedback , with the comment are discussed with Director. Then it is communicated to teacher. Feedback on infrastructure is taken in every term from the student. It is analysed and presented to Director</p>



for further action. In Orientation, students are informed about reporting of complaints and suggestions. They tell their suggestions or complaints to teachers, head of department or to Director. Apart from this, suggestion box is also kept at prominent places in the Institute.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Management	3	6	2
MCA	Computers	210	117	117
MBA	Management	240	224	224

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	Nil	341	Nil	23	Nil

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	4	10	1	7

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

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

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

Institute is committed to promote mentoring as a sustained activity. This is ensured during entire period of stay of students in Institute. Counseling and Mentorship Programme for MBA students is a continuous process. Objective of the Counseling and mentoring activity is, faculty-student rapport building, getting to know the new students and helping them make sense of their new environment, monitoring the progress of second year students, taking stock of previous semester results of students, motivating students to learn, and develop their interactive skills and improve their employability, creating a congenial environment for learning and interaction. Each faculty-member is assigned a group of students every year for Counseling from first year of programme, and this association of group and faculty-member continues till student passes out of the MBA programme. The students go through the formal Counseling with faculty-members assigned to them, but, the students are given the freedom to go for Counseling informally to any faculty-member from whom they wish to get counseled. For MBA program, intake for academic year for MBA I is 114 students for 2019-20. The mentee mentor ratio of 1:10 has been maintained. 240 students (MBA I II) are counseled every semester and as per the need felt either by the student or the Counselor, as and when required. Two different Counseling Forms are used for MBA I and MBA II. Form 1 for MBA I consists of a student's basic information, his/her strengths, goals, problems faced while dealing with people etc. which is focus of counseling. Form 2 for MBA II consists of information regarding a student's semester wise performance, interviews he/she has appeared for, problems areas that need to be

improved, if short-listed in any company etc. The Counseling-Mentoring activity helps faculty-members to understand each student well, as information is exchanged amongst them, which improves their insight about the students. The bonds established with students through this activity extends beyond the academic sessions, and it is experienced by most faculty-members that, they counsel and mentor many students for years, even when they become alumni of Institute. Student Counseling Mentorship Programme for MCA 2019-20 gave students opportunity to share their difficulties problems to get professional help and guidance by building trust and confidence. Every year Student Counseling Mentorship programme is planned for MCA students. The focus on Positive Attitude development of the student is the primary objective in the Counseling sessions. Student Mentorship Programme for the Academic year 2019-2020 started in the month of August. Mentor : Mentee Ratio is 1:12. Counseling Panels were made and one to one interaction was organized with the the group's convenience, faculty members decided a schedule for the counseling. The counseling forms- Form 'A', Form 'B' Form 'C' were distributed to MCA-I, MCA-II MCA-III class respectively. During counseling, mentors ask questions considering the objectives and put remarks in report. Where ever a problem is diagnosed, mentor discusses same with student and monitors it again in follow-up counseling session.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
341	23	1:15

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	23	Nil	Nil	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Rucha Tandulwadkar	Associate Professor	Navdurga Puraskar from Bhumika Group, Ahmednagar
2020	Dr. Rucha Tandulwadkar	Associate Professor	COVID 19 Excellence Award given by Maharashtra Police

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	MBA	III	07/12/2019	07/02/2020
MBA	MBA	I	07/12/2019	07/02/2020
MCA	MCA	I	07/12/2019	21/01/2020
MCA	MCA	III	07/12/2019	21/01/2020
MCA	MCA	V	07/12/2019	21/01/2020

[View File](#)

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

Due to COVID-19, teachers got opportunity to teach and evaluate students online. During pandemic, availability of computers was a problem for students. In addition to this, network problems, internet speed problem, electricity problem, battery backup problems were also reported by the students. Considering all these issues, a separate time table of theory lectures was prepared. Teachers conducted their sessions through Google hangout, Zoom, Google meet, Google classroom, Microsoft Teams, JioMeet, Facebook live, YouTube live. Some faculty members created their own YouTube channel and uploaded their lectures and links which were shared with students. Faculty members ensured that curriculum is understood by the students. To check this, they conducted test online using Google forms. Assignments were given to students through Google Classroom or through email. Students scanned their answer papers and sent them to faculty members through email and Google classroom. Internal examination, practical examinations were also conducted online as per regular time table. MBA and MCA students appeared for their dissertation and project viva online. Complete documentation like attendance, question papers, answer papers is stored on the computer system. As usual fairness and transparency was also maintained. But in general, reforms in Continuous Internal Evaluation includes ensuring total transparency in informing students regarding the schedules of examinations, methods of marking and what is expected from students. Evaluation methods are communicated to the students in orientation programme which is organized in the beginning of academic session. Schedules are communicated to students through examination time tables well in advance. Teachers also communicate evaluation criteria to students while teaching. IMSCDR has introduced Choice Based Credit System (CBCS) from academic year 2013-14 for various Management Programmes and from year 2015-16 for MCA programme. For MBA programme, there is further reform in internal evaluation system. For MBA, evaluation ratio is 20:30:50, meaning total 100 marks are divided into three components, i.e. 20 marks for Online Exam at the institute, 30 marks for evaluation by internal teachers and 50 marks for external exam conducted by University. For MCA programme, evaluation ratio is 30:70, meaning total 100 marks are divided into 30 marks for internal evaluation and 70 marks for external evaluation. Internal evaluation is an ongoing process and is based on attendance, participation of students in classroom discussions, presentations, tests, assignments, projects, tutorials and internal examinations. Students are allowed to meet and discuss with respective faculty members their performance in internal evaluation and also clarify queries, if any. IMSCDR also encourages faculty member to participate in University evaluation work - CAP (Central Assessment Programme) and suggest reforms and improvements by way of attending meetings related to evaluation, paper setting and paper assessment / checking. In addition to internal and external evaluation, concurrent evaluation of students has also been adopted. Another major reform in evaluation system is use of grades in final score sheet of students. Final score report which includes both internal and external evaluation shows grades in various courses obtained by students. The grading system is more equalitarian in nature.

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

During pandemic, availability of computers was a problem for the students. In addition, network problems, internet speed problem, electricity problem, battery backup problems were also reported by the students. Considering all these issues, our academic calendar got revised. A separate time table of theory lectures was prepared. Teachers conducted their sessions through Google hangout, Zoom, Google meet, Google classroom, Microsoft Teams, JioMeet, Facebook live, YouTube live. Some faculty members created their own YouTube

channel and uploaded their lectures and links which were shared with students. Every faculty member ensured that curriculum is understood by the students. To check this, they conducted test online using Google forms. Assignments were given to students through Google Classroom or through email. Students scanned their answer papers and sent to faculty members through email and Google classroom. Internal examination, practical examinations were also conducted online as per regular time table. MBA and MCA students appeared for their dissertation and project viva online. Complete documentation like attendance, question papers, answer papers is stored on the computer system. As usual, fairness and transparency was also maintained. Academic Calendar is prepared by Head of each department before the academic year commence. This calendar is weekly calendar comprising of week number, starting date of week, ending date of week, activities to be performed in the week and responsible faculty member. This calendar is send to all faculty members of the department for their suggestions, queries. Once queries are resolved and relevant suggestions are incorporated and finalized and placed on Google drive for further access and update. This contains commencement of theory classes, practical, project work, counseling and mentoring activity, placement preparation activities, co-curricular activities, extra-curricular activities, commencement of internal examination. Academic Calendar as a part of prospective plan is also discussed in the Board of Control Meeting as well as College Development Committee Meeting. Internal Examination is conducted as per the plan made in Academic calendar. After the examination answer papers are shown to the students and correction or changes are suggested to the students. Final internal marks are shown to the students before feeding it on the link to maintain the transparency. If any students ask for improvements respective teacher will suggest some assignment to be completed and submitted. This ultimately results in improvement of students performance.

## 2.6 – Student Performance and Learning Outcomes

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

<https://imsedr.ac.in/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MBA	MBA	Management	110	105	95.45
MCA	MCA	Computers	82	74	90.24
Ph. D.	PhD or DPhil	Management	3	3	100

[View File](#)

## 2.7 – Student Satisfaction Survey

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

<https://imsedr.ac.in/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	BCUD SPPU	1.2	0
Minor Projects	730	BCUD SPPU	1.5	0
Minor Projects	365	ICSSR	3	1.2
Minor Projects	365	ICSSR	3	1.2
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Stress Management and Communication Management For Avatar Meherbaba Trust, Ahmednagar	Management MDP conducted by Dr. Rucha and Dr. Meera	21/09/2019
Pre retirement counseling For Bank of Maharashtra Staff College, Pune (70 officers from Bank of Maharashtra attended)	Management Resource Person: Dr. Meera Session on Emotion Management	19/10/2019
Introduction to COVID - 19 Shrijee Process Engineering Works Ltd., D1/D2, MIDC, Ahmednagar	Management Resource Person: Prof. Sayyed M. N.	20/03/2020
Theory of Constraints: An imperative tool for enhancing employability Azieen Consultancy Pvt Ltd Pune	Management Resource Person: Prof. Sayyed M. N.	23/06/2020
"Atmanirbhar" – Entrepreneurship is the key	IMS SEEDC	06/06/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Ranked 25th in India's Top B School Brands	IMSCDR Ahmednagar	National Magazine Business Barons	01/11/2019	B Schools
Navdurga Puraskar	Dr. Rucha Tandulwadkar	Bhumika Group, Ahmednagar	01/10/2019	Arts
Chairperson for Question Bank generation scrutiny for Management	Dr. Meera Kulkarni	SPPU, Pune	02/12/2019	MBA-I Exams

Fundamentals (107)				
Emerging B-School of the Year - West	IMSCDR, Ahmednagar	ASSOCHAM 13th Higher Education, Skill and Livelihood Conclave	25/02/2020	B Schools
Covid-19 Excellence Certificate by Police Deptment	IMSCDR, Ahmednagar	Police Department H.Q. Ahmednagar	01/08/2020	COVID-19 Support
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	0	0

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

Name of the Department	Number of PhD's Awarded
IMS Research Centre	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	4	0.01
National	IT	1	0.01
National	Library	1	0.01
<a href="#">View File</a>			

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

Department	Number of Publication
MBA (Prof. D. A. Kulkarni)	2
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Case Study on an Indian SME: NIKASH CNC Engineers Private Limited	Dr, Meera Kulkarni	BULMIN Journal of Management Research	2020	Nil	1	1

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	165	18	10

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Women Entrepreneurs Expo - 2020	SEED-C and Rotary Club of Ahmednagar	2	40
District level Blood Donation Camp (22 Jan 2020)	Jankalyan Blood Bank	5	40
Joy of Giving	IMSCDR	5	385
Introduction to COVID - 19 (Prof. Sayyed M. N.)	CSR - ISWR IMSCDR Ahmednagar 17th March 2020	35	15
Preparation Distribution of Mask	Women Self Help Group	2	Nil

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Appreciation letter from	For doing outstanding work	Dept. of Police, Ahmednagar HQ	750



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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gandhi Global Solar Yatra (GGSY) 2nd Oct 2019	IMS in association with IIT Bombay	Solar Lamp Assembly Workshop	11	50
International Day for Yoga, Ministry of Ayush, GOI.	IMSCDR-Library and Dept. of IT	International Yoga Day @21st June 2019	6	385
Tree Plantation Green Army by Govt. Of Maharashtra	IMSCDR-Library and Dept. of IT	Tree Plantation Drive @ 2nd July 2019	6	385
National Integrity , HR Ministry /AICTE , GOI	IMSCDR-Library	Independence Day celebration @1-30th Aug 2019	5	385
National Festivities	ACA	Republic Day celebration @ 26th Jan 2020	45	385
Swacha Bharat Abhiyan Poster Display	IMSCDR-Library	Mahatma Gandhi Jayanti @ 2nd Oct 2019	5	385
VacchanPrerna Din By Govt. of Maharashtra	IMSCDR-Library	Book Review Activity @ 15th Oct. 2019	5	385
RashtriyaEkta Divas by HR Ministry ,GOI	IMSCDR-Library	RashtriyaEkta Divas @31st Oct 2019	5	385
Central Vigilance Commission	IMSCDR-Library	Vigilance Week @ 31st Oct-5th Nov 2019	5	385
Samvidhan Divas , HR Ministry ,GOI	IMSCDR-Library	Constitutional Day @ 26th Nov 2019	5	385

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**3.5 – Collaborations**

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

Nature of activity	Participant	Source of financial support	Duration
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MBA , MCA CET	300	DTE CET Cell	3
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	Axis Bank	01/01/2019	31/12/2020	MBA Students
Internship	Internship	Syntel Corp	01/01/2019	31/12/2020	MBA students
Internship	Internship	Paras Pipes	01/01/2019	31/12/2020	MBA Students
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Microsoft	30/01/2019	Use of updated software and tools for student's learning purpose	340
TCS	01/01/2019	Online Examination (for outside candidates)	400
Adecco	01/01/2019	Campus placement for MBA / MCA students	5
Axis Bank	01/01/2019	Campus placement for MBA students	14
Syntel Corp.	01/01/2019	Campus placement for MBA students	11
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10.85	3.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
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#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EasyLib Library Software Marcus Consultants, Pune	Fully	4.1	2004
AutoLib NG AkashInfotech Pune	Fully	NG	2019

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1519	102200	1058	224964	2577	327164
e-Books	10407	Nil	882	Nil	11289	Nil
Journals	44	82254	7	91483	51	173737
e-Journals	2	19470	Nil	19470	2	38940
Digital Database	1	59000	Nil	Nil	1	59000
CD & Video	Nil	Nil	15	Nil	15	Nil
Library Automation	1	72000	Nil	Nil	1	72000
Weeding (hard & soft)	Nil	Nil	64	Nil	64	Nil
Others (specify)	3	Nil	6	Nil	9	Nil
Others (specify)	16	6800	237	10050	253	16850

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Madhuri Godbole MCA Faculty	BS RM OT	ZOOM	11/04/2020

Dr. Rucha Tandulwadkar MBA Faculty	1.Start up and New Venture Management PPT 2. Employee Reward Management 3. Start up and New Venture Management	PPT , Zoom Platform	30/05/2020
Prof. Gauri Patil MCA Faculty	Web Technology Theory and Project	PHP	30/05/2020
CA D.A. Kulkarni	MBA I Financial Management Weighted Average cost of capital (10 vdo files) Designing of Capital Structure (7 vdo files) Leverages ( 5 vdo files ) Estimation of Requirement of Working Capital ( 9 vdo files) Capital Budgeting ( 10 vdo files)	YOU TUBE Channel Link : <a href="https://www.youtube.com/Channel/UCMY8gbaj9BFHGT6shWeQ/">https://www.youtube.com/Channel/UCMY8gbaj9BFHGT6shWeQ/</a>	07/05/2020
Dr. Pronoti Telore MBA Faculty	1.Career Planning Unit 2 Contd. (Pdf) 2.Compensation Management unit 4(PPT) 3.Emerging Trends in HRM unit 5(Pdf) 4.H.R.M-Unit 1(PPT) 5.HARVARD MODEL OF HRM (Pdf) 6.HR Acquisition Retention Unit 2 (PPT) 7.HR Acquisition Retention ...contd(PPT) 8.H	PPT , PDF Zoom Platform	30/05/2020
Prof. Supriya Sapa MCA Faculty	1. Minimum Cost Spanning Tree. 2. Prims Algorithm Examples. 3. Prims Algorithm. 4. Min Heap .Disjoint Sets 5. Kruskals Algorithm Examples. 6. Kruskals Algorithm. 7. Dijkstras Algorithm Example. 8. Dijkstras Algorithm. 9. Kruskals Algorithm Revision.	PPT , PDF Zoom Platform	13/04/2020
Prof. Vijay Shinde MBA Faculty	Five dysfunction (PPT) HR(PPT) HR	PPT , PDF Zoom Platform	30/05/2020

	(1) (PPT) Innovation1 (PPT) Innovation1 (1) (PPT) Seven habits(PPT) Talent development (PPT) Video -8 April Lecture		
Dr. Swati Barnabas Librarian (IMS Library's contribution )	Prospective Job Threats and Measures @Dr. Pritam Bedarkar (PPT) Smart Tools for learning and teaching @ Pralhad Jadhav (PPT) NPTEL- SWAYAM Courses Mentorship @ Dr.S.R. Parekar(PPT) UGC- CARE Initiatives @ Dr. Shubhada Nagarkar Best and Innovative	PPT , PDF CISCO WebEx Platform Zoom Platform	20/05/2020
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	341	120	20	20	100	12	49	100	20
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>341</b>	<b>120</b>	<b>20</b>	<b>20</b>	<b>100</b>	<b>12</b>	<b>49</b>	<b>100</b>	<b>20</b>

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

**No Data Entered/Not Applicable !!!**

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Prof. D. A. Kulkarni	<a href="https://www.youtube.com/channel/UCMY-8g_bajbJ9BFHGT6shWeQ">https://www.youtube.com/channel/UCMY-8g_bajbJ9BFHGT6shWeQ</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

78.89

76.38

12.2

13.52

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

Institute has state of art physical infrastructure. The Institute fulfills the norms of the AICTE. BPHE Society has earmarked 2.62 Acres of land exclusively for Institute. Land is utilized prudently. Main Building ? Ground floor consists of Library, Director's Office, Discussion room, Administrative office, HOD office, IQAC Cell, faculty room Wash rooms. First floor is utilized for Management Department activities. It consists of Class rooms, Seminar Hall, Faculty rooms, Placement Office, Computer Lab, Conference Hall wash rooms. Second floor is utilized for I.T. Department activities consists of Class rooms, Computer Lab, Language Lab, Faculty rooms, Placement Office Wash rooms. Terrace is utilized for Solar system. 10 KW Solar On Grid Power System is installed on the half portion of the terrace. ? Maintenance: Institute has support and maintenance staff for maintaining main building. Support staff is given responsibility of preventive maintenance as well as any corrective or special maintenance required is brought to notice of authorities. For computer maintenance, Institute has employed two fulltime technical staff members. Technical staff take care of maintenance of computers, software, LCD, etc. Sports Complex: is utilized for indoor games. Ladies Hostel / Boys Hostel ? In case of vacancy boys hostel rooms are allotted to students of sister institute/college on request after following proper procedure. ? Maintenance: Institute has appointed separate Rectors for both Hostels. Minor repair, painting other maintenance is carried out by Rectors with help of local experts. SEEDC Building is utilized for Skill enhancement Entrepreneurship Development activities, value addition courses such as Event Management. SEEDC building classroom, computer lab is also utilized for some activities of Management IT department. Same time infrastructure is given to outside agencies for conducting academic social activities on payment of certain charges. Canteen is utilized by students and staff and is maintained by two Canteen vendors. Ground: Institute has appointed a separate person for ground maintenance who looks after garden lawn. Open space is utilized for cultural activities. There is separate parking slots for students staff. Vehicle parking slots. There are three parking slots for parking vehicle. For boys students near main entrance, for lady students in front of main building and for staff behind main building. Maintenance of Fire Extinguishers is done through the local vendors. Peons have been given training on the utilization of Fire Extinguishers. Maintenance of Water Coolers: Peons are given responsibility of daily cleaning. Fumigation Policy: Due to COVID-19 pandemic, Institute follows guidelines given by S.P. Pune University for prevention of Covid-19. Support Staff have been given responsibility of fumigation on daily basis. Insurance: Building Insurance policy is drawn from Oriental Insurance Company Ltd. Inverter back-up: Inverters are maintained with help of local electrician.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Support from Institution - Scholarships for toppers and PRAYAS : A Students'	38	40500

	Research Publication (Volume XI, April 2019)		
Financial Support from Other Sources			
a) National	Scholarships for Minority and Reserved Students	335	12395077
b) International	NA	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counseling and Mentoring	16/09/2019	244	IMS SEED-C
Yoga and Meditation	21/06/2019	266	IMS SEED-C
Language lab	25/10/2019	280	IMS SEED-C
Remedial coaching	16/11/2019	72	IMS SEED-C
Soft skill development	05/10/2019	278	IMS SEED-C
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Counseling	Nil	214	Nil	71
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

Axis Bank HDFC HDFC Sales HDFC Mutual Fund Kotak Mahindra Bank IBG FINCORP I Love Nagar LT Ahmednagar Cummins KSPG Manpower Services Pvt. Limited One Voice Transmedia Kalpins Technologies Corwin Minds Chrysalis R.Heal Vertech FINDCRUX	220	60	VRS Foods Superfine Industries Galco I Love Nagar SYNTEL Global Talent Track AU Small Finance Bank IDFC First Bank Indus Ind bank Eaton TCS WhiteHat Jr Blue Bricks , Pune Pooranaysh Grp of Info. Tech CA	45	11
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	2	IMSCDR, Ahmednagar	MMS	IMSCDR, Ahmednagar	Ph. D.

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

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

Activity	Level	Number of Participants
Carrom Cricket Table Tennis Badminton Volleyball Chess Dance Singing Antakshari Brand Wagon Sponsorship Admad Show HR Team Building MockStock C Programming Technical Aptitude Test Mathematical Aptitude Test Paper Presentation Quiz Competition online	Institute Level	300

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	West zone SPPU Basketball	National	1	Nil	Nil	Pandey Abhijeet
2019	Third position from the west zone SPPU Basketball	National	1	Nil	Nil	Pandey Abhijeet
2019	Inter University Sports Meet 2019	National	1	Nil	Nil	Pandey Abhijeet
2019	First Price in Poster Presentation	National	Nil	1	Nil	SALVE ROHAN RAJESH
2019	Photography Event	National	Nil	1	Nil	BEDRE ONKAR RAVINDRA

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

All the activities and events of the Institute are initiated, planned and executed by the students and the faculty members together through various committees. The students are part of following bodies like Student Council, Vidyarthini Manch, Placement Cell, IMS-Alumni Association, Committees for Departmental Level Activities and Committees for Institutional Level Activities etc. In IMS 'Student Council' and Vidyarthini Manch' is established under 'Student Development Board' of Savitribai Phule Pune University, Pune as per Maharashtra Universities Act. The main objective of formation of 'Student council' is organizing various co-curricular, extra-curricular activities and participating in community development work. Student Council tries to nurture students mental, physical, cultural growth with various activities to improve their overall personality development and to make them civilized Indian citizens to compete in the globalized world. Student Development Officer Implements various schemes for students like Self Defense, Cyber Security, Earn and Learn, Lecture series on Personality Development, Entrepreneurship Development, Job Placement, Soft Skills, Author Speak, Current Trends in Information Technology, Guidance for Competitive Examination, Nirbhay Kanya Abhiyan, Workshop on Computer Technology, Research Methodology and Statistics etc. The 'Vidyarthini Manch' organizes various activities for girl students. The objectives of the 'Vidyarthini Manch' are Personality development of girls, Building self-confidence in girls, Imparting health education, Building self esteem, psychological and physical awareness among girls, Developing their



attitude for Gender-Equity, Motivating them for self employment, Awareness about sexual harassment of women at work place and society. Vidyarthini Manch organizes various Health Seminar, Guest Lecture on Self Defense, Medical Check-up, International Women's Day Celebration etc. every year. In 'International Women's Day' successful women from various walks of life are invited and women students get an opportunity to interact with them. The Institute provides Leading Knowledge, Experience and Develop Competency, Skill and Appropriate Attitude in students. The Institute strives hard to transform students into dynamic leaders. Since 'leadership ability' is an important ingredient of the 'Manager', thrust is given to the leadership development. Student's participation in various committees ensured in order to make them learn management through practice. This gives them an opportunity to apply management theory and acquire managerial skills in Planning, Organizing, Staffing, Direction, Motivation, Co-ordination, Leadership, Supervision and Control. These two committees consist of student representatives and faculty members conduct various 'Extension Activities' like blood donation camp, tree plantation, educational exhibition, management games, sports activities, cultural activities, art gallery and other talent showing competitions. Institute encourages students to participate in various competitions at District, University, State, National level. Institute sponsors students for these activities and also guides and trains students for these competitions. All these initiatives help the students to enrich their experience and develop their overall personality. Students benefited through the activities organized by Student Council, Vidyarthini Manch and other student committees. This year four students benefited from the Earn and Learn Scheme. This year Institute organized Lecture Series on Job Placement and Entrepreneur Development for our Students. Our 19 students attended one day workshop on Nirbhay Kanya Abhiyan conducted by Ahmednagar College Ahmednagar.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association is registered at Institute level. The Alumni Association includes students who have passed out after completing 1) Masters in Business Administration (MBA), 2) Masters in Computer Application (MCA), 3) Post Graduate Diploma in Business Management (PGDBM), 4) Masters in Business Studies (MBS), 5) Masters in Personnel Management (MPM), 6) Masters in Computer Management (MCM), 7) Doctorate of Philosophy (Ph. D. in Management). Some of these courses has been discontinued by the University. However, our Institute continues to have a strong connection with Alumni who have passed out after completing the above mentioned degrees.

5.4.2 – No. of enrolled Alumni:

182

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

182000

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting/ activities organized by Alumni Association - Two meetings conducted.  
 1. 01/02/2020 2. 07/03/2020 Activities organized by IMS - Alumni Association (IMS-AA) Institute organized Alumni Meet on 7th March 2020. The IMS-AA arranges Alumni meet every year. This is usually arranged in the month of February or March. Invitations are sent to all alumni who are in the contact. It is a one day program comprising of registration, formal welcome, formal interaction with current students, informal interaction over tea, formal function of alumni

meet, cultural program and dinner. In formal function, Director presents the report of institute, alumni having achievements are felicitated. 'Star Alumni' Award is given to those alumni who have achieved higher position in their organization or were awarded Best Employee / Achiever or if some alumni passes useful examinations or certification or Alumni who helped institute in job placement and conducted Guest Lectures. Selected alumni share their experience with the current students. Alumni Newsletter is released every year. Newsletter includes articles, achievements of alumni only. Alumni Meet 2020 held on 07/03/2020 was attended by more than 150 alumni.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

Decentralization and participative management is always part parcel of the policy of the Institute. The hierarchical layers of operations are as follows - At the top level, the Director as the head of the Institute is the secretary of the Board of control, which review the working and plans the functioning of the Institute for the coming term. At the institute level, various working committees have been formed with different staff members, both teaching and non teaching as coordinators and members. This stratified horizontal structure ensures that the work to be done is decentralized and also ensures participative management at different levels. Two practices during the year which highlights decentralization and participative management include: 1) Organizing Webinars: Amid COVID - 19 Pandemic, due to Lockdown rules it was not possible to conduct physical activities. Taking this challenge as an opportunity, the Institute organized several webinars on plethora of topics. Many sections in the institute like IMS Learning Resource Centre (Library), SEED-C, IQAC, Admin Department organized and successfully conducted Webinars online sessions in co-ordination and co-operation with other departments. The Sectional head/Department head/Committee Coordinator discussed and finalized the webinar topic amongst their committee members. This was later on discussed with Director and finalized. Thereafter, complete planning and execution of the Webinar was done by concerned Committee. After completion of program, the activity report was submitted to the Administrative Department. A National Level Webinar was organized by IMS Learning Resource Centre and IQAC Cell on 'Quality Research Resources'. A National Level Webinar was organized by IMS SEEDC on the topic 'Atmanirbhar - Entrepreneurship is the key'. A State Level Webinar was organized by IMS Administration Department for the non-teaching staff of Educational Institutes on the topic 'MS Excel Professional Skills for front office staff'. 4 Webinars were organized by IMS Learning Resource Centre. The topics of the webinars were as follows: 'Prospective Job Threats and Measures and duration'. 'Smart Tools for Learning and Teaching'. 'NPTEL-SWAYAM Courses and Mentorship'. 'UGC-CARE Initiatives'. The successful planning and implementation of these webinars was a result of co-operative efforts and decentralization. 2) Women Entrepreneurs EXPO:- Another typical example of decentralized and participative management was the organization of Women Entrepreneurs EXPO. The Coordinators for the Skill Enhancement Entrepreneurship Development Centre discussed proposed program with the team members as well as with the Director. After discussion, the nature of the program, the dates and other details were finalized. SEEDC in association with Rotary Club of Ahmednagar Central organized 2 days "Women entrepreneurs Expo2020 in the IMS Campus to provide women entrepreneurs a large marketing platform on 10th and 11th January 2020. Total 44 women entrepreneurs participated in this expo and displayed their products. The product category ranged from food to jewellery, cloth, investment firms, handmade items etc. Mr. Ajay Mutha, Chairman, Kerotechcomfort Chairs, and Mr. Pache, of Konark Collections sponsored the

event. This event was made successful with collaborative efforts. After completion of program an activity report was submitted to administrative department.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>The affiliating University of the institute i. e., S. P. Pune University has implemented new syllabus from academic year 2019 - 20 for MBA / MCA programmes. In order to ensure quality improvement in the new syllabus, the faculty members including the Director extensively participated in the meetings and workshops for revision of syllabus, adoption of new subjects and evaluation methods. Most of the faculty members were actively involved in the syllabus preparation for new pattern first and second year. This has ensured quality improvement in the 'Curriculum Development'. The Institute hosted a Seminar on Induction of New 2019 Syllabus for the Management Institutes of Ahmednagar District. The Syllabus Design Committee of the University guided the Faculty members across the district. Also an Induction session on new syllabus of 2019 pattern for MBA students, was organized on the topic of 2019 Pattern: Syllabus Exam at the SEEDC Auditorium. Dr. Meera Kulkarni briefed students about the new pattern and advised them to make wise choices from available basket. Prof. Sayyed Mudassar gave detailed presentation, with minute details, on syllabus exam pattern of 2019 syllabus. Prof. D. A. Kulkarni presented closing remarks and guided students on their queries.</p>
Teaching and Learning	<p>Ahmednagar city is a Tier 3 city in which the Institute is situated and accordingly the students profile includes students from semi urban and rural background. It was thought necessary to provide Placement Preparations Sessions for all students. Accordingly sessions on CV preparation, aptitude test preparations, group discussions, interview preparations, test on C language, etc. were conducted as a quality improvement strategy.</p>

Quality Improvement strategy during the year also includes student mentorship programme. This mentoring is carried out in a structured formal manner.

Throughout the year, Institute organizes guest lecturers as a means of quality improvement in teaching and learning. Guest lecture on Best Practices of World Class Businesses and Leaders was organized on 25th Nov 2019 for MBA students. The guest speaker was Dr. Merwan Mehta from East Carolina University, USA. More than 150 students along with faculty members attended this guest lecture. Also faculty members as part of quality improvement improvement, developed e - content in the form of Videos (Youtube Channel), PPT, PDF etc and distributed it amongst students for their benefit in lockdown period.

Examination and Evaluation

As per the guidelines of S. P. Pune University, the Institute follows a system of Comprehensive Concurrent Evaluation (CCE) or Concurrent Internal Evaluation (CIE) for students. Methods of evaluation given by S. P. Pune University include online exams, viva and final exams whereas tutorials, home assignments, class participation and internal exams, in various offline and online modes are conducted by the institute. Due to the Pandemic Crises, the Institute successfully organized online evaluation of the students. The Assignments, Internal Tests/Exams were conducted by the Faculty members using various online platforms like Google Classroom, Google Forms, WhatsApp etc. Methods of evaluation are stated in the Academic Plan of the institute. Institute ensures that students are informed in advance regarding the internal exams and assignments.

Research and Development

During the year, following the COVID norms IMS has released 13th Volume of 'IMS Research Journal' and 12th Volume of 'Prayas' A Students Research Publication. To inculcate the quality research amongst in academicians of the region, a National Level Webinar was organized by IMS Learning Resource Centre and IQAC Cell on 'Quality Research Resources'. The Faculty members of IMS are actively involved in research activity, not only at the University level but at National level

also. The National level body, ICSSR has granted two Minor projects to IMS Faculty members. One to Dr. Meera Kulkarni (Head - Management Dept. another to Dr. Hatim Kayumi (IQAC Co-ordinator) as the Project Director for 2019-21.

Library, ICT and Physical Infrastructure / Instrumentation

Library, ICT and Physical Infrastructure / Instrumentation: Quality Improvement Strategies included Library tours and orientation program for freshers of MBA and MCA students. This orientation motivates students to involve maximum use of Library, thus inculcating reading habits and self study. CD's were given to the students on orientation. Library also gave Best User Award to selected student. This encourages students to make use of library facilities. ICT: A new provision on IMS website has been made for Online Submission of Grievances by students. The faculty members have prepared e - content of their respective subjects in the form of videos, PPT, PDF etc. These digital contents have been shared with the students in the period of lockdown. IMS is an Online Exam Centre for DTE CET for MBA and MCA Admissions. Physical Infrastructure/Instrumentation: - Amid COVID - 19 pandemic it was not possible to conduct classroom sessions. Keeping the situation in mind the Institute developed appropriate IT infrastructure. Both Computer and Management Department developed smart digital Classrooms for conducting online lectures. Required hardware and software were installed in the digital classroom.

Human Resource Management

IMS conducts various online exams for different agencies like TCS, Govt of Maharashtra entrance exams etc. Also different activities are organized throughout the year. Sometimes these activities are required to be conducted on Sundays or holidays. Teaching staff is required to attend on such days. To compensate them, IMS has now introduced Compensatory Leave for teaching staff also which previously was only for non teaching staff. This encourages teaching staff to participate with full enthusiasm. During the year, IMS in addition to the increment in Salary and increase in D. A. gave a special

allowance to mitigate the rising inflation. Also 13 additional teaching and non teaching staff were enrolled in Gratuity provisions of LIC during the current year. Also the staff members who were covered under existing group Gratuity scheme were converted to New Group Gratuity Cash Accumulation Scheme. This will be more beneficial for the staff and is a quality improvement initiative. In the Lock-down period the Teaching and Non-teaching staff was working from home. In such difficult times, the Institute paid full pay even when working from home.

Industry Interaction / Collaboration

Institute is always striving to form long term beneficial associations with Industry and corporate. The Institutes Annual Day was celebrated on 7 March 2020. The Chief Guest of the program was Dr. Pravin Revankar- Director - CII Department, YASHADA Pune. Yashada, is the Administrative Training Institute of the Govt. Of Maharashtra and meets the training needs of Govt. Departments and rural and urban non-officials and stakeholders. The institute had a joint interaction with YASHADA and is planning collaboration with them. COVID - 19 pandemic specifically in its earlier stages was a big threat. Creating awareness in this regard was essential. As a CSR initiative and collaborative beneficial activity, the Institute conducted COVID - 19 awareness talks for Industry Institute. Prof. Sayyed Mudassar of Management Dept., delivered sessions on basic awareness on COVID - 19 in ISWR - CSRD Ahmednagar and Shreeji Industries MIDC Ahmednagar. The people from industry benefitted out of it. Institute is also planning to have collaborative activities with Vedanta Foundation.

Admission of Students

IMS has developed and implemented a system for smooth completion of admission formalities by studying the Govt. norms with respect to admissions. This ensures that the newly admitted students especially from rural and poor financial background are aware of various documents required for Govt. scholarships. There is visual display and handouts of these scholarship schemes. Other paying students from low income groups are also offered easy



installments. The plans are displayed and the students and parents can decide which installment plan to select. Good coordination and polite behaviour of staff helps the students feel comfortable during admission process. Concerned staff is also sent for Eligibility Workshop of S. P. Pune University so that latest requirements and formalities to be completed are known, which in turn are then informed to newly admitted students. Orientation program is also held for admitted students so as to enlighten them of the various institutional facilities available. During the year, orientation program for MBA students and for MCA students was conducted. The faculty members of the Institute provided much needed counselling and guidance to the students through various social media and online platforms. Support was provided for Exam Forms, Admission process, Online Payment of Fees etc. Google Form was used to collect data from the students. The Departments have formed their Whats App groups and communicate through it.

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

E-governance area	Details
<p>Planning and Development</p>	<p>Institute is connected to all Regulating Authorities and Institutions by-way-of Internet. For this purpose Software Modules are used. Student Information submission is done online to Directorate of Technical Education (DTE). Various communications, applications, submissions, liasoning activities related to S P Pune University, are done online. Also activities related to Fees Regulating Authority (Shikshan Shulka Samiti) are carried out through internet. For intra Institutional functioning and communication, Amsoft software is used. The complete process of registration, application, submission, corrections (if any) for the external Certification and Auditing Bodies like NAAC, is done online.</p>
<p>Administration</p>	<p>The majority of Administrative activities are carried out using ICT. Various e-Resources and platforms are used for Intra Institutional Communication and information sharing. Important information, Circulars,</p>

Notices etc are communicated to teaching faculty and staff through e-mails, WhatsApp group, Telegram Channel. Most of the administrative communication is done through internet or other online resources. Also students related work with reference to S. P. Pune University, are done online. The departments (Management, IT Ph. D. Research Centre) also communicate important administrative and academic matters to the students through various e-platforms and social media like e-mails, WhatsApp group, Telegram Channel, Facebook page etc.

Finance and Accounts

Accounts/Finance department is fully ICT based since 2008. The department is using Tally software for its functioning since 2008. All finance related activities are performed on this software. For basic activities, MS - Excel is used. In the digital era, financial transactions have also transformed in the digital way i.e. online. The salaries of the Teaching Non-teaching staff members are released directly to their bank accounts. Not only salary but other perks and sundry payments are also deposited to Bank Accounts through online transactions. In the wake of COVID - 19 pandemic, students related financial activities were also carried out digitally. Payment of Exam form fees was done through online platforms. For Admission of 2020 - 21, the Fees payment has been enabled digitally.

Student Admission and Support

As IMS is affiliated to S. P. Pune University approved by AICTE, the admission process is carried out through centralized admission process of Directorate of Technical Education (DTE), Govt of Maharashtra. Beginning from CET to confirmation of admission in the institute, all activities are done online. Once the student is admitted, his/her information is stored in the database of the institutes system. Further, filling of the examination form for university exam is also online. The institute communicates important messages to the students via mass SMS system online. The student's information is stored on Google drive, which can be retrieved as and when required. All important messages, guidelines are communicated/shared with



	the students using various digital platforms.
Examination	Amid COVID - 19, the Internal exams are conducted using various online platforms like Google Forms, Google Classrooms. The S P Pune university examination pattern is becoming more and more e-oriented. Activities like exam form filling, online exam, hall ticket generation, seating arrangement etc. are done online. The institute feeds internal marks online through university portal. Revaluation, rechecking of papers, result declaration of revaluation, all these are done online. These exams are conducted by the university. The institute provides infrastructure and required e facilities.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Rahul Khandelwal	GIAN Course on Foundations of Mixed Method Research	Indian Institute of Management, Indore	9625
2019	Dr. Mrs. Meera Kulkarni	UGC Sponsored SIP Workshop on Training of Teachers (TOT) for Students	UGC Western Region Office Pune	1050
2019	Dr. U. H. Nagarkar	UGC Sponsored SIP Workshop on Training of Teachers (TOT) for Students	UGC Western Region Office Pune	4673
2019	Prof. D. A. Kulkarni	SPPU FDP on Finance Accounts Revised Syllabus-2019	Rajgad Institute of Management Research and Development, Pune	1796
2019	Prof. M. N. Sayyed	FDP on Generic Elective - University Level OBE	D. Y. Patil Institute Of Managment, Pune	2094
2019	Prof. Manoj Kulkarni	FDP on Outcome Based Education (OBE)	AISSMS Institute of Management Pune	3205

		in Generic		
2019	Dr. Mrs. M. R. Godbole	FDP on Review Implementing of New Syllabus	IMCC, Pune	2760
2019	Dr. Mrs Meera Kulkarni	International Conference on Management Information Systems	AIMS International, Bangkok	16228
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	MBA CBCS OBE-2019 pattern	Nil	08/01/2020	08/01/2020	39	Nil
2020	Introduction to COVID - 19	Introduction to COVID - 19	17/03/2020	17/03/2020	22	15
2020	"Google Classroom - An Effective Tool in Online Teaching and Learning"	Nil	19/06/2020	19/06/2020	11	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Appraising the changes in Approval Process Handbook 2020-21	1	10/02/2020	10/02/2020	1
"Regional Interaction Programme" related to MCA and MBA	2	05/02/2020	05/02/2020	1

admission procedure				
"Leadership and Motivation"	1	10/12/2019	23/12/2019	12
Integration of Moral Values, Ethics, Behavioral Science and Attitude towards Outcome based Education for new age teachers	1	18/11/2019	30/11/2019	12
New NAAC NBA Accreditation Process its Benefits	1	29/01/2020	30/01/2020	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	23	18	21

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Gratuity and PF Contribution (Amount Rs. 11,80,137 /)	Gratuity, PF Contribution and Health Insurance (Amount 8,01,546 /)	Student Welfare Fund, Insurance Fund, Student Development Program, IMS Scholarships (Rs. 3,76,552 /)

**6.4 – Financial Management and Resource Mobilization**

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

<p>Internal Audit: Institute has an integrated internal control system. The Institute has a purchase and internal finance committee. Annual and monthly budgets are prepared regularly. Standardized payment vouchers are used, signed by accountant, Director and secretary/treasurer of the Society. Payments are given by crossed cheques or electronically transferred. Institute is gradually moving towards e payment. Monthly receipt and payment statements, along with bank balances are submitted to Society office. External Audit: Audited statements and returns like TDS, PF, Professional tax are submitted to the respective Government authorities. Thus institute ensures internal control and external financial audits on continuous basis.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
ICSSR	506500	Earn Learn Scheme, Student Development, Equipment, BCUD Research

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## 6.4.3 – Total corpus fund generated

190000

**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Educational Consultant (Pune)	Yes	Department Heads
Administrative	Yes	Educational Consultant (Pune)	Yes	Office Superintendent / Sectional Heads

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

The important stakeholders of teaching learning process are Management, Teachers, Students and Parents. Parents and Teachers both play an important role in the overall development of the students. At IMS, parent teacher association is a continuous process wherein parents are genuinely concerned for their wards and for improvement of the teaching learning process. Activities and support from the Parent Teacher Association includes: 1. Feedback from parents: A comprehensive feedback is taken from the parents regarding their perception of working of the institute, curriculum of the program and improvements suggested. This helps in further improving the working of the institute and in designing various student development activities including curriculum modification. 2. Formation of parents teachers WhatsApp group The institute has formed a Parent Teachers WhatsApp group. This helps in open two way communication between the parents and teachers and helps to built up the confidence between parents and teachers and institute. Also parents are directly made aware of the various exams, progress, committees formed and activities of the Institute. 3. Motivating the students is one of the most important roles played by the Parents Teachers Association. This ensures attendance as well as more participation of the students in various activities of the institute. 4. This year due to COVID - 19 pandemic an extraordinary situation was faced. The students were in the institute's Hostels when suddenly lock-down was announced. In such a situation the Parent-teachers Association ensured safe and timely home coming of the students.

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

1) CAP - MBA December 2019 University examination. The Institute was appointed as Centre for Central Assessment Programme (CAP) of MBA December 2019 examination of S.P. Pune University for Ahmednagar District. The execution of CAP was jointly handled by Administration department staff members. A workshop was organized to orient the concerned staff for the CAP which greatly enhanced the efficiency working of the support staff for this activity. 2) The Institute teaching staff applied got sanction for research grants from ICSSR. Overall the Research grants sectioned and amount received during the year were - Project title: "Assessment of Healthcare Services for conic diseases among the rural community through Government Hospitals and Public Health Centres in Ahmednagar District" Investigators: Dr. Meera and Dr. Rahul (Tenure: One Year) Sanctioned Amount: Rs. 3,00,000. Amount Received: Rs. 1,20,000 Project title: "An

Analytical Study of Increasing Stress among Academicians of Private Unaided Institutions offering Degree Programmes recognized by UGC in Maharashtra State” Investigators: Dr. Hatim and Dr. Bhavsar (Tenure: One Year) Sanctioned Amount: Rs. 3,00,000. Amount Received: Rs. 1,20,000 3) Committee of Support Staff and others was formed to discuss develop introduction of fully automated admission process for students from next academic year.

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

The post accreditation initiatives included: 1) The Library software and e-platforms were updated. 2) In the last Academic year, IMS provided mentorship and guided many Institute for NAAC accreditation process. Further extending this move the Institute guided Dr. D. Y. Patil Institute..... 3) Women Expo 4) Initiatives during COVID Lockdown

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Women Entrepreneurs Expo - 2020	10/01/2020	10/01/2020	11/01/2020	44
2020	Quality in Research and Resources	20/05/2020	20/05/2020	20/05/2020	120
2020	“Atmanirbhar” - Entrepreneurship is the key	06/06/2020	06/06/2020	06/06/2020	150

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Haemoglobin Estimation Drive	15/10/2019	16/10/2019	106	Nil
Women Entrepreneurship Expo	10/01/2020	11/01/2020	44	Nil
Interview of Dr. Swati Barnabas on Radio City 91.1	08/03/2020	08/03/2020	500	500

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

Percentage of power requirement of the University met by the renewable energy sources

20

## 7.1.3 – Differently abled (Divyangjan) friendliness

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

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nil	1	10/01/2020	2	Women Entrepreneurship Expo	Exhibition	3044
2019	1	Nil	01/01/2019	20	CA Exam	Exam	240
2019	1	Nil	06/12/2019	36	SPPU MBA CAP	Answer paper evaluation	1095
2019	1	1	14/03/2019	1	DTE MBA CET	Exam	400
2019	Nil	1	07/05/2019	1	Mask distribution	Covid 19 Prevention	750
2020	Nil	1	21/01/2020	1	Blood Donation Drive	Blood Donation	50

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct handbook	01/01/2019	As Institute is affiliated to Savitribai Phule Pune University, it follows code of conduct as given by the University. Also Institute has its own code of conduct.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Librarian's Day	12/08/2019	12/08/2019	341
Parent Teacher Meet - MCA	14/07/2019	14/07/2019	20
Author Speaks: Book Talk Show	24/09/2019	24/09/2019	341
Vacchan Prerna Din	15/10/2019	15/10/2019	341
Parent Teacher Meet - MBA	22/11/2019	22/11/2019	22
Christmas Celebration " Joy of Giving "	07/01/2020	07/01/2020	341
Fest-Der-Tech 2020	29/01/2020	29/01/2020	280
Aagneyum 2020	13/02/2020	13/02/2020	466
Webinar on Smart Tools for Learning and Teaching	21/04/2020	21/04/2020	35
Webinar on NPTEL-SWAYAM Courses and Mentorship	29/04/2020	29/04/2020	55
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Tree plantation, Solar light System, Rain Water Harvesting Segregation of Waste, Vermi-Compost, LED Lights, Sanitary pad disposable machine, Organic Farming, Development of new area within campus into a beautiful and sustainable garden, Tie up with local municipal corporation for pick up of segregated waste

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practices I- Digital Literacy for Empanelled Training Institute's (ETI) National Service Scheme's (NSS) Programme Officers of the state of Maharashtra.**

1) Title of Best Practice: Orientation session on Digital Literacy for Empanelled Training Institute's (ETI) National Service Scheme's (NSS) Programme Officers of the state of Maharashtra. 2) Objectives of the Practice The objective of this activity is to give opportunity to the Empanelled Training Institute's (ETI) NSS Programme Officers under Youth and sports ministry, Govt. of India from the State of Maharashtra to understand Digital Literacy along



with ways and means to use to make India digital by understanding universal digital literacy, Government services to citizens digitally, securing stable digital infrastructure , connecting rural areas with high-speed internet networks and national concerns - health, education, environment, irrigation, urban rural development, employment and other sectors. The activity has power point presentation to help understand the concept and visit to the award winning IMS Library. The practice raises awareness about digital resources and library as an important knowledge centre. It also motivates officers and educators to foster reading habits. It aids informal education, build self esteem, develops participants attitude for gender equity, motivate for self help. 3) Context: The challenging issue was that how to incorporate the information and present it in such a way so that the Syllabus for the subject " Digital Literacy " should be covered and the participants gets an hand on experience about documentation and reporting different resources, digital databases, ICT web tools smart search strategy , literature review and report writing along with Intellectual Property Rights, Plagiarism and penalties. Digital Literacy is a very interesting and necessary concept for the NSS Officers, specially those coming from rural colleges. The knowledge will further be percolated to students and make them efficient volunteers equipped with managerial skills, documentation officer or group leaders. 4) The Practice: The NSS Training Officers Who come to Ahmednagar for orientation at sister unit are invited to visit IMS CD R for "Digital Literacy". Information shared and personal visit to the library during the session thereafter is reached to the students volunteers. The practice inculcates reading habits, research inclination, human values and national integrity and sense of community feeling with in participants which shares the common goal of oneness keeping with the new trends. 5) Evidence of Success: Target of the best practice is specific, achievable/ attainable, realistic and time bound. It is cost effective, comprehensive, flexible and responsive. The practice has a scheduled particular method, protocol and receives high satisfaction levels and displays the importance of the ICT skills, library usage, research and plagiarism related to resources, and reporting skills. The activity helps to maintain a healthy and professional relationship with sister organization and workplace camaraderie. The practice fosters strong staff relationship based on mutual respect strength and gives everyone involved a shared sense of purpose for the work. Best Practices II-Career Guidance among graduation students by visiting various colleges . 1) Title of the Practice: Create career Awareness among graduation students by visiting various colleges . 2) Objectives of the Practice • To create awareness among students about post graduation courses. • To create the awareness related to procedures and dates of entrance examination for post graduation. (MCA/MBA- CET) • To highlight the importance of documents required during admission process of post graduation. • To provide list of documents required during admission process of post graduation. 3) Context: Many students of graduation level are not aware of post graduation entrance examination and its procedure. Since the students are unaware that the process starts in the month of January, they lose the opportunity for post graduation education. They are also not aware of the documents required for scholarship given by government , so they cannot get the benefit of it. 4) The Practice: IMSCDR is Facilitation Center/ E scrutiny centre for MBA and MCA course. The staff working as (Facilitators) realize that students face various problems during the entire admission process. Student Awareness Plan is prepared accordingly. Institute provides vehicle and other facilities required for visit. Faculty members are assigned colleges to visit. Awareness Sessions are conducted by the faculty members for graduate students with prior permission of the principal or concerned authorities. The session covers the information like dates of (timeline MCA-MBA CET) entrance examination, procedures to be followed, documents required for scholarship, syllabus of entrance examination etc. IMS also provide students online help for filing forms and procedures to



be followed by sending them messages via mail or Whatsapp etc related to dates and documents required. Guidance is also provided for bank loan if required. This information makes them alert and think about the procedure to be followed for post graduation courses so that they will not miss the chance of higher education . 5) Evidence of Success: The Awareness sessions help students to consider the opportunities for higher education. Students become aware of the complete admission process. Students from economical backward background also think of higher education because of information given on different Government scholarships to promote higher education. The overall result of the Awareness Program is that the number of students going for higher education is increasing.

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

<https://imscdr.ac.in/>

### 7.3 – Institutional Distinctiveness

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

IMSCDR has a mission, vision and objective of providing quality education to all irrespective of caste religion and make students good citizens of India. Distinctive institutional performance of IMSCDR is noticed from list of Best Practices which have been institutionalized. Priority and thrust is on different activities which help to achieve objectives and vision of institute. Within this, priority and thrust is on all activities which help development of students in all areas. Distinctiveness of IMSCDR is visible through various Management Activities like Fest-Der- Tech Competition, Aagneyum Competition, Research Publications for staff and students along- with best practices by Library, Vidyarthini Manch and Student Council. These activities promote all round development of students, national integrity, ignite competitiveness and sportsman spirit, initiate use of technology, freedom of expression and information literacy, bridge gap between different strata of society and celebrate artistic spirit. Activities implemented accelerate and stimulate learning-teaching and research. They also focus and put extra efforts on continuous improvements. IMSCDR in the challenging times of Covid19, adapted to new online teaching system and continued to deliver knowledge among its students through digital platforms like Zoom and Google Meet. Along with online lectures, YouTube channel was also created to deliver content to the students. Faculties were provided with mike and webcam to make delivery of sessions hassle free. IMSCDR reaches out to local population by non-conventional means and accommodates citizen from all walks of life irrespective of gender, age, educational background etc and focuses on continuous improvement process. IMSCDR is true to its mission statement of equal opportunity for quality education for students of diverse background, enrich them and make them better and responsible citizens of India and World. Institutional distinctiveness is elaborated by its vision to create World Class Management Institute. Accordingly students need to get exposed to local as well as global concerns. Being located at prime location, IMSCDR offers infrastructural facilities and competent staff. Institute adheres to its quality policy of providing leading knowledge and experience for developing appropriate attitude, skills and competency amongst students to meet corporate and organizational requirements. Throughout the year, activities of different nature are conducted and thrust of this to boost personality and morale of students. These include student centric activities like personality development programs, value addition, social and cultural activities, sports activities, motivational speeches, lecture series and book talks which promote managerial and organizational skills and inculcate qualities of good citizenship and integrity amongst students. This in turn

makes them excellent managers and an asset to organizations where they are employed. Activities are dynamic and conducted periodically to recognize diversity and promote quality performance. Participation of students in different committees like placement, library, sports, etc help to create Institution centric LEADERS of tomorrow. IMSCDR carries out its social responsibilities through its practices and by all round development of students' personality. Implementation of various practices has helped IMSCDR to create a strong brand and goodwill for itself amongst the society. Management ensures availability of proper infrastructure and effective governance system

Provide the weblink of the institution

### **8.Future Plans of Actions for Next Academic Year**

1) Tie up with Vedanta (It is a social initiative of the Vedanta Group which would help students in getting employments) 2) Commencement of B. Voc. Courses 3) Additional Academic Resources for students during COVID 19 4) Social activities during COVID 5) Restoration of 30 seats for MCA Programmes 6) Conducting Ph. D. Course Work in association with S. P. Pune University.