

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

PRATIBHA INSTITUTE OF BUSINESS MANAGEMENT

PRATIBHA INSTITUTE OF BUSINESS MANAGEMENT BLOCK D-III, PLOT NO.
3 BEHIND MEHTA HOSPITAL CHINCHWAD

411019

www.pibmpune.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

PIBM was established in the year 2008 by a group of eminent educationists and industrialists, under the umbrella of Kamala Education Society which was established in the year 1992 devoting itself to the cause of quality education. Today the trust can boast of providing quality education right from KG to PG to more than 5000 children through its school, junior college & UG as well as PG Colleges. Dr. Deepak Shah, a well-known industrialist, educationist, activist & a social worker took over the reins of the trust and gave it the much needed growth path. Dr. Shah is assisted in all his endeavours by the very dynamic Mrs. Pratibha Shah, also a prominent activist, who proactively participates in the growth of the trust on all the fronts.

PIBM is affiliated to Savitribai Phule Pune University (SPPU) and is approved by AICTE as well as Govt of Maharashtra. In a very short span of time, PIBM has achieved many milestones, with its students not just performing well in their academics but also having proven their mettle in the corporate world. PIBM gains its strength through:

1. A team of experienced and well qualified Staff.
2. Progressive and Transparent Teaching learning and evaluation system.
3. Strong association with industry via linkages and collaborations.
4. It's student centric pedagogy.
5. Entrepreneurship development atmosphere in the institute motivating students to be job providers rather than job seekers, which has resulted into many start-ups by the students.
6. Establishment of Incubation Centre inculcating research oriented mindset amongst teachers as well as students.

Vision

To become a leading business school for its **excellence in technology driven management education** that caters to the **management development capabilities** and **entrepreneurship development** of the aspirants, in **collaboration** with business organization that provides the platform for **business development**.

Mission

To provide **quality management and technical education** to the young generation having capabilities to provide **ethical and professional** business leadership in the practicing environment and continuously **evolving learning systems** that focuses on promoting **entrepreneurship**.

1.2 Strength, Weakness, Opportunity and Challenges (SWOC)

Institutional Strength

Strenghts

1. Trusted Brand.
2. Well qualified Faculty Members.
3. Stable Demand Ratio.
4. Strong Entrepreneurial endeavors by students. So far 16 start-ups initiated by the students.
5. Strong Industry Connect.
6. Top Management Support .

Institutional Weakness

Weakness

1. Scope of improvement in Research and Consultancy
2. Scope for more thrust on employment opportunities for students.

Institutional Opportunity

Opportunities

1. To become a most preferred B School by Students in the existing area.
2. Being Bench mark institution in Entrepreneurial startups.
3. Developing a center of excellence in management and Information Technology education.

Institutional Challenge

Challenges

1. Competition among local B-Schools.
2. Lagging quality of students in terms of entrance scores.
3. Attracting Academic and Research Talent.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institute firmly believes that the curriculum is not only mere syllabus but it also includes various means which enable learners to achieve their learning goals.

Salient Features of Curricular aspects are as below:

1. Curriculum includes syllabus as prescribed by SPPU, complemented with inputs received from Industry and Corporate interactions during “Corporate Week (An Industry-Academia interaction being organised by the Institute)” in terms of current trends, industry expectations, technology trends, practical applications plus inputs from the resource persons attending our National and State Level Seminars.
2. The curriculum delivery is supported by meticulous planning in terms of formulating Academic Plan semester wise, subject allocations and preparation of Time Tables, allocation of infrastructure and very importantly evaluation plan of the semester which helps to understand the learning goals and outcomes.
3. The faculty members prepare detailed lesson plan and outline pedagogy implementation which is reviewed weekly by HOD and monthly by Director.
4. Weekly meetings take cognizance of progress and discuss its effectiveness. These meetings are productive in terms of guidance, support and exchange of ideas.
5. Feedback is used as an essential tool to understand the efficiency & effectiveness of the pedagogy methods used.
6. Faculty members are allocated students for mentoring for identifying the learning needs of individual students.
7. The Institute organises value added certification courses to enhance the student's employability.

Teaching-learning and Evaluation

1. The institute has an integrated approach towards teaching – learning and evaluation where evaluation is not only the assessment “of” learning but is the assessment “for” learning.
2. Institute uses experiential learning, participative learning and problem-solving methodologies for enhanced learning experiences by participation through internships.
3. The departments publish “ Departmental Calendar” based on Academic Plan which includes Subject Allocation, pedagogy plan like practical assignments, field visits, mini projects etc.
4. As the admission process is centralized & conducted by the State Govt, the student input is of diverse in nature. Therefore, the institution conducts diagnostic test immediately after the admission to bring the students at appropriate level of learning.
5. The institute believes in all round development of the students by making available personalized help through personal counseling and guidance for personal development as well as professional assistance.
6. The institute uses Learning Management System and ERP for effective and efficient teaching learning and academic administration. The institute campus is Internet connected, each class room has Audio Visual connectivity.

7. Eight of the institute's current faculty members have PHD and several senior corporate professionals educated from IIT's are playing vital role in teaching learning processes.
8. Institute considers co-curricular activities as an important aspect of overall grooming of students.
9. The institute follows continuous evaluation system which is transparent. The emphasis of evaluation is development of the students. The learning outcomes of each course are clearly defined and assessed for attainment.
10. the Institute places emphasis on extra-curricular activities through " Unify(Institute Annual Function)".

Research, Innovations and Extension

1. A Research Dept has been established in the Institute to monitor scientific temperament amongst students and faculty members.
2. The Institute conducts National Conference every year and publishes conference proceedings with ISBN number. The students are encouraged to write, present and publish their research papers in the proceedings.
3. Institute prioritises the areas of Technology and Management for project and consultancy.
4. Institute has formed an effective Industry Interaction Cell to create and enhance collaborative working between the Institute and the Industry e.g. MOU with Shubhdayini has resulted into development of a platform " Shareyantra" ,campus placements for students and even workshop on Bigdata and Hadoop from Scholars University,California,USA. Establishment of incubation center in collaboration with Scholars University is an outcome of such initiative.
5. The institute has 3 approved research guides. 21 students have completed PHD research, 1 student is pursuing PHD research under our Guides.
6. Faculty members have also published research papers in National and International conferences & journals
7. Various extension programmes for social sensitization are conducted which includes blood donation camps, working for Vridhashrama, Nachiket Balgram (Orphanage) etc..Institute has received many appreciation letters in vogue of extension work carried out.
8. The institute carries out number of extension and outreach programs conducted in collaboration with industry, community and Non- Government Organisations- like Lion's Club, Yash Foundation, Quickheal Foundation.
9. Environmental awareness is created significantly through projects/ activities like Swachha Bharat Abhiyaan, vehicle free day etc.
10. Institute has signed 20+ MOU's with different industry/professional bodies/academia. to facilitate Research, Training and Consultancies.

Infrastructure and Learning Resources

1. The total campus land area is 2.02 acres out of which the institute building is constructed. The gymnasium, parking area, medical facility is available as a common facility for the campus.
2. The Institute focuses on creation and enhancement of infrastructure to enrich teaching and learning process, ensuring that the available infrastructure is in line with its academic growth and is optimally utilized.
3. Institute has developed its own state of art infrastructure to make the students comfortable and

competent. The whole campus has wired internet connection with internet leased line of 48 MBPs capacity and firewalls installed for fast down time access and well equipped networked computer labs with 149 computers. Spacious classrooms and library enriched with relevant books and a seminar hall with a 200 seating capacity gives the institute a professional ambience.

4. The institute has installed “LMS and ERP” system for effective administration, teaching learning and evaluation processes.
5. Library of the institute is looked upon as “ Knowledge Centre ” and boasts of access to e-resources and databases for faculty's and student's development .
6. The campus has the facility of Common room for boys and girls & medical facility for emergency. Institute campus has state of art sports ground with basketball, volleyball court and also well equipped gymnasium.

Student Support and Progression

1. The institute has well established “student welfare cell”
2. The institute has a vibrant culture endorsing values like love, empathy, sharing and caring , appreciating diversity. Programs like Teacher's Day Celebration, Diwali Celebration, Cultural Programs, Dandiya dance and cultural programs like “ Unify” are planned and executed by students council only.
3. Students also play active role as volunteers in organizing co- curricular development programs like corporate week, State Level Seminars and National Conferences.
4. Institute encourages students to participate in various intra as well as inter college competitions in co-curricular and extracurricular events.
5. The students belonging to socially and economically disadvantaged groups are given financial assistance.
6. The Student Counseling and mentoring provides programs and services designed to assist students in achieving emotional well-being necessary for success.
7. The institute offers capability enhancement and development schemes like Career counseling, soft skill development, Remedial coaching, Bridge Course ,Yoga and meditation classes.
8. The students are given placement and career guidance support through the industry interaction cell .
9. The institute makes rigorous efforts to improve the employability of students through series of student development programmes, aptitude coaching, career enhancement programmes and spoken English course.
10. The institute conducts Alumni meet for building strong bond between ex-students and present students.
11. The institution has a transparent mechanism for timely redressal of student's grievances including sexual harassment and ragging cases.
12. The information about infrastructural facilities for the students is already given in the criteria IV.

Governance, Leadership and Management

1. The institute has a robust organizational structure which indicates clarity in authority-responsibility structure and participative decision making at all levels.
2. The head of the institute is the “Director”, who is approved by The University. Each course [MBA and MCA] is headed by the Head of the Department for smooth functioning.
3. The Institute has constituted various committees for smooth functioning of different Institutional activities.

4. Various statutory and non statutory committees work with pre-decided objectives and long term and short term goals.
5. The institution has formally stated quality policy which is carefully drafted and has emanated from the vision and mission of the Institute. This policy provides framework to design quality improvement strategies for different areas of the institution.
6. The Internal Quality Assurance Cell (IQAC) plays a role of catalyst in implementation of systems and quality standards set by the institute
7. The IQAC cell also coordinates the “Accreditation work” for NAAC.
8. The institute has prepared its own working manual known as “PIBM manual” which includes all systems, processes and organizational working details of the institute.
9. The appraisal of the staff is done annually in most unbiased manner.
10. The development of the perspective Institutional Plan is initiated keeping in view the National policies of higher education, existing priorities and local needs.

Institutional Values and Best Practices

1. Safety and Security :

- Internal Complaints Committee has been established with an objective to actively promote a social, physical and psychological environment that will raise awareness about and deter acts of sexual harassment of girls and women.

2. The institute follows mentorship concept, where faculty members are mentors and are assigned students as mentees.

3. The institute celebrates Women’s Day on 8th March to celebrate the social, economic, cultural and political achievements of women.

5. The institute has culture of entrepreneurial start ups , where startups like “ Pink Laundry”, Car-O-Cab etc have been initiated by its girl students. These young entrepreneurs are also provided with seed money by the management as an incentive and token of appreciation for their efforts

6. The institute also holds events on Women Empowerment,

7. The institute places importance on “ Environment Conservation” and has included it in its basic quality policy.

8. The Institute is committed for providing a quality service in a manner that ensures safe and healthy workplace for it's employees and minimizes it'sr potential impact on the environment.

9. The institute has water harvesting system which collects the rainwater on roof of the building via water pipes and these are routed to an underground tank built for water storage. The collected water is then routed for gardening.

10 The institute follows green practices wherever possible.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PRATIBHA INSTITUTE OF BUSINESS MANAGEMENT
Address	Pratibha Institute of Business Management Block D-III, Plot No. 3 Behind Mehta Hospital Chinchwad
City	Pune
State	Maharashtra
Pin	411019
Website	www.pibmpune.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director	Brigadier A K Lal	020-8600100942	9420201186	020-30690510	director@pratibhagroup.org.in
IQAC Coordinator	Madhavi Deshpande	020-8600100943	9579362174	02114-222897	drmadhavi@pratibhagroup.org.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes
If Yes, Specify minority status	
Religious	Jain Minority
Linguistic	
Any Other	

Establishment Details	
Date of establishment of the college	30-06-2008

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	30-03-2017	12	Applied to AICTE for Extension of Approval for Next Academic Year

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Pratibha Institute of Business Management Block D-III, Plot No. 3 Behind Mehta Hospital Chinchwad	Urban	2.02	3040

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	MBA,Mba	24	Graduation	English,Gujarati	120	120
PG	MCA,Mca	36	Graduation	English	60	48

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				6				16			
Recruited	2	0	0	2	0	1	0	1	8	8	0	16
Yet to Recruit	0				5				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				4			
Recruited	0	0	0	0	0	0	0	0	0	4	0	4
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						10
Recruited	5		5		0	10
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						0
Recruited	0		0		0	0
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				3
Recruited	3	0	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	0	1	0	1	4	0	8
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	7	13	0	20

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

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		1		4

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		PG	Male	67	11	0
	Female	77	13	0	0	90
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	13	6	10	5
	Female	3	5	7	1
	Others	0	0	0	0
ST	Male	1	0	3	1
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	10	4	15	6
	Female	5	3	5	3
	Others	0	0	0	0
General	Male	47	54	72	68
	Female	57	51	61	37
	Others	0	0	0	0
Others	Male	1	5	3	1
	Female	2	3	1	0
	Others	0	0	0	0
Total		139	131	177	122

3. Extended Profile

3.1 Program

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

Response : 841

Number of self-financed Programs offered by college

Response : 2

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Students

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
290	314	330	343	368

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

2016-17	2015-16	2014-15	2013-14	2012-13
64	64	64	64	64

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

2016-17	2015-16	2014-15	2013-14	2012-13
99	143	146	160	144

Total number of outgoing / final year students

Response : 692

3.3 Teachers

Number of teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
28	28	28	28	28

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

2016-17	2015-16	2014-15	2013-14	2012-13
25	28	28	27	28

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

2016-17	2015-16	2014-15	2013-14	2012-13
28	28	28	28	28

Total experience of full-time teachers**Response : 1485****Number of teachers recognized as guides during the last five years****Response : 3****Number of full time teachers worked in the institution during the last 5 years****Response : 136****3.4 Institution****Total number of classrooms and seminar halls****Response : 9****Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
127.29914	106.67998	134.24785	129.98471	126.81139

Number of computers

Response : 149

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.88915

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.43152

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Note: We are unable to upload diagrams & pictures here hence the complete document has been uploaded as additional upload named Criteria 1.1.1 Curriculam Delivery

Curriculum Delivery Process

The institute firmly believes that the curriculum is not only mere syllabus but it also includes various means which enable learners to achieve their learning goals.

Based on this belief, the Institute designs, plans and implements plans for effective implementation of the curriculum in form of **Four Dimensional Approach** and have effective monitoring and assessment mechanism. This Curriculum Delivery Process should be read in conjunction with other qualitative sections such as 2.1.1, 2.3.1, 2.3.4, 2.5.1, 2.5.2, 2.5.3, 2.5.4, 2.6.1, 2.6.2, 5.3.2, 6.5.1, 6.5.2, 6.5.5 which provides more details on various aspects of Curriculum Delivery.

Diagram: Four Dimensional Approach

NAAC

•**Curriculum**

- University prescribed Syllabus
- Addon courses
- Corporate Week
- National Seminar
- State level Seminar

1. Curriculum includes – Syllabus as prescribed by the SPPU complemented with inputs received in Industry and Corporate interactions in “Corporate Week” in terms of current trends, industry expectations, technology trends, practical applications plus inputs from National and State Level Seminars.
2. The curriculum delivery is supported by meticulous planning in terms of formulating Academic

Plan semester wise, subject allocations and preparation of Time Tables, allocation of infrastructure and very importantly evaluation plan of the semester which helps to understand the learning goals and outcomes

3. The faculty members prepare detailed lesson plan and outline pedagogy implementation which is reviewed weekly by HOD and monthly by Director.
4. Weekly meetings take cognizance of progress and discuss the effectiveness. These meetings are productive in terms of guidance and support and exchange of ideas
5. Feedback is used as an essential tool to understand the efficiency of pedagogy methods used.
6. Faculty members are allocated students for mentoring – identifying the learning needs of individual students

Mapping & Assessment of Learning Outcome:

Activities	Assessment	Outcome
Classroom Learning	Presentations	Concept Clarity and Orientation
Case Studies	Quiz Assignments Group discussions Mid Semester examination - internal End Term examinations – internal and University	
Mentoring	Diagnostic Tests Student Performance Learning needs Learner support	Deciding the pace and method Confidence Building
Industry Visits	Report writing and Presentations	Understanding the Corporate
Winter Projects	Report writing and Presentations	Applying classroom learning
Co curricular	Students pay an active role in organizing the Events	Hands-on experience in orga professionally
Seminars		The skills and abilities of the
Guest Lectures		tested with fellow competitor
State level seminars	Taking part in competitions nurtures the Competitive spirit	
National conference		
Job Fair		
Competitions		



File Description	Document
Any additional information	View Document

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

Response: 12

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	9	2

File Description	Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

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

Response: 51.47

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

2016-17	2015-16	2014-15	2013-14	2012-13
4	7	3	0	0

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

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 100

1.2.1.1 How many new courses are introduced within the last five years

Response: 841

File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 71.77

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

2016-17	2015-16	2014-15	2013-14	2012-13
205	218	248	238	273

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

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

Institution integrates the cross cutting issues relevant to Gender, Environment & sustainability, Human values and professional ethics into the curriculum.

The efforts made by the institution to integrate the cross cutting issue:

S.N	Cross Cutting Issues	Subject	Ch /un
1	Gender	Under the course code (111)Business Govt. & society (1st sem.)	5
2	Environment sustainability	&Under the course code (301) Strategic management (3rd sem.) (401) Managing for Sustainability (4th sem.) (111)Business Govt. & society (1st sem.)	5 2,3 4
3	Human values	Under the course code (401) Managing for Sustainability (4th sem.) (391)Introduction to Human Rights & duties (1st sem.)	5.2 1
4	Professional ethics	Under the course code (111)Business Govt. & society (1st sem.) (401) Managing for Sustainability (4th sem.)	4 5

File Description	Document
Any Additional Information	View Document

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

Response: 6

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

Response: 6	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 120.69	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 350	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise A.Any 4 of the above B.Any 3 of the above C. Any 2 of the above D. Any 1 of the above Response: A.Any 4 of the above	
File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

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

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

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: D. Feedback collected

File Description	Document
URL for feedback report	View Document



Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 3.74

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

2016-17	2015-16	2014-15	2013-14	2012-13
20	6	16	7	11

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 78.33

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

2016-17	2015-16	2014-15	2013-14	2012-13
290	314	330	343	368

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

2016-17	2015-16	2014-15	2013-14	2012-13
420	420	420	420	420

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 30.63

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

2016-17	2015-16	2014-15	2013-14	2012-13
17	31	25	20	5

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

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Note: We are unable to upload diagrams & pictures here hence the complete document has been uploaded as additional upload named Criteria 2.2.1 Assessing the learning levels

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

Student Social, Personality, and learning

NAAC

Bridge Course

Enrichment Course

Value added course

Teaching learning methodology

NAAC

Learner Profiles

NAAC

NAAC

Process Flow : 1: Pre Academic Process- Data Collection

Student

Base

Profile

NAAC

NAAC

Process Flow 2: Assessing learning Levels :

NAAC

The purpose of assessing learning levels of the students after admission ensures that the students are ready to receive planned academic inputs , and respond appropriately to the session, facilitating learning and application . This process also enhances the learning experience for each learner

Outcome

Purpose of Exercise

Students of PIBM are admitted through the Directorate of Technical Education's Centralized Admission Process. PIBM believes in student centric learning experiences by:

< > Establish students as part of the PIBM Community Ease the transition to studying at Institute at be management and technical programs . While Introducing the students to the skills, knowledge and demands of MBA/MCA programme the institute also eases their transition from the beginners to proactive learners , by assessing their learning needs, levels and planning instruction accordingly This helps to increase the student responsiveness and application of the learning .The Institute has a program to assess learning levels of students who have been newly enrolled. The aim is to classify students as "slow" and "advanced" learners based on certain pre-determined parameters. This process gets initiated right from the induction program for the admitted students conducted at the department level. We walk through the syllabus and discuss the program/course objectives and expected outcomes with the students. The assessment (tutorials, internal tests etc) procedure is explained. The students then appear for an MCQ/Aptitude test – to understand inclinations and aptitudes This is followed by a form filling process through which we gather additional information about each student – Achievements. The final step involves combining these data points - aptitude test results, information from forms along with a student's marks in 10th/12th/type-of-graduation to create a "student profile" and a classification of the student as a "slow" or "advanced" learner as mentioned earlier. The Institute has separate on-boarding tracks for these "slow" and "fast" learners. A time-table is published for certain bridge courses like "Fundamentals of Computers" etc., these courses are compulsory for "slow" learners while the "advanced" learners also are free to join in. Additionally, for "Advanced" learners we organize various activities like library sessions etc. This entire process is time-bound with a start and end date planned in advance. All this data is also sent for mentor-mentee process

Sr no.**Activities****Planned month****Records collated/location**

1	Department level Induction program	August – 1st week	Power point presentation, Relevant motivational videos of eminent personalities in IT and non-IT;
2	Aptitude test	August – 2nd week	

Question paper, answersheets, attendance, evaluation records

3

Form filling

August 2nd Week

Students form

4

Course for slow learner

August 2 & 3rd week

Course material including PPT, Time table, Attendance

5

Course for advance learner

August 2 & 3rd week

Course material including PPP, Time Table, Attendance

Assessment phase

< >For MCA Assessment is done based on various factors one of which is the aptitude test. The aptitude test is of 50 marks, students scoring 30 marks and above are considered as “advanced” learners while those with <30 marks are classified as “slow” learners. For MBA Aptitude test is conducted of 20 marks. Students scoring less than 10 are slow learners

< >For MCA 10th/12th/graduation marks are also analyzed. <55/<55/<50 in 10th/12th/graduation are “slow” learners. Type of graduation is also taken into consideration, For MCA non-Computer Science, non BCA, non-BSc (IT/CS) are considered as “slow” learners. For MBA – Students from non commerce background find difficulty in understand commercial and management concepts Form filling (awards ..) also helps in the classification of certain students as “advanced” learners. Overall this information becomes the first input to Mentor / Mentee process.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio	
Response: 11.6	
File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls	
Response: 0	
2.2.3.1 Number of differently abled students on rolls	
File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process

<p>2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</p> <p>Response:</p> <p>Note The written description has a flow chart which is not visible in this window. Hence the description has been uploaded as additional uploads alongwith supplementary documents for clarity .</p> <p>2.3.1</p>
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Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Design :

START
Plan Departmental level activities
Publish Academic
Calendar
Time Table Preparation for all semesters.
Subject teacher allocation per semester.
Practical
Labs
Theory subjects
Plan for Assessment and Pedagogy based on the course outcome
Speakers from Industry addressing students on various topics
Various Competitions like coding, Projects, Presentations, Poster Making
Plan projects based on the requests received from Industry/ Internship for VI semester
Cultural activities, Seminar, National Conference, Job- Fair and sports activities.

NAAC



Prepare Lesson plan/ Teaching plan.
Participative Learning
Learn and Practice
Experiential Learning
Experience Sharing

	Plan Assi gnments									

Student centric methods are an integral part of the pedagogy adopted by the Institute using experiential learning, Participative learning and Problem-solving methodologies for enhanced learning experiences

<>The Department aims to follow “experiential learning” model – a model where students learn through experience and hands-on participation through internships, working on industrial projects etc. The departments publish “ Departmental Calendar” based on “ Academic Plan which includes Subject Allocation , pedagogy plan like practical assignments, field visits, mini projects etc. These planned activities are closely monitored to ensure outcomes intended through academic audits

Methods

Description

Induction Programs

Orienting the students to the management and technical domains, understanding industry expectations

Industrial Visits – Local

First hand experience of the corporate domain , understanding workflows, processes and professional ethics

Industrial Visit- National

Visit of different Industries. Knowing More about cultures, thinking of people, strategies adopted by the Industries etc.

Case Studies

Improve reasoning and Analytical skills. Foster problem solving and conceptual applications

Experts Session

Industry academia Interface

Latest trending technologies like Cloud Computing, AI, Digital Marketing , research, Make in India, GST, Art of Exploring right brain and left brain, ISO certifications etc

Out Door Management Training

Team building, co-ordination, people ,management, leadership skills. This program also tests endurance

Industrial Projects

Projects Like Share Yantra help students to gain project and delivery management experience, it also exposes students to various technical issues that rise when designing and coding software in the real world.

Some of the Participative Learning's Methods

Methods	Description
Presentations	Group of Students Present the Important topic like NSE, BSE, GST etc.
Winter Projects	Group of students working on topics of Social, Economic, Political, Technical issues etc.
Mini Projects	Test conceptual learning and develop domain applications
Sports	The yearly fest "unify" promotes healthy competition , team building, strategic collaborative skills , testing mental and physical endurance, where individual and contribution matters
Cultural Fest	The cultural fest brings out the creative side in participants, through skits, dances competitions. It is a platform for expression and talent search activities like coding competitions, poster presentations etc. on a regular basis
State Seminar	It is a theme based event which explores the current trends in technology and market areas – where industry professional share their niche expertise with the participants
Workshops	Are part of students professional evolution
National Conference	Till date 5 national level research conferences have been organized . Students are encouraged to present research papers nurturing their scientific temper

Some of the Problem Solving

Methods	Description	Frequency
Management Games	Students works on different games to explore the management knowledge	Additional topics students randomly
News paper Review	Group of students working on topics of Social, Economic, Political, Technical issues etc	Once in a Year
Case Study	Aimed at accessing the conceptual skills learn and application of domain knowledge gained in practical business issues	A part of regular domain
Role Play	Program Specific Activity	A part of regular domain

CASE STUDY :

Programming language classroom lectures are delivered using a method of "Show and Tell". Each concept is explained in the class by developing programs realtime on a laptop. Laptop is hooked on to overhead project and Internet connection. Syntax or logical errors are purposely seeded and students are expected to contribute in resolving them, thus encouraging a participative learning approach

Cloud Computing course is taught by making students open an AWS account and procure a free tier offer of Ubuntu server. Students were made to use / practice Python programming on AWS Server. This introduced students to terminal emulators like PuTTY, WinSCP;

Drupal, one of the leading Content Management System was participatively learned with interested students during vacation (May-17). Based on the that number of Platforms / Sites like

www.shareyantra.com, www.shubhadayinee.com, www.parshwapradnyalay.edu.in, www.clairvoyantbizinfo.com are delivered and they live and up and running. This promoted experiential learning

Execution of Teaching and Learning
START
Departmental plan for department level activities.
Publish Academic
Calendar
Time Table Preparation for all semesters.
Subject teacher allocation per semester.
Prepare Lesson plan / Teaching plan.

NAAC

NAAC

Planning phase:

The Department aims to follow “experiential learning” model – a model where students learn through experience and hands-on participation. We believe that skills, knowledge and experience can be acquired outside of the traditional academic classroom setting – be it through internships, working on industrial projects etc.

The Department strives to achieve “participative learning”. This is achieved by having a mutual learning

process between students and teachers and also empowering students to be equal participants while learning. An example for this is that students are encouraged to conduct in-classroom presentations/training sessions which reinforces the concepts being taught and also has the added benefit of enhancing their softskills. We also encourage students to form groups and brain-storm topics related to subject matter being taught in class.

The Department also plans/schedules department level activities and sessions for its students. We have experienced and working IT professionals deliver sessions/talks on latest trending technologies like Cloud Computing, AI etc. We also invite Software Architects, Program Managers to groom students in key areas like design thinking, project management etc. We believe this interaction with industry experts is invaluable since it helps students to get a firsthand experience of the challenges and functioning of industries in the real world.

The Department also encourages students to undertake industry projects and in the past few months we delivered a platform called “shareyantra.com” with the development being done entirely by the students. Such industry projects help students to gain project and delivery management experience, it also exposes students to various technical issues that rise when designing and coding software in the real world. We also encourage students to seek help from various open source communities and forums – an example of this is students are encouraged to seek help from forums like stackoverflow.com, they are also encouraged to contribute back to these communities which helps them to gain visibility on these forums and helps build networks.

Implementation:

•	•	Records
Creation of department level activity plan	•	Department plan document
Creation of Academic level activity plan	•	Academic plan document
Timetable and Subject teacher allocation	•	Timetable and teacher allocation

Lesson and Teaching plan	•	Lesson and Teaching plan
Schedule Audits	•	Document scope of Audit, plan dates and identify Auditors

Monitoring :

Objective of audit:

< >To ensure that entire process is followed as per the documented departmental process.To ensure that relevant evidences and records are maintained To ensure that prescribed outcome is achieved.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 112

2.3.2.1 Number of teachers using ICT

Response: 28

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 10.36

2.3.3.1 Number of mentors

Response: 28

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

2.3.4 Innovation and creativity in teaching-learning

1	Group learning through winter projects	The students are given winter projects in groups in order to enhance group dynamics and team working skills. These projects are presented by group members
2	Study Mantra	Online learning App Developed by the students for 24*7 organized as per syllabus
3	"Show and Tell".	Programming language classroom lectures are delivered through the method of "Show and Tell". Each concept is explained in detail by developing programs realtime on a laptop. Laptop is hooked up to overhead project and Internet connection. Syntax or errors are purposely seeded and students are expected to contribute in resolving them, thus encouraging a participatory learning approach
4	Trends page	Trends page in ToI is discussed in the class to make students aware and generate interests in technology trends
5	www.learntoprogramming.com	Department rolled out an online learning platform for programming language www.learntoprogramming.com. In liaison with Hosting Service provider, learned to dep

6	Mobile Learning	maintained sites thus promoting experiential learning www.learntoprogramming is one shop stop for C, C++ programming. Notes and examples / explanation is b University prescribed syllabus for MCA. Students can ac site from Mobile phones and learn/refer programming e Almost 3400 unique IPs have accessed this site
7	Search Optimization Engine	Attempt is made to participative learn Search Optimization (SOP) and increase hits of learntoprogramming.com
8	Job Fair	Every year Job fair is conducted where 100+ co participate. And over 5000+ job seekers visit. This enormous planning and execution skills. The student te formed and are allotted to each corporate to smoothly co recruitment process. The Students are thus exposed to c interaction, communication and task execution
9	Students are encouraged to write and present research papers in National Conference every year	The students are able to study and analyze and rese contemporary issues, confidently present the research i get evaluated, handle questions raised by the jury and a This enhances the domain skills, research skills wi presenters and improves their communication and confide building a sense of achievement in them.
10	Experiential Learning	Cloud Computing course is taught by making students AWS account and procure a free tier offer of Ubuntu Students were made to use / practice Python program AWS Server. This introduced students to terminal emula PuTTY, WinSCP;
11	Industry Projects	Concepts of Software Project Management and Conf Management is experienced by students, while they d different platforms and website for industries
12	Participative Learning	Drupal, one of the leading Content Management Sys participatively learned with interested students during (May-17). Based on the that number of Platforms / S www.shareyantra.com, www.shubhadayi www.parshwapradnyalay.edu.in, www.clairvoyantbizinfo delivered and they live and up and running. This p experiential learning
13	Use of Case Studies, PPT, Audio –visuals and videos as well as online resources	The learning content is relevant and current where the sensibilities can be accessed and tested.
14	Conducting Aptitude Test for newly admitted students to understand diverse needs	The students become aware of their abilities and also l for better learning in future
15	Creating Student Profile	The student records his best efforts, understand the di between different performances, and most importantly growth

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

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

Response: 97.14

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

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

Response: 15.48

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	4	2	5

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

2.4.3 Teaching experience per full time teacher in number of years

Response: 59.4

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 128.68

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
9	11	5	5	5

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 14.29

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	2	4	3	7

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

2.5 Evaluation Process and Reforms

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

Response:

Note The written description has a flow chart which is not visible in this window. hence the description has been attached as additional uploads alongwith the supplementary documents clarity

2.3.1

2.5.1 Reforms in Continuous Internal Evaluation System at the Institutional Level

Design flow

Departmental Activity Plan
Academic Plan
Semester Time Table
Lesson Plan / Teaching Plan

NAAC

Set End Term Test Papers for Term Exam for all relevant course in the Semester

Based on Lesson plan/Teaching plan Conduct Tutorials

Set Unit(I, II) Test Papers (MCQs) for all relevant subjects in the Semester

A



Conduct Unit Tests (I, II)

B

NAAC

NAAC

B
Publish Results
Remedial
Conduct End Term Exam
A

		Conduct Remedial classes	

NAAC

		Student to raise grievances	Publish Results

Y

Internal Marks

N

NAAC

For MCA Department**Planning Phase:**

As a part of continuous evaluation, the Department has started conducting unit tests twice a semester based on multiple choice questions. Unit test dates are published in departmental activity calendar. Unit tests are prepared in such a way that they cover relevant topics/units taught in the class. This is an attempt to identify weak students and take retrospective action

Subject teachers plan different evaluation methods based on LTP pattern. Time-table shows distribution of Learning, Tutorial and Practice for every subject. For every tutorial session subject teacher plans different methods of evaluation, for instance,

Assignments	Description
A-I	Open Book Assignments - Subject teachers identify key topics within Syllabus and give assignments for students to complete in specific time;
A-II	Programming Assignments - Subject teacher identify programs to be developed and get develop those either in practical or as a homework
A-III	Creative Assignments - Subject teachers may divide the class into different groups and get assignments done from groups; Such assignments may be precursor to Inter-collegiate competition
A-IV	Soft Skill Assignments - These assignments are aimed towards improving communication (Written and Spoken); Students are expected to prepare presentations on given topics and present them to departmental panel members
Tutorials	Description
T-I	Written Tests - Subject teachers are expected to take tests during the period in the class
T-II	Oral Tests - Subject teachers will conduct oral tests during the period in the class
T-III	Group Activity - Specifically for technical subjects like programming languages, subject would provide a problem statement and get group activity done. For instance - Capture System cases, Formulate Project Plan, Build a Schedule, Take user mock-up interviews to capture requirements

Tutorial activities also give sufficient evidence to teachers of student performance which helps teachers to “band” students during internal marking.

Unit test results are also taken into consideration for overall performance tracking of student.

Apart from tutorial and unit test, an end term exam is conducted just before university exam. This evaluation exam covers all units for every subject. End term exam result also forms input to internal marking which is submitted to university.

Implementation Phase:

Activities	Records
Creation of department level activity plan	Department plan document
Creation of Academic level activity plan	Academic plan document
Timetable and Subject teacher allocation	Timetable and teacher allocation
Tutorial	Subject teacher
Unit test, End term papers and results	Test Coordinator

Evaluation:

Continuous Evaluation(CE) = Tutorial(T) + Unit Test(UT-I) + Unit Test(UT-II) + End-Term (ET)

Tutorial (T) = Conducted by Teachers as part of regular lectures. These are planned in Time-table.

Unit Test (I and II) = Multiple Choice Questions exam for relevant subjects

End-Term = Written test as per University pattern

For MBA Department

Evaluation of the students is a continuous process which starts with the term start and ends before the date of commencement of university exam and this is done through classroom participation/presentation, assignments, exams etc. Question papers are prepared by the individual faculty member on the basis of weightage of the topic in the subject. The question papers are submitted to the Examination-in-charge. Examinations are conducted under strict scrutiny of invigilator. The faculty members are asked to submit the evaluated answer sheets within 10 days of completion of examination. The evaluation process by

the university (external exam) and by the institute (Internals) is communicated and made clear in the induction program of the students. From time to time teachers display the notices about internal marks, submission dates, and evaluation criteria on college notice board.

1. The institution has adopted CBCS pattern of university.
2. Along with university, institute on its own has rigorous methods of evaluation.
3. Subject wise presentation, assignments are given.
4. The institute ensures timely submission of online exam forms, evaluation reports.
5. If there are any queries in online process, Institute immediately communicates to the university and makes changes accordingly to that.

University
CBSC Pattern
Online
(20)
External
(50)
Internal
(30)
Institute Internal Evaluations Criteria
Presentation
(10)
Assignment
(10)
End Term Exam

(10)

NAAC

File Description	Document
Any additional information	View Document

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

Response:

Note The written description has a flow chart which is not visible in this window. hence the description has been attached as additional uploads along with the supplementary documents clarity

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

Design flow

Departmental Activity Plan
Academic Plan
Semester Time Table
Lesson Plan / Teaching Plan

NAAC

		Plan Resource Requirement for Conducting Exam

Set End Term Test Papers for Term Exam for all relevant course in the Semester
Based on Lesson plan/Teaching plan Conduct Tutorials
Set Unit(I, II) Test Papers (MCQs) for all relevant subjects in the Semester
A



B
Publish Results
Remedial
Conduct Unit Tests (I, II)
B
Conduct End Term Exam
A

MAAAC

		Student to raise grievances	Publish Results

NAAC

Y

Internal Marks

NAAC

N

grievances
Address to grievance by faculty
Republish Results



NAAC

Depicts Transparency and Robustness
Depicts Frequency and Variety

NAAC

For MCA Program

Planning Phase

Departmental Activity Plan publishes dates Unit tests ,End term test, Assignments submission.Apart from this, every subject teacher plans Tutorials and typically tutorial day is available on the time-table

End term is conducted and results are displayed and students are given a chance to raise their grievances. Grievances are addressed by relevant subject Teacher/HOD and the result is republished.

Implementation

•	◦	
Creation of department level activity plan	Department plan document	
Creation of Academic level activity plan	Academic plan document	
Unit test, End term papers	Test Coordinator.	
•	Department	

Monitoring :

Sr.No	Strategy	Frequency
1	Preparation of Academic Calendar for the year	yearly
2	Preplanned Activities – to be planned and completed and executed.	Events Calen

3	Detailed Lesson Plan,	Semester wis
4	Meticulous execution and monitoring of the activities by HOD's and Director	Calendar Ma

Evaluation

Continuous Evaluation(CE) = Tutorial(T) + Unit Test(UT-I) + Unit Test(UT-II) + End-Term (ET)

Tutorial (T) = Conducted by Teachers as part of regular lectures. These are planned in Time-table.

Unit Test (I and II) = Multiple Choice Questions exam for relevant subjects

End-Term = Written test as per University pattern

For MBA Program

Internal assessment is a continuous process; hence continuous assessment reports are generated and displayed on notice boards.

Sr.No	Activity	Media	Display Frequ
1	Pattern of Examination, Internal Marks Distribution, Evaluation Methodology	Departmental Meetings Power point presentation by Exam coordinator Notices and circulars Regular Classroom Sharing – subject teachers	Weekly Once in a se induction progr
2	Time Tables, Schedules, Submission Schedule, Assignments submission	Displayed on Institute Notice Boards Circulars	ngoing

Pattern of Communication, Basis of Assessment, and Display and query handling

Student Queries are handled at departmental levels first by the subject teachers and then by HOD

NAAC

NAAC

1. Marks for the examinations are displayed in the notice boards within 10 days time.
2. Head of the departments are allowed to look at the re-examinations for the slow learners.
3. The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year in consultation.
4. Then the College organizes orientation program to acquaint with the rules and regulations of the institute, the college atmosphere, examinations, and evaluation process, the college.
5. There are parent-teacher meeting conducted to acknowledge the parent regarding the development of the wards. Class teacher communicates with the students regarding the subjects of each semester.

NAAC

Director
HOD
Academic
Calendars
Department
Calendars
Subject Teacher
Continues
Internal

Assessment
Presentation
Assignment
End Term Exam
Evolution
YES
Slow Learners
Final Marks
Further Improvement by extra Assignment & Presentation

NAAC

NAAC

File Description	Document
Any additional information	View Document

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

Response:

Note The written description has a flow chart which is not visible in this window. hence the description has been attached as additional uploads along with the supplementary documents clarity.

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

NAAC

Institute level

- Head of the Department monitors all the evaluation process at institute level.
- If any student has grievances about the evaluation then he/she reports to the Head of the Department.
- The HOD informs the same to the respective subject teacher. Then the subject teachers verify the submissions and are given marks.
- Changes are communicated to the student through HOD.
- The students have also open access to the director of the Institute for his/her grievances.

University level

- For University examination, students can apply for photocopy of answer sheet.
- Students show the photocopy to concerned course teacher, discuss the grievances and seek advice.
- As per the advice, he/she can apply for revaluation of answer books to the controller of examination of the university as per the procedures of the University.

Grievance Redressal Committee :

1. Institute has created a mechanism for redressal of student’s grievances related to academic and non-academic matters, such as assessment, attendance, charging of fees, conducting of examinations.
2. Examinations are conducted according to the academic calendar provided by the University.
3. Institution prepares an examination timetable according to the academic calendar provided by the University and examination department showcases it much prior to the commencement of classes.
4. Pattern of examination is given by faculty members in their respective classes.
5. Marks are also displayed on notice board.

Grievance Redressal Committee			
Director			
(Chairman)			
Secretary			
Four Teacher Members			
Academic			
Grievance			
Administrative			
Grievance			
PROBLEM			
SOLVED			

--	--	--	--

NAAC

NAAC

File Description	Document
Any additional information	View Document

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

Response:

Note The written description has a flow chart which is not visible in this window. hence the description has been attached as additional uploads along with the supplementary documents clarity.

2.5.4 The Institution adheres to the Academic Calendar for the conduct of CIE (Continuous Internal Evaluation)

Departmental Activity Plan
Academic Plan
Semester Time Table
Lesson Plan / Teaching Plan

NAAC

		Plan Resource Requirement for Conducting Exam

NAAC

Set End Term Test Papers for Term Exam for all relevant course in the Semester
Based on Lesson plan/Teaching plan Conduct Tutorials
Set Unit(I, II) Test Papers (MCQs) for all relevant subjects in the Semester
A



B
Publish Results
Remedial
Conduct Unit Tests (I, II)
B
Conduct End Term Exam
A

MAAAC

			Conduct Remedial classes	



		Student to raise grievances	Publish Results

NAAC

Y

Internal Marks

NAAC

N

NAAC

Depicts Evaluation Transparency and Robustness
Adherence to Academic/ Departmental calendar
Depicts Continuous Internal Evaluation

< >

The Director and HOD prepare the academic calendar well in advance before the commencement of the semester. The calendar outlines the semester plan of activities, internal examination schedule and external examination schedule. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. Before the commencement of semester, faculty members prepares the teaching & lesson plan, indicating the topics to be covered lecture wise including the evaluation process for each subject and it is duly reviewed by the head of the department. It is then, made available to the students. Head of the department prepares the timetable as per the guidelines of the number of credit hours for each subject prior to the commencement of the semester. Time-table is displayed in the on the notice boards. In addition winter projects, seminars, quiz, competitions, experts sessions, visits, outdoor, conference and extracurricular & co-curricular activities are also the part of Continuous Internal Evaluation.***UNIVERSITY CALENDAR & INSTITUTE CALENDAR & Departmental Calender are attached in additional uploads**

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Program Outcomes, Program Specific Outcomes and Course Outcomes for MBA and MCA programs have

been stated and displayed on the Institute website(URL: http://www.pibmpune.org.in/wp-content/uploads/2.6.1._Course_Outline.pdf) and has also been communicated to teachers as well as students.

Since the word count of the file consisting of Program Outcomes, Program Specific Outcomes and Course Outcomes for MBA and MCA programs is much larger than 500, the information has been compressed in to pdf and uploaded as additional document.

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

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

Response:

The Institute evaluates its course as well as program attainment .

As an example the process of calculating as well as evaluating the course attainment is appended below:

1. We first fix our target for the course attainment e.g.

a) Level One(L1): Percentage of students obtaining marks equal and above 30 % and less than 40% of the average marks obtained by the entire class.

b) Level Two (L2): Percentage of students obtaining marks equal and above 40 % and less than 50% of the average marks obtained by the entire class.

c) Level Three(L3): Percentage of students obtaining marks equal and above 50 % of the average marks obtained by the entire class.

2. Course wise class average of marks obtained for both internal as well as external courses are calculated.

3. For each course, the level of attainment is calculated as per the levels defined above.

4. Depending upon the number of particular levels of attainment achieved for all the courses in a semester, the level of attainment for that semester is fixed.

5. As regards, weightage to be given for external and internal & examination for calculation of the course attainment is concerned, 80% weightage is given to the external examination and 20% weightage is given to the internal examination.

Note: Complete calculation of the course attainment for MBA and MCA programs is attached as additional information which also gives details of PSO,POs & COs of both MBA & MCA programs.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 70.09

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

Response: 485

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

Response: 692

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.95

File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 2.1

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

2016-17	2015-16	2014-15	2013-14	2012-13
1.60	0.25	0.25	0	0

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

3.1.2 Percentage of teachers recognised as research guides at present

Response: 12

3.1.2.1 Number of teachers recognised as research guides

Response: 3

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

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

Response: 0.18

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

Response: 5

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

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

Response:

3.2.1

Institute has created an ecosystem for innovations including Incubation Center and other initiatives for creation and transfer of knowledge

Institute has its research committee to facilitate and monitor the research activity.

The Research Committee is to develop, implement and monitor the Research, Consultancy and Extension Program of the institute. The Research committee activities have three distinct arms

Composition	<ul style="list-style-type: none"> • Chairman-1 • Secretary-1 	
PGRC	<ul style="list-style-type: none"> • Head (Director of the Institute is the Head by default) • Administrative Representative • 2 Faculty Representatives 	
Research Publications	<ul style="list-style-type: none"> • Editor • Panel of Editors 	
Projects and Consultancy	<ul style="list-style-type: none"> • Departmental Heads • 1 faculty member 	
Objective	<ul style="list-style-type: none"> • To promote and encourage the faculty members & students to undertake research activities. • To deliver quality research outputs to enhance the reputation of institute by research work and publication. • To undertake research activities, deliver quality research outputs for service which the research relates • To stay informed about new research techniques, the state of research results and their relevance to their various specialities or fields of study. 	
Frequency of the Meetings	<ul style="list-style-type: none"> • Thrice a year or as per the requirement 	
Scope	<ul style="list-style-type: none"> • Shall engage ,Co-ordinate and monitor all activities related to Research, Extension and Consultancy 	

<p>Functions</p>	<p>PGRC</p> <ul style="list-style-type: none"> • To enroll research scholars for doctoral programme • To enrich research activities through organized research & developmental a Education & Management Development Programs. • To motivate faculty members to establish expertise and credibility in select management. • To plan and carry out research related seminars, panel discussions and lectu the Research scholars and faculty members of the Institutes in particular and academic community in general. • To develop panels of expert guides to conduct Ph.D. programs. • To collaborate with leading Universities, B Schools, research institutions, in societies for organizing conferences and conducting research leading to high as cases, books, conceptual & empirical research papers and research reports <p>Research Publications</p> <ul style="list-style-type: none"> • To call experts as review panel members for guiding & blind review proces • To publish the refereed Journal- i4 of the Institute twice a year. • To print newsletter thrice a year covering the activities organized for the fac the achievements and the upcoming events. <p>Projects and Consultancy</p> <ul style="list-style-type: none"> • To undertake various industry /University/UGC/AICTE sponsored projects • To initiate Industry –Institute Collaborations for consultancy and Training 	
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SN	Decision/Recommendation	Remark	
1	The Committee decided to initiate Faculty Study project involving the students.	To enhance the research culture among the staff and	
2	To conduct an Industry Academia Meet	To initiate a dialogue with industry on avenues of joi	
3	It was proposed to start a Journal Publication	To motivate the faculty and students for research pub	
5	Signing MOU's and Linkages	To create a platform for research activities /training/	
6	The consultancy work to be started by MCA and MBA	To give exposure to faculty	
7	Setting up fully operational Incubation Center	To promote research led startups and entrepreneurshi	

1] Autonomy to the principal investigator

The institute gives the complete autonomy to the principal investigator of the project. The principal investigator can take decisions like appointing the co-ordinator for the project, promotion strategies used for the project, the stakeholders of the project, expenditure of the project and the time frame of the project.

2] Timely availability or release of resources

The institute has following resources available for research which are available at the disposal for researcher

- i] E journals and Resources
- ii] 24 x 7 Internet connectivity
- iii] Sanctioned funds
- iv] Computer / printer
- v] Institute vehicle for visits
- vi] G.D. rooms with AV facility

3] Adequate infrastructure and human resources

The institute provides the required infrastructure like computers, Wired Internet Connectivity, telephone services, stationary material, logistics and human resource including faculty members and students are provided as per the requirement, during the project. The members of the research committee are assigned the responsibility to monitors research activities The institute has made provision for class 4 employees and driver for other support work

4] Time-off, reduced teaching load, special leave etc. to teachers

The institute has given lean / reduced teaching load to the faculty members who are pursuing PhD in the institute. The teachers are allowed to take on duty leave for pursuing research project work.

5] Support in terms of technology and information needs

The Institute supports by providing the facilities like availability of e-resources, computers, Internet Connectivity and printing.

6] Facilitate timely auditing and submission of utilization certificate to the funding author

The institute follows auditing process through the CA and gives the required certificate to the funding agency like AICTE, University.

As a result of these activities

1. The institute has motivated and facilitated 7 research led startups ,
2. Developed e-learning platform for Java, C, C++
3. Developed innovative e-platform/portal“ Shareyantra” - which will be accessed by registered manufacturing firms to seek details of different service providers or manufacturers offering machine capacity
4. Developed websites of 3 organizations which are live and active

The institute has also decided to set up fully operational Incubation Center to support Research led startups and promote entrepreneurship

The institute has organized National Conference s follows :

Sr.No	Title of the National Conference
1	“ E Commerce: issues, trends and opportunities with special reference to make in India “On 17th and 2017 – 52 Papers published in conference proceedings
2	“ Expansion Beyond Horizon – Era of e-Business and e-Commerce” on 19th and 20th February published in conference proceedings
3	“Energizing Economies through Business and Technology Excellence” on 30th and 31st January published in the conference proceedings
4	“Intensifying inclination towards IT and Management” on 11th and 12th March 2014 -65 papers conference proceedings
5	“FDI in India – Issues, Challenges and Opportunities” on 22nd and 23rd February 2013- 43 Papers Conference Proceedings

The Institute also organizes State Level Seminars every Year the details are as follows

Sr No	Title of the State Level Seminar	Date	No of Speakers	Some Topics
1	Digital Technologies & New Business Models	20&21 Jan 2017	8	“Digital Technology in bank "Business transformation in Digitization" “Digitalization-Present & Future “Digital Technology & Models” “Behavioural Styles in Digital Are you having 1 to 1 cor billion people in Digital Wor

NAAC

2	Work Culture and Organizations – Paradigm Shift	29 & 30 Jan 2016	8	“ Organizational Culture” “Employee Branding” “ Employee Engagement” “ Work Life Balance”
3	Leadership Is a journey not destination	26 & 27th September 2014	6	“The tenets of inspiring leadership” “ Leaders are not born” “ Changing Faces of Leadership” “ Leading Yourself” “ Confidence Vs Arrogance” “ Situational Leadership”
4	“Empowerment Strategies to develop Entrepreneurship”	17 & 18 th January 2014	6	“ Entrepreneurship”
5	Innovative Management Practices	18/19th January 2013	6	Current Trends in Management

In addition to the above , the Institute also organizes Corporate week every Year, topics range from Business Excellence, Entrepreneurship, IT, Marketing, HR, Finance, Personality Development, Business Etiquettes , etc ,to facilitate industry academia interface the details are as follows:

Sr No	Title	Dates	No of Speakers
1	Corporate Week 2017	23 Jan to 28 Jan, 2017	17
2	Corporate Week 2015	5th October -10th October	22
3	Corporate Week 2014	20th Jan – 25th Jan	13
4	Corporate Week 2013	11th March -16th March	17

Research Projects by Faculty members

Name of the Project/ Endowments, Chairs	Name of the Principal Investigator	Department of Principal Investigator
A study of need of Organizational Management services with respect to Business Function domain for Small and Medium scale industries in PCMC Area	Dr Madhavi Deshpande	MBA

Pandit on click	Mr Gururaj Dangare	MBA	
Website Development and in Hosting Services, Web Design	Mr Gururaj Dangare	MBA	
Plastic Waste Management	Mr Gururaj Dangare	MBA	
Event Management Services	Mr Gururaj Dangare	MBA	
Development of Application - Share yantra	Mr. Manish Patankar	MBA	
Development of Website - Parshwa pradnyalaya School	Mr. Manish Patankar	MCA	
Development of website - Clairavoyant Biz Co	Mr. Manish Patankar	MCA	
Development of e-learning platform - Java , c, c++	Mr. Manish Patankar	MCA	

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

Response: 15

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

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	1	3	3

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

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**Response:** No

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

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

File Description	Document
List of Awardees and Award details	View Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years**Response:** 7**3.3.3.1 How many Ph.Ds awarded within last five years****Response:** 21

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0**3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

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

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

Response: 1.84

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

2016-17	2015-16	2014-15	2013-14	2012-13
10	13	10	8	9

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

3.4 Extension Activities

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

Response:

3.4.1

Extension Activities in neighborhood community in terms of impact and sensitizing students to social issues and holistic development during the last five years

The students are involved in social work through various extension programmes. Small groups of students have been formed to carry out such activities. In tune with the mission statement, the Institute, encourages its staff and students for their duties and responsibilities towards the society. The institute also believes that extension activities bring out genuine empathy and responsibility in minds of incumbents which in turn moulds them towards socially responsible behavior

The Institute highlights following initiatives under the Academic Social Responsibility –

- 1) Social Sensitization
- 2) Women Empowerment

3) Appreciating differently abled.

The ISR co-ordinator plans the various activities according to these initiatives. The plans are then approved by the Director through proposal. The co-ordinator with the involvement of other faculty members and students organize these activities in collaboration with the social organizations.

2013-2014				
Name of the activity	Organising unit/ collaborating agency	agency/Year of the activity	Number teachers participated such activities	ofN st inpa su
Blood Donation	PIBM	2013-2014	4	40
health Check up	Sterling Multi- Specialist Centre	2013-2014	4	55
Visit To Paraflegic Centre	PIBM	2013-14	8	35
Independence Day	PIBM	2013-2014	28	12
Tree Plantation	PIBM	2013-2014	3	12
Republic Day	PIBM	2013-2014	28	12
Diwali Celebration at Oldage Home	PIBM	2013-2014	3	28
		2014-2015		
Name of the activity	Organising unit/ collaborating agency	agency/Year of the activity	Number teachers participated such activities	ofN st inpa su
Sawtchta Abhiyan	PIBM	2014-2015	5	43
Blood Donation	PIBM	2014-2015	7	87
Joy Of Giving	PIBM	2014-2015	5	62
Cancer awareness	Lions Club	2014-2015	8	90
Independence Day	PIBM	2014-2015	28	11
Republic Day	PIBM	2014-2015	28	11
Aids Awareness	Lions Club	2014-2015	4	43
Road Safety	PIBM	2014-2015	4	44

			2015-2016	
Name of the activity	Organising unit/ collaborating agency	agency/	Year of the activity	Number teachers participated such activities
				ofN st inpa su
Food Distribution	PIBM		2015-2016	1
Clothes Distribution	PIBM		2015-2016	1
Diwali Celebration At Old Age Home	PIBM		2015-2016	6
Stationary Distribution	PIBM		2015-2016	1
Blood Donation	PIBM		2015-2016	3
Health Checkup	PIBM		2015-2016	5
Republic Day	PIBM		2015-2016	28
Independence Day	PIBM		2015-2016	28
Cracker Free Diwali	PIBM		2015-2016	3
Road Safety	PIBM		2015-2016	3
Cancer awareness	Lions Club		2015-2016	3
Swatch Bharat Abhiyan	PIBM		2015-2016	10
			2016-2017	
Name of the activity	Organising unit/ collaborating agency	agency/	Year of the activity	Number teachers participated such activities
				ofN st inpa su

Blood Donation	PIBM	2016-2017	4	50
Republic Day		2016-2017	28	12
Independence Day		2016-2017	28	12
Diwali Celebration At Old Age Home	PIBM	2016-2017	5	40
Swatch Bharat Abhiyan	PIBM	2016-2017	8	52
Childerens Day Celebration At Orphonage	PIBM	2016-2017	3	27
Womens Day Celebrated at Mother Teresa Oldage	PIBM	2016-2017	6	30
Food Distribution	PIBM	2016-2017	1	10
Clothes Distribution	PIBM	2016-2017	1	10
Yaad Karo Qurbaani	PIBM	2016-2017	18	80
Taare Zameen Par	Yash Foundation	2016-2017	1	25
		2017-2018		
Name of the activity	Organising unit/ collaborating agency	Year of the activity	Number teachers participated such activities	of N st inpa su
Blood Donation	PIBM	2017-2018	4	35
Independence Day	PIBM	2017-2018	28	12
Diwali Celebration At Old Age Home	PIBM	2017-2018	5	39
Chindrens Day at Blind School	PIBM	2017-2018	1	28
Childerens Day Celebration At Orphonage	PIBM	2017-2018	2	28
Rakshabandhan@ Khadki Camp	Army PIBM	2017-2018	1	13
Food Distribution	PIBM	2017-2018	1	10
Clothes Distribution	PIBM	2017-2018	1	10

Tree Plantation	PIBM	2017-2018	5	17
State Level Blind Cricket Tournament	PIBM	2017-2018	1	4

CASE STUDY

‘A PERSONAL TOUCH IN THE JOY OF GIVING’

It was on 2nd October 2014, my daddy’s birthday, but my dad not in a position to celebrate his birthday as he was in the ICU struggling for life. It was then that I remembered his words, “Prayers and blessing do Miracles”. In order to seek as many prayers and blessing for him , I made and attempt to visit and old age that is mother Teresa old age home behind pratibha institute of business management with my dad’s favorite veg pulav and bundi.

I involved all my students as a helping hand during the old age visit. Every student took the responsibility of feeding food to an uncle out there.

A helping Hand

One of the unforgettable moment out there was when we were told to rush out as it was the time for the volunteers to cut their nails, shave, and comb their hairs. Knowing the need of the hour most of the students volunteered as a helping hand. Form the next week onward students voluntarily took up the initiative to visit the old age, help the volunteers in the same fashion. This continued for one year.

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

Response: 7

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	1	1	0

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

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

Response: 38

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

2016-17	2015-16	2014-15	2013-14	2012-13
11	12	8	7	0

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

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

Response: 40.53

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

2016-17	2015-16	2014-15	2013-14	2012-13
157	178	226	80	0

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

3.5 Collaboration

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

Response: 22

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

2016-17	2015-16	2014-15	2013-14	2012-13
14	6	1	1	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document

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

Response: 12

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

2016-17	2015-16	2014-15	2013-14	2012-13
12	0	0	0	0

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

NVAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Criterion IV: INFRASTRUCTURE AND LEARNING RESOURCES

**4.1.1 Upload Description of adequacy of facility for teaching learning
Viz.classroom,Laboratories,computing equipment etc.**

1.The total campus land area is 2.02 acres out of which the institute building is constructed. The gymnasium, parking area, medical facility is available as a common facility for the campus.

2. The Institute focuses on creation and enhancement of infrastructure to enrich teaching and learning process, ensuring that the available infrastructure is in line with its academic growth and is optimally utilized.

3. Institute has developed its own state of art infrastructure to make the students comfortable and competent. The whole campus has wired internet connection with internet leased line of 48 MBPS capacity and firewalls installed for fast down time access and well equipped networked computer labs with 149 computers. Spacious classrooms and library enriched with relevant books and a seminar hall with a 200 seating capacity gives the institute a professional ambience.

4. The institute has installed “LMS and ERP” system for effective administration, teaching learning and evaluation processes.

5. Library of the institute is looked upon as “ Knowledge Centre ” where the faculty , students and researchers can have learning resources in the form of 9000 books , 24 National journals and magazines, 8000+ e- journals , project reports , CDs etc. The library is computerized and uses of library software like OPAC, e- resources like J-gate Management, The library is having adequate seating capacity and is open beyond the normal class hours .

6. The campus has the facility of common room for boys and girls, and medical facility for emergency. Institute campus has state of art sports ground with basketball, volleyball court and also well equipped gymnasium.

Item	Area, Sq M
Common facilities	
Computer Centre	168
Library & Reading Room	110
MBA Programme	
Class room & Tutorial room	344
Seminar Hall	200
MCA Programme	
Class room & Tutorial room	251
Laboratory	264
Seminar Hall	132
Others	
Administrative area and offices	590
Common Room	206
Cafeteria	171

File Description	Document
Any additional information	View Document

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

Response:

Institution has ensured that the available infrastructure is optimally used and is in line with its academic growth catering to the needs of both the courses presently run in the institute. Spacious three-storied building with sufficient number of classrooms and laboratories are available as per the AICTE norms and are used optimally through various activities as follows

- 1] Institute runs full time MBA course in 2 divisions and MCA with single division
- 2] Apart from regular practical sessions, additional add on courses are conducted for students in the same

classrooms / labs

3] Tutorials and group discussions are conducted in tutorial rooms.

4] Computer Centre is utilized for online training, practice and assessment.

5] Auditorium is utilized to conduct various curricular and co curricular programmes

6] Campus amenities like Ground, Cafeteria, Auditorium, Gymnasium etc are also utilized by students and the staff.

Extra – curricular activities & sports

Sr. No	Details	Facilities
1	Boys Common room	Indoor games like carom, chess, table tennis for recreation
2	Girls common room	Table, chair, dressing table
3	Auditorium	200 seating capacity with Audio Visual Facility & mounted LCD for public speaking
4	Gymnasium	All Gymnasium equipments
5	Medical facility in campus	First aid treatment facility with medical assistance
6	Cafeteria	Tables, Chairs, wash basin, refrigerator, kitchen equipment etc.
7	Sports ground	Volley ball court , basketball court, place to play other team games.

File Description	Document
Link for Additional Information	View Document

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

Response: 11.11

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

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

Response: 2.92

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

2016-17	2015-16	2014-15	2013-14	2012-13
4.94332	1.96256	1.34053	4.01214	6.09069

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

4.2 Library as a Learning Resource

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

Response:

Key Indicator : 4.2 Library as a learning resource

4.2.1 Library profile

1. About the library

- The Pratibha Institute Of Business Management,s Library is a part of the institution since the year 2008 . It is situated in the main building of the institute.
- Library is equipped with reference books, textbooks, periodicals, newspapers and e-resources etc.
- The library has very rich collection of books on different branches of knowledge.

1. Objectives of the Library

- To serve as the knowledge resource center of the college.
- To acquire , organize and update the library collection to support the teaching- learning process.
- To inculcate reading habits among the students and teachers.

1. Library Committee

The library is guided by an advisory committee. The committee is formed in the beginning of every academic year by the director in consultation with librarian and staff.

For addition to library collection and other decisions are taken by library committee twice in an academic year.

Members of Library committee 2016-17

Sr. No	Name of the Member	Designation
1	Brig. Dr. A.K. Lal	Chairman
2	Mrs Archana Kale	Secretary
3	Mrs .Priya Mathurkar	Faculty – MCA
4	Mrs. Mahima Singh	Faculty- MBA
5	Mr. Rajkumar Jaiswar	Student Rep. MBA
6	Ms. Shraddha Wankar	Student Rep. MCA

1. Library Opening Hours

- Monday TO Saturday 9: 15 AM To 5:15 PM
- Books Issue & Return Timings 9: 30 AM To 5: 15 PM
- During examinations and vacations library functions as usual.
- Closed on Public holidays

1. Total Library Collection

Total no. of Books : 9061

No. of Print Journals and Magazines : 24

No. of newspapers: 06

CD/DVD's : 860

Subscribed to J gate databse

1. Infrastructure Of Department

Computers : 6

Server PC with LAN computer : 1

LAN facility : Provided

Barcode Printer : 1

Barcode Scanner : 1

Digital Camera : 1

UPS :2

1.E- Resources

- J- Gate
- Pathfinder E- library

1.ICT Enabled library Services

- 1.Computerized Issue, Return of bboks
- 2.E-zone for e journals and e-books retrieval
- 3.CCTV camera is installed
- 4.Power backup

1.Library Services

1.Circulation (Issue, Return & Renewal)

2. Access to e-books & e- Journals in Campus and Remote access.

3. Open Access system.
4. Display of New arrivals of books
5. Internet facility for students and faculties.
6. Reference Services
7. Reading room facility.
8. Previous Years question Papers and Syllabus Copy is available.
9. Journals back volumes.

1. Library Best and Innovative Practices

1. Display of Current and informative newspaper clipping .
2. Book Exhibition
3. Enriching readers by diverse collection
4. Librarian's day celebration
5. Organizing competition for library members

1. Name Of the ILMS software : Vriddhi

Nature of Automation : Partially Automated

Version : 2

The Library is using Vriddhi software for library management. All house keeping activities including OPAC, Circulation and acquisition have been automated. It provides a very user-friendly interface for searching books available in the library and their issue status.

Library Management –After admitting any student or joining any employee in college office, librarian can access his/her data in library. Librarian can prepare his/her library membership record based on his admission or joining information, Librarian can issue ID card of the student and employee and can snap photograph of student / employee , if required. Interfacing of scanner is available in software for scanning any documents / photograph. Software will generate unique barcode for each library member on his ID card. It will reduce complex manual work of a librarian effectively. Now library management & accessioning is at your fingertips. Librarian doesn't have to perform repetitive data entry for any employee or students for his library membership. All such data is made available directly from student and employee module. Once the library membership is allotted to a students or employee he/she cannot escape from your institution keeping any dues pending with library. Book circulation and accessioning is now made easy

using barcode. Each library member can access his/her library account using his/her barcode printed on ID card. Similarly college trust can manage unique ID card of each student / employee which is enabled in all libraries located in one campus.

KAMALA EDUCATION SOCIETY'S

PRATIBHA INSTITUTE OF BUSINESS MANAGEMENT

Chinchwad, Pune-411019

SUMMARY OF LIBRARY DETAILS FOR THE YEAR 2017-18

	Particulars	TOTAL	M.B.A.	M.C.A.
1	TOTAL NO. OF VOLUMES	9061	6055	3006
	TOTAL NO. OF TITLES	3580	2474	1106
2				
3	EDUCATIONAL CD'S	860		
4	NO. OF NATIONAL JOURNALS	24	14	10
5	COST OF BOOKS	2806450	1883013	923437

6	SUBSCRIPTION FOR JOURNALS	62,234	37,130	25,104
7	PROJECT REPORT	950	728	222
8	E-JOURNAL	J-GATE SUBSCRIPTION VALID UPTO 17/12/2018		
9	NO. OF COMPUTERS IN LIBRARY	6		
10	INTERNET FACILITY AVAILABALE IN LIBRARY	16 Mbps leased Line Internet through Network		
11	LIBRARY SERVICES	<ol style="list-style-type: none"> 1. OPAC 2. New Arrival Display 3. Vriddhi Library Management Software 4. News paper clippings 5. National Digital Library Membership 6. Reprography Facility 		

File Description	Document
Any additional information	View Document

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

Response:

Note: The pictures in this describtion is not visible. the same information is posted in additional uploads

4.2.2 Collection Of rare books, manuscripts, special reports or other knowledge resource for library enrichment.

Pratibha Institute Of Business Management library has subscribed for National Digital Library, which consist of various numbers of manuscripts, also various other resources available in NDL.

NAAC

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

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

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

Response: 3.15

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

2016-17	2015-16	2014-15	2013-14	2012-13
1.67	4.33	4.06975	1.85484	3.83368

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

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

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 84.13

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

Response: 265

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

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

The entire Institute Campus is having internet wired connectivity with access provided in every class room, faculty room & laptops of faculty and students. A dedicated lease line of 48 Mbps with fire wall is made available for high speed and security. Digital library facility is available where faculty & students can access the e-resources made available by the Institute.

The institute website and also the internet based LMS contains learning material, notes and other circulars for students and faculties which can be accessed by students on and off campus.

The Institute conducts technology orientated programme namely MCA where computer infrastructure plays vital role. The institute makes budgetary provision every year for deployment of latest hardware in terms of computers, printers & other peripherals considering the norms laid down by University and

AICTE. The software requirements are as per syllabus requirement and also industry needs.

The institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students e.g. :

- 1] Each class room has internet connectivity with audio visual facilities with computer connections.
- 2] Latest configured computers & updated softwares required for teaching/ learning is available in labs with internet connectivity and antivirus software.
- 3] Preparation of Assignments with the help of ICT.
- 4] Significant teaching and learning / study material are displayed on line through institute LMS.
- 5] E-resource available and accessible on all machines for access to information.
- 6] Online exam /tests are conducted for giving more practice/ revision for all the students.
- 7] Google groups are used extensively for information circulation and sending notifications.

Details of the computing facility available (hardware and software) at the institution are as follows::

Sr. No	Particulars	Details
1	Number of computers with Configuration (provide actual number with exact configuration of each available system)	Total 149 computers. Typical Specification of the system in Lab : AMD Athlon II 3.4 Ghz, 4 GB RAM, 320 GB
2	Computer-student ratio	420 / 149 or 2.81:1
3	Standalone facility	NIL
4	LANfacility	YES
5	Wifi facility	NO. Wired internet with 48 Mbps leased line.
6	Licensed software	Yes – Microsoft.
7	Number of nodes / computers with Internet facility	All Computers are connected to wired internet
8	Any other	Nil

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Response: 1.95

File Description	Document
Student - Computer ratio	View Document

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

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 35-50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

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

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 50.91

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

2016-17	2015-16	2014-15	2013-14	2012-13
56.62761	56.50284	86.53007	75.24349	44.07140

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

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

Response:

4.4.2 There are established systems & procedure for maintaining & utilizing physical, academic & support facilities - Laboratory, library, sports complex, computer, classroom etc.

The Institute has defined infrastructure policy as follows:

To provide excellent academic ambience to enhance the quality of education by offering appropriate infrastructure and support to keep pace with latest trends and technology.

Policy:

- 1] To provide necessary infrastructural facilities so as to facilitate teaching learning environment for the staff and students.
- 2] To ensure optimal utilization of the Infrastructural resources.
- 3] To ascertain the timely inspection and maintenance of the Infrastructure
- 4] To take timely decision about allocation and utilization of the available financial resources.
- 5] To ensure systematic planning and implementation about capital expenditure and disposal of fixed assets for creating and maintaining infrastructure.
- 6] To set ground rules about proper usage of equipment by all stakeholders and to observe its effective implementation.

The infrastructure includes fixed assets of the institute.

- **Computer Lab**
- **Sports Room**

The institute ensures optimal utilization of land by proper perspective planning of the entire land area by earmarking it for various curricular and co-curricular purposes like:

Academic building :-

The building infrastructure supports objective of academic excellence by giving strong back up for creating adequate teaching learning environment which includes:

- Spacious classrooms and labs with adequate ventilation.
- Availability of natural lighting and ventilation in the building to reduce use of electricity.
- Free environment for Divyang Jan.
- Easy access to administrative blocks.
- Adequate circulation area in terms of staircases, toilet blocks, passages etc.
- The furniture supports the academic activity.
- Preference is given to quality and comfort while choosing the seating arrangement,
- Benches, chairs , tables, racks, cupboards etc are robust and accommodative.
- The equipment in terms of computers and peripherals, printers, projectors, EPBX systems PA systems are available.
- Required provision is made for fire safety as per the norms.

Cafeteria –

- In campus cafeteria.

Sports Ground

Parking area-

PROCEDURE (Process details):-

- 1)Need analysis of the infrastructural requirements from stakeholders.
- 2) Approval for procurement by Governing Council.
- 3) Preparing annual budget for infrastructural expenses.
- 4) Actual procurement.
- 5) Quality assurance and testing of procured material / infrastructural items.
- 6) Entering the procured material in dead stock register.
- 7) Preventive maintenance plan for specific equipment.
- 8) Repair and maintenance of damaged equipment.

9) Analysis of infrastructural facilities available and feedback from stakeholders.

10) Update and upgrade the infrastructural facilities depending upon stakeholder"s feedback

Extra – curricular activities & sports

Sr. No	Details	Facilities
1	Boy"s Common room	Indoor games like carom, chess, table tennis for recreation
2	Girl"s Common room	Table, chair & Dressing Table
3	Auditorium	200 seating capacity with Audio Visual Facility & mounted LCD for public speaking.
4	Gymnasium	All Gymnasium equipments
5	OPD facility in campus	First aid treatment facility with medical assistance
6	Cafeteria	Tables, Chairs, wash basin, refrigerator, kitchen equipment
7	Sports ground	Volley ball court & basketball court.

File Description

Document

Link for Additional Information

[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 26.83

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

2016-17	2015-16	2014-15	2013-14	2012-13
88	65	70	106	114

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

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

Response: 44.35

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

2016-17	2015-16	2014-15	2013-14	2012-13
84	177	178	198	91

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	View Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document

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

Response: 26.63

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

2016-17	2015-16	2014-15	2013-14	2012-13
48	128	83	90	90

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

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

Response: 4.07

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

2016-17	2015-16	2014-15	2013-14	2012-13
47	13	0	0	0

File Description	Document
Details of the students benefited by VET	View Document
Any additional information	View Document

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

Response: No

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 44.48

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

2016-17	2015-16	2014-15	2013-14	2012-13
63	56	63	69	48

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

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

Response: 24.24

5.2.2.1 Number of outgoing students progressing to higher education

Response: 24

File Description	Document
Details of student progression to higher education	View Document
Any additional information	View Document

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

Response: 4.58

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	14	12	3	0

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

2016-17	2015-16	2014-15	2013-14	2012-13
99	143	146	160	144

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

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.				
Response: 6				
5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years				
2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	0	5

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

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	
Response:	
Criteria: 5.3.2	
Presence of an active Student Council and representation of students on academic and administrative bodies/committees of the Institution	
<p>Yes, the Institute has established the Student Welfare Council to look after the welfare of the students. The student's council promotes and co-ordinates various activities related to the welfare of the students. The council has nine members as per the provisions of Section 40(1) of Maharashtra University Act, 1994.</p> <p>Under Student Welfare Council, a student council is established to explore the hidden potential of the</p>	

students through various extracurricular activities and to understand and support the student's voice. This club actively contributes in organizing and executing various programs of the institute.

The teams consist of students from the first and second year led by coordinators. These coordinators, along with the President of the Students' Council, form an executive body to oversee all activities.

Sr.	Particulars	Details
1	The Selection Process	Election is conducted for selection of General Secretary, President and members
2	Tenure	One Year
3	Composition of the committee	Two faculty coordinators nominated by the management One General secretary elected by students One President elected by student members of club Two Sports coordinators elected by members Second year Student Representatives First year Student Representatives
4	Objectives	i] To find out the hidden talent in the students. ii] To provide platform to develop various skills. iii] To help in developing management & technical traits iv] To imbibe various qualities such as commitment, confidence, creativity. v] To carry out various tasks in effective & efficient manner.

The institute has a vibrant culture endorsing values like love, empathy, sharing and caring , appreciating diversity. Programs like Teachers Day Celebration, Diwali Celebration, Cultural Programs, Dandiya celebrations and cultural programs like “ Unify” are planned and executed by students council only. These program help them to learn Management Skills, People Management Skills, Planning , organizing and execution Skills.

Students also play active role as volunteers in organizing co curricular development programs like corporate week, State Level Seminars and National Conferences

Representation of Students in Institutional Committees:

SR No.	Name of committee	Name of Student

1	IQAC	Sabiya Pansare, Vikrant	
2	Student Welfare Council:	Nairanjan Kale, Shreya Goyal	
2.1	Sport Committee	Rohit Wadhiya, Prajakta Mhaisane	
2.2	Academic Committee	Nikita Ramnani, Vishal Kasab, Farhan Kiran Sharma	
2.3	Birthday Committee	Ajit Indalkar, Akshatha Joshi, Deepali Patil, Bhrat Patel	
2.4	Cultural Committee	Pranchu, Hasina, Abhishek Rana	
3	College development Committee	Rishi Jain, Vikram	
4	Alumin Committee	Hanumant, Irfan	
5	Anti Raging Committee	Sumitra, Shraya Goyal	
6	Library Management Committee	Rajkumar Jaiswar, Shradha W.	
7	Student corner	Nikita Priti, Rahul Mitkari, Adithi Mudhliyar, Omkar Thorve	

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year**Response:** 9

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

2016-17	2015-16	2014-15	2013-14	2012-13
9	10	10	11	5

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

5.4 Alumni Engagement**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years****Response:****Criteria: 5.4.1****The Alumni Association/chapters (registered and functional) contributes significantly to the development of the institution through financial and non-financial means during last five years**

Established in 2015, PIBM Alumni Association creates and maintains a life-long connection between the Institute and its alumni. The Alumni Association works to connect alumni, support students and build an unforgettable Institute experience through a diversity of events, programming and services.

Vision and Priorities The mission of the Association is to foster strong bonds between alumni, students and the Institute, to keep alumni informed, and create a network enabling them to remain engaged with their alma mater and help shape it's future through the Association's programmes and services.

Alumni Outreach: Finding new ways to build an engaged membership base is an integral task of the Association. Joining PIBM Alumni Association is one of the easiest ways to reconnect, give back to the Institute, and serve as a springboard for further involvement.

Involvement and Services: Whether our alumni are interacting with the Institute or its student body,

attending events, working with the Institute on various Legacy projects or serving as volunteers, their contributions make a difference to PIBM.

Alumni Career and Networking Services: Alumni can participate in seminars, workshops, and technical events that showcase your skills and accomplishments, and take advantage of opportunities to meet specialists and eminent captains of industry.

Life-long Learning: Enjoy lectures, discussion sessions, on-campus conferences, conducted by eminent alumni and current and emeriti faculty.

Student-Alumni Contact: Support current students at PIBM through different mentoring opportunities either by being a part of on-campus lectures or through an in-person or online commitment; provide internships; recruit fresh graduates; present career programs etc.

Events and Reunions: The Association organises and facilitates a host of events every year at PIBM. This includes the Alumni Day which is held on every year. Association members are also invited to campus events like cultural events, seminar, conferences on Campus.

The institute has not right now have a registered Alumni Associations but it is functional.

And contributes significantly to the institution through non-financial means.

Following activities are conducted successfully through Alumni Meets facilitating their involvement:-

SN	Activity	Objective	Outcome
1	Mentoring	To create an awareness of Industrial working and to guide them for designing their career path.	Understand the business requirements relate to their personal
2	Experience sharing	To Integrate Industry knowledge and learning through interactions with alumni through meetings , seminars etc.	Understanding scenario of the corporat
3	Project Support	To get technical support by alumni during designing and execution of the project	Exploring out of box th and giving orientation
4	Placement support	To create goodwill in the company where the student alumni is placed	Understanding requirement through i referrals
5	Suggestions by Alumni	To receive suggestion to enhance academic quality and include new trends in teaching learning	Creating industry f learning environment

6	CSR activity support	To motivate the students in practicing the human values	Making awareness about CSR activities practiced by corporates.
File Description		Document	
Any additional information		View Document	

5.4.2 Alumni contribution during the last five years(INR in Lakhs) ? 5 Lakhs 4 Lakhs - 5 Lakhs 3 Lakhs - 4 Lakhs 1 Lakh - 3 Lakhs Response: <1 Lakh	
File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years Response: 3											
5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> <th>2012-13</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2016-17	2015-16	2014-15	2013-14	2012-13	1	1	1	0	0
2016-17	2015-16	2014-15	2013-14	2012-13							
1	1	1	0	0							
File Description	Document										
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document										

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

6.1.1

Our Vision

To become a leading business school for its **excellence in technology driven management education that caters to** the management development capabilities and entrepreneurship development of the aspirants, in the collaboration with business organization and provides the platform for business development.

Our Mission

To provide **quality management and technical education** to the young generation having capabilities to provide **ethical and professional** business leadership in the practicing environment and continuously evolving learning systems that focus on promoting entrepreneurship.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan

1] The institute has effective organizational structure with clear authority and responsibility given to each role.

2] The Institute has formed Statutory and Non statutory committees to work in specific area. Teaching and non teaching staff are the members of these committees to make decision making more participative.

3] The Institute has prepared 'PIBM' process manual which includes all the important processes, timelines, norms and regulations which acts as guideline for employees for working Strategies.

4] The Director, Head of the Departments along with the faculty members of each department prepare the academic calendar for the team / year well in advance in order to plan the time table, activities, assessment schedules and value added inputs.

5] Feedback mechanism at the end of each event / term on various aspects is taken from various stakeholders which mainly includes students, staff and industry in order to understand their perception and make modification if required in Future

6] The IQAC cell in the institute works as a nodal agency to ensure the effective implementation of plan including inputs from various working committees, feedback from stakeholders, accreditation committee by conducting quality audit at the end of each term .

The institute thus prepares action plan and ensures its effective implementation according to the strategic plan

Departmental Autonomy:

- **Head of the Departments** are empowered to take decisions for smooth conduction of departmental activities.
- Each course is having a **coordinator** to take care of aspects such as attendance, academic performance of students, and informal feedback of students related to teaching quality.
- Different committees constituted by management are given autonomy to promote initiative and creativity.

Administrative Autonomy:

- The administrative staff takes care of administrative activities such as ,Implementation & monitoring of budget as per plan, issuing of certificates, admission procedures, and submission of documents to university, maintenance of important files & records,

The institute promotes participative decision where various committees are formed for smooth working of each of the aspects in the institute. Each working committee works with set of objectives and action plan. The chairman / coordinators of each committee are the faculty members / staff who along with the members discuss and plan various aspects related to the scope of the committee. The committee works independently as a unit and presents report to the higher authorities through the institutional meets or IQAC cell.

Thus the top management gives autonomy to the faculty members for building leadership through participative working style by hand holding and support. Such practice builds confidence and belongingness in the faculty

Some additional initiatives are as follows

- Faculty is motivated to take decision for their individual & professional growth through higher education & research.
- Faculty members are encouraged to make greater use all infrastructural facilities like library, computer labs, and modern teaching aids to improve the quality of teaching-learning process.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

6.1.2

Institute believes in participative management and collaborative working through **empowering its employees** to improve the quality of the institutional process.

List of Faculty Members in Statutory Committees 2016-19

Sr. No	Committee Name	Committee Members
1	Administrative committee	Brig. Dr. A.K. Lal – Chairman Mrs Trupti Shah – Secretary Mr Charudutta Sawant Ms Bhupali Shah Mr Sudhir Ms Vasanti
2	Purchase and Finance	Brig. Dr. A.K. Lal – Chairman Mr. Hiten Karimi – Secretary Ms Bhupali Shah Ms Shruti Beri Mr Bhushan Patil
3	Infrastructure Management	Brig. Dr. A.K. Lal – Chairman Mr Sumit Bagal – Secretary Mr. Sanjay Gajjar

		<p>Mr Sandip Shah</p> <p>Mr. Charudatta Sawant</p> <p>Mr Bhushan Patil (IT Management)</p>	
4	Computer and Equipment Management	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr Bhushan Patil –Secretary</p> <p>Mr Manish Patankar</p> <p>Mr Mangesh Mandhare</p> <p>Mr. Avinash Darbare</p>	
5	Research and Extension Project and consultancy	<p>Dr. Madhavi Deshpande – Head Research</p> <p>Dr. Mahima – Secretary</p> <p>Dr. Shweta Jain</p> <p>Dr. Roopa Shah</p> <p>Mr. Manish Patankar</p> <p>Ms Kavita Divekar</p>	
6	Examination committee	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>CEO & Secretary –</p> <p>Dr. Shweta Jain</p> <p>Mr Sumit Bagal</p> <p>Mr Mangesh Mandhare</p> <p>Mrs Nirupa Kanitkar</p>	
7	library Committee	<p>Dr. Shweta Jain – Chairman</p> <p>Ms Archana Kale – Secretary</p>	

		<p>Ms Priya Mathurkar –Faculty Representative – MCA</p> <p>Ms Pallavi Chugh – Faculty Representative MBA</p> <p>Mr. Rajkumar – Student Representative MBA</p> <p>MS. Shraddha Wankar Student Representative MCA</p>	
8	Entrepreneurship Incubation and Industry Interface	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr Asheesh Dixit – Head</p> <p>Ms Harshita Vachhani – Secretary</p> <p>Sumit Bagal</p> <p>Ms Sapana Ramani</p>	
9	Alumni Association	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Shweta Jain- Secretary</p> <p>Mr Sumit Bagal</p> <p>Mr. Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Students Representative MBA</p> <p>Students Representative MCA</p>	

List of Faculty Members in Statutory Committees 2016-19

Sr.No	Name of the Committee	Committee members
1	Governing Council	<p>Mrs Pratibha Shah – Chairman KES</p> <p>Dr Deepak Shah – Secretary – KES</p>

		<p>Mrs. Bhupali Shah</p> <p>Mr. Krishnarao Bhegde</p> <p>Mr Sanjay Vinodkumar Shah</p> <p>Mr Kamlesh Dharmchand Shah</p> <p>Ms Ashisha Rishabh Bhayani</p> <p>Brig. Dr. A.K. Lal - Member Secretary</p>	
2	College Development Committee	<p>Mrs Pratibha Shah - Chairman , KES</p> <p>Dr Deepak Shah – Secretary – KES</p> <p>Mr Gururaj Dangare – HOD MBA</p> <p>Mr. Manish Patankar – Teaching Representative</p> <p>Dr. Shweta Jain – Teaching Representative</p> <p>Mrs. Niji Shajan- Teaching Representative</p> <p>Mr Charudatta Sawant – Non Teaching Representative</p> <p>Dr Rajendra Kankariya – Education</p> <p>Mr Yashwnt Patil</p> <p>Mr. Hanumanta Pande</p> <p>Mr Atul Shah</p> <p>Dr. Madhavi Deshpande – IQAC co-ordinator</p> <p>MR. Rishi Jain – President Student Council</p> <p>Mr Vikram Shewale – Secretary Student Council</p> <p>Brig. Dr. a. K. Lal – Member Secretary</p>	
3	IQAC	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Madhavi Deshpande – Co-ordinator ,</p> <p>Dr. Deepak Shah -</p>	

		<p>Mr Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Dr. Shweta Jain</p> <p>Mrs Niji Shajan</p> <p>Mr. Sumit Bagal</p> <p>Mrs Priya Mathurkar</p> <p>Mr Atul Shah – Local Society Representative</p> <p>Mr Charudatta Sawant – Administration</p> <p>Mr Hiten Karani – Head Finance</p> <p>Ms Sabiya Pansare –</p> <p>Vikrant Shewale</p> <p>Hanumant Pandey</p> <p>Irfan Kaazi</p> <p>Mr. Kaushik Shah</p>	
4	Grievance Redressal Cell	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Mahima Singh – Secretary</p> <p>SPPU – Representative</p> <p>Mr Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Dr. Madhavi Deshpande</p>	
5	Anti Ragging Committee	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr. Sumit Bagal – Secretary</p> <p>Police Representative-</p> <p>Local Media Representative-</p>	

		<p>NGO Representative –</p> <p>Parent Representative</p> <p>Ms Pallavi Chugh</p> <p>Ms Niji Shajan</p> <p>Ms Priya Mathurkar</p> <p>Ms Harpreet Sood</p>	
6	Internal Complaints Committee	<p>Dr. Madhavi Deshpande – Chairman</p> <p>Ms. Kavita Divekar – Secretary</p> <p>NGO Representative :</p> <p>Ms Pallavi Chug</p> <p>Ms Sanjeevani Pande</p> <p>Student Representative MBA:</p> <p>Student Representative MCA:</p>	
7	Student Welfare council	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Ms Niji Shajan – SWO – Secretary</p> <p>Mrs Harpreet Sood</p> <p>Mr Rahul Sawant</p> <p>Ms Pallavi Chug</p> <p>Dr. Mahima Singh</p>	
8	SC/ST Committee	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Ms Priya Mathurkar – Secretary</p> <p>Ms Niji Shajan</p> <p>Mr Rahul Sawant</p> <p>Ms Sanjeevani Pandey</p>	

Case Study :

Title of the Activity : Organizing National Conference , Corporate week , State Levels Seminars

Process Followed:

1. The discussion regarding the organization is taken up in Institutional meeting
2. The faculties are invited to participate in discussion regarding the Theme of National Conferences
3. After receiving the themes, a brainstorming session is organized with all the Faculty members and a Theme is finalized.
4. Once the theme is finalized, Roles and Responsibilities charter is prepared and roles are democratically assigned according to talent and preference of the faculty members.
5. once the roles and responsibilities are assigned – each faculty member prepares an execution plan – which is once again discussed in Common Meeting and finalized
6. All the faculty members are jointly responsible for promotion and branding of the event.
7. Each faculty members also contributes in identifying the experts for Key note Sessions

Success Stories

The Institute organizes National Conference every year the details are as follows :

Sr.No	Title of the National Conference
1	“ E Commerce: issues, trends and opportunities with special reference to make in India “ On 17th and 18th of February 2017 – 52 Papers published in conference proceedings
2	“ Expansion Beyond Horizon – Era of e-Business and e-Commerce” on 19th and 20th February 2017 published in conference proceedings
3	“Energizing Economies through Business and Technology Excellence” on 30th and 31st January 2017 published in the conference proceedings
4	“Intensifying inclination towards IT and Management” on 11th and 12th March 2014 -65 papers conference proceedings
5	“FDI in India – Issues, Challenges and Opportunities” on 22nd and 23rd February 2013- 43 Papers Conference Proceedings

The Institute also organizes State Level Seminars every Year the details are as follows

Sr No	Title of the State Level Seminar	Date	No of Speakers	Some Topics
1	Digital Technologies & New	20&21 Jan 2017	8	“Digital Technology in bank

	Business Models			<p>"Business transformation in Digitization"</p> <p>"Digitalization-Present & Future"</p> <p>"Digital Technology & Models"</p> <p>"Behavioural Styles in Digitalization"</p> <p>Are you having 1 to 1 computing? How many billion people in Digital World?</p> <p>"Fundamentals of Digital Marketing"</p>
2	Work Culture and Organizations Paradigm Shift	-29 & 30 Jan 2016	8	<p>" Organizational Culture"</p> <p>"Employee Branding"</p> <p>" Employee Engagement"</p> <p>" Work Life Balance"</p>
3	Leadership Is a journey not destination	not 26 & 27th	6	<p>"The tenets of inspiring leadership"</p> <p>" Leaders are not born"</p> <p>" Changing Faces of Leaders"</p> <p>" Leading Yourself"</p> <p>" Confidence Vs Arrogance"</p> <p>" Situational Leadership"</p>
4	"Empowerment Strategies to develop Entrepreneurship"	to 17 & 18 th	6	" Entrepreneurship"
5	Innovative Management Practices	18/19th	6	Current Trends in Management
		2013		

In addition to the above , the Institute also organizes Corporate week every Year, topics range from Business Excellence, Entrepreneurship, IT, Marketing,HR, Finance, Personality Development, Business Etiquettes , etc ,to facilitate industry academia interface the details are as follows:

Sr No	Title	Dates	No of Spe
1	Corporate Week 2017	23 Jan to 28 Jan,2017	17

2	Corporate Week 2015	5th October -10th October	22
3	Corporate Week 2014	20th Jan – 25th Jan	13
4	Corporate Week 2013	11th March -16th March	17
File Description		Document	
Link for Additional Information		View Document	

6.2 Strategy Development and Deployment

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

Response:

NAAC

NAAC

Pratibha Institute of Business Management

2017 - 2027

NAAC

Vision & Mission of the Institute

MISSION

To provide **quality management and technical education** to the young generation having capabilities to provide **ethical and professional** business leadership in the practicing environment and continuously **evolving learning systems** that focus on promoting **entrepreneurship**.

VISION-2027

To become a leading business school for its **excellence in technology driven management education** that caters to the **management development capabilities** and **entrepreneurship development** of the aspirants, in the **collaboration** with business organization and provides the platform for **business development**.

Core Values :

1	Commitment	<i>We will</i>
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		<ul style="list-style-type: none"> • Support the mission and vision of the Institute. • Focus on student and stakeholder needs. • Continuously evaluate and improve programs, services, systems • Utilize a shared decision-making process. 	
2	Respect	<p>We will</p> <ul style="list-style-type: none"> • Include stakeholders in the decisions that affect them. • Treat people with dignity and encourage feelings of self-worth • Promote trust through professional courtesy and fair treatment • Recognize and support employee and student contributions. 	
3	Excellence	<p>We will</p> <ul style="list-style-type: none"> • Exhibit quality in staffing, facilities, programs, and services. • Promote continuous improvement. • Anticipate needs and respond accordingly. • Encourage creativity, innovation, and risk-taking. • Utilize systems that promote student and employee success. • Encourage interdepartmental collaboration. 	
4	Accountability	<p>We will</p> <ul style="list-style-type: none"> • Continuously evaluate and improve our systems and policies. • Establish and communicate clearly defined and articulated goals • Ensure our work adds value to the professional and social domains • Demonstrate fiscal and social responsibility. 	
5	Diversity	<p>We will</p> <ul style="list-style-type: none"> • Ensure fair and equal access for all. • Recognize, appreciate, and celebrate the strength of diversity. • Seek and consider multiple points of view 	

Goals and Objectives

Sr. No	DuRation	Goal	Plan
1	short Term	Promote Digital learning through Learning Management System	-Create Digital learning Audio/visuals accompanying -Create MCQ databases - Create case banks for solving - create field assignments
		Integrate technology in management through ERP	migration from manual to cloud data management and que operational efficiency
		Establish Incubation Center that facilitates	identifying potential institut

		research collaborations, product development and training	contribute to research and de	
		Establish Post Graduate Research Center	Application on Research G candidates	
		Establish Industry tie ups to promote value added internship opportunities for incumbents	Identifying potential industry Rationalizing the SIP object Establishing recruitment pro	
		Enhancing network with stakeholders- alumina, parents & academician/industry experts;	Developing networking ag conducting drive for netwo gatherings	
		Conduct Faculty Development Programs to develop disciplinary minds, creative minds and innovative minds;	Identifying the areas for c members Identifying Experts in the fie Making FDP Calender and Schedule Training	
		Conduct Student Excellence Program to facilitate professional excellence	Conduct Aptitude Test Identifying development Are Create Calender Schedule programs	
		Incubation Center	Establish incubation center- Approach industry for exper Identify incubatees Develop proposals	
		Conduct MDP for industry	Identify areas for training Identify industry Identify experts Create calendar Conduct MDP	
2	Medium Term	Joint-collaborative research & development	Identify short list research an	

		projects with the industry & research centers	Identify industries/organizat Identify researchers Initiate collaborations for res
		Establishment of IPR cell	Identify the patentable resear Verify originality Filing for Patents
3	Long term Goals	Initiate Accreditation for NBA Setting up business activities in collaboration with industry	Develop systems and proces Identify the areas of busine outcomes of medium term g Document the business mechanism Design business models Engage the MBA/MCA stud
		Collaboration with research institute internationally	Identify short list research ar Identify industries/organizat Identify researchers Initiate collaborations for res
		Innovation Awards	Invite proposals Develop theme Conduct activity Arrange innovation exhibitio

Quality Policy

	<ul style="list-style-type: none"> • PIBM is committed to provide quality education to its students from technical and expectations of student, Parents, University and the corporate world for their total • PIBM will continue to strive towards creating knowledgeable , skillful and able p religions to come together in order to fulfill their dreams of higher education, emp enhancement and better standard of living. • Institute adapts participative learning process, use of modern innovative teaching effective and efficient teaching learning process. • PIBM in close collaboration with the industries prepares professionals with corpo
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<p>Quality Policy of PIBM</p>	<p>deliver expected results in today's business world.</p> <ul style="list-style-type: none"> • PIBM strongly believes in continuous improvement to be done continually in development and performance excellence to meet changing and challenging business requirements 	
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MANDATE

1.E-governance and LMS system for administrative and academic management

1.Two field based assignments, and field visit per semester

1.One month industrial training/ industrial practice per academic year

1.One short term training, research project and publication for each teaching staff

1.Publication of monthly news letter, quarterly magazine and annual report by each department/cell and institute

1. Annual planning meetings based on strategic planning and presentation in showcase conference

1.Administrative and Academic Audit (AAA) twice in a year

1.Social activities

1. Value added/Enrichment/Professional development programs for students (one each)

1. Faculty & staff development program (In-house & out-station)

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

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

Response:

Note: We are unable to upload diagrams & pictures here hence the complete document has been uploaded as additional upload named 6.2.2 Organogram

6.2.2.

Institute Culture:-

The institute believes in participative working style where the tasks are delegated among various faculty members and also students through various committees. The IQAC cell monitors the working of these committees and works towards satisfaction of stakeholders through mapping the suggestions and feedbacks received from them.

PIBM has a clearly defined vision and mission with major focus on **quality education, creating professional and employable youth and social sensitization**. The methodology and educational plans support the mission and vision of the Institute. The Goals and objectives are aligned with vision and mission of the institute.

The quality policy and work pattern of the Institute ensures well through academic calendar, specific time

lines and compliance of norms and standards set by the regulatory bodies as AICTE and Savitribai Phule Pune University.

The Institute has constituted policies to secure a qualitative improvement in its functioning by being responsive to the needs and aspiration of its various stake holders to achieve the vision.

The Institute adopts effective organizational structure with clear authority and responsibility given to each role and works on principle of participative decision making and shared responsibilities.

Participative decision making of the institute is done through formation of various committees for core processes as well as support processes with specific objectives to drive the Institute towards its goals. These committees function effectively for implementation of decisions and monitor the effectiveness of the policies and procedures.

The Institute director is the highest designated authority of the institute who reports to the Governing council. The HOD's of both the departments are responsible for the academic working of the department. The Head Research, Industry Collaboration and Accreditation is responsible for Research endeavors and reports to the director . The administrative department reports to the director for effective and timely working and proper implementation of various processes related to statutory bodies including accounts and finance. All the support staff works under the administrative department.

Decision Making Process @ PIBM

NAAC

The highest authority of the Institute is the Governing body (Board of Trustees) which appoints the Governing Council members as per the directives by AICTE and Local Management Committee members as per the directives given by university.

Governing Council meets twice a year and takes strategic decision about the Institute. The strategic decisions include infrastructural development, approval of budget, Guidelines for approval of staff, admission process and also monitor the function of IQAC.

IQAC receives the inputs from all the other committees and these inputs are discussed in institutional meeting and submitted in the meeting of Governing council for further decisions

. Internal Quality Assurance cell [IQAC] spearheads the quality enhancement strategies and monitoring the overall academic excellence.

The Institute has constituted various statutory, institute level, department level committees and sub committees with specific objectives to ensure effective implementation of plans and monitor the effectiveness of procedures.

1] Statutory committees are constituted as per AICTE Regulations and Pune University Act 1994. The structure and function of these committees is as per statutes.

2] Non Statutory committees are established by the institute permanently to execute various institutional activities. The non statutory sub committees are formed on temporary basis whenever the need arises .

These committees are represented by Faculty ,Staff and students [also external experts like industry representatives / academicians whenever essential] . The total number of members of each committee is decided as per requirement.

Each committee has tenure of three years .The committee meetings are held as per the schedule or as per the requirement. The performance of each process is assessed and reviewed through Internal audit periodically by IQAC and qualitative inputs are given accordingly.

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

6.2.3 Implementation of e-governance in areas of operation

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

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above**Response:** D. Any 2 of the above

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

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

6.2.4 College Development Committee

The institute functions in Committee Based Structure as follows:

List of Faculty Members in Statutory Committees 2016-19

Sr. No	Committee Name	Committee Members
1	Administrative committee	Brig. Dr. A.K. Lal – Chairman Mrs Trupti Shah – Secretary Mr Charudutta Sawant Ms Bhupali Shah Mr Sudhir Ms Vasanti
2	Purchase and Finance	Brig. Dr. A.K. Lal – Chairman Mr. Hiten Karimi – Secretary Ms Bhupali Shah Ms Shruti Beri Mr Bhushan Patil

3	Infrastructure Management	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr Sumit Bagal – Secretary</p> <p>Mr. Sanjay Gajjar</p> <p>Mr Sandip Shah</p> <p>Mr. Charudatta Sawant</p> <p>Mr Bhushan Patil (IT Management)</p>
4	Computer and Equipment Management	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr Bhushan Patil –Secretary</p> <p>Mr Manish Patankar</p> <p>Mr Mangesh Mandhare</p> <p>Mr. Avinash Darbare</p>
5	Research and Extension Project and consultancy	<p>Dr. Madhavi Deshpande – Head Research</p> <p>Dr. Mahima – Secretary</p> <p>Dr. Shweta Jain</p> <p>Dr. Roopa Shah</p> <p>Mr. Manish Patankar</p> <p>Ms Kavita Divekar</p>
6	Examination committee	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>CEO & Secretary –</p> <p>Dr. Shweta Jain</p> <p>Mr Sumit Bagal</p> <p>Mr Mangesh Mandhare</p> <p>Mrs Nirupa Kanitkar</p>

7	Library Committee	<p>Dr. Shweta Jain – Chairman</p> <p>Ms Archana Kale – Secretary</p> <p>Ms Priya Mathurkar –Faculty Representative – MCA</p> <p>Ms Pallavi Chugh – Faculty Representative MBA</p> <p>Mr. Rajkumar – Student Representative MBA</p> <p>MS. Shraddha Wankar Student Representative MCA</p>
8	Entrepreneurship Incubation and Industry Interface	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Mr Asheesh Dixit – Head</p> <p>Ms Harshita Vachhani – Secretary</p> <p>Sumit Bagal</p> <p>Ms Sapana Ramani</p>
9	Alumni Association	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Shweta Jain- Secretary</p> <p>Mr Sumit Bagal</p> <p>Mr. Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Students Representative MBA</p> <p>Students Representative MCA</p>

List of Faculty Members in Statutory Committees 2016-19

Sr.No	Name of the Committee	Committee members
1	Governing Council	Mrs Pratibha Shah – Chairman KES Dr Deepak Shah – Secretary – KES Mrs. Bhupali Shah Mr. Krishnarao Bhegde Mr Sanjay Vinodkumar Shah Mr Kamlesh Dharmchand Shah Ms Ashisha Rishabh Bhayani Brig. Dr. A.K. Lal - Member Secretary
2	College Development Committee	Mrs Pratibha Shah - Chairman , KES Dr Deepak Shah – Secretary – KES Mr Gururaj Dangare – HOD MBA Mr. Manish Patankar – Teaching Representative Dr. Shweta Jain – Teaching Representative Mrs. Niji Shajan- Teaching Representative Mr Charudatta Sawant – Non Teaching Representative Dr Rajendra Kankariya – Education Mr Yashwnt Patil Mr. Hanumanta Pande Mr Atul Shah Dr. Madhavi Deshpande – IQAC co-ordinator MR. Rishi Jain – President Student Council Mr Vikram Shewale – Secretary Student Council Brig. Dr. a. K. Lal – Member Secretary

3	IQAC	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Madhavi Deshpande – Co-ordinator ,</p> <p>Dr. Deepak Shah -</p> <p>Mr Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Dr. Shweta Jain</p> <p>Mrs Niji Shajan</p> <p>Mr. Sumit Bagal</p> <p>Mrs Priya Mathurkar</p> <p>Mr Atul Shah – Local Society Representative</p> <p>Mr Charudatta Sawant – Administration</p> <p>Mr Hiten Karani – Head Finance</p> <p>Ms Sabiya Pansare –</p> <p>Vikrant Shewale</p> <p>Hanumant Pandey</p> <p>Irfan Kaazi</p> <p>Mr. Kaushik Shah</p>
4	Grievance Redressal Cell	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Dr. Mahima Singh – Secretary</p> <p>SPPU – Representative</p> <p>Mr Gururaj Dangare</p> <p>Mr. Manish Patankar</p> <p>Dr. Madhavi Deshpande</p>
5	Anti Ragging Committee	<p>Brig. Dr. A.K. Lal – Chairman</p>

		<p>Mr. Sumit Bagal – Secretary</p> <p>Police Representative-</p> <p>Local Media Representative-</p> <p>NGO Representative –</p> <p>Parent Representative</p> <p>Ms Pallavi Chugh</p> <p>Ms Niji Shajan</p> <p>Ms Priya Mathurkar</p> <p>Ms Harpreet Sood</p>	
6	Internal Complaints Committee	<p>Dr. Madhavi Deshpande – Chairman</p> <p>Ms. Kavita Divekar – Secretary</p> <p>NGO Representative :</p> <p>Ms Pallavi Chug</p> <p>Ms Sanjeevani Pande</p> <p>Student Representative MBA:</p> <p>Student Representative MCA:</p>	
7	Student Welfare council	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Ms Niji Shajan – SWO – Secretary</p> <p>Mrs Harpreet Sood</p> <p>Mr Rahul Sawant</p> <p>Ms Pallavi Chug</p> <p>Dr. Mahima Singh</p>	
8	SC/ST Committee	<p>Brig. Dr. A.K. Lal – Chairman</p> <p>Ms Priya Mathurkar – Secretary</p>	

Ms Niji Shajan

Mr Rahul Sawant

Ms Sanjeevani Pandey

Case Study of College Development Committee :

Structure of College Development Committee

Composition	<ul style="list-style-type: none"> • Chairperson of the Management • Secretary of the management • One HOD nominated • Three Teachers nominated – 3, one should be a woman • Non Teaching Employee • Four local members – Education, Industry, Research, Social Service1 should • IQAC co-ordinator • President and Secretary of the College Student Council • Director of the insitutite as member secretary
Frequency of Meetings	<ul style="list-style-type: none"> • Twice a year
Tenure	<ul style="list-style-type: none"> • 5 years
Objective	<ul style="list-style-type: none"> • To provide the guidance and support for efficient management of the institut
Functions	<p>the standard of teaching in the Institute</p> <ul style="list-style-type: none"> • The CDC will Prepare the budget and financial statements; • Recommend to the management the creation of the teaching and other posts • discuss the progress of studies in the college • Make recommendations to the management for the improvement of <ul style="list-style-type: none"> • Formulate proposals of new expenditure not provided for in the college budg • Advise the Director regarding the intake capacity of various classes, • Consider and make recommendations on the inspection report, if any; • Consider and make recommendations on the report of the local inquiry comm

Activities implemented :

The institution has a process of taking feedback from all the stakeholders. The outcome of the feedback has resulted in starting certificate courses like :

Spoken English I	Purpose is to improve communicative English of the incumbents facilitating more importantly employment opportunities
German I	Facilitating employment Opportunities
Leadership & Team building	Acclimitising to corporate work culture
Spoken English II	Purpose is to improve communicative English of the incumbents facilitating more importantly employment opportunities
GermanII	Facilitating employment Opportunities
Advanced Excel	Facilitating Analytical skills. Excel is highly desired skill by employers
Oracle	Facilitating employment Opportunities
Spoken English III	Purpose is to improve communicative English of the incumbents facilitating more importantly employment opportunities
Start up Lab	Foster entrepreneurial spirit and employment Generation
Spoken English IV	Purpose is to improve communicative English of the incumbents facilitating more importantly employment opportunities
Stress Management	Understand and learn stress management techniques to improve person effectiveness
Big Data and Hadoop	Facilitating employment Opportunities

6.3 Faculty Empowerment Strategies

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

SN	Welfare Scheme	Teaching/ Non-Teaching/Both
1	Casual Leaves	Both
2	Salary advance.	Both
3	School Admission	Both
4	Gym Facility in the campus	Both
5	Uniforms for the Grade IV staff	Non-Teaching
6	Cafeteria Facility	Both
7	Maternity Leave	Both
8	Staff Rooms that are well lighted, well ventilated and having all basic amenities like table, cupboards, water filter, computer with high speed internet connecton, intercom etc.	Both
9	The teaching staff members have been sponsored for attending the National and International Conferences	Teaching
10	Annual and Special Increments.	Both
11	Tie –up with Mehta hospital for teaching and non-teaching staff for medical emergency	Both
12	Earned leaves to non-teaching staff as per policy	Non Teaching
13	Every year on the occasion of Teachers? Day, the teaching and non-teaching staff are felicitated for their exemplary services.	Both

File Description**Document**

Link for Additional Information

[View Document](#)**6.3.2 Average percentage of teachers provided with financial support to attend**

conferences/workshops and towards membership fee of professional bodies during the last five years**Response:** 25.93

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

2016-17	2015-16	2014-15	2013-14	2012-13
9	12	4	6	4

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

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 6.4

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

2016-17	2015-16	2014-15	2013-14	2012-13
6	7	8	8	3

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

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

Response: 100

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

2016-17	2015-16	2014-15	2013-14	2012-13
25	28	28	27	28

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

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

Response:

6.3.5 Performance Appraisal

Performance Appraisal System: The appraisal of the staff is done annually in most unbiased manner. To ensure that the staff is involved in his/ her own appraisal, Institute implements participative appraisal system as follows:

Objective of the Appraisal System :

1. The objective of PIBM Appraisal system is to give fair and just chance to the incumbents for representing their performance for the year.
2. To give fair, just feedback on the said performance.
3. Identifying the potential of incumbents and providing opportunities of development in them.
4. To motivate incumbents to take higher responsibilities.
5. To Promote the culture of excellence

The appraisal forms are carefully designed for capturing adequate information about the performance of the faculty. The multi level appraisal ensures considerations of all the dimensions of the individual performance of the faculty, the relationships with their colleagues and also their abilities to work in teams.

Process of Appraisal:

1. Self Appraisal : It includes information on subjects taught , contribution as committee members , self ranking on parameters like Subject Knowledge, Teaching skills, Keeping one rself abreast with the latest development on the subject , SWOT, support received from HOD, Director,etc . The appraisal also includes peer review .

2. Student appraisal is also an important factor: A detailed feedback on eachTeacher iscollected from the students every semester

3 Appraisal by Director/Management: These appraisals are then followed by overall assessment by the Director and Management. Feedback is given to every incumbent on their performance and areas of improvement,if any.

The director discusses the appraisal with the concerned faculty for better understanding, improved communication and also to reduce conflict / demotivation in case of non agreement

Outcome of Appraisal :

1. Financial : Deciding on yearly increments of the incumbents

2. Non Financial : Identifying potential areas of development for the upcoming year.

Example of Success of the system:

The university has set norms for the promotions of faculty members. Attainment of those qualifications makes them eligible for furtherance in their career. Performance Appraisal Feedback system has resulted in faculty members being motivated for pursuing research and 4 faculty members have cleared PhD entrance examination in the current year .

Salient features /parameters, process, grading:

- 1.Each faculty member is given academic /administrative responsibilities at the start of the academic year.
- 2.The faculty members are also members of various committees , their performance areas are defined by the role they are playing.
- 3.Student Feedback is also the important parameter in appraising the faculty members.
- 4.In addition to the above, outstanding contribution during the academic year over and above the entrusted responsibilities also weigh in appraisal process

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

6.4 Institution conducts internal and external financial audits regularly

The financial statements are prepared by the finance committee which provides an overview of the institute's financial status for the financial years. It is the policy of the institute to maintain an independent and objective internal audit to provide value-added audit and advisory services. Internal audit ensures the financial and management information Integrity & internal control which monitors and evaluates the effectiveness and efficiency of the institute's internal control environment and processes, operational improvements. It is concerned with evaluating operations to identify process-improvement and cost-savings opportunities for management action and assists in communicating and implementing best practices within and between departments on campus and audit coordination.

In carrying out its duties and responsibilities, Internal Audit had full, free, and unrestricted access to all activities, records, property and personnel.

Internal audit reports to the management its findings, recommendations and suggestions. The status of management's responses will be monitored by Internal Audit Committee on a regular basis to ensure that audit findings are resolved in a timely and effective manner.

Internal Audit subscribes to and always intends to comply with all applicable professional standards and codes of ethics, including the Institute of Internal Auditors' "Standards for the Professional Practice of Internal Auditing."

??

??The external audit is done in all the financial years according to the GAAP by Mehta Shah & Co. The external audit is done to evaluate the adequacy of internal control systems and management of funds and also to ensure the compliance of the laid down policies and procedures. The external audit takes in to consideration the vouchure making of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets. The objections raised by the audit team in different years had been settled down in that particular year itself.

File Description	Document
Any additional information	View Document

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

Response: 6.3

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

2016-17	2015-16	2014-15	2013-14	2012-13
1.62424	1.87684	1.81429	0.75000	0.23855

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

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

6.4.3 Institutional Strategies for Resource Mobilization:

- i. The institute prepares the annual budget;
- ii. The management promotes the conduct of consultancy and MDP activities for resources generation;
- iii. The resources generated from activity (ii) above is equally distributed amongst the institute and the respective faculty members;
- iv. The institute share its resources for professional activities such as conduct of business meets, conferences and seminars and generate the resources;
- v. The major input to the institutional resources is tuition fee. The deficit,if any is contributed by the trust;

6.5 Internal Quality Assurance System

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

Response:

6.5.2

The constitution of the IQAC cell is as follows

The cell is constituted by the Institute to assess the Internal Quality of the Institute and it works for dissemination and implementation of the quality policy of the Institute.

Contribution of Quality initiatives in the quality assurance process

Quality policy	Contribution in institutionalizing the Quality assurance
To meet expectations of stakeholders	1] Preparation of PIBM Quality Manual 2] Feedback Mechanism and analysis
Continuous improvement & operational excellence	1] Formation of working committees 2] Academic Audit by IQAC

Internal Quality Audit

Internal Quality Audit Function	
Composition	<ul style="list-style-type: none"> • Total 6 members • Director • Director [Technical] • IQAC Co-ordinator • Four Faculty Members
Frequency of audit	<ul style="list-style-type: none"> • Twice a year
Inputs	<ul style="list-style-type: none"> • Process Manual • Committees formed for various functions • Quality Policy • Compliance norms – specified committee wise
Process – Creating Awareness of Quality Parameters	<ul style="list-style-type: none"> • Awareness and application of quality benchmarks/parameters for the various administrative activities of the Institution • Dissemination of information on the various quality parameters of higher education

	<ul style="list-style-type: none"> • Organization of inter and intra institutional workshops, seminars on quality related promotion of quality circles; • Documentation of the various programmes/activities of the institute , leading to qu • Acting as a nodal agency for coordinating quality-related activities, including adop • Dissemination of good practices; • Development and maintenance of Institutional database through MIS for the purpo • /enhancing the institutional quality; • Development of Quality Culture in institute ; 	
Process – Audit	<ul style="list-style-type: none"> • Audit Questionnaire for each institutional Process / Committee • Auditing for adherence of stated objectives, calendar activities, Documents, proces • Resultant compliance/Noncompliance Reports • Communication to Process Owner/Head of the committee • Follow up on compliance • Receiving compliance report from the committee 	
Outcome	<ul style="list-style-type: none"> • Monitoring the efficiency and effectiveness of met and stated objectives • Ensuring quality policy adherence • Smooth and hassle free working of the institute . 	
Tenure	<ul style="list-style-type: none"> • 3 years 	
Reference	Quality Policy and Strategies for implementation	
Objectives and scope	<ul style="list-style-type: none"> • Arrangement for feedback responses from students, parents and other stakeholders institutional processes; • Dissemination of information on the various quality parameters of higher education • Organization of inter and intra institutional workshops, seminars on quality related promotion of quality circles; • Documentation of the various programmes/activities of the institute , leading to qu • Acting as a nodal agency for coordinating quality-related activities, including adop • Dissemination of good practices; • Development and maintenance of Institutional database through MIS for the purpo • /enhancing the institutional quality; • Development of Quality Culture in institute ; • Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based parameters/assessment criteria developed by the relevant quality assurance body (li AB) in the prescribed format 	

The Institutional Processes monitored through the “ Quality Audit “ for Ensuring effective implementation:

1. Administration
2. Infrastructure

- 3. Finance
- 4. Teaching learning
- 5. Feedback Analysis and Action Plan implementation
- 6. Compliant Handling Mechanism, Action taken, Implementation.

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

Response:

6.5.2 IQAC – TLE

Yes. The institution has established an IQAC in year 2016.

The constitution of the IQAC cell is as follows

The cell is constituted by the Institute to assess the Internal Quality of the Institute and it works for dissemination and implementation of the quality policy of the Institute. The IQAC cell receives suggestions / plans from each department as well as other committees related to quality issues .The IQAC cell then takes decisions regarding the same during its meetings.Objectives of IQAC is as follows:

- To develop a quality system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institute;
- To prepare quality policy of the institute and create awareness about the same
- To promote measures for institutional functioning towards quality enhancement through internalization of quality and institutionalization of best practices.

Composition

- 1] Director
- 2] Management Representative
- 3] Head-Industry Interaction Cell
- 4] HOD of both the departments
- 5] Teaching representatives from each department-
- 6] One Industry Representative
- 7] One Local representative
- 8] Two Administrative representatives
- 9] One student & One Alumni representative

Frequency of meeting : Quarterly

Important Roles and functions

- 1] Development and application of quality benchmarks/parameters for the various academic and administrative activities of the Institution
- 2] Facilitating the creation of a learner-centric environment conducive for quality education for participatory teaching and learning process;
- 3] Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes;
- 4] Dissemination of information on the various quality parameters of higher education;
- 5] Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- 6] Development and maintenance of Institutional database through MIS for the purpose of maintaining /enhancing quality;
- 7] Development and monitoring of Quality Culture in institute.
- 8] Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based on the quality parameters developed by the relevant quality assurance body in the prescribed format

Examples of institutional Reviews and implementation of teaching learning Reforms :

Quality policy	Process	Reforms
To meet expectations of stakeholders	Feedback Mechanism and analysis	Adoption of Learning management system and ERP for efficient Teaching and Learning evaluation and administrative processes
Creating knowledgeable , skillful and able professionals	Entrepreneurship Development	Establishment of Incubation Centre at the institute for facilitating entrepreneurship and innovation .
Effective & efficient teaching and learning process.	1] Formation of working committees 2] Academic Audit by IQAC	Academic Audits ensure continuous improvement of processes which in turn assure the quality of outcomes
Close collaboration with the industries	Receiving inputs from Industry	MOU's & Joint activities with industries

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 1**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
5	0	0	0	0

File Description**Document**

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)**6.5.4 Quality assurance initiatives of the institution include:**

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

A. Any 4 of the above**B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** D. Any 1 of the above**File Description****Document**

Details of Quality assurance initiatives of the institution

[View Document](#)

Any additional information

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

Response:

6.5.5 Incremental improvements, made during the preceding five years

The institute has taken following initiatives for excellence in Academics:

Sr. No	Initiative	Outcome
1.	English Language Certifications	It had been observed that the students were poor in English skills which was proving to be an hindrance to their development and employment. Taking this into consideration the institute started spoken English certification
2	Conducting Aptitude Test for newly admitted students to understand diverse needs	The students become aware of their abilities and limitations for better learning in future
3	Creating Student Profile	The student records his best efforts, understands differences between different performances and importantly records growth
4	Group learning through winter projects	The students are given winter projects in groups to build group dynamics and team working. Projects are then presented by group members
5	Improving Student Employability through professional Certifications	The institute has introduced Certification Programs like German, Advance Excel, Leadership & Team Building, Oracle, Start up Lab, Stress Management, Big Data, Hadoop.
5	Industry /Institute Collaboration and Linkages through Corporate week	The institute has established linkages with various organizations like Scholarz University, IBMR , Wakad, Vinea, Birla Technology, Clairavoyant Biszz, Shubhdayini Technology, etc. a few. These linkages have resulted in engaging students on a skillbased platform. Every year the institute conducts "Corporate WeeK" a week long industry initiative for professional development of the students.
6	Research – National Conferences, State Level Seminars	The institute has been conducting state level and National level conference every year on various themes, where industry experts are invited to share their vision. These are also platforms for research presentations from Faculty members as well as students
7	Job Fair	Every year the institute conducts Job Fair – where various companies participate for recruitment. The Job Fair attracts about 5,000+ job seekers every year. The salient feature of this initiative is that the students are most active in managing this event, giving them exposure in event management, and developing management skills
8	Alumni and Parent Meets	The institute conducts these meets every year to address the parent's expectations and evidencing the student growth. The alumni are involved in the student growth and employability enhancement initiatives
9	Academic Social Responsibilities	The institute is socially active and places importance on inculcating social values in its incumbents.
10	Students are encouraged to write and present	The students are able to study and analyze and present

	research papers in National Conference every year	contemporary issues, confidently present the r and get evaluated, handle questions raised by audience. This enhances the domain skills, r within the presenters and improves their comm confidence too, building a sense of achievement
11	Use of Case Studies, PPT, Audio –visuals and videos as well as online resources	The learning content is relevant and current student’s sensibilities can be accessed and tested
12	Study Mantra	Online learning App Developed by the student learning organized as per syllabus
13	"Show and Tell".	Programming language classroom lectures using a method of "Show and Tell". Each explained in the class by developing programs laptop. Laptop is hooked on to overhead projector connection. Syntax or logical errors are purpose students are expected to contribute in resolving encouraging a participative learning approach
14	Experiential Learning	Cloud Computing course is taught by making an AWS account and procure a free tier off server. Students were made to use / practice programming on AWS Server. This introduced terminal emulators like PuTTY, WinSCP;
15	Trends page	Trends page in ToI is discussed in the class to aware and generate interests in technology trends
16	Industry Projects	Concepts of Software Project Management and Management is experienced by students, developed different platforms and website for in
17	Participative Learning	Drupal, one of the leading Content Management participatively learned with interested student vacation (May-17). Based on the that number of Sites like www.shareyantra.com, www.shubha www.parshwapradnyalay.edu.in, www.clairvoyantbizinfo.com are delivered and up and running. This promoted experiential learning
18	www.learntoprogramming.com	Department rolled out an online learning programming learning www.learntoprogramming.com. Students Hosting Service provider, learned to deploy and sites thus promoting experiential learning
19	Mobile Learning	www.learntoprogramming is one shop stop for Java programming. Notes and examples / e based on University prescribed syllabus for M can access this site from Mobile phones and programming examples. Almost 3400 unique accessed this site
20	Search Optimization Engine	Attempt is made to participative learn Search Engine (SOP) and increase hits of learntoprogram
21	Learning Management System/ERP	The institute has inculcated learning management improving teaching learning activity

22

Incubation Center

The institute has established the incubation center for start-ups, facilitating innovation in Technology and other domains

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 12

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	3	3

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

7.1.2

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

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

Response:

Metric No. 7.1. 2 Gender Equity

1. Safety and Security :

- Internal Complaints Committee has been established, with an objective , to actively promote a social, physical and psychological environment that will raise awareness about and deter acts of sexual harassment of girls and women. To ensure the implementation of the policy in letter and spirit by undertaking all necessary and reasonable steps. To constitute appropriate committees for purposes of gender sensitization. To conduct enquiries into complaints of sexual harassment. To uphold the commitment of the institute to provide an environment free of discrimination and violence against women. To generate public opinion against sexual harassment of women employees /girl students in the Institute.
- Cameras are installed on each floor for security.
- Security guards are hired for security and safety.
- Health care, checkups, Rubella vaccination etc. are organized specially for girl students.

2. Counseling –

- The institute follows mentorship concept, where faculty members are mentors and are assigned mentees.
- The Faculty members have regular interactions with their mentees and counsel their mentees as need be.
- These interactions help the mentees to overcome their problems and focus on professional development
- The institute also has appointed a professional counselor on visiting basis in case of professional help needed.

3. The institute has provided for separate Girls room and Boys room for convenience

4. The institute celebrates Women’s Day – 8th March to celebrate the social, economic, cultural and political achievements of women.

5. The institute has culture of entrepreneurial start ups , where startups like “ Pink Laundry”, Car-O-Cab have been initiated by its girl students. These young entrepreneurs are also provided with seed money by the Management as an incentive and token of appreciation for their efforts

6. The institute also holds events like Women Empowerment, Multiple Roles of Women in Society, Girls' Security & Safety, Cyber Security, Beti Bachao-Beti Padhao, Woman - Key to Future etc every year. The objective of conducting these programs is to educate and appreciate the role of Women in society

7. Every Year the institute celebrates, “Teachers Day “on a Grand scale. The program includes performances from Teachers on various social topics such as save girl child, Skits on social themes; thereby giving a platform for the incumbent teachers to express their talent.

8. The institute gives equal opportunity to its lady teachers for their professional, personal and academic development

9. The institute also gives equal opportunities to its girl students for all the curricular,co-curricular & extra-curricular activities and wholeheartedly supports their development.

10. The fact that institute has 60% lady staff members, it proves beyond doubt the institute's culture promotes empowerment and development

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 62.28

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

Response: 18

7.1.3.2 Total annual power requirement (in KWH)

Response: 28.9

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

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 20.48

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

Response: 38.28

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 186.9

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

7.1.5 Waste Management steps including:

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

Response:

Metric No. 7.1.5 Environmental Consciousness and Sustainability

1. The institute places importance on “ Environment Conservation” and has included it in its basic quality policy as under :

PIBM is committed to providing a quality service in a manner that ensures safe and healthy workplace for our employees and minimizes our potential impact on the environment. We will strive to use pollution prevention and environmental best practices in all we do.

2. The institute manages its waste as follows :

1.Solid Waste Management

1. Daily Garbage – PIBM labor collects the garbage in the premises and disposes the collected waste to PCMC waste collection bins.
2. Un used one sided prints are reused again , and then to newspaper scrap vendors
3. Newspapers, papers etc. - are sold to newspaper scrap vendors on quarterly basis
4. Furniture Scraps – which can be recycled are sold to Scrap buyers on yearly basis
5. Horticultural waste, such as dried leaves or plant clippings are used for composting

1. Liquid waste Management – Drainage pipes are attached to PCMC Drainage system.

2. E-waste Management – Old Computers, keyboards etc. are donated to School"s needy students.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Metric No. 7.1.6 Environmental Consciousness and Sustainability

QIM 4 (1 Mark)

Rain water Harvesting structures and utilization in the campus

1. The institute places importance on “ Environment Conservation” and has included it in its basic quality policy as under :

PIBM is committed to providing a quality service in a manner that ensures safe and healthy workplace for our employees and minimizes our potential impact on the environment. We will strive to use pollution prevention and environmental best practices in all we do.

Our Policy therefore, is to :

- Integrate the consideration of environmental concerns and impacts into our decision making and activities,
- Minimize our waste and then reuse or recycle as much of it as is possible.

- Minimize energy and water use within our buildings and processes in order to conserve supplies and minimize the consumption of natural resources.

2. The institute has rain water harvesting system which collects the rainwater on roof of the building via water pipes and these are routed to a underground tank built for water storage. The collected water is then routed to the buildings for gardening.

3. Thus the institute saves on potable water which is used for drinking purposes only.

7.1.7 Green Practices

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

Response:

1. Students and Staff using :

Bicycles	Few students who live in Local Areas use Bicycles
Public transport	A large number of students use public transport like buses, local trains in geographical areas spread upto Lonavala. The institute is conveniently located near railway station and bus stand, which makes it easy to commute.
Pedestrian Friendly Roads	The institute location is such that it is away from heavy traffic of the highway being centrally located. The roads leading to the institute are pedestrian friendly.
Paperless office	The institute has created whatsapp groups to communicate with its students and also uses emails for communication thus reducing the use of paper. Single sided papers are reused.
Plastic Free Campus	The institute uses jute bags instead of plastic and also serves tea in paper cups.
Green Landscaping with trees and plants	The institute has planted lot of trees in the campus.
Replace disposables	Wherever possible, institute replaces disposable products with reusable ones (buy refill ink).
Buy Second hand products	The institute buys used products like computer and laptops and also documents which are no longer used.

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

Response: 0.01

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

2016-17	2015-16	2014-15	2013-14	2012-13
.00625	.018	.02490	0	0

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

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

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

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

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

Response: 11

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	0	5	2	1

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

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

Response: 4

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	1	1	1

File Description	Document
Report of the event	View Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

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

Response: Yes

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

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

Response: Yes

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

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

Response: Yes

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

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

Response: Yes

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

Response: No

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

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

Response: 8

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

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

Response:

Institutions organizes national festivals and birth/death anniversaries of the great Indian Personalities

Index

Sr. No.	Year	Title of the Programme	
1.	2012-13	Independence Day Celebration	
2.	2012-13	Republic Day Celebration	
3.	2013-14	Independence Day Celebration	
4.	2013-14	Republic Day Celebration	
5.	2014-15	Independence Day Celebration	
6.	2014-15	Gandhi Jayanti Celebration	
7.	2014-15	Republic Day Celebration	
8.	2015-16	Gandhi Jayanti Celebration	
9.	2015-16	Republic Day Celebration	
10.	2016-17	Yaad Karo Kurbaani	
11.	2016-17	Republic Day Celebration	

File Description	Document
Any additional information	View Document

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

Response:

Sr. No	Parameter	Characteristics
1	Excellence in Academics	The institute has taken efforts to evolve quality based education through : <ul style="list-style-type: none"> • Engaging qualified and experienced staff • Developing infrastructure • Developing Library resources • Mentoring • Pedagogy practices like case study analysis, presentation Plays,
2	Industry requirements	The institute has developed an Industry Interaction Cell activities like Job Fair, Campus Placements, Corporate We Academia Meets which helps the institute to understand requirement and take steps to fulfill them .
3	Holistic development	. The emphasis is not only on curriculum delivery but touches development through presentations, role plays, ISR activities celebrations, participating in competitions , conducting rallies like “ Yaad Karo Kurban” , Teachers Day , Women’s Day , 15 January Celebrations and Swachha Bharat Abiyaans. inculcating moral Values.
4	Socially sensitive leaders	Visits to old age homes, orphanages like Sparsh Balgram has needs of the deprived and activities like joy of giving – has given of sharing and reinforcing the value of self esteem and independent affected parents children..
5	Professional ethics	The institute has developed process manual that details the functioning of the institute with its core values.
6	Business leadership	The institute promotes entrepreneurship and trains students offering professional learning through certification on “ Startups also supports business efforts of young entrepreneur’s by giving
7	Practicing skills	The institute conducts various events all over the academy students are an integral part of organizing committees. By doing exposure to practice management skills learnt in theory sessions

7.2 Best Practices**7.2.1 Describe at least two institutional best practices (as per NAAC Format)****Response:**

7.2

Best Practise : 1

1. Title of the Practice

Enhancing Entrepreneurial Skills leading to Student Start ups

2. Goal:

1. To inculcate Entrepreneurial Spirit in the students
2. To make them job givers instead of Job Seekers
3. To inculcate business Analysis and Risk Taking ability
4. To be able to apply domain Skills and creating practical business applications

1. The Context

Primary research is important for creating new products and offering new services, but primary research alone isn't enough to create items people use. A common example is early computers. While computer theory has a long history, it took entrepreneurs offering products users enjoy to spark practical computing. Many of these computers flopped, but many led to technological breakthroughs that still guide modern computer use.

Entrepreneurship is often credited with sparking modern capitalism. Because the rewards of launching a successful product are so great, people are more likely to risk the money needed to bring products to the market. While few of these products succeed, those that do can have profound effects on society as a whole. Without this innovation, science, research and culture would not be as advanced as they are.

Entrepreneurship is a key driver of our economy. Wealth and a high majority of jobs are created by small businesses started by entrepreneurially minded individuals, many of whom go on to create big businesses. People exposed to entrepreneurship frequently express that they have more opportunity to exercise creative freedoms, higher self esteem, and an overall greater sense of control over their own lives. As a result, PIBM believe in fostering a robust entrepreneurial culture will maximize individual and collective economic and social success on a local, national, and global scale. It is with this in mind that the Entrepreneurship Cell was established : to prepare PIBM students to succeed in their start ups.

4. The Practice

PIBM has started an “Entrepreneurship Cell” which dedicated strives to create the spirit of entrepreneurship. The Cell is headed by HOD, Mr. Gururaj Dangare, every year with the new entrants of PIBM are included in this cell and Brainstorming sessions of entrepreneurship, importance, workshops are conducted. This stimulates the students to be creative, independent and eager to start up their ventures. The brainstorming sessions invites ideas of the startups from the students. These ideas are then discussed for their feasibility and motivation of the students to take up further actions. The shortlisted ideas are tested by preparing secondary data search and primary research. If the results are positive, the team moves ahead for preparing the business proposal. Expert help in form of faculty guidance is available to students at this point. The business proposal brings forth the clarity of the business concept and business feasibility. The students are assisted to raise finance, sometimes institute also offers the finance for deserving and needy students.

The students are then guided to prepare a business model and register their business . These businesses are formally launched in Annual Program of the institute

5. Evidence of Success

Student Projects that have resulted into startups :

1.Pandit On Click : Mr. Hanumant Pandey and Mr.Vikas Jha students of PIBM(MBA) had started Pandit On Click It is an online portal where booking Panditji is just on your finger click away and also there are lots of choices made for category like Maharastrian, North Indian, Bengali, South Indian, Gujrathi and also Nepali peoples etc. Not only types of Panditji and Saamagri but POC also organise and make all arrangement of the various events and functions.

2.DAAS Infotech Pvt Ltd : Mr.Dadasaheb Narale,Mr.Shahrukh Khan and Mr.Ajay Swami students of PIBM(MBA) are running DAAS Infotech Pvt. Ltd. engaged in Website Development and in Hosting Services,Web Design,SEO(Search Engine Optimization) . It is a group of committed professional to provide the better IT solutions. The company is a multidisciplinary consulting organization rendering value-added services in Information Technology.

3. Alarity IT Solutions Pvt Ltd. : Mr.Irfan Kazi (MCA) and Ms.Sayali Nathi (MBA) students of PIBM has started Alarity IT Solutions Pvt Ltd. The startup provides business consultancy, technology, engineering and outsourcing services along with complete range of IT services extends from Enterprise Application Services (CRM, ERP, e-Procurement and SCM) to e-Business solutions. The company has also started the business process outsourcing services in areas Finance & Accounting, Procurement, HR Services, Loyalty Services and Knowledge Services.

4. Plastic Waste Management: Mr.Hanumant Pandey and Mr.Vikas Jha (MBA) has invented and developed the recycle process of plastic waste to make the paving blocks and bricks. In a competition on Innovations in Business held at Delhi organized by Haywards 5000 Hauslay Ki Udaan’ (India’s first startup reality program that aims to support the entrepreneurial spirit of Indians) they won the third price

in india and first price in Pune. They also filed an application for the patent towards the innovation in waste management.

5. The Pink Laundry

The Pink Laundry started by Ms. Seema Yadav student of PIBM -MBA is a startup which is wholly driven by women's. The startup provides the integrated services right from receiving the online order till distribution of cloths at customer doorstep. The business will be managed by the women's only as this is an endeavor towards the women empowerment.

6. Integrated Services in Logistics Pacemove

Integrated Services in Logistics Pacemove is started by Mr. Manoj Kaushik and Mr. Aman Tayal students of Pratibha College. Pacemove focuses on services of transportation and logistics towards the household materials, industry goods, vehicles, etc. This is also an online service portal.

All the above are the six startups started by the students of PIBM which thus encourages the other students for the same, thus developing new entrepreneurs and developing bright careers for the students.

Start up Projects in Pipeline

a). **Institute Canteen managed by students:-** Institute Canteen is the most happening place for the students. Who can understand, better the need & liking of the students than the students themselves? A group of girls from MBA second year are examining the feasibility of managing the canteen all by themselves.

b). **AK Nankeens:** - Prof Gururaj Dangare has guided another MBA student Mr Nagesh Kuskar for opening manufacturing plant for namkeen at Ahmednagar.

c). **Driver on Call:-** Three students of MBA second year are being guided by Prof Gururaj Dangare for yet another start up named Driver on Call which will enable people to call drivers as per their requirement.

d). **KPEC:-** Many Educational Institutions still has paper based system with tremendous scope for digitization. Hence Kishan Panchal, a student of MBA second year has been guided by Prof Gururaj Dangare for opening a start up company in Mumbai. The registration process is on.

e). **Pet Care:-** Two students from BBA & B Com are planning a start up under the guidance of Prof Gururaj Dangare named **Pet Care** for taking care of all the requirements of pets, right from food, dress, medicine to matrimony.

1. Problems Encountered and Resources Required

Problems Encountered :

1. First Problem is getting the support of the parents of the students who sometimes are reluctant to take risk and want their wards to be well paid jobs. This challenge is sought to be overcome by parent counseling
2. Getting Financial Support – many a times students are not in a position to invest with even the startup capital. Here the institute plays its role by offering financial assistance
3. Risk: Students are afraid of taking risk which is an essential for starting any startup and sometimes lack the consistency and discipline required to sustain.

Resources Required:

1. Entrepreneurs' Skill Training Resources
2. Knowledge of Finance schemes and Technical Know How
3. Physical and Managerial resources like infrastructure
4. Experts in Finance, Marketing, HR , IT, Business Domain

7. Notes (Optional)

Where there is a will, there is a way. Normally the B-schools try to place their students in good companies, with good salaries. These efforts need to be complimented by creating entrepreneurship spirit and values. With right direction and efforts small start ups are definitely possible. Strong Management support and will and dedicated faculty resource are the pillars to make these attempts successful.

8. Contact Details

Name of the Director: Brig. Dr. A. K. Lal

Name of the Institution: Pratibha Institute of Business Management

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Best Practise No 2

1] Title of the Practice: -

“Teaching by Demonstration”

2] Goal –

To make students understand the technical subjects and topics conceptually;

3] The Context:

“Cloud Computing” module is a theory based with no laboratory as per university syllabus; Being the latest technology, it is absolute essential for students to understand how “cloud” works and the difference between traditional computing and cloud computing;

- Cloud Service providers like Amazon Web Services, Google Apps and Microsoft Azure were discussed / studied online (over the internet) in the class;

- “Account” on Amazon Web Services was opened and “FREE TIER” instance was set up;

- On procuring FREE TIER instance, it was accessed through terminal emulation software WinScp and Gest;

- “Python” programs thought and developed as part of curriculum were executed on procured instance as well as local machine;

- To demonstrate “type-2” hypervisor, VMWare (Player) was installed on laptop along with Ubuntu on VMWare;

- This exactly provided an excellent visibility and differentiation between Cloud, VMWare and local environment;

5] Evidence of Success :

Pratibha Institute of Business Management conducted a “Big Data – Hadoop” training of 20 hours in collaboration with Scholar’s university (US); Faculty conducted the session over the internet from California;

Students were exactly able to understand “Cloud” aspect as a part of environment creation; They prepared environments on their laptop either on cloud or using VMWare-Player;

6] Problems Encountered and Resources Required:

No problems encountered;

Resource required:

- 1] Laptop (8GB preferable) with Internet access in the class room;
- 2] Overhead projector

8. Contact Details

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7.3 Institutional Distinctiveness

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

Response:

7.3.1 Performance of the institute in one area distinctive to its vision, priority and thrust

Our Vision

To become a leading business school for its **excellence in technology driven management education that caters to** the management development capabilities and entrepreneurship development of the aspirants, in the collaboration with business organization and provides the platform for business development.

Our Mission

To provide **quality management and technical education** to the young generation having capabilities to provide **ethical and professional** business leadership in the practicing environment and continuously evolving learning systems that focus on promoting entrepreneurship.

Thrust Area	Distinctiveness	Outcome
Technology driven management education	The institute has adopted learning management system. In addition it has engaged in elearning platforms	www.learntoprogramming.com , Department an online learning platform for learning language Students liaised with Hosting Service learned to deploy and maintained sites through experiential learning
		Mobile Learning www.learntoprogramming is one shop stop for and Java programming. Notes and examples is based on University prescribed syllabus. Students can access this site from Mobile learn/refer programming examples. Almost 10000 IPs have accessed this site
		Search Optimization Engine Attempt is made to participative Search Optimization Engine (SOP) and increase traffic to learntoprogramming.com
		Study Mantra : This is mobile learning app developed for MBA by MBA students. Learning is now available without time or geographical border
Management Development Capabilities Entrepreneurship Development	The thrust is on developing the entrepreneurial spirit and developing domain expertise	Start-ups @ PIBM The institute has offered certification on “Start-ups”. This has resulted into kindling the entrepreneurial spirit and resulted into business start-ups by Faculty members ardently support and are on board of this startups for mentoring and business development
		Incubation Centre : Taking forward its thrust on developing capabilities the institute has established a

		<p>centre for Business Innovation. To take further the institute has a collaboration with University, facilitating the identification of products and commercializing them</p>
		<p>Corporate Interactions :</p> <p>The institute continuously organizes interactions to facilitate dissemination of business trends and industry performance. To meet the learning thirst of the learners enabling an oriented mind-set exploring corporate products. An event also facilitates corporate mentoring and building confidence and conviction in learners</p>
		<p>Industry Collaborations and Linkups</p> <p>The institute has collaboration with academic and corporate institutes to facilitate experiential learning in form of internship, employment programs and research collaboration</p>
Quality Management and Technical Education	Learning Initiatives focused on experimental learning	<p>Group learning through winter projects:</p> <p>The students are given winter projects in groups to build group dynamics and team working skills</p> <p>Student Research papers in National Conferences</p> <p>The students are able to study and analyse on contemporary issues, confidently present their ideas and get evaluated, handle questions from jury and audience.</p> <p>"Show and Tell".</p> <p>Programming language classroom lectures are explained using a method of "Show and Tell". Each concept is explained in the class by developing programs on a laptop</p>
		<p>Experiential Learning</p> <p>Cloud Computing course is taught by making students open an AWS account and procure a free Ubuntu server. Students were made to use Python programming on AWS Server. The students are made to use terminal emulators like PuTTY,</p>
		<p>PIBM Process Manual</p> <p>The institute has developed process manual</p>

		<p>the governance, working structure, and Human Resource policies. It also outline the roles and responsibilities of the faculty members as well as the students. The standard operating procedures are also in place for ensuring quality management.</p>
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5. CONCLUSION

Additional Information :

Certain initiatives taken by the Institute for the Student's empowerment are as appended below:

1. The induction programme of the Institute "**Take Flight**"

The induction program , aims at giving students a sense of belongingness and guide them into their chosen career paths. Our induction programs are organised to help the metamorphosis of our young students into professionals with high calibre on the path of becoming industry-ready.

2. Let's Talk Corporate :

Every field has its own jargon and every jargon has a story. So, whether it is cherry picking or glass ceiling, our students understand the use of language that spices up corporate communication. Hence we conduct Corporate communication sessions.

3. Industrial Visits and Study Tours :

Being located amidst the industrial hub of PCMC area, the Institute has the advantage of being surrounded by some of the biggest names in the global business landscape.

Additionally, visits to MNCs across India are also conducted to help the students understand cross cultural functioning of the multi national companies e.g. the students visited Bhabha Atomic Research Centre, Mumbai and Indian Space and Research Organisation to name a few.

4. IT Quiz :

The IT Quiz is organised in order to help, understand and analyse knowledge about current trends in the field of information technology, programming, latest gadgets etc .

5. IT Technical Sessions by Industry Experts :

These sessions give students a wider perspective of the new scientific and technical developments in the world of Information Technology.

Concluding Remarks :

Conclusion :

The Institute in its honest approach towards developing the student as well as it's faculties has attempted the followings:

1. **Contribution in National Development:** Taking forward this vision, it strives to create entrepreneurial

spirit by actively and passionately promoting and nurturing the start-ups by its incumbents. The initiative to establish an incubation centre is a step towards fostering Technology and Innovation,

2. **Fostering Global Competencies among the students** : The institute strives to continually up skill the students of MBA and MCA by taking initiatives like profiling, counselling, mentoring and giving additional competencies in the form of certifications to boost their worth and employability.
3. **Inculcating Value Systems** : The core values form the basis of behaviour and study culture of its incumbents. The academic social responsibility cell of the institute organizes various interventions to sensitize students to various social & environmental issues and urges them to form a part of solution .
4. **Promoting the use of Technology**: The institute has embraced Learning Management System and ERP to enhance the efficiency and effectiveness of academic and administrative functioning. The class rooms are equipped with ICT facilities for better learning experience.
5. **Quest for excellence**: The institute embraces progressive teaching learning methods e.g. LMS, ERP, Start-ups, establishing an incubation centre etc. The quest is directed towards holistic development of its incumbents in professional, social and personal domains .