SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S INSTITUE OF COMPUTER AND MANAGEMENT RESEARCH

GAT NO 101/102 AT DUDULGAON POST ALANDI (DEVACHI) TAL - HAVELI
DIST - PUNE PIN 412105 MAHARASHTRA
412105
www.rjspmicmr.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1. **INTRODUCTION**

Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management Research, Dudulgaon, Pune (RJSPMICMR) a co-educational College was established in 2007 by a public charitable trust, Rajmata Jijau Shikshan Prasarak Mandal, Pune with the vision to impart quality Management education. It has a beautiful green campus with state of the art facilities and infrastructure situated in the industrial belt of Bhosari under the Pimpri-Chinchwad Municipal Corporation, Pune, located near the religious famous town of Alandi, in Pune (Maharashtra).

The college offers, the Two years full time MBA degree Program approved by the All India Council of Technical Education (A.I.C.T.E.), State Government of Maharashtra and affiliated to Savitribai Phule Pune University, Pune. The Governing Body of RJSPMICMR comprises of members who are Academicians, Industrialists, and Businessman, committed to quality education. The institute is ISO 9001:2015 and 14001:2015 certified and abides by the finest quality practices. The institute aims for augmentation of physical infrastructure as well as state of the art facilities and infrastructure to boost student's confidence and competence levels and thus groom industry-ready graduates. Augmented high speed internet connectivity with latest computers and softwares, spacious, well stacked library, with e-resources, Seminars, Workshops, Personality Development, Industry-Institute Interactions are routine in the campus. Institution has MoU's with reputed industries for training, projects, The Institute's USP are its proven leadership with vision & integrity, scholarship programs for weaker sections based on merit, insightful mentoring, counselling.

Vision

"To render service to the society through excellence in education by imparting knowledge, developing skills and imbibe among the students moral, Spiritual and social values of life".

Mission

1) To inculcate among the students the moral, spiritual and social values to grow as useful citizens and fully developed individuals.

2) To nourish, nurture and develop the all-round personality of students to enable them to obtain gainful

employment or self-employment.

3) To stimulate the academic environment for promotion of quality teaching, learning and research.

4) To bridge the gap between academic and practical, industrial and business world by organizing seminars, lectures, demonstration, visits to industrial and business houses.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength Approvals / Recognitions:

Regular approvals by all apex regulatory bodies' consistently good results thereby good admissions

ISO 9001:2015, 14001:2015, Green Educational Campus Certifications

Academics:

Blend of young, enthusiastic and experienced faculty.

 Result is consistently above the average result of Savitribai Phule Pune University, Pune

Efficient mentoring and counselling system

Good training and placement record.

Infrastructure:

College is equipped with best Physical Infrastructure as per the standard laid down by apex bodies.

Well-furnished and equipped Computer Laboratories

Well stacked library with journals, periodicals, latest reference books.

Good outdoor Sports facilities

Management:

Proactive, experienced & Visionary Managemhent who holds key positions in the development and leadership of the area, and also promotes transparent, decentralized and participative management in all college activities and is engaged in philanthropic and academic activities.

Location:

College is located in the vicinity of the holy and historical towns of Alandi and Dehu (Maharashtra) is well as major industrial area of Bhosari and near the Pune-Nashik highway which provides opportunity to collaborate with various manufacturing industries.

Other Strengths:

Highly experienced, dynamic and proactive academic leadership.

Institutional Weakness

Institutional Weakness

Syllabus Constraint required to industries.

Lack of Hostel Facility.

Institutional Opportunity

Institutional Opportunity

To fetch more research, infrastructure and other QIP grants from State and Central funding agencies as well as Industry.

To start research based post graduate courses in Management and get recognition as University Approved P.G.Research Centre (Ph.D) and funded project of industries.

New collaborations with institutes and industry for further improvement in placement, and consultancy projects/services.

To nurture culture of entrepreneurship through innovation & Start-ups through EDP Cell To provide industry ready post graduates.

Frequent interaction and expert guidance by industry personnel from nearby Manufacturing industries with faculty and students.

Further scope for MoU's with renowned Manufacturing Companies for exploring collaborations and joint projects.

Institutional Challenge

Institutional Challenge

To educate the students from diverse background and make them employable by grooming their overall personality.

To deliver to the expectations of stakeholders.

To overcome the problems of syllabus constraint by bridging curricular gaps through content beyond Syllabus. Enhancing active participation of students in co-curricular and extracurricular activities.

To prepare for and adopt for NEP 2020, Ministry of Education, Government of India.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

RJSPM'S Institute of Computer and Management Research, Dudulogaon, Pune is affiliated to Savitribai Phule Pune University (SPPU) following guidelines laid down by the SPPU in curriculum design and delivery. The university reviews and restructures the syllabus and curriculum at regular interval where the minimum requirements, standards and quality of education are maintained as per the regulatory requirements of AICTE. The university runs the curriculum in semester pattern. For MBA programme syllabus is designed by SPPU for 2016 pattern, and 2019 pattern is followed, and 2016 and 2019 include Choice Based Credit System (CBCS). A very well-planned curriculum delivery and execution is what has led to the academic success that have been made thus far. The curriculum delivery includes course files, an academic calendar, an academic timetable, well-defined CO's, and PSO's.By enhancing teaching and learning, the curriculum is delivered effectively. The curriculum is enhanced by experiential learning, with the majority of students taking part in projects, fieldwork, industrial trips, etc. Other events, such as guest lectures, training sessions, seminars, and workshops, are periodically planned to foster a research mindset and keep participants up to date with contemporary business trends. The college incorporates cross-cutting topics like ethics, gender, human values, The environment, and sustainability in addition to academics and research through initiatives including expert talks, workshops, as well as extension and outreach efforts through an active involvement. Governing Body, College Development Committee, and IQAC monitor the efficiency of all curricular-related activities. Feedback on curriculum is collected from students, teachers, alumni, and employers and the feedback is used for curriculum enrichment. The feedback so collected is compiled and analyzed for further improvement in the curriculum.

Teaching-learning and Evaluation

The institute follows Central Admission Procedure; student enrolment is done as per the guidelines of Government of Maharashtra, Directorate of Technical Education and Common Entrance Test, Cell. Admission authorities and reservation policies are also followed.

Our faculty gives more strength to student-centric methods of teaching-learning. Students learn from experiential learning with activities like assignments, seminars, field visits, etc. Faculty promotes participative learning through presentations, group discussions, peer evaluation, co-curricular and extra-curricular activities. To improve the critical thinking of student's problem-based learning approach like project work, field work, etc. is also adopted. ICT tools are used by faculty in teaching-learning for dissemination of knowledge using LCD in the classroom for PowerPoint presentation. The internal assessment is transparent and follows the timeline received by the University. The continuous assessment examination are evenly distributed through out the semester. Evaluation of assessment is done by faculty and answer sheets are shown to students to have an idea of their performance. Examination grievances are handled by the examination committee. Students are made aware of the examination process in the induction program. Faculty and students are made aware of POs and COs through the college website, journals, boards on campus, etc. The attainment of POs and COs is measured using direct methods like internal-external examination of SPPU and indirect methods like a feedback system

Research, Innovations and Extension

The institute encourages Postgraduate students to participate in research thereby inculcating research culture though Summer Internship Projects. Director is approved as PhD guides. The college has received funds under various heads like equipment grants, seminar, infrastructure from Savitribai Phule Pune University in the last 5 years. To understand the needs of the industry, students are deputed to carry out internship at at various companies. The faculty authored more than many research papers and books, which indicate the research environment in the institute. The college has signed MoU's with different organizations for conducting, industrial training, industrial visits, soft skill development etc.

In addition to above, extension activities are very crucial for holistic development of students making them a person with, values, ethics, integrity and sense of responsibilities towards society. College encourages students by actively involving them in various extension activities such as spreading awareness about human ethics and values, social outreach like blood donation, tree plantation and plastic free campus etc. for imbibing amongst themselves the values, ethics, and sense of responsibilities to become a responsible professional and proud citizen of India.

Infrastructure and Learning Resources

The Institute has adequate infrastructure and physical facilities as per norms of apex bodies AICTE, DTE, SPPU for the program being offered. It has well designed administrative block and various other facilities for students. The institute has enough number of equipment, books, teaching aids, furniture and fixtures for facilitating teaching learning process. Class rooms are well ventilated with adequate seating capacity, furnished and equipped with ICT enabled tools, internet and Wi-Fi. Laboratories are well equipped with instruments. Further, infrastructural enhancements are also done through various financial resources in the form of grants by SPPU and also adequate budgetary allocations are made for creation of additional infrastructure and facilities

each year. Institute has Examination Control Rooms and Training & Placement Cell and other adequate facilities. Broadband internet, intranet (LAN), CCTV along with electricity and water supply are available in the institute. The institute has spacious library. The library is a rich source of learning material viz., books, journals, ejournals, theses, reports, magazines etc. It has membership of National digital library. The institute has separate computer laboratory with adequate desktops connected through LAN for internet usage. Institute has installation of first aid boxes, fire alarm and fire - fighting system. The institute provides indoor and outdoor sports facilities to students with well maintained playground for outdoor events like volley ball, throw ball, cricket, basket ball, kabbadi etc. The institute has well established systems and procedures for maintaining and utilizing physical, academic and support facilities

Student Support and Progression

The Institute follows AICTE, DTE and SPPU regulations norms for the college work and the main focus is on students. The students are the nucleus for the college development. The Institute has formed dedicated sections like the anti-ragging committee, training and placement cell, competitive exam cell, skill development section, sports section, cultural section which are helpful to facilitate student's holistic development. College has well-established infrastructure facilities, library and student development cell. For economically weaker students, college assists in obtaining scholarships/ freeships provided by Government and Non-government agencies. The institution has also organized programmes for student's well- being to improve social as well as spiritual development purposes. The special support has been extended to academically slow learners and for such students the extra sessions are conducted. The Institute has a registered alumni association.

Governance, Leadership and Management

Rajmata Jijau Shikshan Prasarak Mandal, a public trust, has been established in 2000 with single minded goal to impart value-based, student-centric education to the aspirants coming from urban and rural part of Maharashtra. Master degree course in Business Administration was started in 2007 with an objective to provide high quality professional education affordable to ordinary element of the society.

The College has a college development committees (CDC), governing body (GB) which is meritoriously governed by the Director, Dr. Dhananjay Bagul with over 29 years of experience. The Institute has well-defined its vision, mission and quality policy. Decentralization, participatory management, good retention of experienced staff contributes to the achievement of the vision, mission and goals, and building the organizational culture. The academic and administrative planning, step-by-step adoption of e-governance at different levels, and its implementation reflect the efforts of the organization in realizing its vision.A well-defined organogram for effective monitoring and implementation of prospective plans and policies are laid. Grievance redressal system, internal complaint committee and anti-ragging committee functions at ground level for safety and security. The institute follows AICTE / DTE / university norms for staff recruitment. Teaching and non-teaching staff members attend national and international conferences, seminars and workshops and are trained to enhance their professional competencies through various staff development, orientation and skill up gradation programmes. Staff welfare schemes are available. The major sources of income are fees and proper actions are taken for its optimum utilization for salary, purchases, operational, administrative and student expenses. The accounts are audited by hired auditors, internally and externally once annually. So far there are no major errors pointed by the auditors. Performance appraisals and feedback mechanism are the key tools,

which help in assessing the performance of the staff and provide insight into the improvement plans to be adopted.

The institute has constituted Internal Quality Assurance Cell (IQAC). IQAC is involved in setting up quality parameters and process quality sustenance necessary for the development of the institute. The management in conjunction with IQAC puts consistent efforts in overall improvement and invites external agencies like NAAC to assess the quality standards

Institutional Values and Best Practices

At RJSPM's Institute of Computer and Management Research, we are devoted for the development and implementation of institutional values and have adopted best practices for the betterment of students and society. The college is regularly engaged in a variety of eco-friendly practices such as tree plantation, installation of solar energy panels etc. Efforts are being made to develop the campus on green concepts, particularly concentrating on water conservation, use of alternative and renewable sources of energy, use of different energy conservation methods, solid waste management, E-waste management etc.We support positive environment for gender equity, as the reformation in society with special reference to gender differences is possible only through gender sensitization. Girl students are guided on regular basis by the teachers on various aspects to boost up their morale and support their ambitions. Gender Sensitization Cell has been constituted to spread the message of gender equality in order to eliminate gender bias and gender insensitivity. Mentor-Mentee system effectively works for girls students to pay attention towards their problems and safety. It also helps to build confidence and improve academic performance of students. We are committed towards well-being of society so we always promote and conduct various programs like cleanliness drive, plastic collection drive, health check-up camps, blood donation camps, street plays and rallies for social issues. The college promotes human values and motivates the students towards ethical practices by celebrating birth anniversaries of national leaders, national days etc., to motivate students with nationalism, moral values, human rights and ethical behavior

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S INSTITUE OF COMPUTER AND MANAGEMENT RESEARCH
Address	GAT NO 101/102 AT DUDULGAON POST ALANDI (DEVACHI) TAL - HAVELI DIST - PUNE PIN 412105 MAHARASHTRA
City	PUNE
State	Maharashtra
Pin	412105
Website	www.rjspmicmr.com

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Director	Bagul Dhananjay Bhaskarrao	020-20280280	9850716430	020-2028028 0	rjspmicmrnaac@g mail.com
IQAC / CIQA coordinator	Lembhe Yashwant Dattatray	020-66998966	8788356266	020-2028028 0	lambs115@gmail.c om

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Savitribai Phule Pune University	<u>View Document</u>

Details of UGC recognition

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

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	<u>View Document</u>	03-07-2022	12	

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GAT NO 101/102 AT DUDULGAON POST ALANDI (DEVACHI) TAL - HAVELI DIST - PUNE PIN 412105 MAHARASHTRA	Urban	1.5	2237

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
PG	MBA,Management	24	GRADUATION	English	60	60

Position Details of Faculty & Staff in the College

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

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Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				4
Recruited	2	2	0	4
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	0	1	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	0	0	0	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	2	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	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**
PG	Male	32	0	0	0	32
	Female	31	0	0	0	31
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	7	4	5	2
	Female	2	1	1	2
	Others	0	0	0	0
ST	Male	0	0	0	1
	Female	1	1	0	0
	Others	0	0	0	0
OBC	Male	4	4	6	1
	Female	0	3	2	1
	Others	0	0	0	0
General	Male	20	20	17	16
	Female	21	16	7	10
	Others	0	0	0	0
Others	Male	4	6	2	5
	Female	1	2	1	2
	Others	0	0	0	0
Total		60	57	41	40

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The vision and Mission of the Institute are quite aligned with vision of NEP 2020. The course curriculum already have certain courses from science and humanities integrated with main management courses. The institution is non accredited and affiliated to SPPU and adhered to the syllabus laid down and endorsed by SPPU. The institute is adopting good practices in good learning as well as research. In view of NEP 2020 presently in a limited way as narrated above.
2. Academic bank of credits (ABC):	We have sent the link for registering the Academic Bank of Credit to the students. Collected the ABC data by google form and forwarded the data to

	University.
3. Skill development:	We encouraged student to enroll for value aided courses like Personality Development and spoken English. We conduct different sessions of Industry veterans to provide skills for students. Apart from this University syllabus is having Skill Development course.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Ours is a professional post graduate course in managements and student and average age of students is 23 and they are well versed and aware to the culture.
5. Focus on Outcome based education (OBE):	OBE is conducted in curriculum and records are maintained. OBE initiative is taken through project report (Sem IV) for final year MBA Students. Students are enabled to understand the research culture and this will help them in their future studies as well as to get better job opportunities. As the outcome of the project work, we collect project. Course outcomes are designed by respective faculty based on the curriculum given by Savitribai Phule Pune University and then these are communicated with the students through various media. CO's are mapped with Program outcomes. And by results of examination of Savitribai Phule Pune University it is being proved.
6. Distance education/online education:	The use of ICT tools is to complement the classical teaching techniques particularly in difficult subject areas. To achieve these objectives, teachers develop E-content, power point presentation, Presentation of practical by video graphic manner. Teachers are involved in the multimedia presentation and developing online video lectures. The use of multimedia teaching like LCD projectors, ZOOM online application and internet enabled computer systems and usually employed for teaching in our Institute. During COVID pandemic the faculty conducted teaching and assessment through online mode successfully in a seamless manner. So faculty is quite conversant with online educations.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been	YES

set up in the College?	
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	YES
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	YES
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	YES
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	YES

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
126	94	84	80	86

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 16

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
06	06	06	06	06

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
17.97	21.03	18.96	19.10	27.50

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

RJSPM'S Institute of Computer and Management Research, Dudulgaon, Pune affiliated to Savitribai Phule Pune University (SPPU) follows guidelines laid down by the SPPU. The MBA program syllabus designed by SPPU for 2016 and 2019 patterns, and both patterns include Choice Based Credit System (CBCS).

Curriculum pre-planning and academic calendar

Effective curriculum delivery is ensured by preparing academic calendar, workload calculation, and time table for curricular/co-curricular activities, in consultation with all the head of departments.

Various staff committees are set up to carry out the academic and non-academic activities throughout the year and portfolios with tasks are assigned.

Academic in-charge and Academic committee then design the college academic calendar & academic planner in line with academic calendar given by the SPPU and get them approved.

The college academic calendar is then circulated among the staff & displayed on notice board.

Subject in-charges are responsible for preparing respective course files which include course objectives and outcomes, teaching plan, question bank, subject notes, reference books and literature, etc. at the beginning of each semester.

The faculty members submit monthly syllabus completion reports, student attendance records to the academic in-charge, who monitors and maintains the same.

Curriculum delivery implementation and conduct of continuous internal assessment

Teaching faculty use various teaching-learning methods and tools like power point presentations, animated videos etc. besides regular notes for effective curriculum delivery. To ensure effectiveness of the teaching-learning process various student centric methods such as experimental learning, industrial training, participative learning, problem solving etc. are adopted.

In addition to routine class room teaching, expert guest lectures, seminars & workshops are conducted throughout the year to make the teaching learning methods more effective. Students actively participate in industrial visits/training which are organized as a part of the curriculum, by the college.

The mechanism of Continuous Internal Evaluation is based on continuous assessment as well as Internal

examinations as per SPPU course structure. Continuous assessment assignments, open book tests, class tests, field work group discussion and seminars. During practical hours students are evaluated on the basis of their performance. All the internal assessments are conducted strictly as per the academic calendar.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 02

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2 *Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

Response: 27.23

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	57	71

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 *Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

Response:

The curriculum of MBA course is intended to develop professional ethics and responsibilities to enhance ethical behavior with customers and down line force and human values for growing good personality and also include the knowledge of environment and sustainability for the betterment of human beings. The institute accomplishes these issues through curriculum and by organizing various activities, which are as follows:

Professional Ethics:

The study of following subjects which imparts knowledge related to professional ethics in various aspects thorough various subjects like:

Life Skill Education

Personality Development Lab

Newly admitted students are made aware of professional ethics in induction program in the beginning of their academic year. Every year students are made aware about the roles & responsibility as s future manager.

Students are encouraged to participate in various competitions organized during academic progression which motivate the future managers to improve their confidence, knowledge, leadership qualities, and organizational capacity and make them understand about the importance of the profession to excel in the field.

Gender:

All students are given equal opportunity to participate in co-curricular, extra-curricular,

Several events like Women's day celebration, Women empowerment workshop are organized regularly.

College has Gender Sensitization Cell to handle any issues and discriminations related to gender.

Human Values and Health Awareness:

The college conducts various programs to inculcate human values & health awareness which include; Blood Donation Programs, *Swachha Bharat Abhiyan*, etc.

Such activities inculcate student's awareness and inspire human values and their responsibility towards society.

Environment and Sustainability:

As prescribed in the curriculum of the Savitribai Phule Pune University (SPPU) & UGC (University Grants Commission), students of FY MBA and SY MBA have the subjects Managing for Sustaiability in the course curriculum, which helps to create awareness about the ecosystem, biodiversity, natural resource conservation, waste management and pollution among students.

Tree plantations, *Swacha Bharat Abhiyan,* are also conducted to create awareness about environment and sustainability among students

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 45.24

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 57

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 83.67

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2021-22	2020-21	2019-20	2018-19	2017-18
60	57	41	40	53

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

2021-22	2020-21	2019-20	2018-19	2017-18
60	60	60	60	60

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

Response: 72.8

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2021-22	2020-21	2019-20	2018-19	2017-18
19	21	17	14	20

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

2021-22	2020-21	2019-20	2018-19	2017-18
25	25	25	25	25

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 21

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Response:

Our teachers of our institute impart leading knowledge in the subject by making teaching-learning an interactive student centric process. The students are encouraged to participate in the teaching-learning activities to develop their holistic personalities and enhance their employability and entrepreneurship skills.

These approaches make the leaching-learning process thought-provoking and innovative. The teachers have used the following student centric methods while delivering their subject contents.

Experiential Learning:

Experiential learning is the process of learning through experience which enables students to learn in a more practical manner. The teachers use skill-based methods and give practical examples so the students understand in a better way.

1. Project work: Students are given simple problems for their project work. They complete their project work during industrial training during or after completion of the programme as a part of their curriculum. It helps to build the interdisciplinary skills among students required for their further development. Students prepare their project reports and submit it to the HOD.

2. Industrial Visits: Departments plan and organize the industrial visits for students to provide exposure to industrial work culture. During the visits to industry the students come to the working of the industry and the administrative and management system.

Participative Learning:

The regular lectures for students are conducted by teachers using interactive approach in which the students get the opportunity to ask questions to the teachers if has some doubts. Similar approach is followed during invited and guest lectures. This makes the learning process more interesting and enjoyable. Some of these methods are -

1. Regular organization of invited lectures, seminars for students.

2. Participation in competition at various levels: For real time exposure students are encouraged to participate at national and international level competitions and seminars.

3. Subject Expert Lectures: Guest lectures by eminent experts from industry and academics from various areas are organized to supplement the teaching process and provide opportunity of participative learning through question answer sessions and discussions.

4. Group discussions: Different topics are given to students for group discussions in which they get the opportunity to interact with other participants and press their points. This provides opportunity to students to think wide and participate boldly in the discussion on current topics.

Problem Solving Methodology

In order to develop and enrich student's creativity, decision-making ability and critical thinking the colleges has adopted the following methods-

1.   Teaching-learning process to develop logical thinking, problem solving approach and practical knowledge.

2.   During group discussions the problems on current issues are discussed in which students get the opportunity to suggest solutions to problems.

3.   In some subjects the teachers use problem solving approach and the problems are discussed in the class.

 ICT Tools

All the above learnings methods are well supported using ICT tools namely, educational soft-wares, e-library, multimedia, e-content, You Tube videos as well as online platforms like Zoom etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	6	6	6	6

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2 *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

Response: 16.67

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	1	1

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awaeded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Mechanism of internal assessment:

The college has developed a comprehensive internal evaluation and assessment process and grievance redressal system as per the norms and guidelines of Savitribai Phule Pune University. The following measures have been adopted by the college to assure that the continuous internal evaluations are conducted as the schedule and in transparent manner.

In order to ensure transparency in internal assessment, the system of internal assessment is communicated to the students well in advance through the notice boards, and class counseling.

The internal examination committee holds meetings of the faculty under the supervision of the Director and finalize the mechanism for effective implementation of the internal assessment process. The schedule of the internal assessment is given in the academic calendar which is displayed on notice board well in advance before the commencement of the session. The internal examinations are conducted as per academic calendar to check performance of the students. All the records of internal examinations, question papers, evaluated answer sheets/copies, model answer sheets, and summary of marks sheets, are properly maintained by the teachers and then it is submitted to the examination section.

There is complete transparency in the internal assessment as described below:

1. Internal Assessment Marks: Internal assessment marks include assignments, open book test. The

continuous internal assessment report for all the courses is submitted to the academic coordinator before sending the marks to the University.

2. Evaluation parameters and weightage: Evaluation parameters and weightage of marks are given in the course structure of SPPU and it is disseminated to all students as well as faculty members by the examination section.

Mechanism of external assessment:

External assessment consists of Theory and Practical examinations:

Grievance redressal system:

The college has an effective, efficient and transparent mechanism to address the grievances related to internal and external examinations. The entire mechanism focuses on amicably solving the grievances of the students. The whole process is completed in a time bound manner using holistic approach.

The internal examinations are conducted as per the academic calendar and the results are declared immediately after the examinations. The grievances of students are resolved at teachers' level by discussing the answers with the students. In case the student is not happy with the teacher's explanation the problem is solved at the head of the department level.

Internal examination marks of various subjects are filled and submitted through online portal of the university by the Login Id of the concerned subject teacher. Grievances of students related to incorrect entry of marks, hall tickets, absenteeism, wrong entries in names are addressed in stipulated time by the colleges and university.

The grievances regarding the university are addressed as per the rule and guidelines of the university. There is a provision of verification of marks and revaluation of answer books. The students can apply for photo copy of their assessed answer books by paying the required amount of fees to the university through college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 *Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

Response:

Programme outcomes and course outcomes and displayed on the website of RJSPM ICMR.

Programme outcome

S.No	Type	ID	Programme Outcome
01.	PO	PO1	**Generic and Domain Knowledge -** Ability to articulate, illustrate synthesize and apply the knowledge of principles and frameworks of m and allied domains to the solutions of real-world complex business issues
02.	PO	PO2	**Problem Solving & Innovation -** Ability to Identify, formulate an innovative solution frameworks to real world complex business problems by systematically applying modern quantitative and qualitativ solving tools and techniques.
03.	PO	PO3	**Critical Thinking -** Ability to conduct investigation of multidimensiona problems using research based knowledge and research methods to arr driven decisions
04.	PO	PO4	**Effective Communication -** Ability to effectively communicate in cro settings, in technology mediated environments, especially in the busine and with society at large
05.	PO	PO5	**Leadership and Team Work -** Ability to collaborate in an organizatio and across organizational boundaries and lead themselves and oth achievement of organizational goals and optimize outcomes for all stakeh
06.	PO	PO6	**Global Orientation and Cross-Cultural Appreciation:** Ability to app relevant business issues from a global perspective and exhibit an appre Cross Cultural aspects of business and management.
07.	PO	PO7	**Entrepreneurship -** Ability to identify entrepreneurial opportunities an managerial & leadership skills for founding, leading & managing startu as professionalizing and growing family businesses.
08.	PO	PO8	**Environment and Sustainability -** Ability to demonstrate knowledge o for sustainable development and assess the impact of managerial dec business priorities on the societal, economic and environmental aspects.
09.	PO	PO9	**Social Responsiveness and Ethics -** Ability to exhibit a broad apprecia ethical and value underpinnings of managerial choices in a political, cros globalized, digitized, socio-economic environment and distinguish betw and unethical behaviors & act with integrity.
10.	PO	PO10	**Life Long Learning** – Ability to operate independently in new en acquire new knowledge and skills and assimilate them into the i knowledge and skills.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 *Attainment of POs and COs are evaluated.* **Explain with evidence in a maximum of 500 words**

Response:

RJSPM ICMR follows the curriculum designed by Savitribai Phule Pune University, Pune. Program outcomes, Program-specific outcomes, and Course outcomes for the MBA program offered by the institute are well defined, described, and communicated to all faculties and students. The course was designed by **SPPU** to convey a balanced knowledge of both technical as well as management aspects of the sector. **RJSPM ICMR** has added value to the curriculum by inculcating participative base learning programs to enhance the managerial skills of students

The curriculum is based on the Choice Based Credit System (CBCS). The subject list consists of Generic Core, Subject Core, Generic Elective, and Subject Elective. This enables students to build their managerial careers and develop entrepreneurial skills.

The MBA curriculum is designed in a way to provide students with built flexibility for the selection of preferred subjects from basket.

Mechanism of communication – Course Outcome & Program Outcome

- The PO, PEO, and CO of the MBA program are displayed on the website of the institute.

- The PO, PSO, and CO of the MBA program are well communicated to students at the time of admission counselling using the institute's website.

- The hard copy of PO, PSO & CO is available in the library for student reference.

- The PO's of the MBA program are displayed in campus.

- Vision and Mission of the institute are communicated along with PO and PSO of MBA program.

- Faculty members discuss CO with students from time to time.

- Faculty members prepare session plans as per PO, PSO and CO of the program.

CO PO Attainment:

SPPU focuses on outcome-based education so as a management institute, assessment is done keeping in mind the Course outcomes and Program outcomes mapping as defined by the **SPPU**. In RJSPM ICMR the process of achieving the COs is done by using systematic methods. The following methods are used to calculate the capabilities achieved.

- Direct Method
- Indirect Method

-

The direct method of attainment:

All the subjects have defined COs and linked with PO along with specialization PSOs.

The COs of each subjects are mapped with PO with a level weighted as 3-Strong co-relation

3-Strong co-relation

2- Moderate co-relation

1-Slight Co-related

0- No Co-relation

The performance of students is evaluated on Grades & Marks scored in the SPPU examination. The End Semester result declared by SPPU serves as a tool to check the attainment of COs. The Internal marks get scaled down as per the performance in the **SPPU** exam so aggregate marks obtained are considered to measure the attainment level of a particular subject.

Indirect Method of attainment:

Feedback is collected at the end of the MBA program from students regarding attainment of CO, PO and PSO.

The following Formula is referred to calculate the attainment level

80% of Direct method + 20% of Indirect Method.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 82.04

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
35	30	40	34	30

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
54	37	43	39	33

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File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.95

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

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: 1

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)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

RJSPMS ICMR MBA institute has start up and innovation cell.functioning in the Institute. Students are given guidance for innovated ideas about the business by faculty members.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 0

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.94

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
5	6	3	0	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2 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: 0.38

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	0	1	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

RJSPMICMR founed with the social development of future managers along with academic excellence. In order development students socially various programmes like blood donation camps are organized in the Instiute on the special days. Apart from that Institute celebrates various days of our national heros to make them aware about the social contribution of these personalities. Traditional days are also organized to understand the various cultures of part of Inidia.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

NIL

3.4.3 *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

Response: 0

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1 *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Response: 10

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management Research, Dudulgaon, Pune is located at Gat no. 101/102 Moshi Alandi Road, Dudulgaon, Pune, 412105. The institution has excellent infrastructural facilities required for efficient conduct of teaching learning process. The academic, administrative, research, examination, co-curricular and extracurricular activities are carried out in its own building with   well-ventilated spacious classrooms, seminar halls, library, computer lab and faculty rooms to facilitate and conduct various academic, research, training and extension activities associated with the teaching and learning processes.

All the classrooms are equipped with the ICT facilities as well as conventional teaching tools and having suitable space to meet the student requirements for learning.

Infrastructure is also optimally utilized for organizing seminars, conferences etc. Library referencing facilities are routinely utilized by students and faculty members. In the library has a separate e-library section for searching different e-books and e-journals.

Sports/Games: Various sports facilities are provided to the students within the campus thus focusing on sports as one of the extracurricular activities. The College is committed to creating a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students.

Outdoor Games: The College caters to the needs of all major outdoor sports events with required facilities. Various outdoor sports are conducted in college. College has the cricket ground, Throw ball / Volley ball court, Kabaddi court etc. In addition to these other field events like Javelin-throw, Short-put, Rope pulling, running and long jump are conducted by providing them with necessary sports equipment.

Indoor Games: The indoor games hall is utilized to play Table Tennis, Chess, Caroms etc. and for indoor games college provides the required facility with other essential requirements.

Cultural activities: Institute organizes cultural activities comprises of fresher's welcome, annual social gathering and farewell to the students to enrich their hidden talents. The students participates in all the cultural activities. The faculty members, student's representatives and students plan the activites and execute them.

Gymnasium and Yoga practice: Every year on 21st June, Institute organizes the Yoga day. Importance of yoga for spiritual and academic development is very important and such awareness is carried out by faculty members during their academic lectures. Moreover, institute conducts guest lectures on this.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

Response: 35.12

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
7.931	3.079	6.529	16.41	2.77

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 *Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

Response:

Name of the ILMS software: **Vriddhi**

Nature of automation (fully or partially): **Fully**

Version: **02**

Year of automation: **2020-21.**

Library is the resource hub for knowledge and has a vast collection of books, journals, magazines,

periodicals. Library is automated with latest ILMS Vriddhi software. This library automation software helps to keep track of all the books, journals and data bases. There is unique Id for every book. The barcode is also assigned and affixed to each book in library. It helps in Issue-return functionality. The periodic upgradation of library facilities and purchase of new books and journals are the regular activity in library.

While issuing a book, librarian scans the barcode in library management software and an entry is made into it for the specific book against the name of the student or faculty member. The ILMS is also used for periodically listing of books and reminders are generated in an automated way. Acquisition of serials, maintaining records etc. are also being done in an automated manner. Separate section for Reference Books and Journals is maintained through ILMS software. The ILMS software is also having the facility of OPAC (Online Public Access Catalogue) through which students search a library catalog principally to locate books and other material available at a library.

The library committee controls all activities in library which consists of the principal as chairperson, senior faculty as member and the librarian as secretary of the committee. The committee plays an important role in preparing the guidelines for library operations and for providing information to the new entrants. The committee meets regularly to engage with all the issues related to student requirements from the library as resource. The library committee pays attention to the needs and intellectual aspirations of the students who are enabled by this valuable. National digital library which are helpful students and faculty for their study. The library also has various educational CD's and student can interact with the subject matters through the use of such educational CD's.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

The institute has IT facilities such as computer Lab and a mechanism to update the facilities. Network security is ensured through Net protector Total Security antivirus software. There are more than 60 computers with LAN facility and internet connectivity. The faculty members, non-teaching staff and students are provided with login id and password for use of various software's like Master Soft ERP Software (Enterprise Resource Planning) using internet facility to ensure browsing of appropriate content. Antivirus is installed in all the computers to prevent, detect and remove malware. The digital library is equipped with computers connected to internet for use of e-journals subscribed by institute. The class rooms and seminar halls are having the facility of LAN for use of ICT enabled teaching. The institute has well equipped classrooms for the conduct of video conferencing and guest lecturers for students and staff using online platforms like Zoom app, Google meet etc. All faculty members are provided with computers connected to internet for updating their knowledge and skills. Central instrumentation laboratory is equipped with computers connected to internet. The institute also has the CCTV (Closed circuit television) camera in each classroom and laboratory. The CCTV cameras are also fixed in all buildings and surrounding area and records images twenty four hours every day and help to monitor and control the activities in the premises.

The institute always strives for better IT infrastructure and associated facilities such as internet facility, printers, scanner, reprographic machines, and required software Vriddhi, Tally, etc.). IT facility is updated regularly. There is a lease line provided by Pune teleinfra PVT. LTD with speed 100 MBPS for internet connectivity in the institute. One full time computer technician is appointed by the institute for maintenance of day-to-day IT facilities of the institute. The institutes website http://www.rjspmicmr.com is managed by an agency hired by college. The Agency regularly updates about the various activities carried out by the institute which serves as an informative center for the stakeholders. Following are the details of upgradation of IT facilities.

Sr. No	IT Facility Type	IT Facility	Earlier Facility	Upgraded Facility	
1	Computers	Computer Hardware	2 GB RAM 250 GB HHD Mother Board, Possessor (Intel ® Dual Core 7500 CPU @2.93 GHz)	All In One 8 GB RAM 256 GB SSD1 TB HDD Mother Board, Poss (Intel ®Core i3 4150 CPU @ 3.50 GI	

2	Smart TV /Digital Class Room		Not available	Smart board is available	
3	Internet Bandwidth		50 MBPS Lease Line	100 MBPS Lease Line	
4	Antivirus		Net Protector Pro	Net Protector Total Security/ Quick Heal	
5	ILMS Soft		Not Available	Vriddhi ILMS Software in Library	
6					
7	Accounting		Tally ERP 9 Gold	Tally ERP 9 Prime	
	software				
8	Printer		laser Jet	HP All in One printer	

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 3.15

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 40

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

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

Response: 48.47

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)**

2021-22	2020-21	2019-20	2018-19	2017-18
1.0	9.13	12	11.58	16.97

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 *Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

Response: 71.28

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
86	71	63	56	59

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2 *Following capacity development and skills enhancement activities are organised for improving students' capability*

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

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 1.06

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 *The institution adopts the following for 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: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 80.86

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
35	30	40	34	30

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
57	37	43	39	33

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2 *Percentage of students qualifying in state/national/ international level examinations during the last five years*

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	**View Document**

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 1

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 0.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	2	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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:

"Rajmata Jijau MBA Institute Alumni Association" is recently established in the year 2022, with the objective to focus continuous engagement of the passed-out students with the college to give benefit to institute in form of knowledge and some financial and professional contribution. The aim of alumni association is to improve the knowledge of students in the relevant fields and to further enhance, strengthen and reinforce the overall quality of academics of the institution.

The alumni association is registered under the Society Registration Act, 1860 with registration No. 13684 Currently, the alumni association of the institute has over 20 registered alumni members from its MBA Course.

Before formal registration of the Alumni Association the past students of the institute were helping the present students of the institute in conducting the curricular and co-curricular activities. They were also guiding them regarding the job opportunities and preparing them to face interviews. Some activities are indicated below.

Alumni Interaction: The Alumni members/ past students interact with current students and guide and counsel them in the selection of career pathways as well as curricular aspects.

Alumni/ past students Meet: The College Alumni Association/past students organize 'Alumni Meets. Alumni Meet is a formal function that consists of alumni interaction with students and faculty as well as each other. During the program alumni gives insights of various specializations and industries to the existing batch of students. Alumni shares their corporate experiences, guide students and assure them to be in continuous communication.

Academics and co-curricular activities: Alumni/past students help students by delivering guest lectures on various subjects to improve their confidence levels. These also include sessions on competitive exams sectors.

Training and career guidance: Alumni members are actively involved in providing various training and career guidance sessions to the students regarding higher studies, various opportunities in various sectors. Members also conduct sessions on how to face interviews and tips for getting higher pay scale jobs.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

Rajmata Jijau Shikshan Prasarak Mandal (RJSPM) is a public trust established in 2000 with goal to impart value-based, student-centric education to students coming from rural and urban part of Maharashtra. Founded by the great visionary leader Hon. Shree Vilas Vithoba Lande with the motto- "Asadhya te sadhya karita sayas" meaning, "Impossible will be possible, if you work hard", it knitted together a network of educational activities encompassing pre-primary to professional education.

Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management Research (RJSPM ICMR) was established in the year 2007. Approved by AICTE, Govt. of Maharashtra and affiliated to the Savitribai Phule Pune University, Pune, its vision and mission statements are as follows,

Vision:

"To render service to the society through excellence in education by imparting knowledge, developing skills and imbibe among the students moral, Spiritual and social values of life".

Mission:

(1) To inculcate among the students the moral, spiritual and social values to grow as useful citizens and fully developed individuals.

(2) To nourish, nurture and develop the all-round personality of students to enable them to obtain gainful employment or self-employment.

(3) To stimulate the academic environment for promotion of quality teaching, learning and research.

(4) To bridge the gap between academic and practical, industrial and business world by organizing seminars, lectures, demonstration, visits to industrial and business houses.

The Governing Body (GB) is constituted as per the guidelines of AICTE, with consultation of stakeholder policies, short term and long term goals are framed. Review of decisions regarding growth and expansion of the institute as well as approval for various issues and aspects related to the development of the institute and academic standards are taken.

The College Development Committee (CDC) is also constituted as per the Maharashtra Public Universities Act, 2016, reviews activities organized by the Institute. It takes necessary decisions regarding

routine aspects of management and administration and recommends to management for encouraging research culture, consultancy, extension activities, academic collaborations, use of ICT in teaching learning, training facility to staff and also prepare annual financial statements & budget for approvals

The Governance and Leadership is in accordance with Vision and Mission with principles;

1. All key decisions are based on a core mission and set of values.

2. To adapt to environmental change in alignment with the mission and core values.

3. Committed to democratic ideals by seeking to promote them and modelling transparent practices on and off campus.

4. To emphasize on affordability, inclusivity and equity in imparting education leading to positive social change.

Decentralization and Participative Management Policies:

The Director is responsible for various administrative and academic activities has constituted various committees for smooth and efficient conducting of academics and administration. The faculty members having various portfolios according to their expertise participate in decision-making processes whenever necessary.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

Response:

The functioning of the institutional bodies is effective and efficient as reflected through policy implementation, administrative setup, appointments and service rules. The day to day functioning of the college is governed through the administrative section. Policies:

The institution has a well-framed organizational structure for decision-making, policies and their effective implementation. The academics and administration of the institution is managed by following bodies

Governing Body: The apex decision making body which meets to confirm, deliberate and guide on various aspects viz. academic, budgetary, regulatory, additions/ deletions of new/existing courses and change in intake. The members of the GB are highly educated and experienced persons, drawn from various fields.

College Development Committee: Constituted as per the Maharashtra Public Universities Act, 2016, recommends to the management for encouraging research culture, consultancy, extension activities, academic collaborations, use of ICT in teaching learning, training facility to staff and also recommends Annual financial statements & budgets to management for approval. The Director leads and demonstrates values and code of conduct, required behaviour through his actions. Reviews the performance of teaching and non-teaching staff through feedback systems and encourages them for better performance and results.

Internal Quality Assurance Cell (IQAC): Plays vital role by suggesting reforms in various academic and administrative areas for their quality assurance. Have representatives from management, faculty, and nonteaching staff.

Office Superintendent: is head of administrative section and co-ordinates implementation.

Training and Placement Officer: Initiates and coordinates industrial interactions related to training and placement and collaborations. Statutory committees with participation from teaching staff, non-teaching staff and students are; Internal Complaint Committee, Anti-ragging committee/ Squad, and College Grievance Committee formed as per norms. Other committees; Examination, Innovation and Start up, Alumni Association, Student Council have been formed to facilitate smooth functioning of related activities and making administration more participative and transparent. Thus, organizational structure reflects the decentralization of authority. Service Rules Every member of the staff is to abide by all the conditions stated and may be stipulated from time to time by the competent authority. The service conditions such as payment, leaves are governed as per AICTE and college Rules. Attendance of staff in college, various leaves including study leave are as per these rules. Breach of above conditions can attract warning or suspension. Recruitment is done as per AICTE, UGC, University and Government of Maharashtra norms by management through elaborate procedure of advertising, getting university selection committee, issuing appointment orders. Strategic/ perspective/development plan. The perspective plans for five years and every year are implemented. College has also prepared the perspective plan for year 2022-27 and got approved by IQAC. Perspective plan includes activities in the area of teaching, learning, research, infrastructure augmentation, governance and student's welfare. The plans are driven through various in-house mechanisms and committees.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 *Institution implements e-governance in its operations*

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Institution has designed following welfare measures for teaching and non-teaching staffs

1. Salary Advance:

This amount is equal to one-month salary whereas in certain cases considering requirement of employee, amount of Rs 1,50,000 is also given in exceptional cases. This advance is free of interest and deducted

from salary considering amount of advance and repaying capacity of the employee.

2. Provident Fund:

The teaching & non-teaching staffs are provided with EPF Facility. The management is contributing PF amount equal to contribution of employees.

3. Home loan and Personal loan:

The college provides salary slips for home loan and Personal loan of employee as well as essential documentary proofs of their service to the bank.

4. Reimbursement of Registration fees:

The college is providing reimbursement of Registration fee for conferences, workshops and seminars, to the faculty.

5. Accidental Insurance: The Institute also proposes to provide group health insurance from F. Y 2021-22.

6. The college encourages teachers for Ph.D program and related research work during service and gives requisite NOC's. A good Performance Appraisal System is efficiently followed by the college through a well-developed mechanism.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 76.67

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**

2021-22	2020-21	2019-20	2018-19	2017-18
7	4	10	1	1

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3 *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

Response: 38.33

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
7	4	10	1	1

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	6	6	6	6

10-05-2023 11:58:11

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The Institute has developed strategies for mobilization of funds required for construction of building. The Institute has received funds from individuals, namely, Mr. Chitanya Mohalkar, Bomewar Dharmwendra, Faiyaz Gulmayasin Kashi, Dilip Shivaji Kand, Chintamani Ravindra, Kumbhar Amol and Dhumal Jeevan which have been utilized for the construction of infrastructure as well as installation of a fire system. In addition to this main source of finance is through fees received from students. The balance sheets are analysed for the position of surplus and funds availability.

Fund allocation is based on following criteria:

1. Maximum attention to be given to utilised available assets and equipment's effectively.

2. No assets should remain underutilized.

3. Appropriation of the balance to be maintained between the number of facility/assets users and number of assets / facilities available

4. Review is taken before considering any capital expenditure.

5. Proposal of capital expenditure or asset to be procured is prepared by the Principal along with justification and submitted to the management.

6. It is placed before the College Development Committee (CDC) considering the availability of funds for according its approval.

7. Finally the proposal duly approved by the CDC is placed before the Governing Body (G.B) for sanction. The College does its internal as well as external Accounts Audit by professional certified Chartered

Accountants appointed by the Governing Council. The name of external auditor is Ketan H Shah & Associates (Reg. No. FRN No.-137854W, M.NO.139148). The internal auditor is Pratik C Pawar and Company (M.No.-156212).

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Contribution of IQAC: Constituted IQAC in the year 2022-23. Earlier, CDC identified areas for enhancement of academic standards and culture. It made following contributions in last 5 years.

1. Establishment of academic planning and monitoring committee

2. Improvement in quality of teaching and research through regular inputs based on students feedback.

3. Faculty deputation to workshops, seminars, training programs etc.

4. Periodical Review of Academic Performance and developing feedback mechanism. 5. Organization of Training Programs

Examples of practices institutionalized as result of these initiatives.

1. Effective planning, organization and execution for successful award of the ISO 9001:14001 and ISO 9001:2015 certifications to the college.

2. Successful implementation of modern technology in the college's administrative functioning through ICT, automation of admission, financial and examination processes, upgradation of WiFi and LAN facilities significantly contributed to enhance of teaching-learning quality.

Teaching-learning process is reviewed through institutional mechanism of the IQAC Methodology: Director, and coordinator takes review of the teaching learning process, through regular meetings and

reviews with staff for the proper implementation of academic curriculum set at the commencement of academic year. Teaching and Attendance records are maintained by each faculty.

The implementation of teaching-learning is done by

- Preparation of academic calendar at the beginning of every academic year.
- Preparation of time table and classroom, is done.
- Teaching plan preparation by faculty based on academic calendar and personal timetable at the beginning of semester.
- Mentor scheme for improvement of teacher-student interaction.
- Result analysis at the end of examinations.
- Student feedback in each semester.

Incremental improvement in various activities:

1. Solar panels installed in campus and coupled to the State Electricity Board's grid.

2. Following improvements made for preceding five years for quality.

- Encouraging teachers to engage in research activities.
- Organization of various seminars and workshops
- Consistent improvement in university results every year.
- Effective implementation of Summer Internship Projects.
- Effective use of ICT and ERP for teaching learning & evaluation.
- Equal focus on co-curricular and extracurricular activities for holistic development of students.
- Development of teaching learning material in form of E-content as well as textbooks.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**

5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

Response:

The RJSPM's ICMR has a conducive environment for gender equity, which is reflected in the percentage of students (41% girls) admitted. There is no gender discrimination in curricular and co-curricular activities. Equal opportunities are given to both genders. Girl students are guided on the regular basis by the teachers on various aspects to boost up their confidence and performance. They are motivated to dream big and have faith in their strength. In fact, it is observed that women are intellectually competent, socially committed and are interested in gender equity and justice. Hence, special attention is provided to girl students to promote gender equity and sense of harmony among them.

 Gender sensitization achieved through:

 1. **Safety & security:** Security guards are deployed at different locations in the college premises to maintain continuous surveillance on mischievous and harmful activities.

·   CCTV cameras are installed at different locations in the college campus for safety and security of girl students. At the main entrance gate of the college ID-cards are checked to prevent entry of unscrupulous elements.

·   **2. Co-curricular activities:**

 Gender Sensitization Cell has been constituted to spread the message of gender equality in order to eliminate gender bias. The Cell has also been mainly entrusted with taking up cases of harassment on female employees and girl students and take appropriate actions. Co-curricular activities are organized for overall development of girl students, to encourage women's health and awareness.

In girl's washroom vending machine is provided for the disposal of used sanitary pads.

1. Celebration / organization of national and international commemorative days:

Independence Day is celebrated on 15th August and Republic Day 26th January. On these occasions, students organize a flag hoisting ceremony. As the tricolor goes to the top all salute with reverence and pride and sing the national anthem. The program is celebrated by hoisting the national flag in the college campus. The program comprises of saluting the national flag followed by the national anthem. The outcome of program is that students understand the importance of republic day and constitutional rights.

Gandhi Jayanti is celebrated on 2nd October each year. It is the birthday of the father of our nation. .

Ganesh Festival is celebrated over a span of 7days, during which aarti of the lord Ganesha idol is performed and Prasad is distributed.

Teacher's Day is celebrated on 5th September every year, in memory of Dr. Sarvapalli Radhakrishnan, former president of India.

Shivswarajya din and Chatrapati Shivaji Maharaj Jayanti is celebrated to make the students and teachers aware of the leadership qualities of the Great Leader Shri Chhatrapati Shivaji Maharaj to portray the unity among the students keeping castes and races at aside.

Blood donation camps,Tree plantation activities, Swachata   hich seva (cleanliness is service) scheme, health checkup camps are also organized

International yoga day to inculcate a sense of unity, discipline and harmony in our students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**

2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

In RJSPM ICMR students of all caste, creed, sex, religion, and race are admitted. RJSPM ICMR organizes all the cultural and religious activities in every community. Through this communal harmony is being maintained. This platform helps the students to build themselves through expression, words, and speech. Every students in the Institute has given opportunityto speak to express their though in order to build up their personality. This is the process by which students and further nurtured and developed as future managers. They are moulded as per requirement of industry requirement. As per the curriculum of University for the first and the second-semester university has added "Human rights" as a subject and in the third semester "Introduction to Constitution". We had a faculty for this, to conduct the sessions on Human Rights, Fundamental duties and Indian Constitution.

Students of our Institute belongs to very poor community, hence all faculties are putting more efforts in helping them to get scholarships. More efforts are put to uplift such students. Also we creates the awareness amongst the graduate students about MBA Programme, CET, Scholarship benefits and admission procedure. Also we conducts CET classes for such students. Now after corona we are focussing on Pharma and healthcare management. Students are now motivated to join this specialization.

Institute also celebrates national, and international commemorative days like Republic Day, Dr.B.R. Ambedkar Jayanti, World Environment Day, Swachata Din (Mahatma Gandhi Jayanti), Independence Day,

cultural and regional festivals, and creating an inclusive environment by respecting cultural, regional, linguistic, communal and socioeconomic consciousness and Sensitization of students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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:

Best Practice: 1 Effective Teaching by ICT:

(i) Title of the Practice: Effective Teaching by ICT

(ii) Objective of the practice: To impact student learning when teachers are digitally literate and understand how to integrate it into curriculum. It involves use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. Since an ERP solution stores data all in one place, teachers are able to make more informed decisions about student attendance, performance and behaviour.

(iii) The Context: The traditional and cultural way of chalk and talk teaching has limitations like board management, lack of neat diagrams, figure's explanation, hand writing skills etc. Institute has adopted ICT based collaborative advance learning system. Institute uses various ICT tools to improve teaching-learning process with the help of Power Point & video presentations, Educational software's, Smart board, online platforms, Digital resources, etc.

(iv) The Practice

(a) Effective teaching by ICT: ICT tools complement the conventional teaching techniques particularly in difficult subject areas. To achieve these objectives, teachers develop e-content in form of Power Point presentations, videos, notes etc. as well as use software's for simulations. E-content is shared with students and also uploaded on YouTube.

(b) The use of multimedia teaching aids like digital smart board, LCD projectors, ZOOM online, YouTube, application, smart classrooms and internet enabled computer systems are routine practice.

(v) Evidence of Success: It has been observed that, students pay, more attention in ICT teaching as students are digitally literate and have a more interest in such kind of practices. Moreover, time is constraint factor and all students are attending such lectures, seminars and conferences irrespective of their locations. It has been greatly observed that, attendance to such practices is more as compaired to initial practices. Student's feedback stands good.

(vi) Problems Encountered and Resources Required: Initially Teachers and students were not conversant with effective use of ICT: addressed by organising regular training sessions and practice. Network issues & lack of android phones: During COVID pandemic addressed by effective counselling of not only students but also parents making them invest in these resources.

(vii) Notes: Almost all the Institutes are transformed their teaching methodology by using ICT tools. But efforts mush to initiate to digital transformation for the Institutes who have not yet started such practices.

Best Practice: 2 Environment consciousness:

(i) Title of the Practice: Environment consciousness

(ii) Objectve of the Practice: As an initiative of and to spread more awareness about environmental consciousness in frequently arrange various tree plantation Mahatma Gandhi Jayanti and water harvesting and Solar panel installation, solid and e-waste disposal activity.

(iii) The Context: In current scenario, sustainability is the greater impact factor. Every organization does not adopt such sustainable practices like Environment consciousness. Only Mindful efforts of people are not important for safeguarding and conservation of the environment. Actions of the individuals are far better for environmental sustainability.

(iv) The Practice: Institute is involved in such practices in order to create environment consciousness among the students as they are future managers and safeguards of the society. Efforts are initiated ir order nurture such practices amongst them. Lot of tree plantation has been undertaken in the campus so as to accredit as green campus. Solar system is installed so as to minimise the use of electricity. Institute also use the LED bulbs and tube lights for conserving the electricity. Paper less work is promoted in the Institute and use paper is minimized.. Data is being maintained in the computer servers and drives. Water conservation and e-waste management facility is also functional in the campus.

(v) Evidence of Success: Students are practicing such practices, using lights and computers and switching off the equipment's after use. Proper dust bins are being used for proper waste management. Electricity bill is also minimized after use of Solar System. And they are well versed with such practices.

(vi) Problems Encountered and Resources Required: Every good initiative takes lot of time to percolate amongst different minds. As like this philosophy, **It** takes lot of efforts by teachers to educate students as well staff to transform towards such initiatives.

Best Practice: 2. Energy conservation:

The college can take many steps to minimize energy consumption. These include: - Replacement of energy consuming tube light & bulb with energy saving CFL. Tubes & LED bulbs

Best Practice: 3 Eco-friendly Campus:

- Use of renewable energy.
- College had taken initiatives to install a solar panel, proposal is made and after that solar panel is installed in RJSPM's Institute of Computer and Management Research
- Rain water harvesting is installed in RJSPM's Institute of Computer and Management Research

- There is provision for rain water harvesting in the building of the college.

Best Practice: 4 Efforts for carbon Neutrality:

- The old practice of burning waste may be stopped.
- To collect the waste every day and bury degradable waste near trees or in a nearby pit so that it becomes manure for the trees and other vegetation or v
- .ermi composting.
- The non-degradable waste regularly can be collected by local agencies for recycling.
- By taken carbon neutrality in consideration our college has set an example of awareness on global warming, Ozone depletion and such other environment related issues.

Best Practice: 5 Clean Campus-Green Campus:

- On the occasion of Mahatma Gandhi Jayanti our college has taken initiatives for the tree plantation as well as the clean campus.
- It helps to make an awareness of environmental friendly atmosphere and to contribute for green campus.

Best Practice: 6 Internet Accessibility:

- This can be established to create computer awareness in students and to make them use computers for gaining information.
- Students can have access to internet at the computer lab.

Best Practice: 7 Computerization of the college office:

- The Administrative Office can be computerized with the required software to prepare salary bills, govt. and scholarships, online dealings with the university with regard to examinations, registration etc.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

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:

Rajmata Jijau Shikshan Prasarak Mandal, (RJSPM) a public trust has been established in the A.Y. 2000

with a single minded goal to impart value-based, student-centric education to the aspirants coming from urban and rural part of Maharashtra. Trust has knitted together a network of educational activities within short span encompassing pre-primary to professional education. Post Graduate Degree course in Master of Business Administration (M.B.A) was started in 2007 with an objective to provide high quality professional education affordable to ordinary elements of the society.

Vision of Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management research (RJSPM's ICMR) is "To serve the needs of the society by imparting knowledge and developing skills and attitudes to Inculcate in them values of life. "Mission of Rajmata Jijau Shikshan Prasarak Mandal's Institute of Computer and Management research (RJSPM's ICMR) To inculcate among the students the moral, spiritual and social values to grow as useful citizens and fully developed individuals to enable them to obtain gainful employment or self-employment. To nourish, nurture and develop the all-round personality of students. To stimulate the academic environment for promotion of quality teaching, learning and research. To inculcate among the students, the moral, spiritual and social values to grow as useful citizens and fully developed individuals to enable them to obtain gainful employment or self-employment. To nourish, nurture and develop the all-round personality of students to enable them to obtain gainful employment or self-employment to stimulate the academic environment for promotion of quality teaching, learning and research. To bridge the gap between academic and practical, industrial and business world by organizing seminars, lectures, demonstration, visits to industrial and business houses.

Apart from institute priorities, institute is showing distinctiveness in many areas, of which, faculty development activity is one of the important areas where institute is taking lots of efforts. Management believes in quality education and this will be achieved only when faculty members are competent. Hence management encourages faculty for Ph.D. registration. College always supports and motivates the faculty for higher education which is reflected in the faculty registered for Ph.D. For this purpose, faculty is encouraged by providing various facilities and these are as follows,

1. **Consents and NOC's:** Institute provides necessary letters and documents required for Ph.D admission.

1. **Facilities for research work**

(i) Library: Institute provides facility of library to the faculty members for their research apart from regular academic books. Faculty can also use databases, journals, periodicals, reference books, etc.

(ii) Computer and software facility: Institute provides computer facility with internet to the research work.

(iii) Publications and Presentations: Institute supports in the endeavours of the faculty in their research publications as well as in conferences and proceedings.

(iv) Leaves: Institute allows faculty to attend their PhD related work like submission of progress work,

course work, conferences, workshops, pre-synopsis presentations and Viva-voce, etc. Institute considers PhD work as an important task and hence provides certain leaves beyond sanctioned leaves.

(v) Appreciation: Institute appreciates the faculty members after successful completion of PhD or any other course and includes these achievements for consideration during their appraisal**.**

(vi) Promotions: After PhD completion, institute considers promotion of the faculty member in terms of salary as well as position as applicable.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The college aims to enrich its research culture, as well as, infrastructure and facilities. Notably over 50% staff is registered for PhD and more are aspiring. The college is implementing SOPs and action plan commensurate with focus on development of all stakeholders viz, students, faculty, and industry as well as also geared up for the accreditation. As a prelude to be eligible and sustain for the new atmosphere post NEP 2020 implementation the college has started preparation.

Concluding Remarks :

In conclusion presently college is aspiring for academic, technical as well as research excellence, to become a premiere management institution in the region for imparting holistic development of students and creation of young dynamic future leaders for society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**
	
	    Answer before DVV Verification :
	    Answer After DVV Verification :02
	  Remark : DVV has made the changes as per shared report.

1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**
	
	   1.3.2.1. **Number of students undertaking project work/field work / internships**
	    Answer before DVV Verification : 126
	    Answer after DVV Verification: 57
	
	   Remark : DVV has made the changes as per shared report.

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**
	
	   5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**
	    Answer before DVV Verification:
	
	     <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>6</td><td>5</td><td>5</td><td>4</td><td>1</td></tr></table>
	    Answer After DVV Verification :
	
	     <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>35</td><td>30</td><td>40</td><td>34</td><td>30</td></tr></table>
	   5.2.1.2. **Number of outgoing students year wise during the last five years**
	    Answer before DVV Verification:
	
	     <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>57</td><td>37</td><td>43</td><td>39</td><td>33</td></tr></table>
	    Answer After DVV Verification :
	
	     <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>57</td><td>37</td><td>43</td><td>39</td><td>33</td></tr></table>

	Remark : DVV has made the changes as per shared report.
6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years* 6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years** Answer before DVV Verification: Answer After DVV Verification : 6.3.3.2. **Number of non-teaching staff year wise during the last five years** Answer before DVV Verification: Answer After DVV Verification : Remark : DVV has made the changes as per clarification.

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7	4	10	1	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
7	4	10	1	1

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	6	6	6	6

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations