



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>INSTITUTE OF BUSINESS MANAGEMENT AND RURAL DEVELOPMENT</b>
• Name of the Head of the institution	<b>Dr Sanjay Dharmadhikari</b>
• Designation	<b>Director</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>8554990218</b>
• Mobile no	<b>9881309440</b>
• Registered e-mail	<b>naac.ibmrd@gmail.com</b>
• Alternate e-mail	<b>directoribmrd@gmail.com</b>
• Address	<b>PO MIDC, Vadgaon Gupta, (Viladghat) Ahmednagar</b>
• City/Town	<b>AHMEDNAGAR</b>
• State/UT	<b>Maharashtra</b>
• Pin Code	<b>414111</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Savitribai Phule Pune University</b>				
• Name of the IQAC Coordinator	<b>Dr Pravin Suryawanshi</b>				
• Phone No.	<b>02412779558</b>				
• Alternate phone No.	<b>9822999028</b>				
• Mobile	<b>9822452677</b>				
• IQAC e-mail address	<b>naac.ibmrd@gmail.com</b>				
• Alternate Email address	<b>directoribmrd@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.ibmrd.org/academic-calendar">http://www.ibmrd.org/academic-calendar</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>3.11</b>	<b>2016</b>	<b>19/01/2016</b>	<b>18/01/2021</b>
<b>6.Date of Establishment of IQAC</b>			<b>16/05/2016</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>03</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1-Motivation for paper publications in UGC Care journals 2-Use of innovative teaching pedagogy 3-FDP on how to publish research papers in ABDC journals 4-International Conference on Digital transformation 5-Webinars on technology and management	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Webinar on IPR and Patent registrant process	Conducted on 22 May 2021
FDP for how to publish research papers in ABDC journals	Organized FDP on 20 August 2021
International Conference on Digital Transformation	Organized on 26 August 2021
Webinars on business ethics in management	Organized on 24 July 2021
Webinars on business ethics in management Software Testing Process in Different SDLC Method	Organized on 31 July 2021
Workshop on CO PO Mapping and attainment	Organized on 26 June 2021

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>CDC</td> <td>27/11/2021</td> </tr> </tbody> </table>		Name	Date of meeting(s)	CDC	27/11/2021
Name	Date of meeting(s)				
CDC	27/11/2021				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>17/01/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-21	17/01/2022
Year	Date of Submission				
2020-21	17/01/2022				
<b>15. Multidisciplinary / interdisciplinary</b>					
<p>Institute is affiliated to the Savitribai Phule Pune University and adheres to the curriculum given by the University. The syllabus is revised every three years, now we are following 2019 pattern for MBA and 2020 pattern for MCA. A discussion among the faculty members were initiated on the key principles of NEP such as diversity for all curriculum and pedagogy with technological innovations in teaching and learning, encouraging logical decision making and innovation, critical thinking and creativity. Academic programmes are redesigned by the Savitribai Phule Pune University will provide Multidisciplinary / Interdisciplinary courses as electives. When a learner successfully completes the courses provided in an academic program at a certain level, he/she is allowed to transfer his/her credits in some of these courses to another same-level academic program having these courses in common.</p>					
<b>16. Academic bank of credits (ABC):</b>					
<p>Since we are permanently affiliated to the Savitribai Phule University, the facility of academic credit transfer under the academic bank of credits system is not applicable to the affiliated colleges.</p>					
<b>17. Skill development:</b>					
<p>Our MBA programme is designed in such a way to mould future managers thoroughly conversant with the application of tools and techniques of modern management practices in order to align with industry needs, the University revises syllabus after three years. This new pattern of MBA and MCA syllabus adopted curriculum and the training imparted will help our management programme aspirants to get fully</p>					

trained in accordance with the industry requirements. We strive to enhance the employability for our graduates as per the industry's current human resources requirements.

#### 18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

We understand the cultural values permeated by the literary works in Marathi. We celebrate Marathi bhasha Din. Marathi bhasha Din is observed on 27th February to promote the preservation and protection of our Marathi language. During celebration of Marathi bhasha Din students deliver speeches, read poems and articles in Marathi. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values and the constitution of India,

#### 19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

MBA and MCA programmes are offered as outcomes-based education (OBE) which is designed by the Savitribai Phule Pune University. We follow the guidelines regarding programme outcomes, programme specific outcomes and course outcomes given by the University. All courses are designed with outcomes based on cognitive abilities namely Remembering, Understanding, Applying, Analyzing, Evaluating and Creating.

#### 20.Distance education/online education:

System for online classes has to be developed at the institute, faculty will be trained as per requirement for online and distance education.

## Extended Profile

### 1.Programme

1.1 2

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 317

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 78

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 115

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 22

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 18

Number of sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>2</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>317</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>78</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>115</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>22</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	18
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	9
Total number of Classrooms and Seminar halls	
4.2	122.98
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	150
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Academic Committee comprises of Academic conveners of MBA and MCA of the Institute, is responsible for planning and execution of overall academic activities. Director receives inputs from Governing Body (GB), College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC). Based on these inputs and Academic Calendar of University, Academic Committee prepares Academic Calendar. Academic Calendar is the blueprint of all the curricular, co-curricular, extra-curricular and extension activities for the student and staff development. Time table, work load allotment of additional assignment has been done by Academic conveners as per the advice from Hon. Director. Guest lectures and interactions were scheduled for each subject, as per availability of the expert. The Director conducts a meeting before commencement of every semester. The Institute informs the students about commencement of the academic sessions by way of notice. The faculty members prepare course file for the courses allocated to them. The curriculum prescribed by the university clearly



specifies the program objectives and course objectives. The faculty members prepare Chapter plan as per the curriculum of the university and delivers the curriculum accordingly. The faculty members prepare and give teaching material, question bank etc. to students for practice.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ibmrd.org/academic-calendar">http://www.ibmrd.org/academic-calendar</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is prepared at the beginning of the academic session by academic conveners which capture the important dates like start and end of the session, internal examination, Academic Calendar is the blueprint of all the curricular, co-curricular, extra-curricular and extension activities for the student and staff development. It also gives the schedule of internal evaluation, seminars, and project work, test and semester examinations. The Schedule of All Examinations internal as well as external is given in academic calendar.

Compliance of Continuous Internal Evaluation with Academic Calendar-As per university syllabus a continuous assessment in semester system is spread through the duration of course and is done by the teacher. The continuous assessment provides feedback on teaching learning process. As a part of concurrent evaluation, the learners are evaluated on a continuous basis by the Institute to ensure that student learning takes place in a graded manner. Concurrent evaluation components are designed by the faculty to monitor the student learning & development and intervene wherever required. Individual faculty member has the flexibility to design the concurrent evaluation components so as to give a balanced assessment of student capabilities across Knowledge, Skills & Attitude dimensions based on variety of assessment tools

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ibmrd.org/academic-calendar">http://www.ibmrd.org/academic-calendar</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University** **E. None of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

95

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

The enriched MBA curriculum includes many courses which address cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics. In addition, the Institute supplements it by organizing various activities. Our Institution integrates cross-cutting issues of the society like moral values, Human Values, Professional Ethics, Ethical Values, Gender Equality, Environmental Awareness, which are inseparable part of our curriculum. Curriculum is designed by Savitribai Phule University, Pune, which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution took care to focus on these issues.

The compulsory course "Human Rights" under Human Rights Education Programme of two credit has been incorporated by ministry of HRD which includes " Introduction of Human Rights and Duties, Human Rights of Vulnerable and Disadvantage Groups, Rights and Duties in India: Law, Policy, Society and Enforcement Mechanism."

The Institute has Women Grievance Cell and Grievance Redressal Cell .Different activities have been initiated by the institute to

save environment such as Cleanliness Campaigns at Temple places, Bus and Public spaces etc. The institute has taken initiative in Swatch Bharat Abhiyan and Tree plantation programs which are introduced by the Indian Government.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

121

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number** Number of students admitted during the year

**2.1.1.1 - Number of students admitted during the year**

175

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

87

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institute provides equal opportunity for quality education for students from different backgrounds, which help to develop themselves and make them proficient management professionals. The Institute assesses the learning levels of the students and organizes programs and activities for different levels of learners. During counseling, the students are encouraged to discuss their problems related to academics, personal etc. Such counseling has yielded fruitful results to students in terms of improvement of pass percentage and employability of students. The students get academic and personal guidance from the concerned teachers apart from the counselor.

**Profile of the Students:** The Institute is sensitive to the fact that students have different learning abilities and makes an all - out effort to be inclusive in its teaching- learning processes. Efforts are made to raise the learning levels of both slow and advanced learners. The entrance test score is used for identifying advanced and slow learners:

**Assessment by Faculty advisors or mentors:** During initial mentoring session, mentoring form is filled by the student after interaction with mentor which covers his profile about various aspects like - past academic Record, family background, characteristics, skills, hobbies, aspirations and dreams etc.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/results">http://www.ibmrd.org/results</a>
Upload any additional information	<a href="#">View File</a>

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
317	22

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

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

The Institute ensures student centric learning, which encourages active participation and involvement of students in experiential learning, participative learning and problem solving methodologies.

Student Centric Methods used by the Institute includes the following:

1. **Experiential Learning:** Activities like internship projects, dissertation and industrial visits are the part of experiential learning. Alumni are also invited to deliver sessions on their corporate experience and give a glimpse of industry expectations etc. Students get hands on training while working in the company.
2. **Participative Learning:** Group Discussions, Presentations, Team Building Exercises, Management Games, and Participation in Inter-Institute competitions are the various methods practiced by the institute. Students participate in various curricular activities. The students are actively involved in organizing these activities like SPANDAN MEX, Management Days, Dahihandi, and Ganesh festival which enriches their experiences to understand management functions.
3. **Problem Solving Methodologies:** Catering to critical thinking, creativity and problem solving skills required by the corporate world. We conduct activities to accustom the students with real issues of organization. Student should learn to identify problems and use innovative thinking to solve problems faced by the business organizations. Such activities include - case studies, mini project based on various technologies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/seminar">http://www.ibmrd.org/seminar</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

#### ICT-enabled tools for effective teaching and learning process-

The Institute follows ICT enabled teaching in addition to the traditional classroom education. In IBMRD, the classrooms and labs are ICT enabled with projectors installed and the campus is enabled with high speed WI-FI connection. The library has many e-resources like e-journals, databases, e-books etc. The Institute has Language Lab for improving English communication skills. The faculty at IBMRD uses various ICT enabled tools to enhance the quality of teaching-learning.

In addition to traditional method of teaching, the faculty members are using the IT enabled learning tools such as PPT, video clippings, audio system, online sources to give advance knowledge and practical learning to the students. Classrooms are equipped with LCD projectors internet and computers. Computer lab with an internet connection has been provided to promote independent learning.

#### ICT Tools:

1. Projectors available in different classrooms/labs
2. Desktop - Arranged at Computer Lab and Faculty cabins.
3. Printers- Printers are installed at Labs, HOD Cabins.
4. Photocopier machines, scanners and multifunction printers are available.
5. Seminar Rooms- Two seminar halls are equipped with digital facilities.
6. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.



## 7. Digital Library resources

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**For MBA:** As a part of concurrent evaluation, the learners shall be evaluated on a continuous basis by the faculty and the Institute to ensure that student learning takes place in a graded manner. The faculty shares the outcome of each concurrent evaluation component with the students. Internal evaluation of summer project and dissertation is done as per the guidelines of the University. CDC has proposed following components for comprehensive concurrent evaluation-CCE

**For MCA-** Comprehensive concurrent evaluation is also implemented for MCA program. As a part of concurrent evaluation, the learners shall be evaluated on a continuous basis. The faculty is sharing the outcome of concurrent evaluation with the students.

**Mechanism of assessment of MBA:**

The End Semester Evaluation (Summative Evaluation) for the Generic Core (GC), Subject Core (SC) and the Generic Elective (GE - UL) course is conducted by the Savitribai Phule Pune University.

Mechanism of assessment of MCA:

The final total assessment of the candidate is made in terms of an internal (concurrent) evaluation and an external (university) examination for each course. In total the internal (concurrent) to external (university) marks ratio is maintained 50:50.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/examination">http://www.ibmrd.org/examination</a>

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

Grievances Mechanism time- bound and efficient

a) Internal Grievances transparency For MBA and MCA course

Director of the institute issued guidelines regarding transparency grievance internal assessment

1. Subject faculty follows the university component for internal assessment.
2. The CDC verifies components used by teacher.
3. Internal assessment is carried in fair manner to ensure there shall be no grievance from students regarding components.
4. Students undergo the concurrent evaluation as per schedule in disciplined manner.
5. Marks are displayed on the notice board.
6. In case of any grievance, student approach the HOD
7. Director discussed issued with subject and counsels students in case of difference of opinion. After detail investigation Director gives the final solution.
8. Grievances about internal examinations will be settled within one week

b) External exam- transparency in handling grievance of MBA and MCA examinations

Savitribai Phule Pune University has transparent grievance policy as- The SPPU have it own grievance policies displayed on the University website, LINK of University syllabus and exam department

1. Online exam form filling <http://exam.unipune.ac.in/>
2. Online Grievances  
<http://exam.unipune.ac.in/Pages/PhotocopyReval.html>

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/online-grievance">http://www.ibmrd.org/online-grievance</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Dr. Vithalrao Vikhe Patil Foundation's Institute of Business Management and Rural Development is affiliated to the Savitribai Phule Pune University (SPPU).

CO-PO are stated and displayed on website-Link  
<http://ibmrd.org/nacc/CO-PO-MBA%20and%20MCA%20FOR%20WEBSITE.pdf>

Savitribai Phule Pune University provides the curriculum (Syllabus) for the Master of Business Administration (MBA) programme and Master of Computer Application (M.C.A) programme. The learning objectives and specific key topics to be reviewed by the individual faculty and are clearly stated in the Course Outcomes (CO's). The curriculum pushes the MBA and MCA programme to the next level in terms of incorporating Outcome-Based Education, which focuses on performance. There must be a performer - the student (learner), there must be something that can be performed and the emphasis is on the performance rather than the activity or task to be completed.

The institution assesses how well the (PEOs) or(POs) met, the rationale for discussing the specific course is explained by each faculty member. The CO and PO attainment is different as per courses. The assessment or evaluation is created based on the desired outcome. For each course, the candidate's final total assessment is carried out through CCE and University examination. In total, the ratio of CCE to University marks is 50:50.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course faculty shall prepare the scheme of Comprehensive Concurrent Evaluation (Formative Assessment) as per CDC guidelines, before commencement of the term. The scheme of CCE states the linkages of each CCE with the Course Outcomes and defines the targeted attainment levels for each CO.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.ibmrd.org/results">http://www.ibmrd.org/results</a>

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.ibmrd.org/naacquicklink>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

##### 3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

##### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NA</a>

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institute has created an eco-system to foster a culture of innovation and entrepreneurship among the students. The Institute has established 'Entrepreneurship Development and Incubation Centre'. The objective of the centre is to establish an eco-system for providing various advisory services for enterprise building to prospective and existing entrepreneurs. The Institute organizes variety of activities for promotion of innovation and entrepreneurship. The institution has taken various initiatives for creation & transfer of knowledge to the students.

The faculty members do research and publish research papers in reputed journals or present it in the conferences. The knowledge created as an outcome is discussed by the faculty members in the classroom sessions and transferred to the students.

Role of Incubation centre-To encourage teachers/ faculty and students for conducting research by sharing research grants opportunity, to provide support facilities such as infrastructure, equipment, internet for conducting research, to help in writing the proposals for funding from Savitribai Phule Pune University

Role of IBMRD Research cell:

1. To promote research culture in organization by sharing information of grants funding agencies
2. Assisting students to participate in best project competitions, case study competitions
3. To apply for research grants from AICTE/ SPPU etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://ibmrdjournal.in/">http://ibmrdjournal.in/</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	<a href="http://www.ibmrd.org/books-publication">http://www.ibmrd.org/books-publication</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

23



File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

IBMRD understands the Institutional Social Responsibility (ISR) and undertakes various extension activities on regular basis. These activities have profound impact on sensitizing students towards social issues and developing their holistic personality. The extension activities and their impact include following.

- The Institute organizes 'Blood Donation Camp' in collaboration with the DVVPFs Medical College and hospital. The activity sensitizes students towards social issue and has social impact in saving lives of people.
- The Institute undertakes 'Tree Plantation' activities in collaboration with other organizations of the trust in campus, take services of NSS for tree plantations
- These activities help the students understand their responsibility towards environment and contribute towards environment protection.
- The faculty and students of the Institute provides donation to the organizations like the older shelter homes
- NSS and Student development cell organizes the extensions

activities in villages.

- The Institute organizes 'Swachh Bharat Abhiyan' for promoting cleanliness and contribute in small way towards Hon. Prime Minister's ambitious 'Clean India Movement'
- The Institute organizes workshops and expert sessions on gender issues. These sessions sensitize students towards gender issues and contribute towards women empowerment.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/swb">http://www.ibmrd.org/swb</a>
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

45

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1.The Institution has adequate infrastructure and physical facilities for teaching- learning/classrooms, laboratories etc.:

Have adequate facilities for curricular, co-curricular, extra-curricular and extension activities. The Institute adheres to norms and guidelines of its affiliating bodies viz AICTE, Directorate of Technical Education (DTE), Government of Maharashtra and Seven Classrooms and one Computer Centre, all classrooms are well ventilated and having proper sitting arrangement. The Institute has provided classroom with ICT facility for efficient teaching learning process.

2ICT facilities:The Institute has network of 150 computers with internet facility. There are 10 printers and 10 LCD projectors. The Institute has Wi-Fi Facility. There is 32 Mbps leased line internet connectivity.

3. Cultural Activities:A well maintained auditorium is available for conducting cultural activities. The Institute has designated a Cultural Activity In-charge to coordinate all cultural activities. The information about various competitions at other colleges and

Universities are communicated to students by displaying on the notice board and through effective use of social media.

4. Sports: The Institute Campus has facilities for volleyball, cricket and other outdoor sports. We have in-house facility for indoor sports activities like carom, chess and table tennis. The Institute encourages students to participate in inter-institute competitions also at other colleges

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

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

The DVVPFA focuses on development of holistic personality of the students. The Society encourages students to organize and participate in extra-curricular activities like cultural and sports activities. The Institute has adequate facilities for sports and cultural activities as under- Seminar Hall equipped with PA system and LCD Projector with internet facility. Gymkhana for sports and cultural events

Play Ground for Outdoor Games like Cricket, Football, Volleyball, Hockey, Cricket net practice etc. The sports material is also provided to students for Indoor Games like Chess, Carom, and Table Tennis etc. The Institute recognizes the fact that good health is a vital constituent of a student's personality. Sports activities are important for discipline, team building, confidence, good health and concentration in student's life. The Institute works on overall development of students and hence emphasizes on sports activities along with academic development of students. The Institute has facilities for volleyball, football, cricket and other outdoor sports. In-house facility for indoor sports activities like carom, chess and table tennis are available for students as well as for Staff. The institute has its own sports committee of staff & students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/sports">http://www.ibmrd.org/sports</a>

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

09

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/photogallery">http://www.ibmrd.org/photogallery</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

123.49

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

#### 1. Library is automated using Integrated Library Management System (ILMS)

Integrated Library Management System is used for managing the functions of library. The Institute's Library is automated with Library Information Management (DIGISOFT) Software is upgraded with Version 6.0 from year 2021.

Name of the ILMS Software : Digital Softlib (Version 6.0)

Nature of Automation: Fully Automated

Sr. No.

Name of the ILMS Software

Nature of Automation

Version

Year of Automation

1

Digital Softlib

Fully Automated

4.0

2015-2016

2

Digital Softlib

Fully Automated

5.0

2016-2017

3

Digital Softlib

Fully Automated

5.0

2017-2018

4

Digital Softlib

Fully Automated

5.0

2018-2019

5

Digital Softlib

Fully Automated

5.0

2019-2020

Library uses a Digisoft library software to manage records of the books. The software generates different reports like the accession register, inventory list, circulation report, fine dues list etc. It is also equipped with e-library resources such as DELNET: Developing Library Network, Knowledge Gainer, Management E-Journals, Computer Science E-Journals, Indian Manuscripts, National Digital Library Membership, and Sage Journals online.

The automation of library has made functioning simpler, convenient, efficient and effective. The vendor provides online support for any problems, proper backup and maintenance & up gradation of software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.ibmrd.org/library">http://www.ibmrd.org/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.71

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

10

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Information and Communication Technology (ICT) plays a vital role in teaching-learning process. The Institute's IT facilities are adequate and updated on regular basis as per the need. Institute has very strong IT infrastructure with network of 150 computers, 10 printers and 10 LCD Projectors. Institute has 32 Mbps leased

line for internet connectivity and Wi-Fi facility to fulfill academic and other needs.

The Institute's library is automated with System for Library Information Management (Digi-soft) Software. The Institute has Digital Library facility where users can access e-resources like DELNET: Developing Library Network, Knowledge Gainer, Management E-Journals, Computer Science E-Journals, Indian Manuscripts, National Digital Library Membership, and Sage Journals online. The Institute is member of National Digital Library (NDL), e-Shodh-sindhu, the e-resources of these organizations are also accessible to the students and faculty members. Institute has fully computerized its financial records with Tally version 9.0 software for maintaining its accounts in systematic manner. The Institute has e-banking facility which helps in doing online transactions. The institute prefers green banking no paperwork. For maintenance of computers and computer peripherals, one hardware technician person is appointed full time. Generator backup with 20 KVA capacity is available in case of interruption in power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

#### 4.3.2 - Number of Computers

150

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

9.34

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

It describes the SOP for maintenance of Civil, Electrical & Computer Department for IBMRD.

##### AIM & OBJECTIVES:-

- To ensure proper maintenance of physical property and facilities in the campus.
- Ordinary preventive maintenance.
- Long range plans for repairs/replacement of equipment.
- Regular review of the conditions of infrastructure and other facilities.

##### FUNCTIONS:-

- To ensure regular maintenance of the building and the equipment's of the Institute.
- The committee's objective is to coordinate with the people responsible for the maintenance and monitor the quality and given time frame of the job.
- To monitor routine maintenance in the Institute on daily basis.
- To monitor routine annual maintenance of the Institute and related infrastructure thereof.
- To monitor and arrange major and minor repairs of lab

equipment's and office accessories.

- To ensure budget provision for all maintenance from accounts department before proceeding for maintenance.
- To ensure that maintenance budget is audited at the end of financial year.

**CREATION OF THE COMMITTEE:-**This committee is responsible for developing and implementing strategies for the effective maintenance of the institute's infrastructure and other related facilities. The committee ensures that annual building and other maintenance requirements are satisfied.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

274

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

12

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="http://www.ibmrd.org/photogallery.php?page=4">http://www.ibmrd.org/photogallery.php?page=4</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

50

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

26

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

115

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The Institute has a dynamic student development officer, looking after student development cell and representation of students on various academic and administrative committees. This active participation of students in organizing various activities gives a classic opportunity to the students to learn what is preached in the classroom.

**Cultural & Sports Committee:** This committee coordinates various cultural and sports activities throughout the year. The Institute organizes an annual event 'Spandan Mex' which is a platform where students from other Institutes showcase their talent.

**Placement Committee:** it works for internships and final placements of the students. The committee members are involved in organizing interviews at campus, co-ordination of pooled campus

**Participation of Students in Co-curricular Activities:** The students are actively involved in organizing various co-curricular activities like - Expert Sessions, Workshops, Seminars, Conferences, Industrial Visits, and Entrepreneurship Development etc.

**Participation of Students in Extension Activities:** The students are actively involved in organizing various extension activities like - Tree Plantation, Swachh Bharat Abhiyan, Blood Donation Camp, Activities for NGO's, Health Check-up etc.

**Participation of Students in Statutory Committees:** The Institute has formed Statutory Committees and student representatives are part of the same like Internal Complaints Committee, Women



**Grievance Committee and Anti-Ragging Committee.**

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/photogallery.php?page=4">http://www.ibmrd.org/photogallery.php?page=4</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)****5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Institute of Business Management and Rural Development, Ahmednagar have registered Alumni Association, under Charity Commissioner of Maharashtra, office of Ahmednagar District, vide registration No: MAH/356/2009 on 9th July 2009. Alumni Association is having base of 2811; amongst the number, the registered alumni are 1370.

The Alumni Association is the bridge that, connects the pass out students who are nurtured in the institute. IBMRD is a part of great stories of our alumnus as many of them are leaders, entrepreneurs, social entrepreneurs, software engineers, artists, writers. The Alumni Association brings all these outstanding people together on a single platform

Parent institute of IBMRD has taken initiative to have centralised alumni cell to synchronize the strengthen Pravara Alumni Relations Cell to have large family which can contribute to society.

In view of above Pravara Alumni Relations Cell was formulated by the vision of honourable Chairman Shri. Radhakrishna Vikhe Patil. He witnessed the tremendous success Pravara alumni have achieved in their life and aspired to see the same success in the lives of each student of Pravara. Alumni cell activities ..

Alumni Interaction

Placement and Career Guidance Assistance

Campus recruiters

Summer Internship Opportunities

Entrepreneurship Awareness

Alumni Meet

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/Alumni">http://www.ibmrd.org/Alumni</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)**

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision: "To Create an overall learning environment, where in ordinary people can do extraordinary things"**

**Mission: - "To Create Wealth Creators"**

## Decentralization management

The Institute supports a trend of decentralized governance system with proper well defined inter-relationships. The management of the institute has main two basic committees, governing body (GB), and College Development Committee is now CDC, chairman, director and HOD. Regular meetings of these committees are held for the effective and smooth functioning of the institute. There are three levels of administrative structure under which all the activities of the institute are carried out.

**Trust level-**The management of the institute is directed by Governing Body, whose members, are appointed in accordance with the guidelines provided by the Director of Technical Education, Savitribai Phule Pune University and AICTE.

**Institute Level-**Director is the member secretary of the governing body and chairperson of the IQAC. The Director in consultation with the faculties of different committees for planning and implementation of different academic, student administration and related policies.

**Faculty Level-**Every year, the composition of different committees is verified and changed according to interest or to ensure a uniform exposure of duties for academic and professional people.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/governing-body">http://www.ibmrd.org/governing-body</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

### Decentralization

**Society level-**The management of the institute is directed by a governing body

### Governing Body (GB)

**Institute Level-**The Director is the member secretary of the Governing Body, CDC, and the Chairperson of the IQAC. The Director of the institute discusses and gives suggestions to the committees

of faculty members. Entire planning of activities is focused for overall development of the students, faculty, and staff. All academic and operational policies are based on the unanimous decisions of the governing body, the CDC, and the IQAC Committee. Following statutory committees are constituted,

- College Development Committee (CDC)
- Internal Quality Assurance Cell (IQAC)
- SC/ST/OBC Committee
- Internal Complaints Committee (ICC)
- Grievances Redressal Committee-General
- Woman's Grievances Redressal Committee
- Anti Ragging Committee

Faculty level-

- Admission Committee
- The Cultural Events Committee
- Examination (University & College Level/CEO)
- Training and Placement Committee-
- Entrepreneurship development and Incubation committee
- Research cell

Students Level:-Student Welfare committee for the development of students, we include students in various committees like placement committee, NSS committee, student grievance committee etc.

Non-Teaching Staff Level:- Non-teaching staff are also represented in the governing body and the IQAC. Suggestions from non-teaching staff are considered while framing policies or taking important decisions.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/cdc">http://www.ibmrd.org/cdc</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing Body of DVVPF Society has an Annual Meeting in which long-term and short-term objectives and plans are designed for society as a whole and group of Institutes under the same. The Governing Body of the society provides guidelines and discuss with

the Director about the objectives and annual plan for the Institute. The plans are decided based on feedback and suggestions obtained from various stakeholders including students, parents, alumni, faculty and staff, employers/industries and community and trends in global, national and regional environments. Institutional plan is designed based on vision, mission and objectives of the Institute so as to fulfill expectations of stakeholders and to respond to the changes in the environment. One example of an activity successfully implemented based on strategic plan is preparation and implementation of Academic Calendar of Institute. Academic Audit Committee of the Institute is responsible for planning and execution of overall academic activities.

The Academic Calendar consists of other activities like alumni day, parents meet, national festivals and days etc. The Director conducts review meetings at periodic interval to check the implementation of the academic calendar. If some cases and based on genuine reasons the activity dates are revised and communicate to the concerned persons.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institute has a vision to be a centre of excellence management committed towards rural advancement of the country. The leadership of DVVPF is through participative management all the way through structured organizational system with the involvement of all the Stakeholders. The key components of organizational structure of the institute are Governing Body (DVVPF Executive President, CEO, Secretary General, Director Technical and managing council), IBMRD Director, Head of the Departments, Teaching staff, non-teaching staff and Support cells/Departments.

IBM RD strictly follows the service rules according to the Savitribai Phule Pune University and AICTE norms. We give the advertisement in renowned paper before the recruitment.

Recruitment process is carried out according to the norms of the SPPU University, a body comprising of university representative, management representative, Director, external subject experts decide the worthiness of the candidates by his/her performance in the interview according to the parameters specified by Government of Maharashtra. The teaching and non-teaching staff has the benefits of PF, Gratuity, and Maternity Facility as prescribe by the government norms. All faculty members are approved by the university committee. The institution follows transparent promotional policies previously through Appraisal forms.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/approval">http://www.ibmrd.org/approval</a>
Link to Organogram of the institution webpage	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures. The Institution recognizes all its employees as the most valuable resource and provides a caring and supportive working environment to all the staff.

Following welfare measures are undertaken by the institute,

1. EPF (Employee Provident Fund) scheme
2. SERVICE GRATUITY
3. GROUP INSURANCE
4. CASUAL LEAVE
5. EARNED LEAVES
6. MEDICAL/SICK LEAVE
7. MATERNITY LEAVE-Women employees of college except those on casual basis may be granted maternity leave
8. SUMMER/WINTER VACATION

Forty days of summer and twenty days of winter vacation shall be given to the entire teaching staff on rotation basis. This non availed leave will be converted to earned leave (EL)

9. DUTY LEAVE (ON DUTY)

Where the staff is proceeding on a training program duly sponsored by the institution, the entire period will be treated as on duty leave and he/she will be eligible for the pay and perquisites.

FACULTY DEVELOPMENT PROGRAMMES-Faculty members are permitted to improve their academic qualification by attending FDPs/ courses/ research workshop for a week/month in higher educational institutions of learning.

CONCESSIONAL MEDICAL TREATMENT AND TESTING-All teaching and non teaching employee and students of IBMRD will get the treatment and testing benefits from Dr. VithalraoVikhe Patil Hospital at concessional rate.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

#### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

29



File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

#### Performance Appraisal

The performance of each employee is assessed annually after completion of one year of service.

#### Teaching Staff

a) Every year the management evaluate the performance of all teaching staff, and according to the evaluation the Director recommends annual increment.

b) Regarding promotion: University Roster rule are strictly applicable.

#### Non-Teaching Staff

All non-teaching staffs are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Satisfactory, Average and Poor. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Director by the forwarding officer.

On satisfactory performance, all the employees are granted promotions and financial up gradation as per recommendations from the Director of the institute.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institutional strategies for mobilization of funds and the optional utilization of Resources-The institute being a private Un-Aided college or self-financed, fee collection from students and scholarship from the Central and State Government are the major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from University for purchases of sports, equipments and conducting workshops-seminars & conferences. Being the nonprofit organization Surplus amount is transfer to next year and the Deficit in amount is adjusted by the Dr. VVP Foundation. Every year we prepare the estimated budget and expenses statement and financial records are audited by the Chartered Accountant every year. The audited income and expenditure statement is available on the website.

Auditing is an important part of the functioning of Institute. The audit team also audits stock registers, and conducts audit of Library, and audit of all Plan Expenditures of the institute. The Internal financial Audit makes a thorough audit of the expenditures of the institute. The Institution has established a mechanism for conducting internal and external audits of the financial transactions every year to ensure financial compliance. Internal audit is conducted every six month by the external CA agency, M/s KSS.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

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

#### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institute being a private Un-Aided college or self-financed, fee collection from students and scholarship from the Central and State Government are the major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from university for purchases of sports, equipment's and conducting workshops-seminars & conferences. Being the nonprofit organization Surplus amount transfer to next year and Deficit in amount is adjusted by the Dr. Vithalrao Vikhe Patil Foundation. Every year we prepared the estimated budget and expenses or financial records are audited from the Chartered Accountant every year. The income and expenditure statement is available. The Institution has well set mechanism to monitor efficiently the available resources. After estimating the projected income for an academic year, the Director sends it for approval to the Governing Body. Purchases are made with the recommendations of duly constituted purchase department of our foundation. The amounts withdrawn from the banks follow a systematic mechanism of obtaining the approval at various levels. If any expenditure is made beyond budget sanctioned, it gets ratified in a special meeting. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. All the major financial decisions are taken by the Director and Accounts department with Management of college. As and when urgent requirements arise it is given after sanctioned revived from accounts office.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Institute has an Internal Quality Assurance Cell (IQAC) which was established on 16th May 2016, its aim is to improve the overall quality of academic and administrative functioning of the Institute in accordance with the vision & mission of the Institute. The IQAC is responsible for quality initiatives, quality assurance and quality improvement. The IQAC has prepared 'Quality Assurance Policy' for standardizing the procedures and practices. The IQAC periodically reviews the outcome of academic and administrative functioning and improves the processes over a period of time. The IQAC has contributed significantly in strategizing, formulating, standardizing and implementing various quality policies, initiatives and processes.

1-Enterprise Resource Planning (ERP)-The Institute is presently using Enterprise Resource Planning (ERP) software namely 'Smart School MIS'. ERP is organizational process management software.

2-System of Record Keeping and Documentation-In order to bring uniformity and consistency in reporting different activities in the Institute an initiative was taken to formalize reporting procedure. All the activities are documented and reported in a systematic manner.

3-Academic Monitoring System-There is a system of monitoring academic activities periodically. Academic Audit Committee comprises of Academic conveners of MBA and MCA of the Institute, is responsible for planning and execution of overall academic activities.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institute reviews its teaching learning process, structures & methodologies of operation and learning outcomes at periodic intervals. AAC keenly observe and look after the quality improvement aspect of academics. The Institute undertakes continuous improvements in academic and administrative functioning based on these reviews. The two best practices are enumerated below.

**Academic Monitoring System:** There is a system of monitoring academic activities periodically. Attendance of student is closely monitored by the faculty and the AAC also, for identifying the defaulters we have in place course conveners, and faculty advisors does counseling of such cases.

Number of lectures conducted by faculty members is monitored on monthly basis and at the end of the semester. There is a system of monitoring coverage of syllabus and extra lectures are scheduled if required. The Institute informs the students about commencement of the academic sessions by way of notice. The faculty members prepare course file for the courses allocated to them. The curriculum prescribed by the university clearly specifies the program objectives and course objectives. The faculty members prepare chapter plan as per the curriculum of the university and delivers the curriculum accordingly. The faculty members prepare and give teaching material, question bank etc. to students for practice. The Institute uses innovative, interactive and ICT enabled teaching learning process to make education meaningful, understandable and interesting. The Institute uses student centric learning methods and encourages participative and experiential learning. Schedule and monitoring of MCA practical labs sessions was done by respective Subject teachers.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**IBMRD champions the cause of gender equity and sensitizes the staff and students to gender-based challenges and concerns. In addition to the curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society**

- To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed**
- To advice complainants of means of resolution as specified**

by the legislation

- To ensure fair and timely resolution of sexual harassment complaints
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment
- To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment.

**Safety and Security:**

The persons are allowed to enter the Institute’s campus after security checks at the entrance. The Institute has installed CCTV Cameras at different locations such as Entrance, Computer Centre, Library, Language Lab, Corridors, Parking, Exam Room etc.

**Counseling and Mentoring:**

The faculty advisors or counselors or mentors provide guidance to students for personality development. Each faculty member acts as mentor for assigned group of students.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.ibmrd.org/swb">http://www.ibmrd.org/swb</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Waste Management steps including:**

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

**Solid Waste Management:**Waste bins are placed in the campus at various places like classrooms, faculty rooms, administration office, computer center, library, corridors, washroom, common room etc.The faculty members and non-teaching staff utilize one side used papers for printing wherever possible in order to reduce the quantum of waste.Old newspapers, both sides used papers and files etc. are given for recycling to external agencies.

**Liquid Waste Management:**Liquid Waste generated from washroom is conveyed to the local sewage line. There is a Waste Water Treatment Plant in the DVVPF campus. Swatch Bharat Abhiyan activities were arranged on waste management and discussed importance of clean and green environment.

**e-Waste Management:**The Institute uses various types of electronic gadgets like - computers, printers, LCD projectors etc. These products become outdated after few years due to advancement in technology. Institute being aware of e-Waste and its hazards takes initiative to dispose e-waste in proper way. The institute has MOUs for proper disposal of these old computers and peripherals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution:** Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **D. Any 1 of the above**



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

**C. Any 2 of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have

amicable relations and to maintain the religious, social and communal harmony.

The diversity in India is unique. Being a large country with large population, India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of Spandan-mex competition, we organize a traditional dress competition and fashion show for our students. In this competition students wore the different attire representing the different states, religions and cultures.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like Woman's day, teacher's day, orientation and farewell program, Induction program, constitutional day oath, tree plantation, Yoga day, festivals like Ganeshotsav, Dahi Handi, Diwali celebrations, Holi celebrations etc. religious ritual activities are performed in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Institute of Business Management and Rural Development sensitize the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture,

traditions, values, duties, and responsibilities by inviting prominent people.

A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society. We celebrate national constitution day on 26th Nov every year, wherein we take oath to abide by constitutional norms, we as citizen must have rights and duties, and those are shared with the students and all staff members on the occasion on constitution day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.ibmrd.org/photogallery">http://www.ibmrd.org/photogallery</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events

and festivals

Independence day is celebrated at IBMRD on 15th August every year .Students of MBA and MCA courses participates actively in independence day celebrations. After Flag hoisting at Institute ,students express their feeling by way of their thoughts on independence and patriotism.Republic day is celebrated on 26th January every year at institute, Flag hoisting ceremony, National anthem song and then students read important paras from constitution of India to make every student aware about constitution of India. Marathi bhasha din Day is observed on 27th February to promote the preservation and protection of our Marathi language. It is celebrated to commemorate Birth day of Legendary Marathi Author V.V.Shirwadkar ( Kusumagraja).

International Women's Day(IWD) is celebratedannually on March 8 to commemorate the cultural, political, and socioeconomic achievements of women.

International Yoga Day Yogais aphysical,mentalandspiritual practicewhich originated inIndia.

World Environment Day is observed every year on 5th June. Various competitions like poster making, slogan writing, essay writing, etc. are organized on this occasion. Student activities were organized to engage young minds towards new possibilities.

Constitution Day- We celebrate national constitution day on 26th November, we take oath to abide by the constitution

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

A) Title: BASE PROGRAM

**Objectives of the Practice:** Basic Ability and skills Enhancement cell is in operation to enhance basic skills and ability of students.

**The Context:** In order to prepare students to enter the workforce or further their education, two-year institute programs should provide experiences that go beyond management knowledge alone to develop other critical skills necessary for effective and productive professionals.

**The Practice:**

**I. Problem-solving and Critical Thinking Skills** Management education should develop students' ability to objectively analyze and evaluate information

**II. Communication Skills** Effective communication is vital in all careers. Since speech and English composition courses alone rarely give students sufficient experience in the oral and written communication of management information

**III. Team skills solving problems SKILLS**

**IV. Ethics**

**V. Management Skills**

**VI .Career Preparation**

Identification of strengths and weaknesses of students and to organize expert sessions to enhance their basic ability was prime task .

**B-Title:** SPANDAN-MEX

**Objectives of the Practice:** To identify and develop Managerial skills among students along with entertainment.

**The Context:** District level Inter collegiate competition organised every year to identify hidden talent among students and to implement management fundamentals

**The Practice:Planning:** Management education should develop students ability to objectively analyze and evaluate

File Description	Documents
Best practices in the Institutional website	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Any other relevant information	<a href="#">NA</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

To inculcate Entrepreneurial characteristics among students. ENTREPRENEURSHIP DEVELOPMENT CELL (EDC) in educational institutions to develop institutional mechanism to create entrepreneurial culture in Management academic institutions and to foster management entrepreneurship for generation of wealth and employment by Management persons. The EDCs are established in Institute of Business Management and Rural Development of management, having requisite expertise and infrastructure. The mission of the EDCs is to develop institutional mechanism to create entrepreneurial culture in academic institutions to foster growth of innovation and entrepreneurship amongst the faculty and students.

ENTREPRENEURSHIP DEVELOPMENT CELL (EDC) of this institute was established on its own initiative in the year 2014 with the Director and has been actively conducting programs in entrepreneurship with concerted initiatives to promote entrepreneurship among the students. The objective of promoting entrepreneurship among the youth is to nurture a passion for self-employment. This will open gates for creation of new knowledge-based innovative hi-tech ventures, industries and new breed of technopreneurs and more avenues of employment opportunities thus turning job seekers into job creators and in the process, leading the nation towards industrial excellence and self-reliance.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Academic Committee comprises of Academic conveners of MBA and MCA of the Institute, is responsible for planning and execution of overall academic activities. Director receives inputs from Governing Body (GB), College Development Committee (CDC) and Internal Quality Assurance Cell (IQAC). Based on these inputs and Academic Calendar of University, Academic Committee prepares Academic Calendar. Academic Calendar is the blueprint of all the curricular, co-curricular, extra-curricular and extension activities for the student and staff development. Time table, work load allotment of additional assignment has been done by Academic conveners as per the advice from Hon. Director. Guest lectures and interactions were scheduled for each subject, as per availability of the expert. The Director conducts a meeting before commencement of every semester. The Institute informs the students about commencement of the academic sessions by way of notice. The faculty members prepare course file for the courses allocated to them. The curriculum prescribed by the university clearly specifies the program objectives and course objectives. The faculty members prepare Chapter plan as per the curriculum of the university and delivers the curriculum accordingly. The faculty members prepare and give teaching material, question bank etc. to students for practice.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ibmrd.org/academic-calendar">http://www.ibmrd.org/academic-calendar</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic calendar is prepared at the beginning of the academic session by academic conveners which capture the important dates like start and end of the session, internal examination, Academic Calendar is the blueprint of all the



curricular, co-curricular, extra-curricular and extension activities for the student and staff development. It also gives the schedule of internal evaluation, seminars, and project work, test and semester examinations. The Schedule of All Examinations internal as well as external is given in academic calendar.

Compliance of Continuous Internal Evaluation with Academic Calendar-As per university syllabus a continuous assessment in semester system is spread through the duration of course and is done by the teacher. The continuous assessment provides feedback on teaching learning process. As a part of concurrent evaluation, the learners are evaluated on a continuous basis by the Institute to ensure that student learning takes place in a graded manner. Concurrent evaluation components are designed by the faculty to monitor the student learning & development and intervene wherever required. Individual faculty member has the flexibility to design the concurrent evaluation components so as to give a balanced assessment of student capabilities across Knowledge, Skills & Attitude dimensions based on variety of assessment tools

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="http://www.ibmrd.org/academic-calendar">http://www.ibmrd.org/academic-calendar</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**E. None of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

95

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The enriched MBA curriculum includes many courses which address cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics. In addition, the Institute supplements it by organizing various activities. Our Institution integrates cross-cutting issues of the society like moral values, Human Values, Professional Ethics, Ethical Values, Gender Equality, Environmental Awareness, which are inseparable part of our curriculum. Curriculum is designed by Savitribai Phule University, Pune, which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution took care to focus on these issues.

The compulsory course "Human Rights" under Human Rights Education Programme of two credit has been incorporated by ministry of HRD which includes " Introduction of Human Rights and Duties, Human Rights of Vulnerable and Disadvantage Groups, Rights and Duties in India: Law, Policy, Society and Enforcement Mechanism."

The Institute has Women Grievance Cell and Grievance Redressal Cell .Different activities have been initiated by the institute to save environment such as Cleanliness Campaigns at Temple places, Bus and Public spaces etc. The institute has taken initiative in Swatch Bharat Abhiyan and Tree plantation programs which are introduced by the Indian Government.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

121

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

A. All of the above

<b>institution from the following stakeholders</b>	
<b>Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
175	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
87	

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institute provides equal opportunity for quality education for students from different backgrounds, which help to develop themselves and make them proficient management professionals. The Institute assesses the learning levels of the students and organizes programs and activities for different levels of learners. During counseling, the students are encouraged to discuss their problems related to academics, personal etc. Such counseling has yielded fruitful results to students in terms of improvement of pass percentage and employability of students. The students get academic and personal guidance from the concerned teachers apart from the counselor.

**Profile of the Students:** The Institute is sensitive to the fact that students have different learning abilities and makes an all - out effort to be inclusive in its teaching- learning processes. Efforts are made to raise the learning levels of both slow and advanced learners. The entrance test score is used for identifying advanced and slow learners:

**Assessment by Faculty advisors or mentors:** During initial mentoring session, mentoring form is filled by the student after interaction with mentor which covers his profile about various aspects like - past academic Record, family background, characteristics, skills, hobbies, aspirations and dreams etc.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/results">http://www.ibmrd.org/results</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
317	22

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The Institute ensures student centric learning, which encourages active participation and involvement of students in experiential learning, participative learning and problem solving methodologies.

Student Centric Methods used by the Institute includes the following:

1. **Experiential Learning:** Activities like internship projects, dissertation and industrial visits are the part of experiential learning. Alumni are also invited to deliver sessions on their corporate experience and give a glimpse of industry expectations etc. Students get hands on training while working in the company.
2. **Participative Learning:** Group Discussions, Presentations, Team Building Exercises, Management Games, and Participation in Inter-Institute competitions are the various methods practiced by the institute. Students participate in various curricular activities. The students are actively involved in organizing these activities like SPANDAN MEX, Management Days, Dahihandi, and Ganesh festival which enriches their experiences to understand management functions.
3. **Problem Solving Methodologies:** Catering to critical thinking, creativity and problem solving skills required by the corporate world. We conduct activities to accustom the students with real issues of organization. Student should learn to identify problems and use innovative thinking to solve problems faced by the business organizations. Such activities include - case studies, mini project based on various technologies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/seminar">http://www.ibmrd.org/seminar</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

#### ICT-enabled tools for effective teaching and learning process-

The Institute follows ICT enabled teaching in addition to the traditional classroom education. In IBMRD, the classrooms and labs are ICT enabled with projectors installed and the campus is enabled with high speed WI-FI connection. The library has many e-resources like e-journals, databases, e-books etc. The Institute has Language Lab for improving English communication skills. The faculty at IBMRD uses various ICT enabled tools to enhance the quality of teaching-learning.

In addition to traditional method of teaching, the faculty members are using the IT enabled learning tools such as PPT, video clippings, audio system, online sources to give advance knowledge and practical learning to the students. Classrooms are equipped with LCD projectors internet and computers. Computer lab with an internet connection has been provided to promote independent learning.

#### ICT Tools:

1. Projectors available in different classrooms/labs
2. Desktop - Arranged at Computer Lab and Faculty cabins.
3. Printers- Printers are installed at Labs, HOD Cabins.
4. Photocopier machines, scanners and multifunction printers are available.
5. Seminar Rooms- Two seminar halls are equipped with digital facilities.
6. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom.



**7. Digital Library resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<b>No File Uploaded</b>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )****2.3.3.1 - Number of mentors**

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<b>No File Uploaded</b>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<b>No File Uploaded</b>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

9

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**For MBA: As a part of concurrent evaluation, the learners shall be evaluated on a continuous basis by the faculty and the Institute to ensure that student learning takes place in a graded manner. The faculty shares the outcome of each concurrent evaluation component with the students. Internal evaluation of summer project and dissertation is done as per the guidelines of the University. CDC has proposed following components for comprehensive concurrent evaluation-CCE**

**For MCA- Comprehensive concurrent evaluation is also implemented for MCA program. As a part of concurrent evaluation, the learners shall be evaluated on a continuous basis. The faculty is sharing the outcome of concurrent evaluation with the students.**

**Mechanism of assessment of MBA:**

The End Semester Evaluation (Summative Evaluation) for the Generic Core (GC), Subject Core (SC) and the Generic Elective (GE - UL) course is conducted by the Savitribai Phule Pune University.

Mechanism of assessment of MCA:

The final total assessment of the candidate is made in terms of an internal (concurrent) evaluation and an external (university) examination for each course. In total the internal (concurrent) to external (university) marks ratio is maintained 50:50.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/examination">http://www.ibmrd.org/examination</a>

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

Grievances Mechanism time- bound and efficient

a) Internal Grievances transparency For MBA and MCA course

Director of the institute issued guidelines regarding transparency grievance internal assessment

1. Subject faculty follows the university component for internal assessment.
2. The CDC verifies components used by teacher.
3. Internal assessment is carried in fair manner to ensure there shall be no grievance from students regarding components.
4. Students undergo the concurrent evaluation as per schedule in disciplined manner.
5. Marks are displayed on the notice board.
6. In case of any grievance, student approach the HOD
7. Director discussed issued with subject and counsels students in case of difference of opinion. After detail investigation Director gives the final solution.
8. Grievances about internal examinations will be settled within one week

b) External exam- transparency in handling grievance of MBA and

**MCA examinations**

Savitribai Phule Pune University has transparent grievance policy as- The SPPU have it own grievance policies displayed on the University website, LINK of University syllabus and exam department

1. Online exam form filling <http://exam.unipune.ac.in/>
2. Online Grievances  
<http://exam.unipune.ac.in/Pages/PhotocopyReval.html>

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.ibmrd.org/online-grievance">http://www.ibmrd.org/online-grievance</a>

**2.6 - Student Performance and Learning Outcomes**

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Dr. Vithalrao Vikhe Patil Foundation's Institute of Business Management and Rural Development is affiliated to the Savitribai Phule Pune University (SPPU).

CO-PO are stated and displayed on website-Link  
<http://ibmrd.org/nacc/CO-PO-MBA%20and%20MCA%20FOR%20WEBSITE.pdf>

Savitribai Phule Pune University provides the curriculum (Syllabus) for the Master of Business Administration (MBA) programme and Master of Computer Application (M.C.A) programme. The learning objectives and specific key topics to be reviewed by the individual faculty and are clearly stated in the Course Outcomes (CO's).The curriculum pushes the MBA and MCA programme to the next level in terms of incorporating Outcome-Based Education, which focuses on performance. There must be a performer - the student (learner), there must be something that can be performed and the emphasis is on the performance rather than the activity or task to be completed.

The institution assesses how well the (PEOs) or(POs) met, the rationale for discussing the specific course is explained by each faculty member. The CO and PO attainment is different as per courses. The assessment or evaluation is created based on the desired outcome. For each course, the candidate's final

total assessment is carried out through CCE and University examination. In total, the ratio of CCE to University marks is 50:50.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course faculty shall prepare the scheme of Comprehensive Concurrent Evaluation (Formative Assessment) as per CDC guidelines, before commencement of the term. The scheme of CCE states the linkages of each CCE with the Course Outcomes and defines the targeted attainment levels for each CO.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.ibmrd.org/results">http://www.ibmrd.org/results</a>

<b>2.7 - Student Satisfaction Survey</b>	
<b>2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)</b>	
<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
0	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
<b>3.1.2 - Number of teachers recognized as research guides (latest completed academic year)</b>	
<b>3.1.2.1 - Number of teachers recognized as research guides</b>	
2	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
0	

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NA</a>

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institute has created an eco-system to foster a culture of innovation and entrepreneurship among the students. The Institute has established 'Entrepreneurship Development and Incubation Centre'. The objective of the centre is to establish an eco- system for providing various advisory services for enterprise building to prospective and existing entrepreneurs. The Institute organizes variety of activities for promotion of innovation and entrepreneurship. The institution has taken various initiatives for creation & transfer of knowledge to the students.

The faculty members do research and publish research papers in reputed journals or present it in the conferences. The knowledge created as an outcome is discussed by the faculty members in the classroom sessions and transferred to the students.

Role of Incubation centre-To encourage teachers/ faculty and students for conducting research by sharing research grants opportunity, to provide support facilities such as infrastructure, equipment, internet for conducting research, to help in writing the proposals for funding from Savitribai Phule Pune University

Role of IBMRD Research cell:

1. To promote research culture in organization by sharing information of grants funding agencies

2. Assisting students to participate in best project competitions, case study competitions

3. To apply for research grants from AICTE/ SPPU etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://ibmrdjournal.in/">http://ibmrdjournal.in/</a>

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards**

**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

2

File Description	Documents
URL to the research page on HEI website	<a href="http://www.ibmrd.org/books-publication">http://www.ibmrd.org/books-publication</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website**



<b>during the year</b>	
<b>3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
23	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year</b>	
10	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.4 - Extension Activities</b>	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>IBMRD understands the Institutional Social Responsibility (ISR) and undertakes various extension activities on regular basis. These activities have profound impact on sensitizing students towards social issues and developing their holistic personality. The extension activities and their impact include following.</p> <ul style="list-style-type: none"> <li>• The Institute organizes 'Blood Donation Camp' in collaboration with the DVVPFs Medical College and hospital. The activity sensitizes students towards social issue and has social impact in saving lives of people.</li> <li>• The Institute undertakes 'Tree Plantation' activities in collaboration with other organizations of the trust in campus, take services of NSS for tree plantations</li> </ul>	

- These activities help the students understand their responsibility towards environment and contribute towards environment protection.
- The faculty and students of the Institute provides donation to the organizations like the older shelter homes
- NSS and Student development cell organizes the extensions activities in villages.
- The Institute organizes 'Swachh Bharat Abhiyan' for promoting cleanliness and contribute in small way towards Hon. Prime Minister's ambitious 'Clean India Movement'
- The Institute organizes workshops and expert sessions on gender issues. These sessions sensitize students towards gender issues and contribute towards women empowerment.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/swb">http://www.ibmrd.org/swb</a>
Upload any additional information	<a href="#">View File</a>

### 3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

45

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1.The Institution has adequate infrastructure and physical facilities for teaching- learning/classrooms, laboratories etc.:

Have adequate facilities for curricular, co-curricular, extra-curricular and extension activities. The Institute adheres to norms and guidelines of its affiliating bodies viz AICTE, Directorate of Technical Education (DTE), Government of Maharashtra and Seven Classrooms and one Computer Centre, all classrooms are well ventilated and having proper sitting arrangement. The Institute has provided classroom with ICT facility for efficient teaching learning process.

2ICT facilities:The Institute has network of 150 computers with internet facility. There are 10 printers and 10 LCD projectors. The Institute has Wi-Fi Facility. There is 32 Mbps leased line internet connectivity.

3. Cultural Activities:A well maintained auditorium is available for conducting cultural activities. The Institute has designated a Cultural Activity In-charge to coordinate all

cultural activities. The information about various competitions at other colleges and Universities are communicated to students by displaying on the notice board and through effective use of social media.

4. Sports: The Institute Campus has facilities for volleyball, cricket and other outdoor sports. We have in-house facility for indoor sports activities like carom, chess and table tennis. The Institute encourages students to participate in inter-institute competitions also at other colleges

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

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

The DVVPFA focuses on development of holistic personality of the students. The Society encourages students to organize and participate in extra-curricular activities like cultural and sports activities. The Institute has adequate facilities for sports and cultural activities as under- Seminar Hall equipped with PA system and LCD Projector with internet facility. Gymkhana for sports and cultural events

Play Ground for Outdoor Games like Cricket, Football, Volleyball, Hockey, Cricket net practice etc. The sports material is also provided to students for Indoor Games like Chess, Carom, and Table Tennis etc. The Institute recognizes the fact that good health is a vital constituent of a student's personality. Sports activities are important for discipline, team building, confidence, good health and concentration in student's life. The Institute works on overall development of students and hence emphasizes on sports activities along with academic development of students. The Institute has facilities for volleyball, football, cricket and other outdoor sports. In-house facility for indoor sports activities like carom, chess and table tennis are available for students as well as for Staff. The institute has its own sports committee of staff & students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/sports">http://www.ibmrd.org/sports</a>

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

09

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/photogallery">http://www.ibmrd.org/photogallery</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

123.49

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

1. Library is automated using Integrated Library Management System (ILMS)

Integrated Library Management System is used for managing the functions of library. The Institute's Library is automated with Library Information Management (DIGISOFT) Software is upgraded with Version 6.0 from year 2021.

Name of the ILMS Software : Digital Softlib (Version 6.0)

Nature of Automation: Fully Automated

Sr. No.

Name of the ILMS Software

Nature of Automation

Version

Year of Automation

1

Digital Softlib

Fully Automated

4.0

2015-2016

2

Digital Softlib

Fully Automated

5.0

2016-2017

3

Digital Softlib

Fully Automated

5.0

2017-2018

4

Digital Softlib

Fully Automated

5.0

2018-2019

5

Digital Softlib

Fully Automated

5.0

2019-2020

Library uses a Digisoft library software to manage records of the books. The software generates different reports like the accession register, inventory list, circulation report, fine dues list etc. It is also equipped with e-library resources such as DELNET: Developing Library Network, Knowledge Gainer, Management E-Journals, Computer Science E-Journals, Indian Manuscripts, National Digital Library Membership, and Sage Journals online.

The automation of library has made functioning simpler, convenient, efficient and effective. The vendor provides online support for any problems, proper backup and maintenance & up gradation of software.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.ibmrd.org/library">http://www.ibmrd.org/library</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-**

**A. Any 4 or more of the above**



<b>books Databases Remote access toe-resources</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0.71	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
10	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
Information and Communication Technology (ICT) plays a vital role in teaching-learning process. The Institute's IT	

facilities are adequate and updated on regular basis as per the need. Institute has very strong IT infrastructure with network of 150 computers, 10 printers and 10 LCD Projectors. Institute has 32 Mbps leased line for internet connectivity and Wi-Fi facility to fulfill academic and other needs.

The Institute's library is automated with System for Library Information Management (Digi-soft) Software. The Institute has Digital Library facility where users can access e-resources like DELNET: Developing Library Network, Knowledge Gainer, Management E-Journals, Computer Science E-Journals, Indian Manuscripts, National Digital Library Membership, and Sage Journals online. The Institute is member of National Digital Library (NDL), e-Shodh-sindhu, the e-resources of these organizations are also accessible to the students and faculty members. Institute has fully computerized its financial records with Tally version 9.0 software for maintaining its accounts in systematic manner. The Institute has e-banking facility which helps in doing online transactions. The institute prefers green banking no paperwork. For maintenance of computers and computer peripherals, one hardware technician person is appointed full time. Generator backup with 20 KVA capacity is available in case of interruption in power supply.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

#### 4.3.2 - Number of Computers

150

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

9.34

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

It describes the SOP for maintenance of Civil, Electrical & Computer Department for IBMRD.

##### AIM & OBJECTIVES:-

- To ensure proper maintenance of physical property and facilities in the campus.
- Ordinary preventive maintenance.
- Long range plans for repairs/replacement of equipment.
- Regular review of the conditions of infrastructure and other facilities.

##### FUNCTIONS:-

- To ensure regular maintenance of the building and the

equipment's of the Institute.

- The committee's objective is to coordinate with the people responsible for the maintenance and monitor the quality and given time frame of the job.
- To monitor routine maintenance in the Institute on daily basis.
- To monitor routine annual maintenance of the Institute and related infrastructure thereof.
- To monitor and arrange major and minor repairs of lab equipment's and office accessories.
- To ensure budget provision for all maintenance from accounts department before proceeding for maintenance.
- To ensure that maintenance budget is audited at the end of financial year.

**CREATION OF THE COMMITTEE:-**This committee is responsible for developing and implementing strategies for the effective maintenance of the institute's infrastructure and other related facilitates. The committee ensures that annual building and other maintenance requirements are satisfied.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>

**STUDENT SUPPORT AND PROGRESSION**

**5.1 - Student Support**

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

274

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

12

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="http://www.ibmrd.org/photogallery.php?page=4">http://www.ibmrd.org/photogallery.php?page=4</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
50	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
26	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

115

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

1

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The Institute has a dynamic student development officer, looking after student development cell and representation of students on various academic and administrative committees. This active participation of students in organizing various activities gives a classic opportunity to the students to learn what is preached in the classroom.

**Cultural & Sports Committee:** This committee coordinates various cultural and sports activities throughout the year. The Institute organizes an annual event 'Spandan Mex' which is a platform where students from other Institutes showcase their talent.

**Placement Committee:** it works for internships and final placements of the students. The committee members are involved in organizing interviews at campus, co-ordination of pooled campus

**Participation of Students in Co-curricular Activities:** The



students are actively involved in organizing various co-curricular activities like - Expert Sessions, Workshops, Seminars, Conferences, Industrial Visits, and Entrepreneurship Development etc.

Participation of Students in Extension Activities: The students are actively involved in organizing various extension activities like - Tree Plantation, Swachh Bharat Abhiyan, Blood Donation Camp, Activities for NGO's, Health Check-up etc.

Participation of Students in Statutory Committees: The Institute has formed Statutory Committees and student representatives are part of the same like Internal Complaints Committee, Women Grievance Committee and Anti-Ragging Committee.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/photogallery.php?page=4">http://www.ibmrd.org/photogallery.php?page=4</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Institute of Business Management and Rural Development, Ahmednagar have registered Alumni Association, under Charity Commissioner of Maharashtra, office of Ahmednagar District, vide registration No: MAH/356/2009 on 9th July 2009. Alumni Association is having base of 2811; amongst the number, the registered alumni are 1370.

The Alumni Association is the bridge that, connects the pass out students who are nurtured in the institute. IBMRD is a part of great stories of our alumnus as many of them are leaders, entrepreneurs, social entrepreneurs, software engineers, artists, writers. The Alumni Association brings all these outstanding people together on a single platform

Parent institute of IBMRD has taken initiative to have centralised alumni cell to synchronize the strengthen Pravara Alumni Relations Cell to have large family which can contribute to society.

In view of above Pravara Alumni Relations Cell was formulated by the vision of honourable Chairman Shri. Radhakrishna Vikhe Patil. He witnessed the tremendous success Pravara alumni have achieved in their life and aspired to see the same success in the lives of each student of Pravara. Alumni cell activities ..

Alumni Interaction

Placement and Career Guidance Assistance

Campus recruiters

Summer Internship Opportunities

Entrepreneurship Awareness

Alumni Meet

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/Alumni">http://www.ibmrd.org/Alumni</a>
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p data-bbox="102 719 1321 792"><b>Vision: "To Create an overall learning environment, where in ordinary people can do extraordinary things"</b></p> <p data-bbox="102 842 871 875"><b>Mission: - "To Create Wealth Creators"</b></p> <p data-bbox="102 927 647 960"><b>Decentralization management</b></p> <p data-bbox="102 1010 1378 1375">The Institute supports a trend of decentralized governance system with proper well defined inter-relationships. The management of the institute has main two basic committees, governing body (GB), and College Development Committee is now CDC, chairman, director and HOD. Regular meetings of these committees are held for the effective and smooth functioning of the institute. There are three levels of administrative structure under which all the activities of the institute are carried out.</p> <p data-bbox="102 1429 1378 1585"><b>Trust level-</b>The management of the institute is directed by Governing Body, whose members, are appointed in accordance with the guidelines provided by the Director of Technical Education, Savitribai Phule Pune University and AICTE.</p> <p data-bbox="102 1639 1299 1839"><b>Institute Level-</b>Director is the member secretary of the governing body and chairperson of the IQAC. The Director in consultation with the faculties of different committees for planning and implementation of different academic, student administration and related policies.</p> <p data-bbox="102 1892 1362 2049"><b>Faculty Level-</b>Every year, the composition of different committees is verified and changed according to interest or to ensure a uniform exposure of duties for academic and professional people.</p>	

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/governing-body">http://www.ibmrd.org/governing-body</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

### Decentralization

**Society level-**The management of the institute is directed by a governing body

#### Governing Body (GB)

**Institute Level-**The Director is the member secretary of the Governing Body, CDC, and the Chairperson of the IQAC. The Director of the institute discusses and gives suggestions to the committees of faculty members. Entire planning of activities is focused for overall development of the students, faculty, and staff. All academic and operational policies are based on the unanimous decisions of the governing body, the CDC, and the IQAC Committee. Following statutory committees are constituted,

- College Development Committee (CDC)
- Internal Quality Assurance Cell (IQAC)
- SC/ST/OBC Committee
- Internal Complaints Committee (ICC)
- Grievances Redressal Committee-General
- Woman's Grievances Redressal Committee
- Anti Ragging Committee

#### Faculty level-

- Admission Committee
- The Cultural Events Committee
- Examination (University & College Level/CEO)
- Training and Placement Committee-
- Entrepreneurship development and Incubation committee
- Research cell

**Students Level:-**Student Welfare committee for the development of students, we include students in various committees like

placement committee, NSS committee, student grievance committee etc.

**Non-Teaching Staff Level:-** Non-teaching staff are also represented in the governing body and the IQAC. Suggestions from non-teaching staff are considered while framing policies or taking important decisions.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/cdc">http://www.ibmrd.org/cdc</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing Body of DVVPF Society has an Annual Meeting in which long-term and short-term objectives and plans are designed for society as a whole and group of Institutes under the same. The Governing Body of the society provides guidelines and discuss with the Director about the objectives and annual plan for the Institute. The plans are decided based on feedback and suggestions obtained from various stakeholders including students, parents, alumni, faculty and staff, employers/industries and community and trends in global, national and regional environments. Institutional plan is designed based on vision, mission and objectives of the Institute so as to fulfill expectations of stakeholders and to respond to the changes in the environment. One example of an activity successfully implemented based on strategic plan is preparation and implementation of Academic Calendar of Institute. Academic Audit Committee of the Institute is responsible for planning and execution of overall academic activities.

The Academic Calendar consists of other activities like alumni day, parents meet, national festivals and days etc. The Director conducts review meetings at periodic interval to check the implementation of the academic calendar. If some cases and based on genuine reasons the activity dates are revised and communicate to the concerned persons.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institute has a vision to be a centre of excellence management committed towards rural advancement of the country. The leadership of DVVPF is through participative management all the way through structured organizational system with the involvement of all the Stakeholders. The key components of organizational structure of the institute are Governing Body (DVVPF Executive President, CEO, Secretary General, Director Technical and managing council), IBMRD Director, Head of the Departments, Teaching staff, non-teaching staff and Support cells/Departments.

IBM RD strictly follows the service rules according to the Savitribai Phule Pune University and AICTE norms. We give the advertisement in renowned paper before the recruitment. Recruitment process is carried out according to the norms of the SPPU University, a body comprising of university representative, management representative, Director, external subject experts decide the worthiness of the candidates by his/her performance in the interview according to the parameters specified by Government of Maharashtra. The teaching and non-teaching staff has the benefits of PF, Gratuity, and Maternity Facility as prescribe by the government norms. All faculty members are approved by the university committee. The institution follows transparent promotional policies previously through Appraisal forms.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/approval">http://www.ibmrd.org/approval</a>
Link to Organogram of the institution webpage	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures. The Institution recognizes all its employees as the most valuable resource and provides a caring and supportive working environment to all the staff.

Following welfare measures are undertaken by the institute,

1. EPF (Employee Provident Fund) scheme
2. SERVICE GRATUITY
3. GROUP INSURANCE
4. CASUAL LEAVE
5. EARNED LEAVES
6. MEDICAL/SICK LEAVE
7. MATERNITY LEAVE-Women employees of college except those on casual basis may be granted maternity leave
8. SUMMER/WINTER VACATION

Forty days of summer and twenty days of winter vacation shall be given to the entire teaching staff on rotation basis. This non availed leave will be converted to earned leave (EL)

#### 9. DUTY LEAVE (ON DUTY)

Where the staff is proceeding on a training program duly sponsored by the institution, the entire period will be treated as on duty leave and he/she will be eligible for the pay and perquisites.

FACULTY DEVELOPMENT PROGRAMMES-Faculty members are permitted to improve their academic qualification by attending FDPs/ courses/ research workshop for a week/month in higher educational institutions of learning.

CONCESSIONAL MEDICAL TREATMENT AND TESTING-All teaching and non teaching employee and students of IBMRD will get the treatment and testing benefits from Dr. VithalraoVikhe Patil Hospital at concessional rate.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>



**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

29

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

#### Performance Appraisal

The performance of each employee is assessed annually after completion of one year of service.

#### Teaching Staff

a) Every year the management evaluate the performance of all teaching staff, and according to the evaluation the Director recommends annual increment.

b) Regarding promotion: University Roster rule are strictly applicable.

#### Non-Teaching Staff

All non-teaching staffs are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Satisfactory, Average and Poor. The overall assessment is based on the cumulative grade by the Reporting Officer/HoD, which is then forwarded to the Director by the forwarding officer.

On satisfactory performance, all the employees are granted promotions and financial up gradation as per recommendations from the Director of the institute.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institutional strategies for mobilization of funds and the optional utilization of Resources-The institute being a private Un-Aided college or self-financed, fee collection from students and scholarship from the Central and State Government are the major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from University for purchases of sports, equipments and conducting workshops-seminars & conferences. Being the nonprofit organization Surplus amount is transfer to next year and the Deficit in amount is adjusted by the Dr. VVP Foundation. Every year we prepare the estimated budget and expenses statement and financial records are audited by the Chartered Accountant every year. The audited income and expenditure statement is available on the website.

Auditing is an important part of the functioning of Institute. The audit team also audits stock registers, and conducts audit of Library, and audit of all Plan Expenditures of the institute. The Internal financial Audit makes a thorough audit of the expenditures of the institute. The Institution has established a mechanism for conducting internal and external audits of the financial transactions every year to ensure financial compliance. Internal audit is conducted every six month by the external CA agency, M/s KSS.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

**during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**

The institute being a private Un-Aided college or self-financed, fee collection from students and scholarship from the Central and State Government are the major source of revenue/income generation for the institute. The other sources of funds for the college are schemes, grants received from university for purchases of sports, equipment's and conducting workshops-seminars & conferences. Being the nonprofit organization Surplus amount transfer to next year and Deficit in amount is adjusted by the Dr. Vithalrao Vikhe Patil Foundation. Every year we prepared the estimated budget and expenses or financial records are audited from the Chartered Accountant every year. The income and expenditure statement is available. The Institution has well set mechanism to monitor efficiently the available resources. After estimating the projected income for an academic year, the Director sends it for approval to the Governing Body. Purchases are made with the recommendations of duly constituted purchase department of our foundation. The amounts withdrawn from the banks follow a systematic mechanism of obtaining the approval at various levels. If any expenditure is made beyond budget sanctioned, it gets ratified in a special meeting. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. All the major financial decisions are taken by the Director and Accounts department with Management of college. As and when urgent requirements arise it is given after sanctioned revived from accounts office.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The Institute has an Internal Quality Assurance Cell (IQAC) which was established on 16th May 2016, its aim is to improve the overall quality of academic and administrative functioning of the Institute in accordance with the vision & mission of the Institute. The IQAC is responsible for quality initiatives, quality assurance and quality improvement. The IQAC has prepared 'Quality Assurance Policy' for standardizing the procedures and practices. The IQAC periodically reviews the outcome of academic and administrative functioning and improves the processes over a period of time. The IQAC has contributed significantly in strategizing, formulating, standardizing and implementing various quality policies, initiatives and processes.

1-Enterprise Resource Planning (ERP)-The Institute is presently using Enterprise Resource Planning (ERP) software namely 'Smart School MIS'. ERP is organizational process management software.

2-System of Record Keeping and Documentation-In order to bring uniformity and consistency in reporting different activities in the Institute an initiative was taken to formalize reporting procedure. All the activities are documented and reported in a systematic manner.

3-Academic Monitoring System-There is a system of monitoring academic activities periodically. Academic Audit Committee comprises of Academic conveners of MBA and MCA of the Institute, is responsible for planning and execution of overall academic activities.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institute reviews its teaching learning process, structures & methodologies of operation and learning outcomes at periodic intervals. AAC keenly observe and look after the quality improvement aspect of academics. The Institute undertakes continuous improvements in academic and administrative functioning based on these reviews. The two best practices are enumerated below.

**Academic Monitoring System:** There is a system of monitoring academic activities periodically. Attendance of student is closely monitored by the faculty and the AAC also, for identifying the defaulters we have in place course conveners, and faculty advisors does counseling of such cases.

Number of lectures conducted by faculty members is monitored on monthly basis and at the end of the semester. There is a system of monitoring coverage of syllabus and extra lectures are scheduled if required. The Institute informs the students about commencement of the academic sessions by way of notice. The faculty members prepare course file for the courses allocated to them. The curriculum prescribed by the university clearly specifies the program objectives and course objectives. The faculty members prepare chapter plan as per the curriculum of the university and delivers the curriculum accordingly. The faculty members prepare and give teaching material, question bank etc. to students for practice. The Institute uses innovative, interactive and ICT enabled teaching learning process to make education meaningful, understandable and interesting. The Institute uses student centric learning methods and encourages participative and experiential learning. Schedule and monitoring of MCA practical labs sessions was done by respective Subject teachers.

File Description	Documents
Paste link for additional information	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload any additional information	<a href="#">View File</a>

<p><b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b></p>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.ibmrd.org/igac">http://www.ibmrd.org/igac</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 - Institutional Values and Social Responsibilities**

**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

**IBM RD champions the cause of gender equity and sensitizes the staff and students to gender-based challenges and concerns. In addition to the curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society**

- To provide a neutral, confidential and supportive environment for members of the campus community who may**

have been sexually harassed

- To advice complainants of means of resolution as specified by the legislation
- To ensure fair and timely resolution of sexual harassment complaints
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment
- To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment.

**Safety and Security:**

The persons are allowed to enter the Institute’s campus after security checks at the entrance. The Institute has installed CCTV Cameras at different locations such as Entrance, Computer Centre, Library, Language Lab, Corridors, Parking, Exam Room etc.

**Counseling and Mentoring:**

The faculty advisors or counselors or mentors provide guidance to students for personality development. Each faculty member acts as mentor for assigned group of students.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.ibmrd.org/swb">http://www.ibmrd.org/swb</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.ibmrd.org/Infrastructure">http://www.ibmrd.org/Infrastructure</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Waste Management steps including:**

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

**Solid Waste Management:**Waste bins are placed in the campus at various places like classrooms, faculty rooms, administration office, computer center, library, corridors, washroom, common room etc.The faculty members and non-teaching staff utilize one side used papers for printing wherever possible in order to reduce the quantum of waste.Old newspapers, both sides used papers and files etc. are given for recycling to external agencies.

**Liquid Waste Management:**Liquid Waste generated from washroom is conveyed to the local sewage line. There is a Waste Water Treatment Plant in the DVVPF campus. Swatch Bharat Abhiyan activities were arranged on waste management and discussed importance of clean and green environment.

**e-Waste Management:**The Institute uses various types of electronic gadgets like - computers, printers, LCD projectors etc. These products become outdated after few years due to advancement in technology. Institute being aware of e-Waste and its hazards takes initiative to dispose e-waste in proper way. The institute has MOUs for proper disposal of these old computers and peripherals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>D. Any 1 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony.

The diversity in India is unique. Being a large country with large population, India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of Spandan-mex competition, we organize a traditional dress competition and fashion show for our students. In this competition students wore the different attire representing the different states, religions and cultures.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like Woman's day, teacher's day, orientation and farewell program, Induction program, constitutional day oath, tree plantation, Yoga day, festivals like Ganeshotsav, Dahi Handi, Diwali celebrations, Holi celebrations etc. religious ritual activities are performed in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Institute of Business Management and Rural Development sensitize the

students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people.

A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society. We celebrate national constitution day on 26th Nov every year, wherein we take oath to abide by constitutional norms, we as citizen must have rights and duties, and those are shared with the students and all staff members on the occasion on constitution day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.ibmrd.org/photogallery">http://www.ibmrd.org/photogallery</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**  
**4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Independence day is celebrated at IBMRD on 15th August every year .Students of MBA and MCA courses participates actively in independence day celebrations. After Flag hoisting at Institute ,students express their feeling by way of their thoughts on independence and patriotism.Republic day is celebrated on 26th January every year at institute, Flag hoisting ceremony, National anthem song and then students read important paras from constitution of India to make every student aware about constitution of India. Marathi bhasha din Day is observed on 27th February to promote the preservation and protection of our Marathi language. It is celebrated to commemorate Birth day of Legendary Marathi Author V.V.Shirwadkar ( Kusumagraja).

International Women's Day(IWD) is celebratedannually on March 8 to commemorate the cultural, political, and socioeconomic achievements of women.

International Yoga Day Yogais aphysical,mentalandspiritual practicewhich originated inIndia.

World Environment Day is observed every year on 5th June. Various competitions like poster making, slogan writing, essay writing, etc. are organized on this occasion. Student activities were organized to engage young minds towards new possibilities.

Constitution Day- We celebrate national constitution day on 26th November, we take oath to abide by the constitution

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### A) Title: BASE PROGRAM

**Objectives of the Practice: Basic Ability and skills Enhancement cell is in operation to enhance basic skills and ability of students.**

**The Context: In order to prepare students to enter the workforce or further their education, two-year institute programs should provide experiences that go beyond management knowledge alone to develop other critical skills necessary for effective and productive professionals.**

#### The Practice:

**I. Problem-solving and Critical Thinking Skills Management education should develop students' ability to objectively analyze and evaluate information**

**II. Communication Skills Effective communication is vital in all careers. Since speech and English composition courses alone rarely give students sufficient experience in the oral and written communication of management information**

**III. Team skills solving problems SKILLS**

**IV. Ethics**

**V. Management Skills**

**VI .Career Preparation**

Identification of strengths and weaknesses of students and to organize expert sessions to enhance their basic ability was prime task .

B-Title: SPANDAN-MEX

Objectives of the Practice: To identify and develop Managerial skills among students along with entertainment.

The Context: District level Inter collegiate competition organised every year to identify hidden talent among students and to implement management fundamentals

The Practice:Planning: Management education should develop students ability to objectively analyze and evaluate

File Description	Documents
Best practices in the Institutional website	<a href="http://www.ibmrd.org/naacquicklink">http://www.ibmrd.org/naacquicklink</a>
Any other relevant information	NA

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

To inculcate Entrepreneurial characteristics among students. ENTREPRENEURSHIP DEVELOPMENT CELL (EDC) in educational institutions to develop institutional mechanism to create entrepreneurial culture in Management academic institutions and to foster management entrepreneurship for generation of wealth and employment by Management persons. The EDCs are established in Institute of Business Management and Rural Development of management, having requisite expertise and infrastructure. The mission of the EDCs is to develop institutional mechanism to create entrepreneurial culture in academic institutions to foster growth of innovation and entrepreneurship amongst the faculty and students.

ENTREPRENEURSHIP DEVELOPMENT CELL (EDC) of this institute was established on its own initiative in the year 2014 with the Director and has been actively conducting programs in entrepreneurship with concerted initiatives to promote entrepreneurship among the students. The objective of promoting



entrepreneurship among the youth is to nurture a passion for self-employment. This will open gates for creation of new knowledge-based innovative hi-tech ventures, industries and new breed of technopreneurs and more avenues of employment opportunities thus turning job seekers into job creators and in the process, leading the nation towards industrial excellence and self-reliance.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The Institute has clearly stated vision, mission and quality policy which spells out its strategic intent. The Institute has decentralized system of governance and uses participative style of management. The Institute is situated at a prime location and has a state-of-the-art physical infrastructure. The Institute provides very conducive environment ideally suited for academic pursuits.

The Institute offers full time MBA and MCA Programs which is based on CBCS. The Institute ensures effective curriculum delivery through well planned process. The Institute offers value added programs for enhancing employability of students.

The Institute has adequate number of well qualified, competent and experienced faculty members. Out of 22 faculty members 09 are Ph.D. holders. The Institute uses innovative, interactive and ICT enabled teaching learning process to make education meaningful, understandable and interesting. We organize various co curriculum events, these activities lead to development of holistic personality of students. All these efforts have led to high academic results and good placement record.

The Institute inculcates research culture among faculty members and students. The Institute has eco-friendly campus. The Institute undertakes social activities. The Institute strives hard to fulfill expectations of all stakeholders and collects feedback from them to improve quality of our graduates