



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **PEOPLES EMPOWERMENT GROUP ISB AND M COLLEGE OF COMMERCE**

S N. 44/1,44/1/2, NANDE VILLAGE, TALUKA MULSHI, PUNE  
412115

[www.isbmcoc.org](http://www.isbmcoc.org)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**November 2021**

# **1. EXECUTIVE SUMMARY**

---

## **1.1 INTRODUCTION**

ISB&M College of Commerce, a constituent of People's Empowerment Group, established in 2009, is a pioneering and leading college affiliated to Savitribai Phule Pune University offering 3 years full-time Undergraduate programs in BBA and BBA(CA) along with the additional certification course in Media.

In addition to the curriculum, the college emphasizes the development of real-world business skills - giving students the confidence, knowledge, and expertise to excel in a global setting to make them industry-ready. The college promotes a culture of wisdom, skillfulness, openness, alliance, dynamism, passion, to fully develop professional abilities and a new existence based on shouldering ethical responsiveness towards mankind. It fosters creativity and imagination to stimulate professional superiority and proficiency. We believe in the process of restructuring the attitude of students and allowing them to explore and rediscover themselves. As a holistic approach, an ISB&M student exhibits the required competencies to work under very demanding schedules and perform in the most inspiring way.

### **Vision**

To create a world-class educational environment that allows students to fully develop their professional abilities and that fosters a strong sense of responsibility and ethics.

### **Mission**

- To develop dynamic professionals who lead in a changing global business environment.
- To further develop a quality network with renowned educationists and professionals in the corporate and social arena.
- To continuously innovate academic systems and processes to meet the demands of changing business environment and the meaning of talent.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- Affiliation to one of the renowned and eminent Universities around the globe (Savitribai Phule Pune University)
- Leading educational college providing quality education.
- Young, dynamic, and devoted faculty members.

- Illustrious alumni connect.
- Continuous good academic performance.
- College provides financial support to faculty as well as students for participating in various curricular, co-curricular, and extra-curricular activities across India.
- Active Student Participation in Institutional processes.
- Faculty empowerment to participate in conferences, seminars, workshops, and other educational and research-oriented activities.
- Green, pollution-free, and well-maintained campus.
- Excellent teamwork and supportive management.

### **Institutional Weakness**

- Less representation of faculty members in Academic bodies of University
- Research Grants & Consultancy, lack of faculty and student exchange programs
- Various institutional and Industry tie-ups at the national and international level.
- To conduct more hands-on training programs for faculty and students.
- Placement and Competitive examination guidance
- Continuous training and knowledge up-gradation of teaching and administrative staff

### **Institutional Opportunity**

- Industry and international tie-ups
- Formation of Alumni Association
- Student involvement in various research activities
- Able to Serve for the development of Society
- Establishment of Competitive Examination Cell to enable students to clear various competitive examinations like MPSC/UPSC, TOFEL, GRE, and various banking and government examinations, etc.

- To establish an Entrepreneurship development cell and sculpt future entrepreneurs to develop a 'job giver' attitude than a 'job seeker' attitude in the students.

### **Institutional Challenge**

- Placement in Core Industries
- To developing entrepreneurs among students through self-employment
- Challenge with academically weak students
- To associate with industries and Foreign Universities

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

ISB&M College of Commerce is affiliated to Savitribai Phule Pune University. The institute offers two UG programs; BBA and BBA(CA). The Institute has implemented effective curriculum delivery through a well-planned and documented process taking into consideration its vision and mission.

The Principal conducts a meeting with full-time teachers before commencement of every academic year to discuss the overall activities to be conducted throughout the year. Principal and staff meetings are held every month to enhance the quality of curriculum delivery.

The faculty members prepare lesson plans as per curriculum of the University and delivers the

curriculum accordingly. Faculties prepare and give study materials, case studies, and question banks to students for practice. The institute uses ICT enabled teaching learning processes to make education meaningful, understandable and interesting.

A proper feedback system is established in the college. Every year, feedback for faculty, infrastructural facilities and library is collected from various stakeholders i.e. students, parents and alumni. The feedback is analysed and accordingly quality enhancement decisions are taken to improve the overall management of the institution.

### **Teaching-learning and Evaluation**

Students are admitted to the college through the process of Entrance Test and Personal Interview. The students are evaluated and selected on the basis of Communication Skill, Personal Impact, Openness and Respect for Others, Perspective and Contents, Attitude and Behavioral Traits. The transparent selection process of faculties is done as per standard procedure given by management authorities.

Induction Program is conducted for newly admitted students to make them familiar with the college culture. College provides course wise orientation, bridge course, counselling as well as mentoring as per the students' requirement. Remedial lectures are conducted for slow learners. The College motivates advanced learners by providing library resources, organizing series of lectures etc. Guidance is offered for participation in various intercollegiate events.

The classrooms and laboratories are equipped with computer, LCD Projector and Sound System. Teaching-Learning process involves white board teaching along with new innovative teaching methods like use of PPT, quiz, assignments, guest lectures, industrial visits, participation and organization of inter-college competitions. Teachers also use e-learning resources in their lectures. Students' performance is monitored by assignments, classroom presentations, class tests and practical sessions. The performance of students at the University examination is satisfactory. Exam related grievances are handled by the Examination Department in a fair manner.

Industrial Visits are organised to get the real exposure of practical working of the industries. Students are assigned Project work, Home assignments. Mentoring is offered to students. Class teachers are also appointed who also offer mentoring to the students. Students progress is analysed through class tests, examinations, presentations and observation . The CEO is appointed for smooth functioning of examinations.

### **Research, Innovations and Extension**

Our college and management encourages faculties to publish research papers in national and international level conferences. Our faculties are taking initiation and have published 1 book; 2 research papers in UGC notified journals; and 6 papers published in national/international conference proceedings. 1 faculty member has completed her PHD and other 3 faculty members have enrolled for PHD.

The college has significantly contributed in extension activities and outreach programs under corporate social responsibilities like blood donation, tree plantation, and 'Swachha bharat abhiyan' (cleanliness drive). The institute also organized various activities through NSS.

The institute organizes various activities through various linkages like internship, field trip.

### **Infrastructure and Learning Resources**

- The College is established on 12 Acres of land with sufficient infrastructural support to run all the programs. The college has 8 classroom including 1 Smart Class Room, 1 Seminar Hall and 1 computer lab for teaching, learning and research spread over buildings.
- The institution has Seminar Hall and Auditorium for conducting seminars, workshops etc.

- Cabins are provided to all teaching faculty members on a sharing basis (2 faculty members sharing 1 cabin). All faculty members have allotted separate computer systems to carry out all their work.
- The college has an adequate number of computers with the latest configuration and power back up. Internet connection through Wi-Fi and LAN with a capacity of 130 Mbps is available. Centralized firewall 7K is used for networking. In Campus and Institute, students and staff are using Wi-Fi regularly.
- The college library has an adequate number of text books and reference books.
- Digitization of library has facilitated allotment of Accession Number to Books, Serial Control, Cataloguing, Acquisition, Computerized Issue Return, I-Card Scanning Process through Software.
- Other facilities, namely, Hostel, Water Filters, Canteen, Washrooms, Girls Common Room, Playground, Gymnasium, Swimming Pool, Auditorium, Transport, Parking Space, Security services and Indoor and Outdoor sports are available. In campus, water and Sewage Treatment Plants are installed and maintained properly.
- Doctor is available 24×7 in the campus.

### **Student Support and Progression**

Our College is registered under Hindi Linguistic Minority Status. We offer a number of capability enhancement schemes for Competitive Examinations, Career Counseling, Soft Skill Development, Remedial Classes, Yoga and Meditation Sessions etc. Personal Counseling is done for overall Personality Development of students.

Number of our students have won many awards and medals in sports and cultural events at various levels. We encourage our students to participate in sports and cultural activities for their overall development. College motivates students to take active part in various interclass, inter department and intercollegiate sports, cultural events and social work activities.

The college organizes a mega Cultural and Sports event “MINERVA” every year. This college event is solely organized by our students under the guidance of faculty members. Student volunteers are involved in all aspects right from event planning, organization, to effective execution of the event. Our students are able to develop their management skills through such activities. Our students have strong presence and representation in different cells like Cultural Cell, Sports Cell, Debate Cell, Media Cell, Placement Assistance Cell, Digital Marketing Cell, Professional Development Cell and Alumni Cell at college level.

### **Governance, Leadership and Management**

The college has a dynamic and visionary leadership who incorporates quality in education through innovative measures. The management, principal, IQAC Coordinator, Class teachers and subject teachers work collaboratively and individually for effective governance leadership and management.

The College Development Committee (CDC), formerly termed as Local Management Committee (LMC) is

instrumental in planning, monitoring and evaluating the administration and academic processes. The staff members become part of the planning and decision making process of CDC through representative members. Major decisions like Budget, Staff Appointments and implementation and accountability of the teaching-learning process are recommended by the CDC.

The management has active involvement in implementation of quality policies, plans and provides all necessary support for quality improvement of the institute in all dimensions. The institute always considers the importance of empowerment and professional development of staff through training, assigning responsibilities, guidance from eminent academicians and technocrats. The financial support is provided to co-curricular and extracurricular activities of students under the guidance of faculty coordinators.

The institute focuses on financial management for optimum use of available resources. All financial statements are audited through external audits. The institute has an Internal Quality Assurance Cell (IQAC) to monitor and streamline academic and administrative processes. Prior to the formation of IQAC, Academic monitoring Committee was concentrating on quality assessments of academic processes.

### **Institutional Values and Best Practices**

ISB&M College of Commerce is located near Nande Village. It has a green campus with a lot of plantation and a special landscaped garden around the building. It creates a soulful atmosphere in the building.

Institution gives highest priority to safety and security of stakeholders. Security guards are available in the campus 24x7. Institutes manage waste systematically without affecting the environment. Several initiatives have been taken up based on location advantages. Code of conduct for students is made available online on the college portal.

Institution observes the birth and death anniversaries of great personalities. The institution celebrates various festivals like Independence Day, Republic Day, Dahi Handi, Holi etc. with great enthusiasm.

Institution maintains complete transparency in financial, academic and administrative functions. Many green practices to reduce pollution are adopted. Paperless Campus initiative has been undertaken to minimize the waste.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	PEOPLES EMPOWERMENT GROUP ISB AND M COLLEGE OF COMMERCE
Address	S N. 44/1,44/1/2, Nande Village, Taluka Mulshi, Pune
City	PUNE
State	Maharashtra
Pin	412115
Website	<a href="http://www.isbmcoc.org">www.isbmcoc.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Vaman R. Naik	020-35012061	9527744990	020-35012006	coc_iqac@isbm.ac.in
IQAC / CIQA coordinator	Dipti Deshpande	-	7709193172	-	dipti.deshpande@isbm.ac.in

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular



<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">Minority Letter.pdf</a>
If Yes, Specify minority status	
Religious	
Linguistic	Hindi Minority
Any Other	

<b>Establishment Details</b>				
Date of establishment of the college	20-08-2009			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

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

<b>Recognitions</b>	
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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	S N. 44/1,44/1/2, Nande Village, Taluka Mulshi, Pune	Rural	12	2566.88

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BBA,Commerce	36	HSC	English	240	229
UG	BBA,Commerce	36	HSC	English	240	58

### **Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				7			
Recruited	1	0	0	1	0	0	0	0	1	2	0	3
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				7			
Recruited	0	0	0	0	0	0	0	0	4	3	0	7
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>						
	<b>Male</b>		<b>Female</b>		<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government						0
Recruited	0		0		0	0
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						3
Recruited	0		0		3	3
Yet to Recruit						0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
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

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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	1	0	1
PG	0	0	0	0	0	0	4	2	0	6

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		0	3	0

**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
UG	Male	89	117	0	0	206
	Female	30	51	0	0	81
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	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	6	3	5	5
	Female	5	0	0	1
	Others	0	0	0	0
ST	Male	0	0	1	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	14	10	7	8
	Female	0	1	3	0
	Others	0	0	0	0
General	Male	45	65	57	48
	Female	31	24	16	19
	Others	0	0	0	0
Others	Male	0	2	1	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		101	105	90	81

# Extended Profile

---

## 1 Program

### 1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
70	96	80	80	80

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2

**Number of programs offered year-wise for last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

## 2 Students

### 2.1

**Number of students year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
287	248	256	240	211

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
89	79	94	57	33

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	8	9	9	10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	12	12	12

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls



**Response: 9**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	125.7	125.02	94.96	140.01

**4.3**

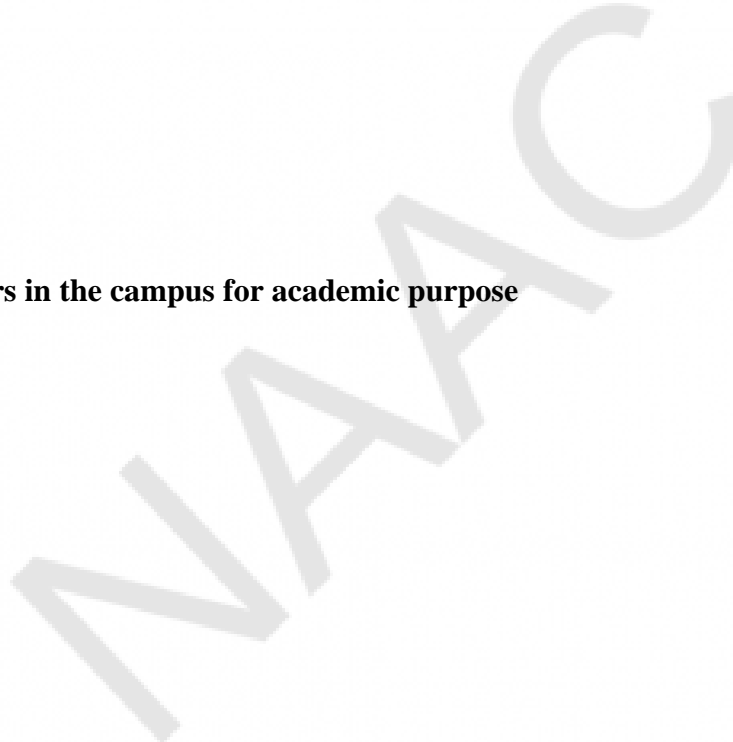
**Number of Computers**

**Response: 93**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 65**



## 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:

The College follows a planned process to address the smooth functioning of all activities to help the holistic development of students. College is affiliated with Savitribai Phule Pune University (SPPU) having undergraduate courses Bachelor of Business Administration, Bachelor of Business Administration-Computer Application, and a Certificate course in Media.

Ø College implements the curriculum designed by SPPU. The latest revision of the curriculum was in 2019 where a Choice Based Credit System was adopted giving students the freedom to select specific subjects as well as specializations. The previous revision in the curriculum was in 2013. The curriculum is uploaded on SPPU as well as on the college website.

Ø College refers to and follows the academic calendar of SPPU. As University prescribed the semester pattern, accordingly at the beginning of the Semester Principal conducts a meeting with staff members to plan the entire semester activities. After discussions, the Academic Calendar is prepared.

Ø Considering SPPU guidelines, faculty expertise, and subject choice, the courses are allocated to faculty. For every class, a dedicated Class Teacher is appointed for student queries. Faculties are given periodic inputs to update their skills on recent developments in academic areas.

Ø After allocation of courses the faculty members prepares teaching plans and deliver curriculum. The faculty maintains a course file that has information like curriculum, question papers, assignments. necessary for the effective implementation of the curriculum.

Ø Detailed academic timetable considering the SPPU norms and mentioning sessions is prepared and convey to students.

Ø The Institute informs the students about the commencement of the College by way of notice and ICT technologies.

Ø Mentor-Mentee Programme is implemented to address the academic as well as non-academic issues of the student. Mentor conducts meetings to track student progress.

Ø Faculty uses interactive methods helping the students to gain participative and experiential learning experiences. Interactive methods like discussions, QA, presentations, assignments, case studies, projects are used.

Ø Faculty uses ICT-enabled processes like Smart board, presentations, videos to make learning more interesting.

Ø Faculty shares the study material like notes, presentations,

Question banks, assignments using Google classroom.

Ø Remedial courses are conducted for students to make them comfortable with the current courses.

Ø Additional Guest lectures from industry experts, academicians, research scholars, alumni are scheduled to make students compatible.

Ø SPPU follows continuous Internal Evaluation. Students are evaluated on parameters like written/oral examinations along with assignments, presentations, and class participation, participation in activities.

Ø Students need to do academic projects and industrial visits. The college promotes students to undertake internships. The college has signed MOU's with various organizations for providing projects, internships, guest lectures, training.

Ø College promotes the students to participate in various sports and cultural activities. Celebration of days, competitions/events were managed by students. Annual cultural Programme Minerva is organized by students with the help of faculty.

Ø College has a feedback mechanism that helps to identify the areas of improvement. Feedback of the students discussed and an action plan is prepared to work on the suggestions.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

Evaluation is one of the important aspects of any academic Programme. Evaluation in a systematic and planned manner helps to achieve the course objectives and outcomes. Evaluation helps us to identify the strong and weak points of students and help them to promote and overcome those and achieve success. We adhere to the academic calendar to conduct Continuous Internal Evaluation (CIE)

- 1.Planning, Implementation and feedback can be considered as the major phases in evaluation process. Academic calendar of SPPU helps in designing and planning the activities of college.SPPU declares and communicates the Commencement and Conclusion dates of the Semester and list of holidays in calendar year in well advance which helps the College to plan the activities for the entire semester.
- 2.Before the semester start principal conducts a meeting with staff members to prepare an academic calendar. provisions is made in calender for common written internal examination.
- 3.As college is affiliated to SPPU we follow the curriculum and guidelines for continuous internal

evaluation prescribed by SPPU. Revised curriculum in the year 2019 adopting Choice based Credit system (CBCS) gives more responsibility as well as freedom to subject teachers. In new Curriculum there is 30:70 pattern for course evaluation in which the 30 marks are for CIE and 70 marks for University Evaluation. At the beginning of the course Subject teacher declares the mechanism for evaluation considering the guidelines so that students can prepare accordingly.

4. Subject teacher keeps all the Records of evaluation for transparency and feedback to the students on the area of improvements.
5. Even though there is freedom to subject teachers about evaluation, there is a common written examination for all students in mid or end of the semester.

1. Final University Examinations are conducted strictly as per the SPPU norms. College has a dedicated and secured Examination room with all required facilities. College has Chief Examination Officer handling all examination responsibilities and point of contact for all examination related communication. University appoints an External Examiner for Theory Examination. All teaching and non-teaching support for smooth conduction of exam.
2. Lab course are continuously evaluated considering the university rules and regulations. For practicals, lab book and practical slips provided by university. Assignments in these are discussed and taught during Theory as well as practical sessions. These assignments are completed and evaluated during lab sessions. Students need to prepare the practical journal and get it properly certified from subject teacher and Principal. For final practical examination, external examiner appointed by university for transparent evaluation.
3. Project course is also continuously evaluated by Project Guide. Activity schedule is prepared. There is continuous interaction between Guide and students regarding progress and challenges in project. There is a Mock presentation before the final examination. For final and fair evaluation, external examiner appointed by university.
4. During the Covid pandemic challenge the evaluation process used along with other tools, we have common internal examination in online mode using Multiple Choice Question papers designed using Google Forms along with Google Meet.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

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

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 100

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

Response: 02

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

**Response:** 11

#### 1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	04	03	02

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 58.03

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

2020-21	2019-20	2018-19	2017-18	2016-17
04	09	304	215	162

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:**

- The goal of education is to make students responsible and reactive citizen of society. The educational process is also constantly evolving to meet the challenges raised by the dynamic factors of global environmental change. Our college includes cross-cutting issues related to professional ethics, gender, human values & environment sustainability. SPPU curriculum and supporting activities helps a lot to address these challenges.

***Issues relevant to Professional Ethics:***

- SPPU program has designed multiple courses across BBA & BBA (CA) programs to **install work ethics in** students. College implements the curriculum effectively to develop professionally sound and acceptable executives having strong business ethics, values and principles.
- The Course taught to student for imparting ethics is as follows:

SrNo	Subject Code	Subject	Class	Syllabus
------	--------------	---------	-------	----------

				<b>Pattern</b>
1	302	Business Ethics	BBA-II	2013
2	GC 503	Business Ethics	BBA-III	2019

- To imbibe professional ethics and mannerism among students, Guest Sessions on Corporate Etiquettes, Communication skills, Personality Development etc. are organized.

***Cross cutting issue relevant to Gender:***

- College organised many guest lectures to create sense of gender equality.
- Students perform in various cultural activities like street plays, one act play, Drama, MIME act.
- College has established an Internal Complaints Committee to address the issues of female students and staff.  
College has organized self-defense training sessions for Girl students.
- All college committees, clubs, cells in college are formed without any gender discrimination  
College campus is covered with CCTV surveillance for security purpose.
- International Women's Day is celebrated every year in the campus
- College organizes interclass sports competition for girl students.

***Cross cutting issues relevant to Human values:***

- College celebrates Independence day, Republic day, Mahatma Gandhi Jayanti, Teachers day, women's day, Yoga Day along with festivals like Holi, Janmashtami etc. to ensure this sense of part of society.
- NSS organizes 7-day residential Camp in nearby village Aandgaon (Tal-Mulshi) to help residents in resolution of some of the basic issues.
- Blood donation camps are organized in the Campus and students are motivated for active participation

***Cross cutting issue relevant to Environment and Sustainability:***

- Environment and sustainability challenges made it the need of hour to address them proactively. SPPU curriculum takes care to create awareness of this sensitive issue. College implements below mentioned courses from curriculum to create awareness among students.

<b>SrNo</b>	<b>Subject Code</b>	<b>Subject</b>	<b>Class</b>	<b>Sy</b>	<b>Pa</b>
1	106	Business Demography and Environmental Studies	BBA-I		2
2	307	Compulsory course in Environment	BBA-II, BBA(CA)-II		2

- College has lush Green Campus with Green infrastructure along with environment friendly initiatives like solar energy, rain water harvesting, Sewage Water Treatment plant etc.
- Environment and Energy Audit is performed by College to collect current status on this front.
- Students are promoted for Go-Green initiatives like reduction and recycle of waste, e-waste, minimum use of print paper etc.
- Tree plantation drives are organized by College to increase the green cover.
- Students and staff members actively participated in Swacha Bharat and cleanliness drives.
- NSS students performed comprehensive cleaning operation in nearby village during 7 days residential camp.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 1.08

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	04	0	0	01

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

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

**Response:** 2.09

#### 1.3.3.1 Number of students undertaking project work/field work / internships



Response: 6	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni</b></p> <p><b>Response:</b> C. Any 2 of the above</p>	
File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<p><b>1.4.2 Feedback process of the Institution may be classified as follows: Options:</b></p> <p><b>1. Feedback collected, analysed and action taken and feedback available on website</b>  <b>2. Feedback collected, analysed and action has been taken</b>  <b>3. Feedback collected and analysed</b>  <b>4. Feedback collected</b>  <b>5. Feedback not collected</b></p> <p><b>Response:</b> A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 60.19

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
102	101	88	81	115

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
160	160	160	160	168

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 22

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	16	17	14	16

#### 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 and organises special Programmes for advanced learners and slow learners

#### Response:

The institute takes adequate care of students' diversity from a very early stage right after admission. During the student induction program, our principal and staff address the newly admitted students. They are given an overview on teaching-learning and evaluation programs, college discipline, various academic and other schemes along with development and achievements of the college, students support services etc. Initiatives are also taken to identify advanced and slow learners during this event. After the Induction program, the department conducts question and answer sessions, classroom discussion and takes into consideration the students past subject knowledge to identify the slow and advanced learners. From the second year onwards students' performance in the classroom and the university examinations is also taken into consideration. From the academic year 2017-18, a new scheme is adopted for the slow and advanced learners. For academic slow learners "Remedial Coaching" classes were conducted. To enhance their performance the college conducted remedial coaching. Extra coaching is provided in respective subjects. Mock Class tests are conducted based on the previous year's question papers. Problem-solving sessions and additional tutorials are conducted for Mathematics, Accounting, Economics, Costing, statistics, taxation, and finance BBA course students. Programming solving sessions for C, C+, Java, and Core Java for BBA (CA) course students. The students are also given extra books from the departmental library. To improve the confidence level of the students, confidence-building lectures are arranged. Some faculty members guide the students personally as well as they are encouraged to discuss their problems. Extra time is allotted to slow learners to complete tasks such as reading, problem-solving, coding related to programming, and analysis of the experiment. Extra responsiveness is given towards slow learners for their academic development. It has been a successful outcome as the targeted group of slow learners showed improvement in the academic activities and university examinations. The major objective of this program is to make them competent and self-confident to face the exams and reduce the drop-out ratio. Advanced learners' scheme: - Advanced learners are provided several opportunities to develop their knowledge and skills. These students are motivated to read advanced reference books, by providing additional library facilities. Advanced learners are tested to answer the model question papers. They are given special guidance to perform better in the future. The students are appointed to attend the University, State, and National level workshops and seminars conducted in their special areas. So, they get exposure to their concerned subject. They are encouraged to take part in various competitions like Avishkar, (an innovative research project for students organized by SPPU, Pune) Management exhibitions, quizzes, elocution, debate, research paper publication in recognized journals, etc, in which they can prove their abilities. The college arranges guest lectures of prominent speakers, student's, seminars and projects to encourage and provoke advanced learners

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

<b>Response: 41</b>	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

#### Response:

ISB&M College of Commerce believes in the adoption of student's centric methods to enhance student involvement as a part of participative learning and problem-solving methodology. Debates, Seminars, Guest lectures, Field and Industrial visits, Team works, Quizzes, Role Plays and case studies specifically students centric Teaching Methods are replicated in project work. Specifically, the student's centric methodology include

#### 1. Experiential Learning

**1.1. Project work:** - Project work is assigned to the students. Students are encouraged to take Internships during the vacations.

**1.2. Participation in competition at various levels:** - For Real-time exposure students are encouraged to participate at State, National and International Level

**1.3 Field Visits:** - Faculty identifies and proposes academically significant Field visits and Surveys.

**1.4 Industrial Visits:** - College Plans and Organise the industrial visits for students to provide exposure to industrial work culture.

**1.5 Guest Lecture:** - Renowned international and local professional guest speakers from industry and academics are invited to the institute for delivering lectures on contemporary topics to provide experiential learning.

#### 2. Participated Learning

**2.1. Role-play:** - Teachers adopt role-play method especially in management and Technical courses to supplement Teaching by way of participative learning .

**2.2. Teamwork:** - Departments organize students' activities to promote the spirit of Teamwork. Activities include Camp of NSS, Tree plantation. Swatch Bharat and Health awareness camp to help the students to learn Art of living in a team for Social and community welfare.

**2.3 Debates:** - Debates were conducted on various subjects for the students. Students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

**2.4 Group work:** - Practical's and workshops in all individual and group work under the guidance of teachers are also conducted.

### 3. Problem-solving Methodology

**3.1. Case studies:** - Case study method is adopted in the teaching-learning process to make the students have logical thinking and practical knowledge to develop problem-solving ability. Case Study is commonly adopted in management & computer subjects while teaching subjects like Business law, cyber laws, programming languages, etc.

**3.2. Analysis and Reasoning:** - Task is given to students based on analysis and reasoning to promote the habit of self-learning and discussion. Students are free to use campus facilities like Wi-Fi internet and library.

**3.3 Discussion:** - Institute follows the discussion methods in many of the subjects as it makes the students think widely and participate in coming up with opinions & suggestions to check their current knowledge. Dialogs are held on managerial communications, soft skills, business adoptions, general topics etc.

**3.4 Quizzes:** - Quizzes are conducted by subject teachers.

**3.5 Research Activities:** - Research activities are conducted in the Department under the guidance of senior faculty where the students of different semesters get knowledge about emerging areas and help them to promote Research aptitude.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

##### Response:

In ISB&M College of Commerce, each classroom and the labs are ICT enabled with computers and projectors installed. The campus is enabled with (130mbps) Broadband Wi-Fi connection. The faculties practise various ICT enabled tools to improve the quality of teaching-learning like

1. Teachers use “Google Classroom” to post course related information- learning material, assignments, quizzes, lab submissions and evaluations, etc.
2. The PPTs are enabled with animations and simulations to develop the efficiency of the teaching-learning process.
3. During Covid 19 certain faculty members have used the Pad let to share their views on any certain topics for Example, “In Pandemic situation problem faced by faculties in remote teaching”, where some faculties

forwarded their positive & negative experiences on remote teaching.

4. To teach mathematical, Accounting, Taxation etc. subjects in online mode, teachers have used Jamboard in Google meet, Microsoft Excel Sheet etc.

5. Library provides various E-resource links to students related to reference books, e-journals etc. With the help of E-resource students can access various books, e-journals or notes inside the premises or outside the premises.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

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

**Response:** 41:1

#### 2.3.3.1 Number of mentors

Response: 7

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

**Response:** 66.67

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

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality /

**D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

**Response:** 2.22

**2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	0

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

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

**Response:** 5.91

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

Response: 41.4

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

## **2.5 Evaluation Process and Reforms**

**2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode**

**Response:**

Internal assessment is see-through and the Institute is affiliated with SPPU, Pune. The instructions and guidelines for the evaluation process are set down by the University and are communicated to students through syllabus copies supplied at the commencement of the first year of their academic program.

1. Students are briefed through faculty and subject in orientation programs by the Principal / Coordinator about internal assessment, question paper patterns, and university examinations.
2. Unit tests are conducted by all teachers at the end of each unit of the syllabus.

3. Internal Examination will be conducted after completion of 50 % units from the syllabus.

Theory subjects are assessed through:-

1. Internal tests
2. University external test
3. Assignments/ PPT/Group discussions/ Task completion in the team.

Practical subjects are assessed through: -

1. Internal tests
2. University external lab exam
3. Mini projects as per the SPPU syllabus structure or guidelines.
4. The university norms relating to course-wise examination patterns are communicated to the students through the college prospectus. The university circulars in this regard are circulated to the faculty members and administrative staff from time to time and are also displayed on the notice boards for students.
5. Evaluation methods and examination schedules are made available on the college websites.
6. An examination committee is constituted every year to coordinate the internal and external examination activities and communicate to the students, teachers, and administrative staff regarding examinations.
7. For an effective understanding of the evaluation process, the faculty members give class wise/ course-wise instructions about unique features of internal/external evaluation of that course.
8. Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers.
9. The internal examination schedule is displayed on the notice board in advance. Internal examinations are held per semester.
10. The subject teacher briefs the students in the classroom about their attendance and overall performance in the internal examinations.
11. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

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

### **2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound**



**and efficient**

**Response:**

**College Level:**

1. If a student is not able to appear for internal examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits an application with proper documents.

( Sample Documents: - i) Applications of students who could not appear for the exam on the scheduled date due to valid reasons and seeking to appear for re-examination.)

**University level:**

1. If a student feels he/she has secured less marks than their expectations in any subject, then they can apply for revaluation within a specified time as prescribed by university along with paying the prescribed university fees.

2. After applying for revaluation in prescribed form, the University provides a photocopy of their answer sheets. The students can see their performance and if still they are not convinced they can further apply for revaluation.

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

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.**

**Response:**

Program outcomes, program-specific outcomes, and course outcomes for all programs existing by the ISB&M College of Commerce are specified and displayed on the college website and are also communicated to teachers and students. The Vision and Mission statements are displayed on the college website as well as on the college campus. These outcomes have been set, by considering the variety of programs and the heterogeneity of rural and urban students. Affiliating university has mentioned on the website The Programme Outcomes in the syllabus prescribed to each class. At the beginning of every academic year, the program outcomes are verbally communicated to the students by the Principal and teachers during the induction sessions. They are also displayed on the college websites and brochures. Course Outcomes, as well as Learning Outcomes, depend upon the nature of the course and the subject concerned. They are also defined by the university and are clearly mentioned in the syllabus of a particular

class and subject. The Programme Specific Outcomes are strictly connected to the content of the syllabus. They are syllabus-oriented and might differ as per the subject. All these outcomes are clarified to students at the beginning of each semester in the classrooms directly. Some universal learning outcomes are also characteristic in every syllabus. The students are motivated, directed to learn and absorb these outcomes. They are also percolated to students through organising and participation in co-curricular and extracurricular activities. BBA & BBA (CA) departments plan and conduct all activities in light of the program outcomes, course outcomes. There are certain ways to assess whether the program outcomes have been achieved or not. The presentation of students in university examinations and in internal examinations is a parameter of outcome assessment. The teaching-learning and assessment processes are reviewed by the IQAC through academic and Administrative Audits. It contains an external peer team member. Academic outcomes and additional achievements are retained by the departments. They are submitted to the IQAC at the end of the academic year. The response obtained from students on the teaching-learning process helps to recognize the probable learning outcomes. Secondly, the student's overall performance in co-curricular and extracurricular activities, as well as his behaviour on and off the campus, helps to judge the program or course results. The college tries its level best to inculcate the above-mentioned outcomes. Resulting are some of the Programme, Course outcomes related to our courses. Communication skill, competitive spirit and soft skills development. Constructive social work through women empowerment, gender equity, Opportunities to differently-abled students, knowledge of respective subjects. Career Prospects, Entrepreneurship development in Commerce. BBA (CA) Computer and internet literacy Administrative and management skill BBA. Training program in different companies Administrative and management skill BBA (CA) Achievement of Software development skill.

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

Education is a continuous process of facilitating learning and evaluating the progress of the students. The education of a student must be monitored and evaluated to assess the progress made, and it is finally the student who becomes a part of the industry. The degree becomes a piece of paper unless it is supported by knowledge and confidence and the ability to adapt to changing societal needs. This is only possible if students are appropriately assessed and guided for continuous improvement. The University now has a continuous assessment process. Evaluation is a qualitative procedure that goes beyond measuring in the usual sense. Every course or programme has a goal, and it is the faculty's obligation to accurately analyse and evaluate students. We provide courses in the field of commerce, such as, BBA, BBA(CA). It is critical to correctly define and specify the course objectives. All basic ideas should be completely understood by a student who completes these courses. A BBA student will be able to analyse data using some basic statistical approaches and will have a basic understanding of finance and business mathematics and statistics as a result of the course.. A student passing BBA (CA) should be proficient in various Programming languages .The student is intended to grasp fundamental concepts in business administration,

as well as examine how various management principles work and improve managerial talents among students. This kind of learning course is designed to enable the learner to identify, develop, and apply detailed analytical and creative problem-solving skills. It ensures to provide a comprehensive platform for career development, innovation, and further study for the student. Students are involved in a variety of activities, such as seminars, group discussions, industrial visits, and projects to stimulate the minds and get them out of their comfort zones. We enjoy a very good relationship with our students. They are working in many excellent organizations today. Alumni success in the corporate world is a proud moment for us.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 86.97

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
85	79	76	50	23

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
88	79	94	57	33

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.35

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

Response: 0.9

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0.90	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 20

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

**Response: 2**

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	1	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

**Response: 0.23**

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	2	0	0

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

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

**Response:** 0.7

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	2	0	03

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

### 3.3 Extension Activities

**3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**

**Response:**

ISB&M College of Commerce has approved NSS unit of Savitribai Phule Pune University, which takes the responsibility of community based activities. NSS unit organizes different programs related to social issues such as Tree Plantation, Swachh Bharat, Cleanliness drive, Blood Donation Camp, etc. Organizing such events creates awareness about the social responsibility.

Institutes organizes awareness programs on environmental awareness, cleanliness, tree plantation in college campus. NSS unit has organized guest talks on different occasions.

For holistic development of the students- Visits, sports, camps, cultural and different events are organized, and for development of students, they are made to visit the neighborhood where they will come across techno-societal issues.

Mentoring and Counseling also contains motivational sessions by social workers.

To ensure social awareness NSS has adopted "Andgaon Village" where annual residential camp is organized.

Sport events are organized for youth in neighbourhood. Sensitize students towards social issues and holistic development. These include Joining hands with Local Governance. Blood donation camps, environmental conservation awareness programs are conducted.

Institute follows a mechanism for student's involvement in various social activities which promotes the roles and responsibilities of good citizen. Institute receives an activity calendar from SPPU University for

yearly activities on NSS platform. Students are enrolled to NSS unit through Guardian Faculty Member (GFM) and departmental faculty representatives. The spirit of voluntary work through sustained community interaction and link between campus and community is enthralled amongst students, which reflects in their holistic development through community service. Students and staff volunteers have contributed in the field of mass literacy, environment preservation, health education, disaster management, food for the homeless, communal and social harmony in past years.

Various activities that have contributed towards patriotism, national services are briefed below with their impact:

1. Tree plantation.
2. Yoga Day Celebration Physical Development: Students are made benefits of YOGA and exercise sessions the experts.
3. Blood Donation Camp help students emotionally involved in social issues.
4. Independence Day and Republic Day Celebration Moral Development: Qualities like righteousness are imbibed in students.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**Response: 3**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	1	0	0

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

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**Response: 1**

**3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**



2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

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

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 0

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	0	0	0

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

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response:** 0

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

International School of Business and Media (ISB&M), College of Commerce, is situated on a lush green, calm and serene location having around thirteen-acre campus in Nande, Pune. It has an adequate student development centric infrastructure facility for curricular, co-curricular and extra-curricular activities to address all requirements of faculty, staff and students.

Peoples Empowerment Group, Parent Body, has created a huge infrastructure such as fully air-conditioned central auditorium, a seminar hall and a conference room with video conferencing facility.

The academic block is well equipped with classrooms, tutorial rooms, examination room, IT lab and library. In order to provide effective inputs, the classrooms are equipped with desktops, projectors, LAN and Mic, webcams, headphone and LCD screen. The college has eight ergonomically designed, well-furnished, well-ventilated classrooms. All classrooms are connected through Wi-Fi for Internet access, LCD projectors, wide screens, audio-video systems, collar mikes, hand mikes and cordless mikes are provided for effective classroom teaching. There is an ultra modern smart classroom.

The institute's administrative block consisted of the principal cabin, faculty cabin, administrative office, storeroom, accounts section, conference room, girls' common room, doctor's and sick room. The institute also provides IQAC and cultural cell, training and placement cell, sports cell, NSS cabin, alumni cabin, students' council room. The institute has seven fully air-conditioned, well-furnished faculty cabins and individual personal computers for every faculty member. In each building, ISB&M has a facility of CCTV cameras. The campus is fully Wi-Fi with bandwidth of 130 MBPS, also provides digital payment, biometric attendance for staff and faculties. The institute has a huge amphitheater, volleyball ground, basketball ground, indoor games hall, fully functional gymnasium and a swimming pool. There is a Xerox and reprography room for faculty and students.

ISB&M contains a spacious fully air-conditioned and automated library well equipped with computers, scanners, laser printers, power backup, CCTV cameras and biometric attendance device. It includes 18,465 textbooks, literatures, course books, e-learning resources; research collections include journals, magazines, e-journals which is open 24\*7. Institute has a subscription of EBSCO: Management Collection+ and J-Gate. Ten systems are provided to browse e-resources under multimedia facilities. The institute has one language lab.

Transport and medical facilities are provided to staff. The institute has a facility of mess and canteen, which provides hygienically prepared food at subsidized rate.

The building is also equipped with a ramp, wheelchair, lift and spacious washrooms for differently abled. There are five generator back-ups of 142 KVA, 62.5KVA, 25KVA, 25KVA and 10KVA and fire-fighting system, rain water-harvesting system, water treatment plant and solar water heater.

ISB&M has well equipped hostels with table, chair, bed, cupboard and a private balcony in each room also equipped with Wi-Fi coverage, multiple washrooms, RO purifiers and washing machines. There are two hostels inside the campus; one for the boys and the other for girls. For security purposes, the hostels are under CCTV surveillance.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

##### **Response:**

The institute offers resourceful infrastructure for cultural activities, indoor sports as well as outdoor sports, fully functional gymnasium and a yoga centre for holistic development of the students.

##### **Cultural Activities:**

Cultural activities instill communication skills, etiquettes, confidence building and sense of responsibility, time management and overall personality development. These include Music, Dance, Fine Arts, Skit, Drama, Street Play, Fashion Show, Poetry, Stand-up Comedy and Literary events. The ISB&M College of Commerce has required infrastructure to promote extra-curricular activities. The institution conducts its annual fest Minerva since 2012. The students also conduct and participate in institute's foundation day Forza on 23rd July every year, institute's cultural fest Crescendo and other inter-collegiate fests. Various festivals and activities like Dahi Handi, Dandiya Night, Holi, Independence Day, Republic Day, Teachers Day, Freshers' Party, and Farewell Party are also celebrated in the college. The students not only participated, they also won many prizes at inter-collegiate, university and state-level. Recreational room is provided to them for their practice. Institute funds students' participation fees and other expenses and the institute also provides their transportation. The cultural events are conducted in the fully air-conditioned esthetically beautiful auditorium. Our students work in the organizing committee of these cultural events. The auditorium, amphitheater and recreational room provide vibrant space for various competitions, fairs, cultural activities like skit, drama, street plays and art and photography competitions.

##### **Sports Activities:**

The institution emphasizes on all-round development of a student hence it takes special interest in providing facilities for co-curricular and extra-curricular activities.

The college has substantial infrastructure for sports activities. The college caters to indoor gaming, where students can play chess, carom, badminton and table tennis. The institute has an open small ground for Cricket, Volleyball ground and Basketball ground Swimming Pool.

The College organizes “Arena” Sports event annually from 2018 onwards. Our parent organization organizes the annual sport event like **RunBhoomi, Kurushetra and Aaghaaz**. The institute also encourages students to participate in various college, zonal, state and national level sports competitions. Our students have participated in various games and sports events and won many prizes.

**Gymnasium:**

The institute has provided state of the art gymnasium facility for students at 89.78 Sq Meter. The gymnasium is equipped with weightlifting equipment and it is an ideal place for the interested students.

**Yoga Centre:**

The institute promotes yoga for grooming mental and physical health. Yoga experts are invited to guide the students and staff. "International Yoga Day" is organized in the institute to increase awareness amongst the students. Institute has a yoga centre of area 82.39 Sq Meter.

**Area-wise Details of Sports Grounds:**

S.No.	Name of the Facility	Area in Sqm
1	Outdoor Sports:	3500
2	Indoor Games Table Tennis, Carom, Chess	66

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 100

**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

Response: 9

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 11.94

#### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	56.67	0

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

Library uses user-friendly and fully automated “Autolib Management Software”. This software provides Library has subscribed to various databases for online access to journals and research papers.

- **Library Webpage:** Library has a separate tab on institute’s website. Links to web OPAC and electronic resources are given on the web page.
- **Remote access to e-publication:** Remote Access is also available to e-publication through Web-OPAC, EBSCO, J-Gate and e-journals from Publishing India.

The digital library has ten systems with Internet facility. Library organizes orientation programs for creating awareness among students regarding library collection and services. In addition to this, the library has subscribed to three e-journals through the Publishing India. The library displays library statistics and newly added books and journals. Library has a reading hall with spacious and comfortable seating area. It is also equipped with e-resource subscription and Internet facility for students.

#### Library Holdings:

Sr. No.	Type	Sub-Type	Total Books	Titles
1	Print Books	Undergraduate (College of Commerce and School of Technology)	2669, of 2676	1011, 585
		Postgraduate	13120	9846
2	Electronics (e-books and e-	e-books	991	384
3	journal)	e-journal	03	1123
4	Encyclopedias	-	14	11

5	Magazines Printed Subscription	-	09	-
6	CD	-	216	579
7	Print Journals	-	36	-

**Working Hours:**

Days	Time
Monday to Friday	09:00 AM to 07:00AM
Saturday	09:00 AM to 03:00AM
Sunday	11:00 AM to 08:00PM

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

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

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 0.18

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.05	0.17	0.23	0.38	0.079

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:** 74.83

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

Response: 220

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

IT facilities are the backbone of our institute. The institute is well equipped with IT facilities. The following IT facilities are updated time to time.

**LAN Facility:** LAN facility is available at every faculty cabin, IT lab, Library, Language Lab, Coordinators office, Administrative office, Admission and Accounts Office. We have one GBPS switches in LAN.

**Wi-Fi Facility:**

The entire campus has Wi-Fi connectivity. The institute has 106 access points of UBIQUITY in the entire campus.

**Projectors:**

The institute has shifted to DLP projectors from LCD projectors.

**Biometric:**

Biometric system is upgraded from thumb impression to Face Recognition.

**Bandwidth:**



The institute has upgraded its bandwidth from 120 MBPS to 130MBPS.

#### Peripheral Devices:

S.No.	Peripheral Device	Quantity
1	Laser Printer	18
2	All-in-One Printer	04
3	Projectors	10
4	External Hard Disk	02
5	Pen Drive	03
6	48" LED TV	01
7	Wi-Fi Routers	106
8	24 Port GIGABIT Network Switch (D-Link)	40
9	Projector Screen	10
10	Network Rack	06
11	Network Firewall	01
12	Network Router	02
13	Wi-Fi Router	106
14	Amplifier	10
15	DVR	02

The Internet facility has been upgraded from time to time by the college considering the pressing need of technology. The college has advanced facilities of Information and Computer Technology in the classrooms for enhancing the pedagogy adopted by the college, which prove efficient in the teaching-learning environment.

The college has automation Tally-ERP 9.0 software for accounts. The institute has an annual subscription of Microsoft Campus Agreement through which all Microsoft products such as Microsoft Office, Windows Operating System, and Microsoft Office Server are updated annually. The open source software are also updated quarterly or whenever the need arises. IT facilities are made available in the seminar and auditorium hall for the successful conduction of the arranged conferences and other programs. The college has one computer laboratory with 45 computers. Similarly there are ten computers in the library for students. The college has provided Wi-Fi facility for the academic purpose. There are functional projectors installed in the classrooms and laboratories.

The smart classroom has a projector and interactive board providing advanced features of learning technology to the teachers and students. The college has installed CCTV cameras in the campus to ensure the security and safety of the students.

**Hardware and Software:** The IT facilities houses Desktop, Laptops, LCD Monitors, LCD Projectors, Smart TeleVision Set, DEL Server, computer connected with LAN, UPS, Electronic Private Automatic Branch Exchange (EPABX) System, Biometric Attendance System, ten collar mics, 100 license copy for MS Office 2019 and Microsoft Windows, Leased Line of 130 Mbps, Tally-ERP 9.0, Wi-Fi facility and antivirus software as windows defender included in windows OS for the protection of software. There are

60KVA UPS (20KVA for Server room, 20 KVA for Lab and Classrooms, 10 for faculties and staff) providing power backup to sustain all IT equipment working for 24\*7 Hrs. The college has IT technicians stationed for continuous working of the entire IT infrastructure enabling teachers and staff to work without any interruption.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 4:1

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

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

**Response:** A. 750 MBPS

<b>File Description</b>	<b>Document</b>
Upload any additional Information	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 44.44

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	84.85	98.07	53.38	28.05

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

ISB&M has a well defined policy for effective utilization of academic and non-academic facilities. The maintenance, cleaning and repair of infrastructure facilities and equipment of campus is carried out by outsourced agencies and in-house administrative staff. For specialized equipment an annual maintenance contract is given for proper and preventive maintenance. Preventive and corrective maintenance is also done of infrastructure facilities such as water purification machines, DG sets, electric supply, streetlights, firefighting equipment and solar heaters. Regular cleaning of water tanks, pest control and mosquito control are carried out by the administrative office. The campus maintenance is monitored through regular inspection.

**List of Service Providers:**

S.No.	Name of the service	Contractor
1	Housekeeping	M.S. Dange
2	Landscaping	Shivshrushti Garden Developers
3	Lift	McKesson Elevators
4	Travel	Siddhi Tours and Travels, Apple Travels
5	Powerhouse Generators	Poona Electricals
6	UPS and Batteries	Kaybee Engineers
7	Air Conditioners	Philips Company
8	Pest Control	In-House
9	Sewage Treatment Plant	Samarth Engineering and In-House
10	Fire Fighting	Vijay Fire Services
11	Security	GEEKAY Security Services
12	Xerox	Sai Xerox
13	Telephone (EPBAX)	Coral Telecom
14	Mess	Karishma Caterer
15	Canteen	Café Nine, Mr. Pintu Snacks, Mauli Snacks
16	Medical Assistance	Ivy Leaf Ayurvedic Hospital

**Computers:** The institute's technical staff maintains the computers. The integrated IT services such as smooth functioning of Computers, up gradation and maintenance of software, biometric services, troubleshooting of hardware and networking equipment including Internet connectivity are maintained by the institute's technical assistant.

**UPS:** There are 60KVA UPS (20KVA for server room, 20 KVA for Lab and Classrooms, 10 for faculties and staff) providing power backup to sustain all IT equipment working for 24\*7 Hrs. These are maintained by an annual maintenance contract.

**CCTV:** CCTV Cameras are installed in various locations. The library, entrance and examination control

room is equipped with CCTV cameras.

**Printers:** Adequate Printers are available, maintained and upgraded from time to time by our technical assistant. We take help from the service provider in case of any major problem.

**Telephone Lines:** We have adequate Telephone lines and are located with important portfolios locations as admin office, admission office, Library, Placement Cell. We have annual maintenance of Telephone line and the technical assistant solves regular problems.

**LCD Projectors:** All faculty use ICT in the classroom. LCD projectors are also upgraded timely.

**Classrooms:** Classrooms, seminar halls are well maintained and kept neat and clean by housekeeping staff.

**Library:** The library is partially computerized and is equipped with a bar code reader, LASER gun. We have 'AUTOLIB' software, which has an annual maintenance contract.

**Playgrounds, amphitheater and other infrastructure:** The administration department maintains the playground, amphitheater and other infrastructure. The sports in-charge guide and motivate students to participate in sports events.

**Landscaping and Gardening:** The contractor carries landscaping since inception.

**Transport Facilities:** There are two Tempo Travelers and 1 car for students and staff. The Emergency car is available 24\*7 hours for students and faculty members on the campus. These facilities are outsourced on contractual basis. Apart from Outsources vehicles, we have one car Permanently in the campus.

**Medical Assistance:** The institute provides mediclaim facility for faculty and staff. They also upgrade the policy annually. Previously, the facility was only for employees, later on it was upgraded for family members.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 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 last five years

Response: 0.38

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
02	03	0	0	0

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.86

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
06	4	5	3	5

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

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

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 7.83

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	94	0

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

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** D. 1 of the above

## 5.2 Student Progression

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

**Response: 5.43**

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	10	02	0	0

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.2.2 Average percentage of students progressing to higher education during the last five years**

**Response: 23.6**

**5.2.2.1 Number of outgoing student progressing to higher education.**

Response: 21

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

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**Response: 60**

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

2020-21	2019-20	2018-19	2017-18	2016-17
06	01	02	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government**

**examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
06	01	02	0	0

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

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response: 2**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	01	0	0

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

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

**Response:**

The students are nominated on the various cells and committees to participate in academics and administration activities of the college as per their potential.

The student members of the Digital moment cell has responsibility of photography of the various events



and activities organized by the college. They will catch the sweet and adorable memories to carry it in future.

The debate cell conducts debate activity in college for the students of FY, SY and TY classes of BBA and BBA (CA) students. Due to this activity students' decision making capacity, analyzing power is developed. This cell will frame the rules and regulations, different rounds while evaluating the participant. This will lead to overall personality development of the students.

Through NSS, volunteer participate in regular and camp activities to the nearer community. They render the service to the society. They organize various activities such as village cleaning, tree plantation, literacy awareness, water conservation awareness, plastic recycling process, blood donation camp, and visit to physical/mentally challenged people's NGOs. Volunteers take part actively and also offer their services to the society. During the pandemic period these volunteers have distributed food packets to the needy people with support of college.

College Students gives suggestions with reference to infrastructure development, transport, canteen facility, through feedback.

Sports Cell Students encourages other students to participate in indoor and outdoor games intercollegiate and intra collegiate. They will organizes various sports activities.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 1.2

**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
01	2	1	1	1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.4 Alumni Engagement**

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

**Response:**

ISB&M COC has initiated the process of registration of Alumni Association of ISB&M College of Commerce, after formation registered alumni association, activities will be held in formal manner.

At present the college invites Alumni Students as a judge in various competition organized by the college.

Once the Alumni Associated is Registered and formed, the Alumni Students will help the college intellectually and financially.

College will conduct the activities like

- 1.The Alumni will encourage our current students to interact with them and provide guidelines to build their career.
- 2.The Alumni will help current students, to work as interns for summer or winter internship in his/her industries, so present will get onsite training and explore their potential such as team building and upgrading their technical knowledge.
- 3.Alumni donate various books to the college, sports equipment in the gymnasium.
- 4.The Alumni will collect and donate cash or things to promote the wellbeing of the students of weaker section of society.
- 5.The Alumni will organize workshops on advanced technology to bridge the gap between the industry demand and actual curriculum.
- 6.The Alumni will help the present students to provide placements in their industries by arranging placement drives.

**5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

---

### 6.1 Institutional Vision and Leadership

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

##### Response:

##### Vision

To create a world-class educational environment that allows students to fully develop their professional abilities and that fosters a strong sense of responsibility and ethics.

##### Mission

- To develop dynamic professionals who lead in a changing global business environment.
- To further develop a quality network with renowned educationists and professionals in the corporate and social arena.
- To continuously innovate academic systems and processes to meet the demands of changing business environment and meaning of talent

##### Operating Philosophy

We demonstrate courage and ability to live by our values.

- Our values remain in our heart and are visible in our actions.
- Always look for and follow the best practices and standards.
- Operate with a spirit of responsibility, liberty, integrity and openness.
- Act with high speed, entrepreneurship and flexibility.
- Work with colleagues with a sense of responsible democracy and egalitarianism.
- Respect for one and all.
- Maintain national and global character.
- What must happen, we must make it happen, even though there are good reasons why it cannot.

- Create a rewarding sense of belongingness for mutual growth.
- It is better to make things rather than complaining.
- Develop a sense of partnership among all. Innovative thinking and proactive approach in our working.
- Recognition of independence, interdependence and team working.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### **Response:**

#### **Case Study: Various functional committees**

The institute encourages faculties and staff to participate in activities. There are various levels which encourage participative management at various levels for overall growth of the institute and empowerment of various stakeholders. Faculty members, staff members and students are encouraged to contribute through participation.

#### **The Institute has following committees:**

College Development Committee

Internal Complaint Committee

Cultural Cell.

Examination Cell

Placement Assistance Cell

Student Grievance

Digital moments cell

Digital marketing cell

Debate Cell

Time Table committee

National Service Scheme(NSS)

Right to Information Committee

Sports Cell

Anti Ragging Committee

- There is a representation of management, faculty members and other stakeholders in the committees like Student development Committee that formulate policies aligned towards the vision and mission of the institute.
- The Management and Principal have adopted from bottom to top (stakeholders to management) approach in the policy making process.
- Academic and other activities are conducted along with teaching and non-teaching staff.
- Student council members actively participate in decision making of students related issues. Administrative and technical staff provides the necessary support and services for effective functioning.
- In addition, a number of inputs from stakeholders like supporting staff, faculty, alumni, parents, employers and the visitors are considered for effective implementation of policies of the institute.

### **Leadership at Various Levels:**

The institute believes that identifying the potential and grooming the leaders is the only way towards its qualitative growth. The leaders at various levels are created as described below.

### **Students Level:**

- Students are entrusted with the responsibility of managing various co- curricular and extracurricular activities at institute and department level like Minerva, Forza, Crescendo, Placement Assistance Cell.
- Students are promoted to participate in inter collegiate curricular, co- curricular and extracurricular activities along with various social activities.

### **Supporting Staff Level:**

- The supporting staff members in departments shoulder responsibilities assigned by Principal and faculty coordinators of different functional committees.
- The supporting staff in the administration office handle the administrative activities independently.

### **Faculty Level:**

- Faculties maintain a healthy relationship with students, faculties, and community. The faculties execute the policies and programs accurately and constructively.
- The College faculties represent the ethics and attend the professional ethics in the education.
- By giving the opportunity to work as a coordinator of various events like annual function, annual sports, technical, co-curricular and extra-curricular events, class teachers and faculty coordinator of student associations.

### **Outcome :**

The Management of the Institution conducts the regular meets and discusses the issue and challenge with developmental aspects of the institute. Thus , Management of the Institution encourages the teachers, students, alumni and co-ordinators to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback analysis are considered for the future decision making.

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Strategic plans are based on the vision and mission of the institute and it provides direction and helps in decision making of the institute. As per the objectives of the institute and the strategic plan “Effective teaching learning process” has been promoted for maintaining continuously good academic performance and strengthening student’s skills from the year 2018-19.

#### Action Plan-

To make students more employable.

- To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students
- To empower faculty about emerging trends in their profession for tutorial advancement
- To facilitate a friendly, efficient and flawless administrative found out ensuring a smooth day to day functioning

#### Implementation of action Plan-

- Conducting Expert lectures by industry experts for all students.
- Providing various courses which can help in increasing their practical knowledge
- Providing Industrial visits to various business premises.
- Motivating students by periodic interaction with distinguished guest
- Encouraging the teachers to participate in Orientation Programme, Refresher Courses, Short Term Courses, etc
- Encourage students to participate in Seminars, Conferences and workshops.
- Allocation of mentors to enhance faculty and student interaction.
- Continuous tracking of Attendance of the students.
- Follow a transparent feedback system.
- Conduct training based on current demand analysis

- Use of more practical methods of teaching like case study.
- Constant assessment to measure outcomes.
- Academic planning and preparation of Academic Calendar

#### **Outcome-**

- Faculty and mentors monitor performance of the students through their practical Skill, participation, and Projects.
- Placement records indicate output of policies and action plan implementation.
- Feedback from visiting faculties and internal faculties taken into consideration.

Principal, Faculties, mentors take review of the stated objectives formally through the result analysis of University examinations. The same is communicated to management for modifications in the quality policy required, if any.

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

##### **Response:**

The College has well defined internal organizational structure for decision making and their effective implementation. Organizational structure of the College consists of governing body comprising of President Peoples Empowerment Group (PEG), Principal ISB&M COC, College Development Committee (CDC).The CDC carries out all administrative work through IQAC. GB and LMC responsible for finalization and review of its quality policy. Management, Principal and senior faculty members work together for implementing quality policies. The Principal takes review of outcomes from the implementation of action plans through meetings with functional committees and makes necessary changes in action plans if required. The action plans are formulated in line with quality policy under the leadership of Principal. The action plans are incorporated by Principal into their strategic plans for effective implementation. For example, the teaching plans, laboratory plans, timetable, academic activity plans are formulated according to academic calendar of the institute. Various functional committees/cells are formed at institute level for implementation of action plan. These functional committees include AMC, timetable committee, sports committee, cultural committee, grievances redressal committee, women's grievances redressal committee, anti-ragging committee. A representative from each department and from students are inducted in institute level committees. Various committees are also formed at department level for incorporation of action plans in decentralized manner. Each of the committee has its defined roles in



formulating and accomplishing the strategic plan and timely implementation. The day to day administration of the College is carried out by the Principal with the help of Course Co-ordinators and faculty. The College also has an administrative office headed by the Office Superintendent, catering to requirements of staff and students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

**The institution offers a host of welfare benefits to the teaching and non-teaching staff, which includes-**

1. Employee engagement activities like birthday celebration, anniversary of service.
2. Provision for emergency financial assistance for all staff.
3. Medical insurance facility provided by Institute.
4. Faculty members are encouraged to organize and to participate in state, national and international level conferences/seminars/workshops.
5. Opportunities are provided to the faculty members for working in various committees of the University (Paper setting etc.)

6. Encouraging the faculty members to carry out research work in the field of their interest and to publish that in International Journals.

7. On-duty leaves are provided to the faculty members for attending and participating in national/international conferences and seminars.

8. Funds are provided to arrange guest lectures, seminars, workshops and conferences.

9. Free Transportation facility to staff members.

10. Holistic development of faculty members.

11. Canteen Facility to staff members is provided at subsidised rates.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

**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:** 31.03

**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**

2020-21	2019-20	2018-19	2017-18	2016-17
6	2	2	2	0

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**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:** 0.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 34.17

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	1	2	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

College has Performance Appraisal System for teaching and non-teaching staff. The performance appraisal system consists of self-appraisal and appraisal by Principal Sir.

#### 1. Performance Appraisal system of the faculty

Annual self-assessment of the performance is based on the format given by the Principal Sir. Individual faculty member fills in the form and the report is forwarded to the Principal Sir for assessment. The Principal Sir appraises the faculty member through the verification and evaluation of the appraisal report. Principal sir evaluates the performance according to:

? The workload of both the semesters (odd and even) for current academic year.

? Results of the subjects taught in academic year

? Other academic responsibilities

? Academic related administrative responsibilities

- ? Papers presented in conferences/seminars/workshops or as a resource person
- ? Achievements at university level such as receiving BCUD funded projects, innovation, external examination related work such as CEO, paper setter, assessment of answer sheet, viva voce of project, invigilation of the university examination etc.
- ? Major personal achievements during the academic year
- ? Contribution to the College/Organization during the academic year
- ? Personal opinion/suggestions
- ? Personal growth

After the assessments, the Principal informs the areas of improvement to the faculty members and also appreciates the faculty for his/her good performance. The feedback of the appraisal system is forwarded to the management. Also student's feedback is collected for the subject teacher. The feedback is also considered for the performance appraisal.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

Institute has a policy of auditing regularly by external agencies. Finance is the blood of any organisation. It is necessary to get an audit done every year to understand the inflow and outflow of money. Institutions need to conduct various activities based on financial status.

The external audit is conducted once in every year by a registered Chartered Accountant firm.

All these financial statements exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

**Source of Funds:**

Fees from BBA and BCA (CA) students

**Resource Mobilization Strategy of ISBM involves the following steps –**

1. A forecast report of Resource requirements to be prepared prior to the commencement of the new Academic Year.
2. Preparation of an annual budget for institutional operations in consideration of the resource requirement.
3. LMC approves appropriate budgetary provisions made by the Principal and monitors the efficient use of provisions.
4. The authority of allocation of the capital resource is vested in Chairman of the Institute
5. External audit and review of resource mobilization at the Institute

## 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:**

The Institute initiated the Internal Quality Assurance Cell (IQAC) in 2019. The real objective of this committee is to enhance the quality of teachers and body functioning and activities of the Institute in accordance with Vision and Mission.

This committee periodically reviews the end result of educational and body committees. This committee has contributed considerably in strategizing, formulating, standardizing and implementing varied quality policies, initiatives and processes.

Two samples of best practices institutionalized as a results of IQAC initiatives are:

**1. Steering to advanced and slow learners**

Institution conducts an orientation program for all fresh admitted students to make them conscious of program structure, examination pattern, optional courses within the program and career opportunities within the Management profession.

The establishment has adopted the policy to spot advanced learners and slow learners by following techniques:

- Student participation in classroom
- Performance in examinations is reviewed to observe their learning levels.

Class teachers and Mentors assess on top of knowledge and categorise students as advanced and slow learners and supply them appropriate steering. For slow learners the Institute has conducted Guest Lectures, seminars, remedial classes etc

This activity absolutely contributes to cater to the varied needs of the slow learners and therefore the boosted the ability of the slow learner to understand troublesome topics simply, recalling the answers of queries, clarity in sensible information of experiments, build confidence and helped in overall development of the students equally this activity helped advanced learners to improve their domain knowledge and build leadership qualities. The guidance of the faculties helped few students of college to start their own startup.

## **2. Use and enhancement of ICT infrastructure**

The use of ICT tools have become an important part in the teaching -learning process. IQAC inspires academics to utilize these tools in classroom teaching. The IQAC has suggested the administration to complement ICT infrastructure by buying advanced ICT tools, broadband net Wi-Fi facilities. Sporadically IQAC has trained academics to use ICT i.e. Google Apps, Video conference, use of e-mail, handling ICT instruments etc. The tutorial use of social media has additionally been used to ascertain communication with the scholars and peers.

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

### **Response:**

The Institute initiated the Internal Quality Assurance Cell (IQAC) in 2019. The real objective of this committee is to enhance the quality of teachers and body functioning and activities of the Institute in accordance with Vision and Mission.

This committee sporadically reviews the end result of assorted educational and body committees. This committee has contributed considerably in strategizing, formulating, standardizing and implementing varied quality policies, initiatives and processes.

Two best practices of IQAC and their outcomes are detailed below:

### **1. Academic Monitoring System**

For smooth functioning and effective teaching - learning system IQAC has incorporated Academic Monitoring system. Under this system the following measures have been taken.

1. Tracking of syllabus completion status every month.
2. Faculties need to submit syllabus reports by the end of each month
3. Review process done by the Principal, and action taken accordingly.

### **1. National level FDP**

ISB&M programmes are supported by a largely good platoon of accomplished faculty and robust academic structure. Institute promotes a culture of liberty, openness, fellowship, energy, enthusiasm . and a new life-style. Institutions believe in the process of reshaping the station of scholars and giving them the occasion to explore and rediscover themselves.

With respect to incremental improvement, IQAC, ISB&M College of Commerce, has organised a 7 Days National Level FDP (Faculty Development Programme) on Data Analysis using SPSS.

#### **Major topics covered in FDP-**

- Introduction to Quantitative Research Methods,
- Fundamentals and Advanced functions of SPSS,
- Developing an understanding about Descriptive Statistics,
- Inferential Statistics for Parametric comparison of means (t- tests, ANOVA),
- Normality and Reliability analysis and Non - parametric statistical analysis

#### **Anticipated Learning Issues**

- After successful completion of this course, participants will be suitable to .
- Use the advanced features of SPSS that can help them in their exploration trials.

- Help scholars in comprehending new trends and ways in using applicable statistical and computational tools for inter – correctional exploration.
- Effectively dissect and present their data.
- Write effective exploration papers and it will also improve the quality of research papers.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** E. None of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>



## Criterion 7 - Institutional Values and Best Practices

---

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Response:**

**Safety and Security:**

The college gives highest priority to safety and security of students, staff and infrastructure of the college. The college has installed CCTV (Closed Circuit Television) cameras at different places inside the campus to supervise and check activities going on inside the campus. Admin staff work in shifts in order to keep track of ongoing activities in the campus. Security guards are available at the campus for 24x7 hours. Entry to unauthorized personnel is restricted in the campus. Records of incoming and outgoing students, staff and vehicles are maintained thoroughly.

Pick up and drop facility is available for girl students if they are required to stay late night for cultural events or for academic purposes in the institute. Pick-up drop facility is also available to the female staff members whenever it is required.

The college has separate hostels for girls and boys with security guards and CCTV. Female faculty members are given the responsibilities to look after the issues faced by the girl students related to hostel facilities. The college has a well-defined hostel committee to maintain discipline in the hostel.

In case of a medical emergency, a dedicated vehicle is available in the campus. Full time doctor is available in the campus for medical care and first aid.

**Counseling:**

The college has the Mentor-Mentee scheme to provide counselling related to academic, health, financial and any other issues and to solve the problems. The mentors interact with the students to resolve student's issues related to medical, hostel, academic facility etc. Regular follow up of the students who are staying in the hostel is also taken. Any infrastructural problems faced by them are handled by the faculty in charge with the help of admin staff.

**Common Room:**

The college provides a common room facility for girl students. The Girl's Common Room is situated on the ground floor, consisting of a bed for the girls to rest in case of emergency. Basic facilities are available in the girl's common room.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

#### **Solid Waste Management:**

Solid waste is categorized into decomposable and non-decomposable waste. Waste which does not belong to garbage or trash is sent for recycling such as waste papers, old files etc. Metals from our college are collected and sold out to authorized purchasers for recycling. Waste from canteens and garden is dumped underground in an eco-friendly manner without pollution. Dry waste is collected by "Gram-Panchayat" for disposing to nearby wrecking yards.

College adopts a paperless office concept through electronic means via WhatsApp groups, email and Google Classroom; thus, reducing paper-based waste. Use of paper printed on one-side is encouraged in

printing drafts before final document, meeting minutes, notices etc. in office practices as an alternative to waste management.

The college has installed a Bio composting plant, wherein, the biodegradable kitchen waste, garden waste is composted and is used as a fertilizer for the garden.

Dustbins have been installed in the campus for waste segregation.

### **Liquid Waste Management:**

Wastewater treatment is done through the Sewage Treatment Plant, in which the contaminants are removed from wastewater and used for gardening and other purposes. Different kinds of filters are used in STP such as "Activated Carbon Filter" used to absorb chlorine, organics, color, taste and odor from wastewater and those are replaced at regular intervals.

### **E- Waste Management:**

The e-waste generated in college is disposed outside. At college level, we try to reuse maximum possible material before disposal.

### **Waste Recycling System:**

- Paper waste is sold out for recycling
- Vermicomposting used to recycle solid waste and food waste
- Liquid Waste after proper treatment used in irrigation

<b>File Description</b>	<b>Document</b>
Geotagged photographs of the facilities	<a href="#">View Document</a>

### **7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

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

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

**Response:** Any 4 or All of the above

<b>File Description</b>	<b>Document</b>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1.Green audit**
- 2.Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions / awards**
- 5.Beyond the campus environmental promotion activities**

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

<b>File Description</b>	<b>Document</b>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1.Built environment with ramps/lifts for easy access to classrooms.**
- 2.Divyangjan friendly washrooms**
- 3.Signage including tactile path, lights, display boards and signposts**
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

College organizes different programs for providing an inclusive environment.

### **International Yoga Day Celebration**

World Yoga Day is celebrated by the students and teachers of ISB&M College of Commerce every year. This day is celebrated to make students understand the importance of Yoga in their life. All students, faculty and staff members participate in this program enthusiastically. The college arranges a session to explain the importance of Yoga to achieve better mental and physical health followed by a Yoga demonstration session. Students and faculty members also perform Yoga Asanas during the session.

### **Independence Day Celebration**

ISB&M College of Commerce celebrates the auspicious occasion of Independence Day with full enthusiasm and zeal. The function is coordinated by student council members of ISB&M Nande campus. Flag is hoisted by our beloved director Dr. Pramod Kumar along with the Principals of College of Commerce and College of Engineering and other senior faculty members. Cultural Program is also arranged by the students on this special occasion. The function ends with sweet distribution.

### **Republic Day Celebration**

ISB&M family including students, staff and faculty members with a feeling of patriotism and dedication gathers in amphitheater every year. Every year celebration starts with the hoisting of the National Flag by the Chairman. Such type of celebrations creates feelings of Nationalism & Unity.

### **Nukkad Natak / Role Play**

Students from team “Kaurav” (students performing drama, role play etc.) perform various role plays in the college as well as in inter-collegiate competitions. Kaurav team performs with a theme based on various social issues.

### **Bonfire**

Bonfire event was born out of a vision to create a company that produces true community driven event experiences, and takes an active role in the social initiatives that are important to us. The students always

participate in such activities with a zeal and enthusiasm.

### **Blood Donation Camp**

Knowing the importance of blood donation, we organise one day blood donation camp at ISB&M College of Commerce.

### **Health Check-up Camp**

Onsight health check-up camp are organized by the college for staff and students.

### **MINERVA – Inter-collegiate Annual Fest**

ISB&M always cater to organize events and provide the opportunities for the students to participate & manage such events. College organizes its annual fest “MINERVA” every year during winter season. The name MINERVA comes from the name of the Roman Goddess of Art. Inspired from this, ISB&M College of Commerce hosts a Inter College Cultural Fest “MINERVA” every year with different themes. It offers a platform for the participants to showcase their skills and talents in various cultural and sports activities. The event sees almost a thousand students from colleges across Pune & Maharashtra, coming to ISB&M College of Commerce to compete in various cultural, literary & sports competitions.

<b>File Description</b>	<b>Document</b>
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

#### **Response:**

At ISB&M College of Commerce, we try to develop the mind set and the attitudes of students that are required today. Through our value based education, we strive to make our students responsive to societal issues. The college possesses a vibrant and talented student community where students are actively involved and managing various events.

ISB&M College of Commerce organizes various types of activities to sensitize the students and employees to the constitutional obligations, values, rights, duties and responsibilities.

1. Independence Day Celebration
2. Republic Day Celebration
3. Street Play Performance
4. Blood Donation Camp

- 5. Cleanliness Drive in NSS Camp
- 6. State level seminars
- 7. Guest Lectures on various topics

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Details of activities that inculcate values; necessary to render students into responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website
- 2. There is a committee to monitor adherence to the Code of Conduct
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
- 4. Annual awareness programmes on Code of Conduct are organized

**Response:** A. All of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

**Independence Day Celebration**

ISB&M College of Commerce celebrates the auspicious occasion of Independence Day with full enthusiasm and zeal. On this day, everyone pays respect and love to the country and the legends who had sacrificed their lives for the nation.

The celebration starts at 9.30 a.m. in the amphitheater. The function is coordinated by student council members of ISB&M Nande campus. Flag is hoisted by our beloved director Dr. Pramod Kumar along with the Principals of College of Commerce and College of Engineering and other senior faculty members. Cultural Program is also arranged by the students on this special occasion. The function ends with sweet distribution.

**Republic Day Celebration**

Republic Day is a national holiday in India, when the country marks and celebrates the date on which the Constitution of India came into effect on 26, January 1950. The day also marks the transition of India from an autonomous Commonwealth realm with British Monarch as nominal head of the Indian Dominion, to a fully sovereign Commonwealth republic with the President of India as the nominal head of the Indian Union.

ISB&M family including students, staff and faculty members with a feeling of patriotism and dedication gathers in amphitheater every year. Every year celebration starts with the hoisting of the National Flag by the Chairman. Such type of celebrations creates feelings of Nationalism & Unity.

### **International Yoga Day Celebration**

World Yoga Day is celebrated by the students and teachers of ISB&M College of Commerce every year. This day is celebrated to make students understand the importance of Yoga in their life. All students, faculty and staff members participate in this program enthusiastically. The college arranges a session to explain the importance of Yoga to achieve better mental and physical health followed by a Yoga demonstration session. Students and faculty members also perform Yoga Asanas during the session.

### **International Women’s Day Celebration**

International Women’s Day is celebrated every year in the college. Male faculty members also join for the celebration. The celebration begins with a cake cutting ceremony. Principal of the college share his thoughts on this special occasion. Snacks and tea arrangements are also done on this occasion. The day is celebrated with great enthusiasm.

### **Dahi Handi Celebration**

The festival of Dahi Handi is inspired by the childhood events of Lord Krishna when he used to steal curd from the vessels hung in the houses in Vrindavan with the help of his friends forming human pyramids. In ISB&M College of Commerce, this festival is celebrated with full enthusiasm.

### **Teacher’s Day Celebration**

This day is celebrated in ISB&M College of Commerce by the students in association with Cultural Cell. Various fun games and activities are organized for the teachers. There are many student performances like dance, singing, poetry recitation etc. Teachers also give their performances on this special occasion.

<b>File Description</b>	<b>Document</b>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## **7.2 Best Practices**



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

**Response:**

**Title of the Practice: Annual Fest “MINERVA”**

**Objectives of the Practice:**

- To introduce ISB&M College of Commerce on a global platform
- Development of intellectual, mental, physical, psychological and emotional abilities in students.
- Development of intra-personal and inter-personal abilities to understand others and work in team.

**The Context:**

ISB&M College of Commerce is committed to create an environment where students can explore potential, team building & design. In a dynamic environment it is very important for students to build the skills and competence which are necessary to survive in a cut throat competitive environment. The idea of competence implies quite simply the acquisition of knowledge and skills. It involves the mobilization of knowledge, skills, attitudes and values to satisfy complicated demands. The college believes in providing a platform to the students which is not only limited to academics but also to excel their capabilities.

Management is all about getting work done from others. ISB&M always cater to organize events and provide the opportunities for the students to participate & manage such events, where students learn about -

- Leadership Skills
- Persuading Skills
- Interpersonal Relationships
- Team Work
- Assigning tasks to the right person at the right time

The name MINERVA comes from the name of the Roman Goddess of Art. Inspired from this, ISB&M College of Commerce hosts a Inter College Cultural Fest “MINERVA” every year with different themes. It offers a platform for the participants to showcase their skills and talents in various cultural and sports activities.

**The Practice:**

The planning of activity starts right from the start of the academic year. Once the students complete the academic registration process, the students are asked to nominate themselves to work as a member of different cells. Depending on the nominations, students are shortlisted for interview. Faculty coordinators of the cells conduct interviews of these shortlisted students. At ISB&M College of Commerce we have different cells like Sports Cell, Cultural Cell, Digital Moments Cell, Debate Cell, Digital Marketing Cell and Alumni Cell. During various activities conducted by these cells, faculty members are able to enlist different capabilities of the students which help them to allocate the various team responsibilities for the event MINERVA.

The event is conducted in the month of January/February every year. Principal assigns the responsibility to

one of the faculty members to work as a coordinator of this event. Other faculty members work along with the event coordinator for successful planning and implementation of the event. The event coordinator along with the other cell coordinators form various committees as Event Team, College Participation Team, Sponsorship Team and Design Team. Based on the student skillsets, they are given responsibility to work in these teams. Head coordinator is allotted to each team. Students from third year are selected as head coordinators. These head coordinators then select junior students as the team members. Accordingly, they make systematic groups to work as a team. These team members are responsible for handling everything right from event planning, financial planning, budgeting, human resourcing, marketing, getting sponsorship and also getting participants from various parts of the city and state. Event promotion is solely managed by the team members. These student members also handle the responsibility of designing posters of the events which is used for branding purpose. Social Media Platforms like Instagram, Facebook is used for branding of event. Students also work to get MOUs related to event sponsorship as well as for sponsoring prizes for various competitions. Food stalls are also arranged by various vendors on the campus during the event. Students from different places participate in various competitions. A wide variety of competitions are organized simultaneously. Various fun filled informal activities are also organized on the campus. Several artist performances are arranged across all the days of the event. Artists from different platforms are invited to judge different competitions. On the very last day of the event, a concert of a well-known artist is arranged. The event ends with the prize distribution ceremony.

Following Competitions are organized every year during MINERVA. These competitions are categorized into 3 major categories – Cultural, Sports and Literary.

1. Cultural Competitions include Singing (Classical & Western), Dancing (Classical & Bollywood), percussion, Instrumental Jugalbandi, Battle of Bands, War of DJ's, Fashion Show, Standup Comedy, Street Play and Theme Photography.
2. Sports Competitions include Cricket, Football, Volleyball, Basketball, Kabaddi, Aqua Polo, Chess, Carrom and Table Tennis.
3. Literary Competitions include Quiz, Ad Mad, Debate, Elocution, Creative writing and B-Plan.

#### **Evidence of Success:**

The event MINERVA has something for everyone, be it dancers, singers, rappers, composers, DJs, actors or aspiring models. Minerva's strong-point is a quality set of judges including Pt. Ramdas Palsule, Sucheta Chapekar, Anand Bhaskar, Ratna Shah, Aparna Jhachak, Kingsukh Roy, Sameer Belvalkar, Yogesh Baldotra, Chaitanya Gokhale, and many more. With a quality set of judges and state of the art infrastructure, everyone, the judges, the participants and star performers goes away from MINERVA happy and raring for more.

Participations from almost 40-60 different colleges had been received. A huge amount of sponsorships had also been received from different vendors across Pune.

Many students who have worked in the organizing team have been benefited by such activities. They were able to build intra-personal and inter-personal skills. Many students have attributed their success to the activities conducted by the college at such a huge level. Many are placed in well known companies and they are able to implement the skills and knowledge they have acquired through such activity.

During pandemic, college has organized Minerva throwback event on virtual platform where we have called all prominent artists who were part of MINERVA during last 5 years. They were very happy to be a

part of the event again on such a huge social platform.

We had also received International sponsorship for 1st Minerva in 2016. Many prominent artists have performed during MINERVA. With the efforts of event coordinators, all staff members and all the students, MINERVA has always been a great success.

**Problems encountered:**

**Time constraints:**

The time management is a big challenge. The event contains so many competitions that we need to conduct many activities simultaneously.

**Less Participation in few activities:**

Every year almost 25-30 different competitions are organized in MINERVA. We can get very less participation in some of the competitions like Classical Singing, Instrumental Jugalbandi, Percussion and even Classical Dancing competition.

**Technical Problems during Virtual Participation:**

In the year 2020, we have conducted MINERVA on a virtual platform. We have faced lots of technical problems like some guest artists were not able to connect due to the network issues. Even when our students have given dance performances, there was certain issues with connectivity. They were not able to connect with the audience and so were not able to get encouragement as they get in offline performances.

**Resources Required:**

- 50 % of infrastructural resources are provided by the College. For stage and sound system, we acquire resources from outside vendors.
- Students raise funds through sponsorships. Many cash prizes and coupons are incurred through sponsorships.
- Human resources are also utilized from the college.
- Financial Support

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

**Response:**

Our vision is to provide world-class education to young minds and prepare them to great career. Instead of following the well-tested lines of success, we have striven to carve a new path, give a new meaning and develop new strategies in the field of education. Grooming the young generation is another dimension to our pursuit for academic excellence.

ISB&M College of Commerce provides the young students a wide canvas of opportunities in terms of academic as well as co-curricular and extra-curricular activities to check out for themselves as to wherein their talent lies. This has resulted in ISB&M COC alumni making a mark for themselves in diverse professional arenas. It also provides a true cosmopolitan experience with students coming from a large number of cities and town of India.

At ISB&M College of Commerce, we believe in the philosophy of change for betterment. Our belief is not only in the development of academics but all-round development of the students. That is the reason why in merely couple of years, our College of Commerce has emerged as one of the most happening institution in Pune, with a record of brilliant academic performance coupled with extravagant co-curricular activities.

### **Top Performers of ISB&M College of Commerce**

ISB&M College of Commerce constantly ranked amongst the best institutions and offer a unique combination that benefits students and develop the capabilities and connections the students need to succeed in global business today.

Career building is key element of education in ISB&M College of Commerce. Students learn high quality professionalism, attitude and values. Students join well-known companies during internship program to be able to learn good work habit and benchmark competitive standards. ISB&M College of Commerce places its students in the midst of a truly diverse culture. Students benefit from unraveled opportunities and gain exposure to a broad range of new business perspectives.

As a result of this, many pf or students are placed in well-known companies and they are doing extremely good in their field.

To name a few –

1. Ms. Dona Dey – Operations Associate at BYJU’S
2. Ms. Mahek Mahajan – Social Media Executive at Insomniacs Digital Private Limited
3. Lalit Chahare – Business Development Executive at Square Yards
4. Ruchika Vitekar – QUESS Corp Limited
5. Ms. Shalini Pillai – Product Specialist at BYJU’S
6. Mubeen Ahmed – Financial Analyst at eClerx
7. Sijo Paloran – General Manager at TRIJL India
8. Faizan Dawjee – Team Lead - Business Development at BYJU’S learning
9. Rithik Gangwal – Associate - Digital Marketing at Merkle Sokrati, Pune
10. Pritish Bhawal – Associate - Graphic Designing at Docplexus, Pune
11. Megha Rajgarhia – Bajaj Finserv
12. Akshita Kaushal – Jaguar Land Rover
13. Astha Shrivastava – KPMG
14. Nikhil Patnaik - Aptiv Component Pvt. Ltd
15. Kumar Ashutosh - Extramarks Education India Private Limited

And many more..

Few of our students have also started their own business. Few have got opportunity in foreign universities for their higher studies and this is outcome of our world class education.

We encourage overall development of students. To support this, we create different cells in the college like cultural cell, sports cell, debate cell, professional development cell, digital moments cell and digital marketing cell. Various activities are organized at different times by these cells.

### **Students who brought Laurels!**

- ISB&M College of Commerce Drama team “Kaurav” has won several awards in the field of street play, dramatics and mimicry. This team has been performing elegantly since past years and kept entertaining us. The team has bagged third prize in Mime Act at the most prestigious IIT Bombay Fest Mood Indigo 2019.
- ISB&M College of Commerce quiz team have won several prizes in various quiz competitions conducted by MITCOM, SVIMS, DY Patil, Nirma University & Many others....
- One of our students, Faizan Dawjee has won several Inter-College Mock Stock Competitions.
- Priyansha Prasad, a student of BBA + Media from the batch 2018, bagged first prize in the Maharashtra State Level Debate Competition, organized by Indira College of Commerce and Science, Pune.
- Shalini Pillai has been awarded first prize in Nritya Basant Cultural Festival held at Bangkok 2018.
- Nisha Choudhary stood third in one of the largest DJ Competition – ‘Hysteria’ of cultural fest, Mood Indigo 2017.
- Vidhan Tiwari, a student of batch 2018-2021, has won second prize in Mi’nem (Rap Competition) at Mood Indigo 2018 conducted by IIT Bombay.
- Our students have also got overall championship in many of the intercollegiate competitions.

## 5. CONCLUSION

---

### **Additional Information :**

- At ISB&M College of commerce, we invite several highly accomplished executives for Guest Lectures. This helps students learn about executive talent, career planning and several of them could serve as role model to our students.
- Every year, students go for industrial visit to familiarize themselves about industrial processes from raw materials to the end product.
- College has a good record of internships.
- "MINERVA" - Annual Fest of the college is organized every year where students from many different cities participate.
- All activities are effectively organized and managed by the students.
- At ISB&M, the students learn to overcome personal limits to be an effective leader. Leadership talent is what makes ISB&M students compete on career with the best in India.

### **Concluding Remarks :**

Our mission embodies dynamism because we understand that flexibility and responsiveness are the two most critical skills required to lead upfront in the midst of uncertainties. The college has its own culture of inclusiveness, diversity, personal and intellectual integrity and value-based education that allow a collaborative spirit between faculty, students and corporate partners and industry professionals. We realize the need to keep us contemporary to the changes constantly happening around us. The delivery of curriculum is of high standard and the learning methodology encourages students to undertake greater initiatives. In addition to giving them conventional inputs, we try to develop the overall personality of students so that they would make significant contribution to the field of knowledge. Through our value-based education, we strive to make our students responsive to social issues as well. Our students will become well educated leaders and global citizens excelling to address the challenges of 21st century.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above</p>																				
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p>1.3.2.1. <b>Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>02</td> <td>02</td> <td>02</td> <td>02</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>04</td> <td>0</td> <td>0</td> <td>01</td> </tr> </tbody> </table> <p>Remark : Input edited as per certificate provided by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	02	02	02	02	02	2020-21	2019-20	2018-19	2017-18	2016-17	0	04	0	0	01
2020-21	2019-20	2018-19	2017-18	2016-17																	
02	02	02	02	02																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	04	0	0	01																	
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</b></p> <p>1.3.3.1. <b>Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 217 Answer after DVV Verification: 6</p> <p>Remark : Input edited as per document provided by HEI.</p>																				
1.4.1	<p><b><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></b></p> <p><b><i>1) Students</i></b></p> <p><b><i>2)Teachers</i></b></p>																				

**3)Employers**

**4)Alumni**

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : Input edited as per filled 5 forms documents provided by HEI.

**2.1.1 Average Enrolment percentage (Average of last five years)**

**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
101	105	90	81	118

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
102	101	88	81	115

**2.1.1.2. Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
160	160	160	160	168

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
160	160	160	160	168

Remark : Input edited as per document provided by HEI number of students admitted list provided by HEI.

**3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

**3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	90000	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17



0	0	0	0.90	0
---	---	---	------	---

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**

**3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	1	0

Remark : Input edited as per report provided by HEI.

**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years**

**3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	2	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	2	0	0

Remark : HEI not provided UGC website but as per ISSN no. 2 papers are considered for input.

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

**3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	2	0	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	2	0	03

Remark : HEI not provided the cover letters of book hence input edited as per ISBN no.

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**3.3.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	3	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

Remark : Input edited as per report provided by HEI.

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**3.3.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	135	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : students participating is not mention in the report hence input edited as per documents.

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**3.4.2.1. Number of functional MoUs with Institutions of national, international importance,**

**other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	2	2	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : HEI not provided any relevant documents related to metric hence input edited.

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
139.82124	131.32054	131.30608	102.05893	140.30068

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	56.67	0

Remark : Input edited as per audited statement Expenditure for infrastructure augmentation provided by HEI.

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0.143	0.114	0.116	0.107	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.05	0.17	0.23	0.38	0.079

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
139.82	131.32	131.30	102.05	140.30

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	84.85	98.07	53.38	28.05

Remark : Input edited as per extract provided by HEI.

**5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years**

**5.1.2.1. Number of students benefitted by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	5	3	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
06	4	5	3	5

Remark : HEI provided only scholarship policy not provided the list or any relevant documents related to number of students hence input as per given data template provided by HEI.

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

2020-21	2019-20	2018-19	2017-18	2016-17
134	59	57	0	125

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	94	0

Remark : Input edited as per documents list of student provided by HEI.

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : E. None of the above

Answer After DVV Verification: D. 1 of the above

Remark : Input edited as per document provided by HEI.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	13	02	04	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	10	02	0	0

Remark : Input edited as per offer letters provided by HEI.

**5.2.2 Average percentage of students progressing to higher education during the last five years**

**5.2.2.1. Number of outgoing student progressing to higher education.**

Answer before DVV Verification : 74

Answer after DVV Verification: 21

Remark : Input edited as per documents provided by HEI.

5.3.1	<p><b>Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.</b></p> <p>5.3.1.1. <b>Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 472 1046 607"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>02</td> <td>01</td> <td>01</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 685 1046 819"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>01</td> <td>01</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Input edited as per certificate provided by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	02	01	01	2020-21	2019-20	2018-19	2017-18	2016-17	0	01	01	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	02	01	01																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	01	01	0	0																	
5.3.3	<p><b>Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)</b></p> <p>5.3.3.1. <b>Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1178 1046 1312"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>168</td> <td>161</td> <td>61</td> <td>46</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1391 1046 1525"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Remark : Input edited as per certificate and award provided by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	01	168	161	61	46	2020-21	2019-20	2018-19	2017-18	2016-17	01	2	1	1	1
2020-21	2019-20	2018-19	2017-18	2016-17																	
01	168	161	61	46																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
01	2	1	1	1																	
6.2.3	<p><b>Implementation of e-governance in areas of operation</b></p> <ol style="list-style-type: none"> <li>1. <b>Administration</b></li> <li>2. <b>Finance and Accounts</b></li> <li>3. <b>Student Admission and Support</b></li> <li>4. <b>Examination</b></li> </ol> <p>Answer before DVV Verification : A. All of the above  Answer After DVV Verification: B. 3 of the above</p>																				
6.3.2	<p><b>Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.</b></p>																				

**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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	1	2	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	2	2	2	0

6.5.3

**Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : D. 1 of the above

Answer After DVV Verification: E. None of the above

Remark : HEI not provided any relevant document related to metric hence input edited as per none of the above.

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>84</td> <td>96</td> <td>80</td> <td>80</td> <td>80</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>70</td> <td>96</td> <td>80</td> <td>80</td> <td>80</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	84	96	80	80	80	2020-21	2019-20	2018-19	2017-18	2016-17	70	96	80	80	80
2020-21	2019-20	2018-19	2017-18	2016-17																	
84	96	80	80	80																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
70	96	80	80	80																	
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

80	80	80	80	80
----	----	----	----	----

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	8	9	9	10

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	8	9	9	10

**4.2 Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
139.82124	131.32054	131.30608	102.05893	140.30068

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	125.7	125.02	94.96	140.01