



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SIDDHANT INSTITUTE OF BUSINESS MANAGEMENT

VILLAGE SUDUMBARE, CHAKAN TALEGAON ROAD, TAL. MAVAL, DIST
-PUNE 412109

412109

www.siddhantibm.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Siddhant Institute of Business Management (S.I.B.M) has been established in 2005 with a vision to provide high quality professional education. It is affiliated to Savitribai Phule Pune University (SPPU, formally known as University of Pune), Approved by AICTE, Recognized by DTE and Government of Maharashtra. It offers postgraduate courses in Management (MBA).

The SIBM Library with its modern collection of knowledge resources and innovative information services fills an essential role for students, faculty, and the surrounding community in their intellectual pursuits. It is a hybrid library with more than 6000 Text and Reference Books .The library subscribes to well known periodicals, National & International Journal and magazines & e-journal.

The institute has hi-tech state of the art computer labs with 150 terminals on Local Area Network (LAN) with Client-Server Network.

Set in the midst of a sprawling lush green campus away from maddening crowd of the metros on the foot hills of Bhandara hill, Siddhant Institutes is located in an industrially developed area typically termed as "Golden Triangle" in Maharashtra, adjoined by M.I.D.C Industrial estates, Software Technology and Biotech parks. Siddhant Group of Institutions is sprawled over 22 ACRES of state of the art infrastructure.

Siddhant Institute of Business Management (S.I.B.M) succesfully completed NAAC cycle 1 in the year 2018. There onwards with the help of all stakeholders every year SIBM is stepping towards progress in every aspect.

Vision

In the todays era of Liberalization ,Globalization and Privatization Management Institutes are playing crucial role for the empowerment of management students.Unless and untill students are not knowledgable and skillful ; companies and society will not be benefitted in terms of ideas,innovation and social research.Hence Manageemnet formulated the below mentioned vision statement-

Vision Statement:

To be a centre of excellence of value based education and research thereby contributing to the development of management thought and application of knowledge for the health, wealth and well being of society.

Mission

Deciding vision is not sufficient so to bring the vision statement into reality following mission statements for execution constructed by the institute-

Champion excellence in value based education.

Nurture Human talent into professional leaders.

Create and sustain an environment facilitating professional research.

Create a Forum for sharing of experiences with business and industry.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strengths:

Affiliated to S.P.P.U Pune, which is NAAC 'A+' grade accredited, also known as "Oxford of East".

Admission Process: Admissions through Government of Maharashtra by DTE through Centralized Admission Process (CAP) .

Recruitment of faculty: Faculty members are selected through selection committee recognized by University.

1. Infrastructure of the institute- ICT enabled class rooms, and Conference Hall, Language Lab., digital library for students & staff; Separate hostel for girls and boys students; fully computerized administration office and department of examination, Bus facility , green campus with adequate playgrounds etc.

2. Institution has an efficient team of well qualified and dedicated teaching and non-teaching student centric staff

3. Financial care for the students by the Institute and the Management – Economical hostel, scholarships and installment facilities for payment of fees for all needy students.

4. Alumni programs and activities for internship , placement and to enhance the entrepreneurship skill in students.

5. Industry demanded attributes like leadership, communication, innovation are inculcated through students' participation in different activities and functional committees.

Institutional Weakness

As a part of continual improvement effort, the Institute deliberately detects weaknesses and works to overcome it but yet existing weaknesses are as follows-

1. Faculty members are motivated to pursue their PhD and have resulted in increased no for PhD registration and completion. However, Consultancy, Publications in renowned national and international journals is lesser in numbers.

2. The competent authority appointed by Govt. of Maharashtra carries out entire admission process there by leaving no chance for the Institute to control type of students that are admitted to the Institute. Since Institute is in rural area students with lower cut-offs are admitted in the Institute.

3. The Institute tries to assist in placing students; the number and the average package offered to the students is remarkable weakness.
4. The Industry Institute Interaction need to accelerate; Institution needed more efforts for strengthening industry-institute partnership, building entrepreneurs and incubating start-ups.
5. Institute lacking to get funding support from government agencies and industries for boosting Research sphere.

Institutional Opportunity

1. The Institute is situated in the vicinity of Chakan -Mhalunge Industrial Area which has Small and Medium Scale Industries. This opens an opportunity for the Institute to connect with the SME's, tie up with them and create a win-win situation.
2. SIBM is part of CAYM education trust ; Under the umbrella of CAYMET different graduate and postgraduate colleges runs their courses. Due to integrated campus it gives an opportunity to develop central library, central placement unit and so on which will help in augmenting level of quality education.
3. Since affiliated to Savitribai Phule Pune University , SIBM having opportunity to establish research center in the benefit of research scholar.

Institutional Challenge

1. Teaching staff attrition rate because of rural location leads to disturb uniformity and smoothness of work.
2. Unavailability of ebc / scholarship funds from government in time and lack of Government grants Management Institutes like ours find it difficult to meet rising expenditure and leads to financial crisis.
3. Attracting meritorious students and so improving their aptitude, soft skill and communication skills becomes the challenging task.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Siddhant Institute of Business Management, Sudumbre, Pune is affiliated to Savitribai Phule Pune University (SPPU) and therefore follows the syllabus set by SPPU. The syllabus revision has been done in the year 2019 with CBCS (choice based Credit System) has been introduced.

The Induction & orientation Programs are timely organized to acquaint newly recruited faculty members and students about the institutional policies, the Director addresses the newly admitted students.

As per the timelines and the calendar provided by the SPPU, institute has an Academic Committee which prepares its own academic calendar for the particular term. At the beginning of every academic year, the institute prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum.

The curriculum offered by SPPU is well planned and the institute's faculty participates in Syllabus Design Activities at University level. Faculty members are encouraged to participate in various conferences and FDP's to update their knowledge. Subject teacher plans the curriculum delivery submits the course Plan and deliver it with conventional as modern pedagogy tools.

Continuous Concurrent Evaluation is conducted by the Faculty member throughout the semester. The compliance of the curriculum is communicated to the Director through the deputy director and at the end of term the performance of the students is verified by examination.

The Institute focus on the holistic development of students by imparting sessions through curriculum and beyond the curriculum to inculcate Professional ethics and impart Value based education.

The Institute takes efforts to create a congenial environment free from gender discrimination through mutual respect.

Skill Development and Verbal Communication Lab has been included as a part of MBA curriculum.

Institute celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher's day, Human Right Day, International Yoga Day etc.

Teaching-learning and Evaluation

Student Enrolment and Profile

The goal of the Teaching-Learning and Evaluation process is to align with the institution's vision and implement it so that it can be implemented in the classroom.

For the MBA programme students are admitted through a transparent, well-administered mechanism, complying with all the norms of the concerned regulatory agencies like Maharashtra State CET Cell, Admission Regulatory Authority and Central Government. SIBM supports students from minority communities, marginalized, and economically weak sections.

Student Teacher Ratio

The student-teacher ratio complies with AICTE guidelines. 100% of full-time teachers with an average tenure of more than five years are employed against approved posts. There is a robust mentoring program in place with a 1:20 mentor-mentee ratio. Using mentoring and counseling, the institute ensures that students' academic, personal, and mental needs are met as well as their physical and mental wellbeing.

Teaching Learning Process

SIBM provides interactive, participatory, experiential, problem-based, and ICT-enabled learning to enhance

student learning and promote self-directed learning. Under experimental learning, students are allowed to have industrial visits, and SIP.

Teacher Profile and Quality

At SIBM the faculty members profile encompasses not only their qualifications and experience but also their dedication, passion, and commitment to nurturing young minds. We understand that teachers are the foundation of any education system and their profiles and the quality they bring to the classroom play a pivotal role in shaping the future of our students.

Evaluation Process and Reforms

SIBM follows the regulations and procedures of SPPU in conduction and assessment. The assessment system consists of an SPPU-level theory exam and institute-level concurrent assessment.

Examination and evaluation process is followed as per affiliating university guidelines. Director, College Exam Officer, and Exam Committee ensures adherence to exam schedule and timetable. Transparency, robustness and fairness are maintained in the conduct, monitoring and assessment of examinations. Grievances relating to examination are solved by intimating the University and remedial measures being taken care of.

POS and COs are displayed and attainment of the same is communicated to students. The average pass percentage of students during the last five years is approximately 76%.

Research, Innovations and Extension

An overview of the research support given to teachers, staff, and researchers in order to foster high quality research is given in this policy. The following are the goals of the research policy: 1. To set up an internal administrative framework within the university to assist with research and innovation initiatives. 2. To establish guidelines for conducting research and streamline administrative procedures in order to raise the standard of research generally and benefit society

3. To motivate faculty members, staff members, students for cutting-edge research, innovations and incubation
4. To encourage undertaking of research projects from various funding agencies/sponsors. 5. To encourage collaborative and interdisciplinary research
6. To encourage faculty members for undertaking consultancy projects
7. To ascertain quality research work
8. To promote collaborative research projects, supervision and publications

Number of Workshops and seminars conducted on Intellectual Property Rights (IPR)

Industry-Academia Bridge is created by various ways such as industrial projects industrial guides and examiners

In order to promote research and development activities, the college extends its full support to students/faculty/staff. Full/Partial financial support is given to all innovative research & development works taken up by the students, faculty and staff members. The college encourages students, faculty and staff to participate in National/International Conferences. Also Institute has developed linkages with various industries for Faculty exchange, Student exchange, Internship, Field trip, on-the-job training and research. Institute has

signed Functional MoU's with more than 20 industries.

The University is actively involved in extension, training and outreach activities like gender equity, road safety, Swachha Bharat, eco-consciousness, literacy-drive etc. and ICT enabled teaching. University celebrates National and International days of significance, promotes national integration, water-literacy programmes etc. volunteered by the faculty and students.

Infrastructure and Learning Resources

Siddhant Institute of Business Management has a well maintained, user friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students. The institute have well-equipped infrastructure, spacious building, computer laboratory. SIBM has ICT-enabled classrooms, seminar halls, cafeteria, sports ground, parking for two-wheeler and 4 wheelers parking for students and faculties. The Teaching Block has well-appointed and spacious classrooms, tutorial rooms, department rooms. Computer lab is available for the students and lab has adequate computer equipment, internet connectivity and projectors to support practical sessions. The well-stocked institute Library is located on ground floor. The library has a circulation counter, librarian's room, Online Public Access and Stacks, Reference Section, Book Bank, computer access. Reading room for faculty and students is available. SIBM Library is Wi-Fi enabled, additionally, 5 computers have been installed for the faculty. The Library uses Autolib NG software for library management and Delnet services are available to students and faculty members. Issue and return of books of students and faculty member are recorded manually.

The Administrative Block of the institute consists of the Director Office, the Accounts Office, Placement cell, which is fully ICT enabled. The magnificent Multi-Purpose Hall with an Auditorium, Academic events like conferences, seminars, talks etc. and student activities are hosted in the auditorium. The room receives optimal natural light. We have different ICT equipment's like Scanners, Printers, LCD projectors, Wi-Fi modems, Digital Cameras, Speakers and Wireless Microphone etc. to provide effective teaching and learning, the Institute campus is WI-FI enabled.

CCTV Cameras are provided in the Institute campus for monitoring day to day activities, security & safety. To maintain the arrival and departure of faculty, Biometric machine i.e., thumb impression machines are installed. All the computers in Institute are provided with well UPS backup facilities. The Faculty uses power point presentations, videos etc. in the classrooms to enhance teaching learning process. Scanners, printers, reprography facilities are available faculty and students. The Internet facility is provided through LAN wired connection. In order to provide high quality speed of the network, the Institute has Lease line Internet connection with 50 Mbps bandwidth.

Student Support and Progression

The institute has a good mechanism in place to tell students about the several scholarship programs offered by the government, universities, and institute. The Institute keeps a careful eye on these programs from the time the application is completed until the students get their scholarship money.

The institute hosts talk by outside industry as well as academicians experts on career counselling. The institute also routinely arranges remedial tutoring, mediation activities during exams, bridge courses, and other programs to assist students in understanding the real requirements for advancement that are not covered in any textbook. The mentor-mentee method at the institute assigns students to each academic member. Mentor-

mentees hold regular meetings and offer needy pupils academic and general development assistance. As per the Maharashtra Universities Act, 2016, we have formed a Student's Council and we also give due representation to the students in the IQAC and the College Development Committee (CDC).

The institute features a proactive Training and Placement cell that assists students in attending several third-party training sessions on the technical and soft skills needed for today's placement scenarios. The increasing quantity of T and P cell implantation across all industry strata is indicative of their efforts.

Additionally, there were recruitment drives both on and off campus, assisting and motivating pupils to pursue further education. Through a variety of interactions, the training and placement unit maintains networking with alumni as well. The college has an Alumni Association which is duly registered with an executive committee consisting of the alumni representatives. There is a college level committee to look after the alumni-related matters. We regularly conduct alumni meets. Our alumni contribute financially and academically to the college. Alumni visit the institute to provide lectures, participate in an orientation program, and complete placement activities in response.

To maintain a positive and productive environment, the institute has a number of committees, including a women's anti-harassment committee, a student grievance redressal cell, and an anti-ragging committee. The institute facilitates the display of students' artistic and athletic abilities by hosting competitions and encouraging participation in them at the institute level.

Governance, Leadership and Management

(SIBM) places a strong emphasis on effective governance, leadership, and management to foster a holistic educational environment. The institution recognizes the interconnected nature of these elements in shaping its mission and vision.

SIBM's governance framework is designed to ensure transparency, accountability, & ethical conduct. The Board of Governors oversees strategic decision-making, comprising experienced professionals from diverse fields. Regular audits and stakeholder engagement forums contribute to a robust governance structure, aligning the institution's activities with its core values and long-term objectives.

At SIBM, permeates every level of the institution. Faculty members are chosen for their expertise, dedication, and leadership potential. The leadership team fosters an inclusive and collaborative culture, encouraging innovation and continuous improvement. This approach empowers students to develop their leadership skills through mentorship programs and extracurricular activities.

Efficient management is pivotal to SIBM's success in delivering high-quality education. The management team, led by the Director, ensures streamlined operations, resource optimization, and effective execution of academic, administrative processes & management practices.

Integration of Governance, Leadership, & Management:

SIBM's strength lies in the seamless integration of governance, leadership, and management. The governance framework sets the direction, leadership inspires and guides, & management executes strategies with precision. Regular communication channels facilitate synergy between these components, creating an environment where each stakeholder contributes to the institution's growth and success.

Innovation & Adaptability:

SIBM recognizes the dynamic nature of the business and education landscape. The leadership fosters a culture of innovation and adaptability. This ensures that the institution remains at the forefront of industry trends, equipping students with relevant skills & knowledge. Regular reviews & feedback mechanisms enable timely adjustments to the curriculum and operational processes

Governance, leadership, and management at SIBM converge with a singular focus – the student. The institution is committed to providing a holistic learning experience, combining academic excellence with extracurricular opportunities. The leadership encourages & actively seeks student input in decision-making processes. SIBM stands as a symbiotic relationship between governance, leadership, & management. This integrated approach ensures the institution's sustained growth, adaptability to change, & a commitment to shaping future leaders in the business world.

Institutional Values and Best Practices

The Siddhant Institute of Business Management provides various facilities like CCTV surveillance, gated entry and a common room for girls. Various scholarships are available for students from economically weaker sections of society. The Academic and Personal Counseling Cell are available to counsel students on personal and professional issues. The College celebrates various commemorative days and national days to inculcate humanitarian values and sensitizes students about human, social and national values.

Institutional values in Siddhant Institute of Business Management typically revolve around academic excellence, diversity, inclusivity, integrity, and community engagement. Best practices include fostering a supportive learning environment, promoting effective teaching methods, prioritizing student success, and maintaining transparent communication between faculty, staff, and students. Additionally, colleges often emphasize research and innovation to stay at the forefront of education.

The Siddhant Institute of Business Management has a rich heritage of conducting activities for environmental protection and sustainability. The College extends its efforts beyond its campus. The College has conducted several programs such as tree plantation drives, heritage conservation and cleanliness, and workshops, Seminars and management.

The job training bridges the employment-employability gap. Another best practice is the Intra-collegiate Start-up Idea that is Contest which motivates and encourages students to think, ideate and implement entrepreneurship ideas.

The Siddhant Institute of Business Management takes initiatives to promote cultural, regional, linguistic and communal harmony by conducting various activities such as Youth Festivals. The Siddhant Institute of Business Management organizes various workshops and courses on topics like democracy, governance, intellectual property rights and patent laws. This sensitizes students about their rights, duties and responsibilities as citizens.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SIDDHANT INSTITUTE OF BUSINESS MANAGEMENT
Address	Village Sudumbare, Chakan Talegaon Road, Tal. Maval, Dist -Pune 412109
City	PUNE
State	Maharashtra
Pin	412109
Website	www.siddhantibm.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Director(in-charge)	S.G.Walke	02114-661951	9423524492	-	siddhantinstitute1@gmail.com
Associate Professor	Pratap Vasantryao Pawar	-	9423270598	-	pvpawar.raj@gmail.com

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 minority institution	Yes Minority Institute Certificate and English Translation SIBM.pdf
If Yes, Specify minority status	
Religious	
Linguistic	Linguistic
Any Other	

Establishment Details				
State	University name	Document		
Maharashtra	Savitribai Phule Pune University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC				
12B of UGC				
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	15-05-2023	12	
AICTE	View Document	15-05-2023	12	
AICTE	View Document	15-05-2023	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	Village Sudumbare, Chakan Talegaon Road, Tal. Maval, Dist -Pune 412109	Rural	22	2888

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	Degree	English	180	180

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				4				12			
Recruited	1	0	0	1	1	1	0	2	6	6	0	12
Yet to Recruit	1				2				0			
Sanctioned by the Management/Society or Other Authorized Bodies	2				4				12			
Recruited	1	0	0	1	1	1	0	2	6	6	0	12
Yet to Recruit	1				2				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	12	2	0	14
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	13	2	0	15
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	11	7	0	18
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	11	7	0	18
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	1	0	0	0	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	3	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	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	7	3	0	10
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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		Total
		2	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	139	3	0	0	142
	Female	38	1	0	0	39
	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	22	8	12	4
	Female	7	7	2	1
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	1	1
	Others	0	0	0	0
OBC	Male	23	25	14	12
	Female	6	8	6	3
	Others	0	0	0	0
General	Male	56	51	43	35
	Female	31	25	25	11
	Others	0	0	0	0
Others	Male	2	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		147	124	103	67

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	University pattern is following major and minor specializations . Students having options in both year to select different courses as per their likings and career need.
2. Academic bank of credits (ABC):	It has made mandatory for all students to have their ABC account before enrolling for University examinations.
3. Skill development:	To fulfill the industry demand pertaining skills required for Management students SIBM is insisting more on industry-institute MoUs. Moreover already done MoUs with different agencies and companies for enhancing required skillsets among students as

	per their individual specializations.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	SIBM will surely follow guidelines from SPPU and DTE and AICTE.
5. Focus on Outcome based education (OBE):	SIBM follows Savitribai Phule Pune University syllabus and curriculum which is totally focused on credit based and outcome based education.
6. Distance education/online education:	Yet not started online, any course or program . Very soon planning for MOOC courses implementation.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	No...
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?	No
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.	Not applicable
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.	Not applicable
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.	Mostly students enrolled as voter

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
137	119	101	67	117

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: 30

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	12	12	12	12

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
26.96	11.29	30.56	11.24	32.60

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:

Siddhant Institute of Business Management, Sudumbre, Pune is affiliated to Savitribai Phule Pune University (SPPU) and therefore follows the syllabus set by SPPU. The syllabus revision has been done in the year 2019 with CBCS (choice based Credit System) has been introduced.

Academic Calendar:

Savitribai Phule Pune University provides the timely guidelines for the effective implementation of the curriculum in the form of Academic Calendar. As per the timelines and the calendar provided by the SPPU, institute has an Academic Committee which prepares its own academic calendar for the particular term. At the beginning of every academic year, the institute prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum.

Teaching Workload:

The academic Committee in consultation with the Director finalizes the teaching workload of all faculty members. The curriculum offered by SPPU is well planned and the institute's faculty participates in Syllabus Design Activities at University level. Faculty members are encouraged to participate in various conferences and FDP's to update their knowledge. Subject teacher plans the curriculum delivery submits the course Plan and deliver it with conventional as modern pedagogy tools.

Induction & Orientation programs:

The Induction & orientation Programs are timely organized to acquaint newly recruited faculty members and students about the institutional policies, the Director addresses the newly admitted students.

This program orients the students about facilities available, code of conduct and discipline and extra-curricular activities.

Academic Planning & Monitoring:

All academic related activities like Lesson Plan, Attendance, Assignments, and Online Tests are conducted and monitored.

The syllabus is already divided in the number of hours in which each faculty member is supposed to

engage. The periodic tutorial / class test / examination are conducted in order to assess the understanding of the students. The syllabus imparts the knowledge, skills and competencies to the students during study and for the same along with the prescribed syllabus institute offers content beyond activities like employability skill Programmes and trainings enriches the curriculum through value additions. A comprehensive Course plan is prepared by every faculty which includes the delivery of lectures and concurrent evaluation which includes the Course Outcomes and it's mapping to Programme Outcomes. Monthly Academic Meetings are conducted to review the Syllabus status. ICT is used for effective teaching by the teachers of both the departments. Remedial & Revision Classes are given to slow learners and advance learners are motivated. Mentor-Mentee is implemented for identifying problems of the students regarding academic, social and financial issues and making them feels at home in the institute.

Concurrent Evaluation: Continuous Concurrent Evaluation is conducted by the Faculty member throughout the semester. The compliance of the curriculum is communicated to the Director through the deputy director and at the end of term the performance of the students is verified by examination.

Thus the institute ensures effective curriculum planning and delivery through a well-planned and documented process.

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: 05

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
Provide Links for any other relevant document to support the claim (if any)	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: 23.11

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

2022-23	2021-22	2020-21	2019-20	2018-19
125	0	0	0	0

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:

Curriculum is designed by SPPU, which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Siddhant Institute of Business Management focuses on these issues.

Similarly, Cross cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of University in various subjects in the form of topics. It is insured that students should have awareness about Environment and Sustainability. The institution took care to inculcate values related to environment and sustainability through various practices and programs. SIBM conducted following activities.

- Swaccha Bharat Abhiyan
- Women Safety Programme
- Programme on Women Empowerment

As per the directives of Maharashtra State Commission for Women, Internal Complaint Cell has been

constituted for redressal of complaints about sexual harassment. The Internal Complaint Cell is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees and girl students. Also conduct awareness campaign. SIBM regularly organizes Blood Donation Camp so that the students get awareness about their social responsibility. SIBM regularly organizes social and cultural activities so that students should understand Professional Ethical practices.

Human Values and Professional Ethics:

The institute focus on the holistic development of students by imparting sessions through curriculum and beyond the curriculum to inculcate Professional ethics and impart Value based education in line with the Vision of the Institute. Human Rights I & II is a compulsory Course for all Management Students of SPPU in Semester 1 & 2 .Human values and Professional Ethics are addressed through the course “Indian Ethos & Business Ethics “offered in the IV semester of MBA programme. “Contemporary Frameworks in Management” covers one’s values in terms of Emotional Intelligence.

Another course that is being offered to students is Information Security and Cyber Security which provides awareness about cybercrimes and cyber laws. MS-Excel is being offered to students to upgrade their technical skill in terms of understanding the importance of Database Skill Development and Verbal Communication Lab has been included as a part of MBA curriculum.

Institute celebrates days of National and International importance as Republic day, Women’s day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc..

Environment and Sustainability:

The issues of Environment and Sustainability are addressed through the course Corporate Social Responsibility and Sustainability in the IV semester to sensitize students towards various aspects of society.

Gender equity:

The Institute takes efforts to create a congenial environment free from gender discrimination through mutual respect. Various programs are conducted for girl students such as organization of health check up camps, women's day celebration. Importance of gender or society is also covered as an important part of curriculum through Business Government and Society as a part of II Semester syllabus where students are educated regarding the importance of gender ratio and equality between them, importance of oneself in society.

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:** 75.91**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 104

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: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

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: 81.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
137	119	101	67	117

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
180	120	120	120	120

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: 26.67

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

2022-23	2021-22	2020-21	2019-20	2018-19
48	48	32	21	27

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

2022-23	2021-22	2020-21	2019-20	2018-19
180	120	120	120	120

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: 9.13

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:

Student Centric is the first Core Value of Siddhant institute of Business Management. We put continuous and constant efforts to ensure an appropriate blend of Academics and Activities through various Student Centric Methods by using effective ICT Tools.

Methods employed by SIBM are:

Experiential learning:

The students are exposed to learning from experiencing the concepts learnt in the classroom through internships and projects for students where students learn directly by working with the corporate.

Experiential learning at the institute encompasses a range of activities that help students gain hands-on experience and practical skills. These include summer internships, industrial visits, webinars, and online workshops. These activities aim to provide students with real-world exposure and enhance their professional development, enabling them to excel in their chosen field.

Industry-oriented Training sessions are arranged by training and placement department to gain corporate understanding.

Activities like cultural and sports activities are organized by the students to experience and learn managerial skills.

Participative learning:

The Faculty members ensure that the lectures are designed to encourage students to participate in the class on topics of discussion through questions and answers.

The active participation of students in many Co & Extracurricular activities enables them to learn mutually.

The institute also conducts group discussions and presentations to emphasize on learning through participation.

Students are motivated to participate in intra-college and inter-college competitions like sports competition and extended activities like Tree Plantation, Swachh Bharat Abhiyan, Yoga Day.

Problem Solving Methods:

Analyzing and problem-solving are some focus areas to ensure Outcome-based Education. We practice several problem-solving learning methods:

Case Studies are used in most of the subjects like Accounting, LAB, Marketing, Strategic Management, OB, HRM, Operations, Research, and Software testing. Case studies are also used in Assignments, internal and external exams and other CCE tools.

Usage ICT Tools

The institute practices the teaching-learning process by blending traditional chalk and board and modern ICT tools. SIBM practice ICT enabled teaching in addition to the traditional classroom teaching. Following efforts are taken by SIBM to provide e-learning ambiance in the classroom.

- Along with the lecture method of teaching, the faculty members are using the ICT enabled learning tools such as PPT, video clippings, audio system, online sources and smart classroom to demonstrate the students for superior knowledge and rational learning.
- Each classroom is fully furnished with LCD and Computers.
- The faculty members make use of interactive methods for teaching. The major emphasis is given on classroom interaction in terms of presentations, seminars, debates, group discussions, assignments, and quiz/tests/viva.
- The Siddhant Institute of Business Management provides online library facility for faculty members as well as students for enhancing their skills by use of e-resources.
- For online teaching learning SIBM provide the facility of computer lab. SIBM campus is Wi-Fi enabled. Wi-Fi facility for access of internet is provided on individual laptop and mobile devices throughout the campus premises.
- Sound security is provided to Wi-Fi users and it is well administered and controlled by the system administrator.

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	12	12	12	12

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: 39.68

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	4	6	6

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 awarded 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:

SIBM strictly adheres to the guidelines of affiliating Universities in the Internal and External Assessment process. The Comprehensive Concurrent Evaluation (CCE) is practiced for the Internal Assessment process.

Internal Assessment:

Planning of Internal assessment starts before the commencement of the semester.

Both the department prepares its academic calendar where the dates of mid/end term exams are mentioned.

Internal assessment parameters like Class/open test, MCQ, and case studies.

The internal formative assessment plan is well communicated to the students:

Display academic calendar on notice boards and institute websites.

The course plan is discussed in the class by the subject teacher.

The implementation is ensured by:

The internal exam coordinator appointed by the department plans and conducts the internal exams.

Transparency is ensured by

Subject teachers assess the papers and other CCE and the marks are displayed in the notice board.

Students are also allowed to access the corrected answer paper to understand any improvements that they can incorporate.

External Assessment:

The external examinations are planned and coordinated by SPPU. The Institute conducts it by strictly adhering to the rules of SPPU.

A college exam officer (CEO) is appointed by the institute who liaisons between the institute and SPPU.

The external examination includes written theory papers and Project Viva Voce.

SPPU announces the exam dates through its portal and the same is circulated by the institute among the students and displayed on the notice board.

The institute provides students with proper guidance in filling up the exam forms.

The institute ensures the smooth conduction of external exams and viva voce by assigning appropriate duties like CEO, Project coordinators, Junior and senior supervisors and other clerical responsibilities.

Projects work assessment:

The project work starts at end of second semester. Faculty members are allotted as guide to the students. The project guide approves the project considering the quality, relevance, University norms.

The assessment is done through:

- Internal project review
- Final external university project review

Grievance Redressal System in Time Bound and Efficient:

The institute clearly understands that the grievances related to exams are highly crucial and time-bound and need to be addressed immediately and efficiently. Hence the institute follows the below grievance redressal mechanism:

Grievance Redressal in Internal Assessment:

The students can register their grievances about internal assessment including question papers, discrepancies in paper evaluation and CCE-related issues with the internal coordinators.

Such issues are immediately addressed by the exam in charge along with the subject faculty.

Grievance Redressal in External Assessment:

In case of grievances against external assessment, like mistakes in exam form filling, discrepancy in external theory or practical marks, the students are encouraged to communicate with the CEO who will respond to the grievances with time bound.

The institute extends support if any student fails to fill the exam form by approaching the SPPU exam department.

In case of any discrepancy in final marks, the exam section informs the students about the timeline and procedure for reevaluation.

All other grievances like issues related to hall tickets, and seat numbers are addressed by the CEO from time to time.

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 (POs) and Course Outcomes (COs) for all Programmes offered by the Siddhant Institute of Business Management are stated and displayed on the institute website. Program outcomes are statements that describe what the knowledge, skills and attitudes students should have at the time of graduation from an MBA program. POs refer to the broad learning goals that a program intends to achieve, while COs are specific learning objectives for each course within a program. Course Outcomes (Cos) are Statements indicating what a student can do after the successful completion of a course. Every Course leads to some Course Outcomes. The CO statements are defined by considering the course content covered in each module of a course.

The MBA program offered by the institute is affiliated with Savitribai Phule Pune University (SPPU). Hence SIBM follow CBCS (Choice Based Credit System) based on Outcome-based education pattern for both programs as per the SPPU syllabus.

About the Syllabus:

The syllabus of the MBA program prescribed by SPPU was revised in the year 2022. As it is the CBCS pattern the students are allowed to choose both major and minor specialization from the options given in the syllabus.

The syllabus clearly defines the following:

Sr. No	Content	Meaning
1	Programme Educational Objectives (PEOs)	Set of broad future-focused student performance outcomes
2	Graduate Attributes (GAs)	Qualities, knowledge, and capabilities that students are encouraged to take responsibility for developing throughout their studies
3	Programme Outcomes (POs)	Set of narrow statements that describe what students (learners) of the programme are expected to know and be able to perform or attain by the time of graduation
4	Programme Specific Outcomes (PSOs)	Narrow statements that describe what students (learners) of a particular specialization of the programme are expected to know and be able to perform or attain by the time of graduation
5	Course Outcomes (COs)	A set of specific statements that describes the complex performances a student should be

capable of as a result of learning experiences within a course.

Dissemination of POs & COs:

SIBM ensures that all the stakeholders are well-communicated about the POs and COs of both programs in all possible ways to get better outcomes for the programme. The following are practices that the institute undertakes to disseminate POs and COs:

Dissemination Through	Methods	Addressing Stakeholders
Institute Website	The Program Outcomes and the Course Outcomes of all the subjects are displayed on the institute's website.	All stakeholders
Display in the Notice Board	The Programme Outcomes are displayed in the Notice Board	Students and Teachers. Also parents, Alumni, and employers who visit the department office
Induction Programme	During the Induction program, the head of the department discusses the Programme Outcomes and program Education Outcomes with the first-year students	Students and Teachers

At the end of the two-year full time MBA program the student will possess essential knowledge, skills and the wisdom to be on a path to become a professional manager and a leader

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:

Savitribai Phule Pune University has provided program outcomes (POs) and course outcomes (COs) based curriculum for the Master of Business Administration (MBA) program. The individual faculty

assesses the learning objectives and specific vital topics, clearly stated in the course outcomes (COs). Programme Outcomes and Course outcomes are communicated to students through the website and it's discussed by the subject teachers in the class. The assessment or evaluation process is based on the desired outcome of the course. The student's assessment is carried out through Comprehensive Concurrent Evaluation and University examination.

Attainment of COs is determined from the performances of students in Continuous Internal assessment by conducting Mid Term, End Term Semester and Assignments and SPPU External Examination.

1. At the beginning of every semester/year, the subject teacher conveys Course Objectives (CO) at the introductory part of respective subjects.
2. The copies of the syllabi are kept in the library. However, the student can download the syllabus from the website of Savitribai Phule Pune University: -
3. A link of Savitribai Phule Pune University is given to download the syllabus and other respective information in the SIBM website: - www.siddhantibm.in
4. The faculty member of every subject explains the course objectives, evaluation pattern, marking scheme etc. to the students. It is also given in the syllabus of each subject.

Following is the evaluation process of PO, PSO and CO.

1. Concurrent Evaluation: Concurrent Evaluation comprises of presentations, Written Assignments, Case Study, Field Visit / Study tour, Project work
2. For Summer Internship Project and Dissertation the criteria of evaluation are based on Actual work undertaken by the student, Student's knowledge about the organization and business Environment, Outcome of the project, usefulness of the project to the business, Basic analytical capabilities The Standard of passing is minimum 40 per cent or equivalent
3. The marks of internal exams are uploaded online to the university.
4. SIBM provides opportunities to students to exhibit their understanding through the medium of expression i.e. oral or written. The outcome of the entire exercise is that the evaluation method does not become a hurdle while evaluating.
5. Extra-curricular activities are conducted. e.g., Awareness/celebration day, Women's day, Blood donation, etc. From these practices, students can optimally express their knowledge and these enhance their confidence.
6. SIBM follows the evaluation process of Savitribai Phule Pune University. This type of evaluation includes term end internal assessment, concurrent evaluations and External examinations conducted at the end of the course.
7. The examinations and results of University also measure the attainment of CO, PO and PSO.

The institute aims to help students to reach their probable through the provision of a supportive and challenging learning environment.

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:** 72.58**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
54	67	48	84	70

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

2022-23	2021-22	2020-21	2019-20	2018-19
117	94	53	89	92

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:** 3.62

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: 0

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)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	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:

Siddhant Institute of Business Management maintains an ecosystem that enables the students to maintain a culture for innovation and research and development in areas of their interests. Students with creative ideas approach the faculty members who guide them in their work. The institute organizes Seminars, workshops. The Institute provides a facility available to carry out their research: Wi-Fi is available throughout the campus. Internet facility of 32 Mbps is available to students and staff. A seminar hall with a seating capacity of over 200 audiences, serves as an excellent hall for seminars, guest lectures, technical paper/project presentations, and screening of informative educational movies.

SIBM is committed to fostering the ecosystem of the institute to aid innovation and emphasize the Indian Knowledge System (IKS). In line with the Mission and Vision of the institute, we always strive to promote excellence by providing quality education and lifelong learning. Hence the ecosystem is also designed to promote creativity and innovation. The ecosystem of the institute includes the required

infrastructure, research environment, ED Cell, IPR-related activities, Mentoring and other relevant activities.

IKS the traditional knowledge system of the country is encouraged and supported in the institute. The institute offers minor specializations like Rural and Agricultural Management and health care Management to support IKS. The institute also conducts many cultural harmony activities like traditional day, cultural fest, and competitions to establish the sense of IKS among students.

The available Ecosystem for Innovation and Indian Knowledge system includes:

The faculty members and students are encouraged to use the well-equipped computer laboratories, library and digital library for research-related work and to improve their innovativeness and creativity.

The institute provides a Wi-Fi facility with 32 Mbps on the campus which enables the students and faculty to access the internet on the go and gain knowledge related to Innovation and IKS.

Conducted workshops/seminars related to IPR to create awareness about the IPR and encourage students and staff to register for IPR.

The ED cell also conducts various Expert sessions to instill the spirit of entrepreneurship among students.

The institute also conducts Industry-oriented training and Alumni lectures to enhance the thrust for innovation.

The Institute also organizes Industrial visits to companies to create an awareness of innovative industry practices and establish knowledge transfer.

The institute has encourages faculty members and students to publish research papers and enroll on PhD programs.

Faculty mentoring and guidance to students and faculty members:

The faculty members also do mentoring to the students to enhance the process of knowledge transfer. Our students also successfully started startups under the guidance of faculty mentors.

The students are also encouraged to take up live projects and creative topics in SIP projects and to enhance the creation and transfer of knowledge.

The young faculty members are mentored and guided by senior faculty members to engage in research activities.

Through this, the institute has created an ecosystem to foster innovativeness and IKS. The institute and faculty members are also instrumental in the creation, dissemination and transfer of knowledge using technology among all stakeholders.

File Description	Document
Upload Additional information	View Document
Provide Link for 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: 18

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

2022-23	2021-22	2020-21	2019-20	2018-19
05	07	04	01	01

File Description	Document
Upload supporting document	View 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: 0.73

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	5	3	10	0

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: 0.13

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	1	1	0

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:

Learning activities have a visible element for developing sensitivities towards community problems, gender inequalities, social injustice etc. and in inculcating values and commitment to society. Extension activities are the activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development.

In keeping with the Vision, Mission and core value of the Institute, there is an endeavor to groom the students to become responsible citizens of our country. Thus, we plan and organize a host of social activities to promote the values of philanthropy, brotherhood, patriotism, concern for the needy and for the holistic development of the students.

Objectives:

- To encourage the students to participate in various activities which provide awareness to social issues and challenges of the society.
- To promote better social, natural recreational intellectual and spiritual file among the Students.
- To open new opportunities for developing talents, knowledge, skills, customs, traditions, beliefs, values and leadership quality for the students to become future managers.

Some extension activities organized are:

- Blood Donation Camp- This activity has given satisfaction of organizing, donating and saving lives. It has also promoted health awareness and understood the importance of empathy and compassion
- Tree Plantation , Swachh Bharat Abhiyan, Environment pollution - The visible outcome of these activities are seen in the students' progression towards maintaining the balance of our ecosystems and ensuring a sustainable environment resulting in the overall development of the students as responsible citizen.
- The institute strongly believes that commemorating historical and cultural events will promote cultural awareness among students and aid their holistic development. Hence the institute conducts events like Chhatrapati Shivaji Maharaj Jayanti, Independence Day, Republic Day and other events. These activities have helped us in fostering ethical and moral development and instilled a foundation for personal character and social responsibility. It also helped them to become a fulfilling and responsible citizen.
- We also understand that conducting activities to promote health and safety promotes the physical and mental well-being of students and will encourage students to adopt a healthy lifestyle. Hence has run campaigns like International Yoga Day, Traffic Awareness, and Helmet Awareness. These activities have created awareness among students about personal well-being, the importance of following guidelines by the government regarding traffic rules and overall preparedness for a healthy society.
- The Institute organizes various activities to sensitize the students on Spiritual and Human Values aspects.

Outcome: The outcome of the extension activities is measured in terms of the changes brought in attitude, behavior and adoptability of the students, and not merely in terms of their respective achievements.

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:

We at our Institute level carry out many extension activities from government and government recognized bodies. We have not received any award so far but our Institute intends to direct students towards “Nation Building” by encouraging them to participate and contribute to various initiatives of Government of India like the Ministry of Skill Development and Entrepreneurs (MSDE), Ministry of Education, Ministry of Ayush, Ministry of Culture along with initiatives from the State Ministry. It is achieved by creating awareness about Governments' hand-holding schemes for professionals like Make in India, Startup India, Stand-up India, Digital India, Skill India, Mudra Banks and so on.

The insights from industry and academic experts are organized on Union Budget and other economic policies by the government to enhance horizon of knowledge with creative and critical analysis. Presentation by students and experts on the country's social and economic sphere of activities are organized at regular intervals to enhance participative learning at Institute. It ensures students' participation in other social activities organized like Azadi ka Amrit Mahotsav, International Day of Yoga, and Run for Unity.

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

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: 16

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

2022-23	2021-22	2020-21	2019-20	2018-19
03	04	04	02	03

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 23

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	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:

Siddhant Institute of Business Management has constantly endeavored to provide quality education and ensure all round development of the students in order to create aware, responsible and empowered women. Set in the backdrop of an extensive green cover, SIBM has an aesthetic landscape which is architecturally striking. SIBM has a well maintained, user friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students. The Institute have Well-equipped infrastructure, spacious building, computer laboratory.

ICT-enabled classrooms, Seminar Halls, Cafeteria, sports ground, parking for two-wheeler and 4 wheelers parking for Students and faculties.

1. The Teaching Block has well-appointed and spacious classrooms, tutorial rooms, department rooms. The classrooms are equipped with projectors so that ICT can be used for strengthening academic discourse.
2. Computer lab is available for the students. The lab has adequate computer equipment, internet connectivity and projectors to support practical sessions.
3. The campus is Wi-Fi enabled for the benefit of students and faculty.
4. The well-stocked institute Library is located on ground floor. The library has a circulation counter, librarian's room, Online Public Access and Stacks, Reference Section, Book Bank, computer access. Reading room for faculty and students is available.
5. The Administrative Block of the institute consists of the Director Office, the Accounts Office, Placement cell, which is fully ICT enabled.
6. The magnificent Multi-Purpose Hall with an Auditorium, Academic events like conferences, seminars, talks etc. and student activities are hosted in the auditorium. The room receives optimal natural light.

The institution provides students with a favorable learning environment through adequate infrastructure and physical facilities for various academic, cultural, and sports activities.

For the fulfillment of infrastructural requirements, the institute follows norms and guidelines:

All India Council for Technical Education (AICTE)

Savitribai Phule Pune University (SPPU)

Teaching Learning Facilities	
Classrooms	05
Tutorial Rooms	02
Library	Yes
Reading Room	Yes
ICT Facilities	
Smart Classroom	Yes
Computer Lab	Yes
High-Speed Internet Connection	Yes
WiFi Facility	Yes
Digital Library	Yes
Server Room	Yes
Cultural and sports facilities	
Seminar Hall	Yes
Indoor Sports	Yes
Outdoor Sports	Yes
Other	
Director's Office	Yes
Training & Placements Office	Yes
Faculty Cubicles	Yes
Administration Office	Yes
Common Room (Boys & Girls)	Yes
Sick room	Yes
Ramp for Divyang	Yes
Parking Facility	Yes

By prioritizing modern classrooms, well-equipped computer labs, cutting-edge ICT infrastructure, and facilities for cultural, sports & yoga activities, the institution ensures that students have access to a comprehensive range of resources that support their academic, physical, and mental growth.

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: 14.87

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

2022-23	2021-22	2020-21	2019-20	2018-19
2.89	0	9.93	0	3.93

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:

In conformity with AICTE Norms, the Siddhant Institute of Business Management Library has seating capacity of 50 students/faculty members in the reading room. As per AICTE Norms, Institute library is endowed with adequate books, Print Journals, e- journals, e-books, newspapers, multimedia PCs for digital library, document scanning facility and membership of National digital library which forms the backbone of any educational institute.

SIBM Library is Wi-Fi enabled, additionally, 5 computers have been installed for the faculty.

The Library uses Autolib NG software for library management.

Issue and return of books of students and faculty member are recorded manually.

Students have access to Journals in Reading Room. Hence, with all this SIBM are partially automated, Computer/ Internet Labs with high Speed servers running on a variety of Platforms to suit every requirement supporting the entire network. Library in addition to regular text book/ reference books provides access to a wide range of information sources that include leading national and International Business periodical periodicals in addition to an impressive collection of business database.

Initiatives taken by SIBM:

- 1.Free WI-FI, internet access, free download have been provided.
- 2.Delnet services are available to students and faculty members.
- 3.Users can also submit their suggestions/ grievances through general interaction, making an application, and through e-mail for necessary action

Per day usage of library:

At our Institute level Students and Faculty members regularly visit the Library for various purposes. The record is maintained for the same in the Library as well as the Reading Hall. In the reading hall students frequently use it during Institute Timings. Books, Journals, News Papers are available for students and faculties as well. The book issues will be done during the library hours. National and International Journals are available for referencing purposes.

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:

Siddhant Institute of Management recognizes the critical role of technology in its operations and the importance of staying up-to-date with IT facilities. SIBM has adequate ICT facilities and other learning resources for both academic and administrative purposes. We also clearly understand that upgrading hardware and software is essential to keep pace with technological advancements and optimize system performances.

Key features of our IT facilities:

- The computer lab is well-equipped and computers are adequately supported by leased lines for internet connectivity.
- The entire campus is connected with required software and network security measures.
- Computer labs are well connected to the internet and WiFi helping students and faculty to carry out their academic and other work.

Lab assistants are available to support students and faculty in their queries. IT infrastructure is a base part of the institution, Therefore our campus is upgraded with all the necessary IT facilities. The Institute has computer Laboratory with internet facility. The computer lab is powered by UPS to ensure uninterrupted usage of power. The lab has LAN facilities to all the computers. The Institute has adequate IT facilities for strengthening the teaching and learning process. We have different ICT equipment's like Scanners, Printers, LCD projectors, Wi-Fi modems, Digital Cameras, Speakers and Wireless Microphone etc. to provide effective teaching and learning, the Institute campus is WI-FI enabled. The Faculty members and the students can access Wi-Fi anywhere in the campus. There is paradigm shift from black board to green board; green board to white board; from white board to LCD and LCD to smart boards. Now there are ICT class rooms and smart class room available in the institute.

CCTV Cameras are provided in the Institute campus for monitoring day to day activities, security & safety. To maintain the arrival and departure of faculty, Biometric machine i.e., thumb impression machines are installed. All the computers in Institute are provided with well UPS backup facilities. The Faculty uses power point presentations, videos etc. in the classrooms to enhance teaching learning process. Scanners, printers, reprography facilities are available faculty and students.

The Internet facility is provided through LAN wired connection. In order to provide high quality speed of the network, the Institute has Lease line Internet connection with 50 Mbps bandwidth. The website of our Institute is being updated with essential and basic elements.

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: 2.11

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

Response: 65

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: 86.89

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)

2022-23	2021-22	2020-21	2019-20	2018-19
26.066	11.29	20.62	11.24	28.67

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: 69.13

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

2022-23	2021-22	2020-21	2019-20	2018-19
104	80	75	53	62

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: A. All 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: 1.29

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

2022-23	2021-22	2020-21	2019-20	2018-19
03	02	00	02	00

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: 9.06

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

2022-23	2021-22	2020-21	2019-20	2018-19
08	07	15	06	13

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

2022-23	2021-22	2020-21	2019-20	2018-19
137	119	101	67	117

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.)

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View 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: 3

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	01	01	01

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
Provide Links for any other relevant document to support the claim (if any)	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: 4.6

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

2022-23	2021-22	2020-21	2019-20	2018-19
03	08	05	04	03

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:

The Alumni Association (registered and functional) contributes significantly to the Development of the institution through financial and non-financial means. Siddhant Institute of Business Management is a registered Alumni Association under the Societies Registration Act. It was formed on **5th August 2022** at The Registrar of Society, Pune Region. Registration No:**466104 G.No. 131** under Societies Registration Act 1860. SIBM and the Alumni association jointly believe in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. SIBM alumni are currently working at various responsible positions and proving themselves in all areas of management. The Alumni Association contributes through various ways as follows:-

1. Book Donation: Contribution by donating Books.

2. Alumni Interaction: Alumni of SIBM give inputs to aspiring MBA students. They are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies & trends in corporate world, application of knowledge and corporate working culture.

3. Placement & Career Guidance Assistance: Alumni are working in organizations at various capacities. They inform the faculty members and the placement officer about the available employment opportunities. They assist and guide the students to face the interviews. They also share their experience with the students and motivate them for their career development in a variety of domains.

4. Campus recruiters: Alumni come to campus as recruiters for their companies and also recommend and promote SIBM to their employers for campus placements.

5. Summer Internship Opportunities: SIP being a part of the MBA curriculum; Alumni provide innumerable opportunities in various companies to the students.

6. Entrepreneurship Awareness: Some of our Alumni have established startups in different sectors, many of them are first generation entrepreneurs. They decided to become entrepreneurs during their academic span at SIBM. Through the journey as an entrepreneur they learnt various skills & knowledge. They enlighten the students with their success stories and challenges faced.

7. Alumni Meet: We at SIBM have a tradition of inviting alumni for Annual Alumni Meet. In this meet the alumni get chance to reconnect. This is the best platform for networking and sharing new trends and current happenings in the corporate world. These inputs are helpful to academicians for moulding the aspiring students.

8. Institute Social Responsibility: Our Alumni in association with SIBM are engaged in conducting

social activities for the welfare of the society through Donations in the form of Books, Blankets, Chairs, Mats, Storage containers, Stationary etc.

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

Siddhant Institute of Business Management is approved by All India Council for Technical Education (AICTE), affiliated to Savitribai Phule Pune University (SPPU) and approved by Directorate of Technical Education (DTE), Government of Maharashtra. Institute functions in compliance with the guidelines and norms of these Statutory Regulatory Agencies.

The institute has a structured organizational hierarchy to support decision making process. Organizational structure represents the decentralization of decision making and implementation through various departments and committees which are governed by relevant policies. The Director steers the design and implementation of vision, mission and strategic plan while all the stake holders through IQAC gives necessary inputs to the director for design of the same. Director gets this vision, mission and strategic approved from Governing Body.

VISION

To be a centre of excellence of value based education and research thereby contributing to the development of management thought and application of knowledge for the health, wealth and well being of society.

MISSION

Champion Excellence in value based education
Nurture Human talent into professional leaders.
Create and sustain an environment facilitating professional research.
Create a forum for sharing of experiences with business and industry

Governing Body (GB) and Local Management Committee (LMC) have been constituted for the effective governance and management of the institute Vision, mission, quality policies and goals are designed by Governing Body and implemented by institute, reviewed time to time by Local Management Committee (LMC). The GB approves the budget recommended by LMC. For academics the organization depicts the flow of authority and the functions of various coordinators. The institute prepares and conducts various activities such as seminars and workshops within the academic calendar of the institute. There are

different activity coordinators for the activities like academic coordinator; training and placement, examination in charge (Chief Examination Officer) etc are appointed.

SIBM being an educational institute is deeply committed to provide knowledge and skills related to management as defined by the regulatory bodies.

The institute takes advantage of being located near two of the big MIDCs namely Talegaon and Chakan. The institute conducts various guest lectures and encourages placement activities through Industry Interface.

NEP Implementation

The institute ensures the implementation of NEP by following the practices and guidelines of SPPU and other Apex bodies.

Decentralization & Participative Decisions:

The governance of the institute includes both centralized and decentralized decisions. In various situations, the governance supports decentralization and encourages participation in Governance and accomplishing Perspective Plan in the following ways.

Participation & Decentralization:

Subject allocation, assigning of academic roles, planning and conducting extra and co-curricular activities, involvement in various committees.

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:

Over the past 18 years Siddhant institute of Business Management has shown tremendous growth and to sustain the process, strategies must be formulated and implemented effectively.

Strategic plan focuses on current trends and disrupting forces in higher and technical education strata which when adopted can show better performance. It makes an assessment of stakeholder's expectations, students, faculty members, employers, and needs of the people of the region.

Following plans are projected after proper discussion and considering the short term, medium term and long term development plans. The institute has student centric approach and stakeholders are the final beneficiary of these developments.

SIBM's strategic plan includes the following:

SPPU approved curriculum is strictly adhered. Encouraging quality research, industry engagement, entrepreneurship, alumni engagements are targeted. The activities are planned in the beginning of every academic year through the Academic Calendar and suggestions are sought from faculty members.

Development Plan is a quality initiative which concentrates on the development of the departments in terms of infrastructure, faculty strength, faculty achievement, students' development and student achievement.

MBA program intake increased from 60 to 120 students in 2007 and from 120 to 180 students in 2022.

The institute has structured organizational hierarchy to support decision making processes. Organizational Structure represents active involvement of stakeholders in various capacities as below. Various statutory bodies include Governing Body, formed as per AICTE regulations and College Development Committee formed in accordance to Maharashtra University Act 2016. The Director: Management in consultation with the Director formulates policies and future plans related to academic and administrative activities. Director is responsible for overall development of institute including academic as well as administrative. Director is supported by Office Superintendent, Accountant and other administrative staff down the line. The Following practices of the institute are also designed and implemented in such a way that it will create a system for implementing and achieving the Perspective plan of the institute.

Policies:

The institutional bodies are functional in the institute which is evidenced in various ways like implementation of Perspective plan, Activities aligned with Vision and mission, proper decision-making process, centralized and decentralized decision making etc.

Institutional Bodies:

The institution bodies including GB, CDC, IQAC, various committees are actively functioning in the organization.

Organizational Setup

The organizational set-up of the institution is designed carefully to implement centralized decisions wherever necessary and exhibit decentralization at the level of implementation. Such a defined and clear structure enhances the decision-making process.

The Major decisions like strategic decisions are centralized decisions taken by GB and CDC which will be implemented in the institute. The Organizational structure includes four major sections namely, Administration, Support, Academics and Various cells and committees in the institute under the director to ensure proper decision-making and its implementation.

Services Rules:

The service rules like leave policy, workload etc of all staff members are based on the statutes and norms of the affiliating University and Government of Maharashtra. The same will be informed to all the staff members during the induction program.

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: B. 3 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:

Siddhant Institute of Business Management follows a systematic performance appraisal system for teaching and administrative staff members. SIBM initiates the appraisal process at the beginning of the academic year. Individual staff members fill out their appraisal form and forward it to the director for remark and acknowledgement. Finally, the appraisal goes to management for further process.

Staff plays a vital role in success story of the institute. It is the reason why institute gives importance to effective welfare measures. The institute recognizes all the employees as the family and provides proper care, supporting environment to grow with full potential. The institute expected to contribute and participate effectively in accomplishment of institute mission and vision. The following highlights are there for the welfare of staff:

1. Employees Provident Fund as per PF rules

SIBM contributes specific amount towards PF of an employee as per PF rules.

2. Gratuity

Gratuity is applicable to every staff after five year of permanent service.

3. Fee concession to wards of economically weak staff

The provision is made for financial support to economically weaker staff of SGI in the form of fees concession to their wards.

4. Encashment of Earn leave at the end of service

At the end of service of an employee, he/she can en-cash his/her earned leaves.

5. Salary timely credited to bank account of employee.

In each month, the employee gets the salary on time through bank accounts only.

6. Reimbursement of Membership fees for the professional bodies.

The institute has the provision of reimbursement of membership fee of any professional body.

7. Medical leave encashment

Facility of encashment of balance medical leave to ad-hoc faculties is available at the end of academic year

8. Festival advance

Non -teaching staff can avail interest free festival.

SIBM celebrates birthdays every month for all staff members who have their birthday in the month. Faculty and non-teaching staff gather together and cut the cake in the presence of the Director

All these welfare measures help the institute to attract and retain good manpower. In response to these welfare measures, generally teaching and non teaching staff reciprocates by good work. The work hence accomplished needs to be appraised time to time.

File Description	Document
Upload Additional information	View Document
Provide Link for 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: 30.16

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

2022-23	2021-22	2020-21	2019-20	2018-19
06	01	03	05	04

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
Provide Links for any other relevant document to support the claim (if any)	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: 51.47

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

2022-23	2021-22	2020-21	2019-20	2018-19
02	02	05	20	06

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	01	04	00	00

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
Provide Links for any other relevant document to support the claim (if any)	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 major source of revenue for Siddhant Institute of Business Management is student fees, government scholarships.

The institute practices a defined mechanism that is equally sustainable to ensure the financial resources are utilized effectively and efficiently.

The annual budget of the institute which contains both capital and revenue expenditure and approved by the governing body.

The budget is prepared with utmost care considering all possible expenses such that a deficit should not occur which is visible from the last five years of non deficit budget.

The CAYM education trust monitors the accounting activities of the institute on a real-time basis.

SIBM has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted by the internal financial committee of the institution.

The mechanisms used to monitor effective and efficient use of financial resources are as below: Before the commencement of every financial year, director submits a proposal on budget allocation.

Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly

basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years.

Process of the external audit: The accounts of the institute are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The audited statement is duly signed by the authorities of the management and chartered accountant.

Case highlighting the institutional practice of mobilization of Fund:

Apart from a major budget, the institute gets funds from the CAYM education trust whenever the institute plans any events and activities. One such example is explained in the following case:

The institute organizes the Induction program for first-year students every year. For this event, the institute-appointed coordinator prepared the budget for the event after obtaining approval from the director, and then the budget was forwarded to the CAYM education trust office for approval.

Receiving the budget, the finance department examined the appropriateness of the budget and requested the coordinators for a few clarifications regarding quotations, pricing, and quantity of the budget. Once the clarifications were answered by the coordinators the budget was forwarded to the President who had approved the budget.

The Induction was conducted and the details of expenses/bills were forwarded to the finance department. After scrutiny of the bills and the validity of the bills, the finance department approved the bills.

The same process is followed by the institute for all the events, activities, or purchases to ensure the effective and efficient mobilization of financial resources.

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:

Siddhant Institute of Business Management has established an Internal Quality Assurance Cell (IQAC) from the year 2017. From the date of inception, IQAC strived to improve the overall quality of the institute in all possible ways. The IQAC does not only concentrate on academic improvement but also administrative and supportive activities thereby aiming for overall quality enhancement.

Quality initiatives in education institutes are a set of strategies and processes that are implemented to improve the quality of education provided to students. These initiatives aim to enhance the learning experience for students and create an environment that fosters academic excellence, innovation, and growth. The IQAC does not only concentrate on academic improvement but also administrative and supportive activities thereby aiming for overall quality enhancement.

The contribution of IQAC is significant in institutional activities where quality enhancement is instrumental. The IQAC plans its activities by taking input from prospective plans, vision, mission, core values, The Governing Body (GoB), The College Development Committee (CDC), and IQAC meetings. The IQAC conducts two periodical meetings at the beginning of each semester. Later on, the IQAC takes appropriate actions to fulfill the points discussed/suggested during the meeting.

Teaching Learning process:

IQAC has taken various initiatives to enhance the teaching-learning process of the institute and ensure quality education for the students. The initiatives include preparing course plans well in advance, using ICT in academic practices, etc.

Structures & methodologies in operations:

IQAC during various meetings has suggested various processes and methods to bring improvement in the number of academic and administrative setups. E.g. define proper steps to make the admission process transparent and time efficient. Design forms for various forms related to the student section.

Learning outcomes at periodic intervals:

The Academic file includes Course Outcomes (COs) of each subject. Faculty members should discuss the COs during their first lecture. Bloom's taxonomy is used effectively in framing the internal question paper.

As a part of the academic activity, SIBM has been conducting various guest lectures and seminars for its students. In the league of premier B-Schools in the country, SIBM invites experts from all the fields of the industry to come to the institute and offer their valuable insight and opinions on current and pertinent topics in addition to providing information to the students about their areas of specialization. Such sessions are conducted for the students thus enabling them to acquire relevant knowledge about the market and management issues through interactions with the leaders of the industry. SIBM conducted many such seminars and workshops, where renowned scholars were invited to address the students on their areas of expertise.

Apart from this the IQAC also aims to bring a balance between academic and extracurricular activities in the institute to enhance the practical learning experience of the students.

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
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	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 institute makes efforts to promote gender equity by integrating women as an essential part of the gender equity at workplace, which is a necessary foundation for developing a peaceful, prosperous and sustainable society. The several holidays observed include: National holidays, celebrations, and events Birth and death anniversaries of famous people: Events like Mahatma Gandhi Jayanti and Shivaji Maharaj Jayanti honour national heroes and saints who have taught young people and society at large invaluable lessons. The purpose of Teacher's Day is to recognize the educators who built our society. Days of commemoration that are significant to the country include Independence Day and Republic Day, which are celebrated with flag-raising and street theatre on current social issues in which youngsters can play a significant part. On this day, people honour the bonds of unity, reflect on the courageous men and women who gave their lives in defense of freedom, and celebrate India's independence.

Celebratory Events for Human Ethics:

In order to teach pupils about the core ideals and principles of the Indian Constitution, National Constitution Day is observed. The Sadbhavna Diwas are observed to instill morals and values in faculty members and students. Celebrations of professional ethics:

Gender Sensitization and awareness:

The institute also emphasizes sensitization and awareness; various sessions were conducted to educate the students about gender equity, women's empowerment, social, psychological, legal, economical, protection, safety, security, etc.

Women's Grievance Redressal Committee (WGRC):

The Women's Grievance Redressal Committee of the institute is constituted as per the norms. The contact details of WGRC members are displayed and shared with students for any emergencies and complaints, creating awareness amongst them, resulting in not a single case of gender disparity, or sexual harassment has been reported.

Events and Festivals: To honour the illustrious legacy, culture, and traditions, festivals like Shivaji Jayanti, etc. are held. These are crucial in helping students and faculty members engage with one another and offer structure to their social life.

International days, events and festivals:

In order to address the three key facets of women's empowerment “health, safety, and employment” International Women's Day, International Yoga Day is observed. A gender-equal society can be developed by educating young people about this day. The commemoration of International Yoga Day raises awareness of health issues and the potential benefits of using this ancient Indian practice, YOGA, for a healthy living among students, staff, and the general public. Numerous national holidays highlight customs and foster values that are crucial for personal development.

The discipline committee of SIBM looks after the disciplinary matters, especially protecting the girl students from all kinds of harassment and ensuring their privacy.

The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement.

There are separate washroom facilities for girls and boys. Washrooms are provided with sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins.

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: B. 3 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: A. All 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:

Siddhant Institute of Business Management is committed to creating an inclusive environment for students and employees through a variety of initiatives and programs. Students and staff come from various cultural, regional, religious, linguistic, and economic backgrounds. They collaborate as a united team in an inclusive and harmonious work environment. The institute has a homogeneous policy for all members, and there has been no single instance of discrimination or inequality among our staff and students

Our main focus is on value-based quality education. To instill a deep understanding of human rights and their importance in our society, SPPU has introduced courses such as Human Rights I, Human Rights II, and Indian Ethos & Business Ethics. Courses on human values, human rights, and ethics cover a wide range of topics, including gender equality, and the rights, duties, and social status of women, children, and economically disadvantaged people. By integrating these courses into our curriculum, we educate our students about the value of respecting the rights and dignity of every individual, irrespective of their background.

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination.

To build a nation of youth who are noble in their attitude and morally responsible, SIBM organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.

Understanding the Indian Constitution is crucial in cultivating responsible and informed citizens. Course on the Indian Constitution empowers our students with the knowledge needed to actively participate in the democratic process and contribute positively to society.

Throughout the year, we celebrate the diverse culture of Bharat and its traditions through cultural events and food festivals. These events provide opportunities for our students to interact and learn from one another, fostering a sense of unity in diversity. We celebrate Garba night, Ganeshotsav, Diwali, Christmas, Shiv-Jayanti, etc. in our institute.

The annual social gathering encourages students to work together as a team, participating in various sports events to increase their bonding. It is a creative place where students can show how much they love the different cultures and languages of our country. The event not only promotes tolerance but also celebrates the beauty of our differences.

As an extension of our commitment to social responsibility and inclusivity, we regularly organize various programs & activities such as tree plantation, road safety awareness drives, Swachh Bharat, cleanliness drives, etc. We also arrange visits to orphanages which provide our students an opportunity to interact with and support orphaned children, imparting values of empathy and compassion. It helps students understand the importance of giving back to society and caring for the less fortunate.

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:

1) Yoga and Meditation :

College students today experience high levels of stress in many areas of life. To help students in getting out of this situation, the college has established a “Yoga and Meditation ”sessions are conducted daily in morning . In these sessions , students are taught not only the importance of yoga and meditation but they are also being guided about the various methods of performing yoga and meditation. For these sessions, students participate enthusiastically .

Yoga and Meditation improves blood flow to the brain, which help in mental clarity and cognitive performance. Students who are future managers can improve their ability to make strategic decisions and lead their teams by incorporating yoga practices into their routines.

Various Yoga sanas practiced are :

Tadasana (Mountain Pose) 2. Vrksasana (Tree pose) 3. Trikonasana (Triangle) 4. Virbhadrāsana (Warrior) 5. Paschimottānasana (Seated Forward pose) 6. Balāsana(Child pose) 7. Savāsana (Corpse pose).8. Padmāsana. 9. Dhanurāsana (Bow) 10.Sarvangāsana (Shoulderstand)

Meditation : Daily practice of meditation and breathing exercises are conducted.

2) Industry Institute Interaction - Practice

Institute Industry Interaction would be a solution to bridge gap between industry and academia.

Institute Industry Interaction connect campus to corporate by helps to groom and nurture students as per industry standards.

Objectives :

To impart employability training to students.

To provide practical and experiential training to students.

To initiate close interaction of students with industry experts, i.e. through Development Programmes, Workshops, Seminars, etc., are conducted regularly, so that students gain a first-hand knowledge of the industry requirements and accordingly our students are groomed in a manner that they are 'Industry Ready' by the time they pass out.

To get support from Industry for knowledge, enhancement and enrichment of the students through various co-curricular activities like seminars, soft training workshops, guest lectures, etc. are conducted.

Project Collaborations: To explore Industry insights project collaborations with Industry are done. industrial visits are organized to connect to the industry for giving exposure of real-life working environment.

HR Meet : These discussions provide platform to connect with eminent HR professionals.

MOUs : MOUs signed with various organizations for continuous support and cooperation for students' development and recruitment.

INDUSTRIAL VISIT :

Industrial visits are conducted to give exposure to students to real life environment.

SOFT SKILLS TRAINING FOR STUDENTS AT SIBM :

Communication Skills :

Soft skills relate to how you work. Soft skills include interpersonal (people) skills, communication skills, listening skills, time management, problem-solving, leadership, and empathy, among others.¹ They are among the top skills employers seek in the candidates they hire because soft skills are important for just about every job.

Hiring managers typically look for job candidates with soft skills because they make someone more successful in the workplace.² Someone can be excellent with technical, job-specific skills, but if they can't manage their time or work within a team, they may not be successful in the workplace.

Soft skills are also important to the success of most employers. After all, nearly every job requires employees to engage with others in some way.¹

Another reason hiring managers and employers look for applicants with soft skills is that soft skills are transferable skills that can be used regardless of the person's job. This makes job candidates with soft skills very adaptable and flexible employees.

Examples of Soft Skills

Soft skills are particularly important in customer-based jobs, for example. These employees are in direct contact with customers. It takes several soft skills to be able to listen to a customer and provide that customer with helpful and polite service.

Verbal Communication

These skills are essential for those with jobs in a traditional workplace and for employees whose tasks include extensive use of telephones. While verbal communication skills are probably most important for those in sales, customer service, and public relations, anyone who has to interact face-to-face with supervisors and colleagues needs to be able to express themselves clearly and succinctly.

- Articulating
- Clarity
- Concision
- Convincing
- Explaining
- Multilingual
- Negotiation
- Persuasive
- Presentation
- Promoting
- Public Speaking
- Telephone Etiquette

Nonverbal Communication

Nonverbal Communication includes vocal tone, eye contact patterns, body language, and more. Nonverbal communication often carries more weight than verbal communication and has a much greater impact on rapport and trust. Learn the nonverbal signals you need to present yourself well. And if you have non-standard body language (for example, if you are on the autism spectrum or have a physical disability), you will have to find ways to avoid or correct misunderstanding.

- Confidence
- Expression
- Life Skills
- Active Listening
- Quick Thinking
- Visualization
- Problem Sensitivity
- Emotional Intelligence

Reconciliation and Conflict Management Training:

Simple friendliness, politeness, and respect go a long way to create rapport and improve communication. Part of conflict management is simply being kind and considerate with everyone so that they can model your behavior. Say “please,” “thank you,” and “I’m sorry” as needed. Remember to ask people how they’re doing and listen to their answer. As the workplace becomes more diverse, conflict management is a communication skill increasingly sought after.

- Collaboration
- Courtesy
- Diplomacy

- Emotional Intelligence
- Negotiation
- Empathy
- Friendliness
- Interpersonal
- Motivation
- Open-Mindedness
- Social Skills
- Team Building

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:

Siddhant Institute of Business Management (SIBM) proactively identifies the needs with current trend of market and makes the provision for imparting innovative programs, courses to meet the requirement.

SIBM 's Institutional distinctiveness is showcased by adopting Holistic approach in developing students.

Holistic Approach to Developing Future Leaders

Teaching management students requires a unique approach to ensure their holistic development as competent professionals and future leaders. Effective pedagogy goes beyond the traditional lecture-based model and focuses on interactive, experiential, and application-oriented learning methods. SIBM adopts various teaching pedagogies that can effectively enhance the learning experience for management students.

1. Case Studies:

One of the most widely used pedagogical tools in management education is the case study method. This

approach involves analyzing real-world business scenarios, encouraging students to explore multiple perspectives, identify problems, and propose solutions. By engaging in critical thinking and active problem-solving, management students develop their decision-making, strategic thinking, and leadership skills.

2. Role-Playing Exercises:

Role-playing exercises provide an opportunity for students to simulate situations that they may encounter in their future careers. By assuming different roles and engaging in interactive dialogues, students can develop their communication, negotiation, and conflict-resolution skills. This pedagogical approach enhances their ability to apply theoretical concepts to practical scenarios, preparing them for the complex dynamics of the business world.

3. Team-based Projects:

Working in teams is a crucial element of managerial success. Teaching pedagogy integrates team-based projects, where students collaborate to achieve shared objectives. This approach fosters teamwork, leadership, and interpersonal skills while encouraging innovation and creativity. As students engage in problem-solving collectively, they learn to value diverse perspectives and develop their abilities to delegate, coordinate, and motivate team members.

4. Industry Speaker Sessions:

Bringing industry professionals to the classroom exposes students to real-life experiences and current trends in the business world. These sessions provide insights into various industries' challenges, opportunities, and best practices. Additionally, interaction with professionals allows students to network, understand industry expectations, and gain a realistic understanding of their future career paths. Incorporating industry speaker sessions helps bridge the gap between theory and practice, making management education more relevant and practical.

5. Experiential Learning:

Experiential learning involves engaging students in hands-on activities to apply theoretical knowledge to real-world scenarios. This approach includes internships, field visits, or simulated business exercises. Experiential learning enables students to develop critical skills such as problem-solving, decision-making, and adaptability. By stepping out of the classroom and immersing themselves in practical situations, management students gain a deeper understanding of the complexities of managing organizations.

6. Technology Integration:

Incorporating technology into the teaching pedagogy enhances student engagement and enables personalized learning experiences. ICT Online platforms, virtual simulations, and e-learning modules can supplement traditional classroom teaching. Technology integration fosters self-directed learning, allowing students to access resources, collaborate with peers, and explore innovative ways to solve complex problems. Furthermore, it prepares students for the digital age by developing their technological

literacy, essential for success in the modern business landscape.

7. Personality Assessment and Development Sessions

Personality development refers to the continuous process of enhancing and improving one's unique traits, characteristics, and behaviors. It involves self-awareness, self-improvement, and personal growth. This process can be achieved through various means such as self-reflection, seeking feedback, acquiring new skills, and engaging in positive habits. Personality development helps individuals build confidence, develop effective communication skills, and cultivate healthy relationships. It plays a crucial role in shaping one's identity and overall success in both personal and professional aspects of life. Personal Growth classes comprising of various psychological tests make students clear about their career choices.

Teaching pedagogy for management students should adopt a holistic approach that goes beyond imparting theoretical knowledge. SIBM Incorporates case studies, role-playing exercises, team-based projects, industry speaker sessions, experiential learning, and technology integration enhances student engagement and fosters critical skills necessary for managerial success. By adopting these pedagogical approaches, SIBM develops competent professionals who are well-prepared to navigate the complexities of the business world and serve as future leaders.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Keeping in mind the recommendations of NEP 2020, SIBM focuses on Savitribai Phule Pune University outcome based credit system of education for career development of students.

SIBM is one of the greenest campuses near Pune in 22 acres in rural area in Mawal, our uniqueness lies in our campus location. Near to the City but still full of green environment and pollution free campus helps students to inhale fresh air and study with fresh and positive mindset. All students feeling stressed can spend maximum time close to the nature at our campus and enjoy their studies. MIDC Area, which is backbone of economy of our country, is situated within 15 km from the institute. The ease of accessibility both to Pune city and nearby rural area allows us to admit blend of urban and rural students. This in turn helps us to develop and deliver the education to students thereby reducing the gap between urban and rural students

- **Believes in National Integration:** The institute's spirit of secularism, inclusivity, harmony, and national integration are deeply ingrained in its identity. As employees, students, as well as other stakeholders, this institute is home to people from all communities. Events and activities that are multicultural are widely celebrated.
- **Faculty members and staff as the students' extended family:** When on campus, students experience comfort and a sense of ease. Teachers foster positive relationships with students that are free from fear or anxiety. This seeming openness in manners has worked wonders in building rapport with every person involved.
- **Compassion of Management:** The management has consistently tries that employees should receive their salaries on the initial days of every month, despite budgetary constraints. This action provides teaching, nonteaching staff with a very fulfilling experience.

Concluding Remarks :

The Institute is a nineteen years young. Now the Institute has the required infrastructure, systems, policies, and procedures in place. Institute is in a position to understand the Industry-student expectations. Institute has given encouraging environment to the students in form of good infrastructure, qualified and experienced faculty members and updated learning resources.

The Institute at this stage of growth aims to achieve a positive impact on society, maximizing the creation of shared value for students, faculty members, non-teaching staff and employers. The Institute finds it in a position to drive innovation, tackle issues, and strengthen community engagement by number of activities and developing the research culture. The Institute is currently working on its weaknesses and strategic plan to overcome them. The alumni are leaving footprints in their career. Institute has earned faith of students for referral admissions. The Institute aims to emerge as a Benchmark and Centre of Excellence ensuring highest quality in Education, Research and co-curricular activities in forth coming years.

Apart from the regular university curriculum, students at the institution are trained in a holistic way by inculcating ethical and moral values, self- motivation and social awareness which makes them responsible future citizens.

Institution has good governance and different committees which plays a pivotal role in practicing excellent student centric teaching learning process.

Institute helps students in getting scholarships to meritorious and economically backward students to pursue their dream to become successful manager.

Students are also trained to enhance their employability skills through training programs by renowned academicians and by industry professionals.

SIBM is working hard to develop in every aspect and making it a reliable name in the Management education.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p>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</p> <p>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</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>125</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	0	0	0	0	0	2022-23	2021-22	2020-21	2019-20	2018-19	125	0	0	0	0
2022-23	2021-22	2020-21	2019-20	2018-19																	
0	0	0	0	0																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
125	0	0	0	0																	
3.3.1	<p>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</p> <p>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>07</td> <td>12</td> <td>20</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>5</td> <td>3</td> <td>10</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	07	07	12	20	13	2022-23	2021-22	2020-21	2019-20	2018-19	4	5	3	10	0
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07	07	12	20	13																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
4	5	3	10	0																	
3.3.2	<p>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years</p> <p>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</p> <p>Answer before DVV Verification:</p>																				

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	01	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	1	1	0

Remark : DVV has made changes as per the report shared by HEI.

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**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made changes as per the report shared by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 65 Answer after DVV Verification : 30</p>